



## Laptop/iPad Checklist for Winter Break

Here are a few suggestions to keep your laptop/iPad safe over Winter Break:

### Do not:

- Do not leave it in a cold car, near a heater, or anywhere the temperature is extremely cold or hot.
- Do not leave it at a relative's house after you visit. (Grandma, Aunt, etc.)
- Do not allow other people to use your school-issued laptop/iPad.
- Do not leave it plugged in the entire time.
- Do not eat or drink near your laptop/iPad.
- Do not leave it on the floor where it can be stepped on or on a bed/couch/chair where it will be sat on.

### Do:

- Do turn off your laptop/iPad when you are not using it.
- Do keep your laptop/iPad away from little brothers/sisters/pets.
- Do keep your laptop/iPad in its case to help prevent damage.
- Do keep your charger with your laptop/iPad so you do not lose it.