

Computer Loan Agreement Form (Algood Christian Elementary Students Only)

Date: _____ Grade: _____

Student's Name: _____

Home Phone: _____

A school laptop is being loaned to the Borrower for academic purposes. It is my responsibility to care for the equipment and ensure it is maintained in a safe environment. A \$60.00 fee is assessed to cover the cost of the insurance premium and will not reduce any fee associated with an insurance deductible. This insurance covers the laptop if it is stolen or accidentally damaged. If there is an insurance claim on the laptop, the student and/or parent are responsible for a \$100 deductible per incident. If the computer is lost, stolen or damaged, parents/guardians/students should immediately file a report with the school administration.

The laptop computer, charger cord, and carrying case are the property of Algood Christian Elementary and is herewith being loaned to the student for educational purposes only for the academic school year. Students may not deface or destroy this property in any way. Inappropriate material on the machine may result in the student losing their right to use this computer. The equipment will be returned to the school on a date to be requested or sooner if the student is discharged from school prior to the end of the school year. Students who do not return the computer and related materials when requested may be subject to criminal prosecution or civil liability. A late fee may be charged if the laptop is not returned to the school on the required check-in date. If the laptop equipment is lost, stolen or damaged while in the Borrower's possession, Borrower is responsible for the replacement or repair thereof and Borrower agrees to indemnify the School against any claim occurring during or resulting from Borrower's possession or use of the school property, including, but not limited to any claim for infringement or violation of applicable trademarks and copyrights attributable to Borrower's use of the School Property. Borrower may use laptop equipment only for non-commercial purposes, in accordance with the School's policies and rules. Any included software may be used only in accordance with the applicable license and it is the Borrower's responsibility to be familiar with and to comply with the provisions of such license. Borrower may not install or utilize any software in connection with Borrower's use of the laptop equipment other than software owned by the School and made available to Borrower in accordance with this receipt and agreement and Borrower agrees not to make any unauthorized use of or modifications of such software. The School is not responsible for any computer or electronic viruses that may be transferred to or from Borrower's diskettes or other data storage medium and Borrower agrees to use Borrower's best efforts to assure the district property is not damaged or rendered inoperable by any such electronic virus while in Borrower's possession. By signing below, Borrower and Borrower's parent/guardian acknowledge and agree to the

terms of use as spelled out in the School Laptop Use Policy Summary and this Computer Loan Agreement Form. Additionally, they agree that Borrower's use of the School Property is a privilege, and that by Borrower's agreement to the terms hereof, Borrower acknowledges Borrower's responsibility to protect and safeguard the School Property and to return the same in good condition and repair.

Parent's Signature: _____

Print Name: _____

Last 4 Digits of Social Security Number Parent:_____ Student:_____

Student's Signature: _____

Date: _____

Turn In Date: _____

Algood Christian Elementary Laptop Use Policy Summary

Student Responsibilities

Your laptop is an important learning tool and is for educational purposes only. In order to take your laptop home each day, you must be willing to accept the following responsibilities:

- I know this computer is on loan to me. All district policies, procedures, applicable laws and the Network and Internet Policy must be followed. I understand that any violation could result in loss of the computer for my use.
- I will treat the laptop with care and will be responsible in using the laptop.
- I will not loan the laptop to others, it will stay in my possession at all times.
- I will not load or delete any software from the laptop and I will comply with all copyright laws.
- I will not remove or alter the laptop label or the ID inventory number.
- I will not give personal information when using the Internet.
- I will not attempt to make any repairs to the laptop.
- I understand that misuse or inappropriate use as determined by school personnel may result in any and/or all of the following:
 - Student conference
 - Parent conference
 - Cancellation of access privileges and/or loss of computer privileges
 - School disciplinary actions including civil or criminal liability under applicable laws

Parent Responsibilities

Your child has been issued a laptop computer to improve and personalize his/her education this year. It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of your child's computer.

- I will discuss school policies and expectations regarding the use of the Internet and will supervise my child's use of the laptop at home.
- I will not attempt to make any repairs to the laptop.
- I will report to the school any problems with the laptop.
- I will not load or delete any software from the laptop and I will comply with all copyright laws.
- I know that if my child comes to school without his or her computer I may be called to bring it to school.