

RSU#38
MARANACOOK COMMUNITY SCHOOLS
"A Caring School Community Dedicated to Excellence"
MCS ACCEPTABLE USE (AUP) & LAPTOP USE FORM for 2023/24

STUDENT'S NAME _____ ADVISOR _____ GRADE _____

Student Computer and Internet Use Policy, [IJNDB](#), is on the district website (hard copies are also available in the office). Student Computer and Internet Rules [IJNDB-R](#), & Laptop Guidelines (attached). Please read the policy and rules prior to signing this User Acknowledgment Form.

STUDENT

I accept responsibility to abide by the RSU #38 Electronic Resources - Acceptable Use Policy and Administrative Procedures. I further understand that any violations of the above provisions may result in the revocation of my user account, disciplinary action at the building level, and/or appropriate legal action. I understand that the use of the Internet, laptop, and other electronic resources (hereinafter referred to as electronic resources) is a privilege not a right.

PARENT / GUARDIAN

Due to the nature of the electronic resources, it is neither practical nor possible for RSU #38 to enforce compliance with user rules at all times. Accordingly, parents and students must recognize that students will be required to make independent decisions and use good judgment in their use of these services. Therefore, parents must participate in the decision whether to allow their children access to these resources and must communicate their own expectations to their children regarding its use.

LAPTOP USE FEE for 2023-2024

_____ Payment of \$30.00 is enclosed (please make checks payable to Maranacook Area Schools)

_____ Scholarship assistance requested. (A school official will contact you)

In the event of a damage claim, I am responsible for a \$100.00 deductible. This will cover only one major repair for the year. In the event of intentional damage (vandalism) or negligence, the student is responsible for any repair or replacement costs. If the laptop, charger or case are lost or not returned, the student is responsible for the replacement cost.

Student Name (please print) _____

Student Signature _____

Parent/Guardian Signature _____

Date _____

MARANACOOK COMMUNITY SCHOOLS

LAPTOP GUIDELINES

The laptop, adapter, protective cover, and carrying case that are issued to you are the property of Maranacook Area Schools. Use of the laptop is a privilege, not a right. Students are expected to follow the guidelines and treat the equipment with respect. The laptop is a tool to enhance and support teaching and learning, it is NOT intended to be a personal entertainment device.

- Annually, each student and a family member will sign the acceptable use policy (AUP) and return it with the \$30 Use Fee. The laptop will be issued to the student following the receipt of the signed AUP form and the fee.
- Each laptop will be assigned and registered to an individual student. Do not swap or lend your laptop to another person.
- Never take your laptop out of the protective cover. Always put it in the carrying case when transporting it.
- Laptops are subject to random inspection and may be confiscated. The school's Student Computer and Internet Use Policy must be followed at all times. This may be found on our website,
- Do not mark or place stickers on the laptop.
- Do not take pictures/videos of friends. This violates the media release documents we have at school. A maximum of 200 school related photos are allowed since this takes a lot of space on your device and will slow it down.
- Laptops should return to school **fully charged every day**. If you forget your laptop at home, you will not have another computer to use. If a student repeatedly forgets their laptop at home, the student's right to take the laptop home may be taken away.
- Laptops are not allowed out of the carrying case while riding the bus to or from school. If the laptop is used on the bus and damage occurs, the full amount of the repair will be the student's responsibility.
- If students are traveling by bus to an away game or activity, laptops will be left at school in a designated area for the night and charged. For after school practices, laptops will be stored in a designated space.
- Misuse or neglectful care will result in disciplinary action which could include taking away the laptop for a period of time. If you are seen mistreating your laptop it will be taken away **BEFORE** it breaks. You will get it back when we feel assured that you know how to treat it.