

Hampton-Dumont Community School District Computer Loan Agreement

One Apple MacBook laptop, charger and bag ("Equipment") are being lent to the above student by the Hampton-Dumont Community School District as part of its computer loan program. The Equipment is in good working order as of the date of this Agreement. It is the responsibility of the student and his/her parent/guardian ("Borrower") to care for the Equipment and ensure that it is retained in a safe environment.

This Equipment is, and at all time remains, the property of the Hampton-Dumont Community School District, and is lent to the student for educational purposes only for the current academic school year. The Borrower may not damage, deface or destroy this Equipment in any way. Inappropriate use of the Equipment, which includes any use of the Equipment in violation of this Agreement or applicable District policies/rules or local, state or federal laws or regulations, may result in disciplinary or other appropriate action against the Borrower, including but not limited to losing the privilege to use the Equipment. The Equipment is subject to search and seizure in accordance with applicable law regarding District property.

The Equipment will be returned to the District when requested by the District, or sooner, if the student withdraws from the District prior to the end of the school year.

The Equipment may be used by the student only for non-commercial, educational purposes, and shall only be used in accordance with the District's policies and rules, the District's Parent-Student Handbook, as well as all local, state, and federal statutes and regulations.

The Borrower may not install or use any software other than software owned or approved by the District and made available to the Borrower in accordance with this Agreement.

One user account with specific privileges and capabilities has been set up on the laptop for the exclusive use of the student to which it has been assigned. The Borrower agrees to make no attempts to change or allow others to change the privileges and capabilities of this user account.

The Borrower agrees to make no attempts to add, delete, access, or modify other user accounts on the laptop or on any other school-owned computer.

The District network is provided for the academic use of all students and staff. The Borrower agrees to take no action that would interfere with the efficient, academic use of the network.

Identification and inventory labels/tags have been placed on the laptop. These labels/tags are not to be removed or modified. If the labels/tags become damaged or missing, contact tech support for replacements. Additional stickers, labels, tags, or markings are not to be added to the Equipment.

An email account may be available for each student to use for appropriate school-related communication consistent with District policy/rules. These email accounts are the property of the District.

It is the student's responsibility to regularly back up his/her files to external media such as flash drives, CDs, DVDs, or hard drives. The District will not be responsible for any lost files or other materials.

The District is not responsible for any computer or electronic viruses that may be transferred to or from the student's flash drives or other data storage medium, and the Borrower agrees to use Borrower's best efforts to assure that the District Equipment is not damaged or otherwise rendered inoperable by any such electronic virus while in the Borrower's possession.

Iowa law provides that the District may assess a fine for damage or loss to school property. The Borrower acknowledges and agrees that use of the District Equipment is a privilege and that by Borrower's agreement to the terms hereof, the Borrower acknowledges Borrower's responsibility to protect and safeguard the District Equipment and to return the same in good condition and repair upon request by the District. The Borrower may be held responsible for the repair or replacement of the Equipment in connection with any damage or loss arising during the Borrower's use and/or possession of the Equipment.

The student and his/her parent/guardian also agree to the following responsibilities:

Parent Responsibilities

Your student has been issued an Apple MacBook laptop computer, charger and bag 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 this equipment.

- I will supervise my student's use of the MacBook at home and will not permit any unauthorized use. I will make sure that my student takes the proper steps to keep the MacBook safe and in good condition.
- I will discuss our family's values and expectations regarding the use of the Internet and email at home, consistent with the District's requirements regarding use, and will supervise my student's use of the Internet and email.
- I will not attempt to repair the MacBook, nor will I attempt to clean it with anything other than a soft, dry cloth.
- I will not take the MacBook somewhere else to be repaired. The District tech shop will repair, or send for repair, all MacBooks.
- I will report to the school any problems with the MacBook.
- I will not load or delete software on/from the MacBook, except as may be authorized by the District.
- I will make sure that my student recharges the MacBook battery nightly.
- I will make sure my student brings the MacBook to school every day.
- I understand that if my student comes to school without his/her computer, that he/she may not be able to participate in classroom activities, and his/her grade could be affected as a result.
- I agree to make sure that the MacBook is returned to the District when requested by the District, or upon my student's withdrawal from the District.

Student Responsibilities

Your Apple MacBook laptop computer, charger and bag are important learning tools and are for educational purposes only. In order to take your MacBook home each day, you must be willing to accept the following responsibilities.

- When using the MacBook at home, or at school, and anywhere else I may take it, I will follow the policies/rules of the District, and abide by all local, state, and federal laws/regulations.
- I will treat the MacBook with care by not dropping it, getting it wet, leaving it outdoors, leaving it in a car in extreme weather conditions, or using it with food or drink nearby.
- I will report to the school any problems with the MacBook.
- I will not lend the MacBook to anyone, not even my friends or siblings; it will stay in my possession at all times.
- I will not load or delete any software on/from the MacBook, except as may be authorized by the District.
- I will not remove programs or files from the MacBook.
- I will honor my family's values when using the MacBook, consistent with the District's requirements regarding use.
- I will not give personal information to outside persons when using the MacBook.
- I will bring the MacBook to school every day. Any personal laptop I have will not be used at school. I understand that if I do not bring my MacBook to school, I may not be able to participate in classroom activities, and my grades could be affected as a result.
- I agree that email (or any other computer communication) should be used only for appropriate, legitimate, and responsible school-related communication, consistent with the District's requirements regarding use.
- I will keep all accounts and passwords assigned to me secure, and will not share these with any other persons.
- I will not attempt to clean or repair the MacBook.
- I will recharge the MacBook battery each night.
- I will return the MacBook when requested by the District, or upon my withdrawal from the District.
- I will place the MacBook in its protective bag when not in use and when it is being moved.
- I will place the MacBook in a secure location when not in use (locked up when possible).

Please complete the Computer Loan Agreement/Technology AUP by submitting your electronic signature in the Parent PowerSchool Portal on both the Computer Loan/Technology AUP Forms.