



LAPTOP RESPONSIBLE USE AGREEMENT

Dear Parent or Guardian:

Ware Shoals School District 51's mission is to prepare students to be productive, contributing and successful members of society. Incorporating technology into the classroom can assist students develop skills necessary for a technology driven workplace. To ensure the safety of our students and to protect data and resources, the District has established expectations for technology use and laptop care.

Students must:

1. Respect and provide proper care for their laptop:
 - a. Ensure the device remains inside the protective case at all times
 - b. Maintain a full charge
 - c. Device should be kept in a secure location when not in use
 - d. Do not loan power chargers to anyone
 - e. Do not download software or programs without teacher permission
2. Respect their own privacy and the privacy of others:
 - a. The student computer is an educational tool and should only be used in that capacity
 - b. The device is to be used only by the student to whom it is assigned
 - c. Do NOT share passwords or usernames
 - d. Do not post personal information including: name, birthday, address, and phone number online
 - e. Do not post photographs or videos of other individuals to the internet without teacher permission
3. Respect and practice the principles of community:
 - a. Follow existing copyright laws
 - b. Communicate only in ways that are kind, responsible, and respectful
 - c. Report inappropriate use or neglectful treatment of electronics to the classroom teacher
 - d. Inform a teacher of any security problems including viruses

Terms of the Laptop Loan

Your child is being provided a laptop by Ware Shoals School District 51. Legal title to the device is in the District and at all times shall remain in the District. The technology fee of \$25.00 is required of all students and is non-refundable should the student transfer to a new district. The fee does not cover accidental damages, theft, or loss that may occur. Charges for those incidents will be assessed as outlined in the following chart.

Actual Replacement Costs:

Brand →
Varies

| Equipment | Replacement Cost |
|-------------------------------|------------------|
| Replacement Laptop | \$200 |
| Replacement Screen | \$30 |
| Charging Cable | \$50 |
| Padded Laptop Case | \$25 |

← other repairs may vary.

-----SIGN & RETURN form below. KEEP TOP PORTION-----

My child and I have read the Laptop Responsible Use Agreement and agree to the terms and conditions.

Student Name (print): _____ Grade: _____

Student Signature: _____ Date: _____

Parent / Guardian Signature: _____ Date: _____

56 S. Greenwood Ave. | Ware Shoals, SC 29692 | 864-456-7496 | www.gwd51.org