



Directions: Please read this agreement carefully. This is a legally binding document in which you express consent and understanding of the terms and conditions with the loan of a Whitehall-Copley School District "WCSD" owned technology equipment for school related use. Once read and upon receipt of the equipment, please sign the agreement where indicated.

Purpose: The primary purpose of the WCSD's provision of access to laptop computers, network resources, and computer support services is to facilitate education and research consistent with the educational objectives of WCSD. The privilege of using computing resources provided by WCSD is NOT transferable or extendible by the members of WCSD staff to persons or groups outside WCSD. All recipients must read and understand the following.

Terms: In addition to the WCSD's Acceptable Use Policy and the Student Technology Handbook, the following Terms will apply to the equipment identified herein:

1. I understand the use of the provided mobile technology (Chromebook) shall be limited to the purpose(s) for which access is granted. Use of computing facilities or databases for political purposes, personal or private use for profit, unless such use is specifically authorized, or for the purposes not related to the student's or other users' duties for which access is granted is strictly prohibited.
2. I understand that I am responsible for the device(s) assigned and that I agree to take care in its use and safe keeping.
3. I understand that I may pay an Annual Voluntary Technology Fee that will insure my child from being charged if there is accidental damage to the Chromebook. This fee will fully cover the first incident only.
4. I understand that I am responsible to return the equipment to the proper District authority upon the completion of the school year, time of disenrollment, or at any time as specifically directed by District authority.
5. I understand that I am responsible for securing the device when it is not in use. If a safe and secure environment is not readily available please notify the appropriate building administration and or Technology Services.
6. WCSD has installed GoGuardian filtering software that will limit student internet access to sites that are deemed inappropriate. This software will be active on all devices, both at school, and at home. This software also allows the school district to deactivate any device that has gone missing or has been stolen.
7. In the event of damage, loss, or theft, I understand that I MUST notify the Technology Services Department or designee immediately to seek repair or replacement. If the equipment is lost or stolen while off campus, I am required to obtain an official document/record from a Law Enforcement Agency (Police Report) provide such a copy of this document to the District. If the damage, loss, or theft occurs on campus I am required to obtain a WHS Incident Form, completely fill out the form, and submit it to building administration.
8. The equipment shall not be left in places of extreme temperature, humidity, or limited ventilation for an extended period of time. (i.e. vehicle)
9. Only use a clean, soft cloth to clean the device. No cleansers and/or solvents of ANY kind should be used.
10. I understand that I am not permitted to write, draw, or apply any stickers or labels to the device that are NOT property of the District.
11. When the device requires technical support, I understand that I am responsible to make it available for a member of the Technology Services Team to provide such support. Office Hours for students will be posted for students to see members of the Tech Team in the Library.



12. I understand that the WCSD is NOT responsible for any personal data, pictures, documents, etc. on the WCSD device identified herein. In the event of loss of data, the District is under no obligation to provide recovery and/or technical support for such materials.
13. I understand and acknowledge that repeated offenses to this Agreement may result in actions up-to and including loss of the "Chromebook Loan Program" privilege and/or access to other computing facilities. This may also include financial reimbursement for damaged and/or lost equipment.

Execution: By executing this agreement below, I understand and further acknowledge that I have read and understand the terms identified in this agreement. Furthermore, I agree to comply with these terms in an effort to participate in the "Chromebook Loan Program".

Student/Parent Information:

Student Name: _____ Date: _____

Student Signature

Parent Name: _____ Date: _____

Parent Signature

Equipment:

Equipment Description:

Model:



Service Tag:
Number:

Whitehall Copley School District
Technology Services Department
Chromebook Loan Program Agreement
WCSD Asset

ISD: