

# USD 410 - Laptop Computer Care Contract

This contract is to help students understand the responsibilities they have for the care of the laptop computer that is being issued to them for the 2017-2018 school year.

- Students must be enrolled in a minimum of four class periods at Hillsboro High School or full-time at Hillsboro Middle School in order to be eligible for the laptop program.
- During the school day, students must have their laptops with them, or locked in their school lockers. (*School issued locks will be provided upon request.*) Laptops must never be left unattended. Faculty will pick up and give unattended laptops to the office.
- Students will pay a per incident fee for repairs made to their laptop computer due to negligence or intent to harm following the guidelines listed below:

Level One Repair = \$25	Examples include, but are not limited to: keyboards, hinge covers and palm rests.
Level Two Repair = \$100	Examples include but are not limited to: batteries, screens and casing.
Level Three Repair =	Replacement cost of the computer. One to one privileges are revoked until payments are made in full.

- If a laptop is stolen or lost, the student will be expected to pay for the replacement of the missing computer. Stolen laptops should be reported to the local police through the school office.
- Laptops must be kept in the school issued carrying case issued with the computer. They may **NOT** be kept in regular book bags or backpacks.
- Coaches/Sponsors for individual activities may limit whether or not laptops are allowed on buses or to particular events.
- It is recommended that laptops go home with students each evening for recharging. Unless other arrangements are made by the school administration.
- Students are not to deface their laptop or carrying case in any way, examples include writing names or painting pictures. If there are any questions check with the administrators.
- Students are not to remove, deface, or alter the USD #410 identifying stickers, labels, or barcodes in any way, shape or form.
- The laptop computers should not be left for extended times in places where it will be subject to extreme temperatures or humidity (i.e.: cars or outside on cold or hot days or a steamy locker room).

Students will return their school issued laptop when they checkout at the end of the school year or when they transfer to another school.

## REQUIRED SIGNATURES (When completing On-Line Enrollment, you will “sign” this during the enrollment process)

I / We have read this agreement and consent to abide by the terms and conditions as prescribed herein.

User's Name (please print) \_\_\_\_\_ Grade: \_\_\_\_\_

Student Signature (required) \_\_\_\_\_ Date: \_\_\_\_\_

Parent &/or Guardian (please print) \_\_\_\_\_

Parent Signature (required) \_\_\_\_\_ Date: \_\_\_\_\_

***This agreement shall be in effect for the 2017-2018 school year. A new form must be completed each school year.***