

Bartow County School System
Middle/High Student Laptop and Financial Responsibility Agreement Form

PURPOSE: The Bartow County School System provides students access to a laptop computer at designated grade levels, as a means to promote achievement and provide diverse opportunities during the educational experience. This agreement provides guidelines and information about the limitations that the school imposes on use of these resources and the financial responsibilities of the student and parent or guardian. In addition to this agreement, the use of any school computer, including laptop computers, also requires students to abide by the Bartow County Technology Internet Acceptable Use Agreement and Internet Acceptable Use Policy IFBG. Additional rules may be added as necessary and will become a part of this agreement.

Over time, we have seen the elimination of a single source textbook for each content area and the emergence of digital content along with digital platforms as the foundation for teaching and learning. Consequently, the school system no longer purchases print textbooks for mass distribution to students. We are pleased that for the 2018-2019 school year all students in grades 3-12 will have access to a laptop for academic use.

Laptops are distributed in the same fashion as textbooks were in previous years. Students and parents of minor children (18 years and younger) are asked to sign an agreement for school and home use of these devices. There is no fee during the year for the use of the device; however, the user is held responsible for damages.

The student is responsible for the care of the laptop in such a manner as to prevent loss or damage. The student should also abide by the following:

- Keep the laptop secure and damage free.
- Do not mark on the laptop in any way.
- Do not loan your laptop or charger and cords.
- Do not leave the laptop in a vehicle.
- Do not leave your laptop unattended.
- Do not eat or drink while using the laptop or have food or drinks in close proximity to the laptop.
- Do not place the laptop in floor or in sitting area such as couches or chairs.
- Do not leave the laptop near table or desk edges.
- Do not stack objects on top of your laptop.
- Do not leave the laptop outside or use near water.
- Maintain a backup of all data and important files.

If loss or damage does occur, there are two categories of financial responsibility; **accidental damage** and **lost or stolen**.

Should repair be required due to **accidental damage**, a **\$100 deductible** will be required for the repair for the first occurrence, a **\$200 deductible** for the repair for the second occurrence payable to the Bartow County School System. *There will be a two claim limit per year. After this limit is met, full cost of the repair will be required.*

Should a laptop be **lost or stolen**, a **\$250 deductible** will be required for the replacement of the laptop, payable to the Bartow County School System. *There will be a one claim limit per year. After this limit is met, full cost of the replacement will be required.*

If an Administrator deems damage as excessive or intentional, the full cost of replacement or full cost of repair may be charged.

This laptop is the property of Bartow County School System. If a student fails to return the laptop as directed, the District may file a theft report with the local law enforcement authorities.

Should repair from system failure, no fault of the student (i.e., hard drive failure, system board failure), the laptop will be repaired at no cost.

Our Middle and High School students will be permitted to take the device for use at home for the duration of the academic school year.

STUDENT: By signing this, I agree to abide by the conditions listed above and assume responsibility for the care and proper use of Bartow County School System technology, including backing up personal data. Bartow County School System is not responsible for any loss resulting from delays, non-deliveries, missed deliveries, lost data, or service interruptions caused by user errors, omissions or reasons beyond the system's control. Information obtained via the Internet and other sources using the Bartow County School System technologies is not guaranteed as to its accuracy or quality. I understand that should I fail to honor all the terms of this agreement and other agreements and policies referenced within this agreement, future Internet and other electronic media accessibility use and access to any school computers, including laptop computers, may be denied. Furthermore, I may be subject to disciplinary action as outlined in the Bartow County School System Student Code of Conduct.

Student (please print): _____ Student Number: _____

Student Signature: _____ Date: _____

PARENT/GUARDIAN: By signing below, I give permission for the school to assign my son or daughter a laptop under the conditions set forth above. As the parent/guardian, my signature indicates I have read and understand the terms of this agreement and other agreements and policies referenced within this agreement.

Parent/Guardian (please print): _____

Parent/Guardian Signature: _____ Date: _____

Laptop Asset Tag Number: _____

Laptop Service Tag/Serial Number: _____