

# SHELTER ISLAND UNION FREE SCHOOL DISTRICT

## Ipad/Chromebook Loan Agreement

One Ipad/Chromebook, charger and cover are being lent to the student and are in good working order. It is the student's responsibility to care for the equipment and ensure that it is retained in a safe environment.

This equipment is, and at all times remains, the Property of Shelter Island Schools and is herewith lent to the student for educational purposes only for the Academic School Year.

The student may not deface or destroy this property in any way. Inappropriate use of the machine may result in the student losing their right to use the Ipad/Chromebook.

The equipment will be returned when requested by Shelter Island Schools, or sooner, if the student withdraws from Shelter Island Schools prior to the end of the school year.

The District Property may be used by the student only for non-commercial purposes, in accordance with District's policies and rules, the District Acceptable Use Policy, as well as local, state, and federal statutes.

Student may not install or use any software other than software owned or approved by the District acceptable use policy and made available to the student in accordance with this Receipt and Agreement.

The student agrees to make no attempts to change or allow others to change the privileges and capabilities of this user account.

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

Identification labels have been placed on the Ipad/Chromebook. These labels are not to be removed or modified. If they become damaged or missing contact tech support for replacements. **Additional stickers, labels, tags, or markings of any kind are not to be added to the machine.**

An email account will be available for each student to use for appropriate academic communication with staff members only. This email is for communication within the school district.

Student agrees to use best efforts to assure that the District Property is not damaged or rendered inoperable by any such electronic virus while in student's possession.

The student acknowledges and agrees that the student's use of the District Property is a privilege and that by the student's agreement to the terms hereof, the student acknowledges this/her responsibility to protect and safeguard the District Property and to return the same in good condition upon request by Shelter Island Schools.

### **Parent Responsibilities**

Your son/daughter has been issued an Ipad/Chromebook 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 computer,

- I will supervise my child's use of the Ipad/Chromebook at home.
- I will discuss our family's values and expectations regarding the use of the Internet and email at home
- I will supervise my child's use of the Internet and email.
- I will not attempt to repair the Ipad/Chromebook, nor will I attempt clean it with anything other than a soft, dry cloth.
- I will report to the school any problems with the Ipad/Chromebook I will not load or delete any software from the Ipad/Chromebook
- I will make sure my child recharges the Ipad/Chromebook battery nightly

- I will make sure my child brings the Ipad/Chromebook to school every day
- I understand that if my child comes to school without the Ipad/Chromebook, I may be called to bring it to school
- I agree to make sure that the Ipad/Chromebook is returned to school when requested or upon my child's withdrawal from Shelter Island Schools.

## **Student Responsibilities**

Your Ipad/Chromebook is an important learning tool and is to be used for educational purposes only. In order to take your Ipad/Chromebook home each day, you must be willing to accept the follow responsibilities:

- When using the Ipad/Chromebook at home, at school, and anywhere else I may take it, I will follow the policies of Shelter Island Schools, especially the Student Code of Conduct and Acceptable Use Policy, and abide by all local, state, and federal laws.
- I will treat the Ipad/Chromebook with care by not dropping it, getting it wet, leaving it outdoors, or using it with food or drink nearby
- I will not lend the Ipad/Chromebook to anyone, not even my friends or siblings; it will stay in my possession at all times
- I will not load any software onto the Ipad/Chromebook not permitted by district policy
- I will not use my Ipad/Chromebook with personal email accounts
- I will not remove programs or files from the Ipad/Chromebook
- I will honor my family's values when using the Ipad/Chromebook
- I will not give personal information when using the Ipad/Chromebook
- I will bring the Ipad/Chromebook to school everyday
- I agree that email (or any other computer communication) should be used only for appropriate, legitimate, and responsible communication
- I will not attempt to repair the Ipad/Chromebook
- I will recharge the Ipad/Chromebook battery each night
- I will return the Ipad/Chromebook when requested or upon my withdrawal from Shelter Island Schools

Each district Ipad/Chromebook comes with a three year accidental care warranty. Students are responsible for shipping costs