

SCHUYLERVILLE CENTRAL SCHOOL DISTRICT

GUARDIAN/STUDENT DEVICE RESPONSIBILITIES

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| <ul style="list-style-type: none"> One Apple iPad/Google Chromebook and charger are being loaned 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. |
| <ul style="list-style-type: none"> This equipment is, and at all times remains, the Property of Schuylerville Schools and is herewith loaned 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 device. The equipment will be returned when requested by Schuylerville Schools, or if the student withdraws from Schuylerville Schools prior to the end of the school year. |
| <ul style="list-style-type: none"> The District Property may be used by the Student only for non-commercial purposes, in accordance with the District's policies and rules, the District Acceptable Use Policy, as well as local, state, and federal statutes. |
| <ul style="list-style-type: none"> Students may not install or use any software other than software owned or approved by the District and made available to the Student in accordance with this Receipt and Agreement. |
| <ul style="list-style-type: none"> The student may not make any attempt to add, delete access, or modify other users accounts on the device on any school owned computer. The device does have identification on it indicating that it is the property of Schuylerville Central Schools. This identification should not be altered, removed, or modified in any way. |
| <ul style="list-style-type: none"> The 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. |
| <ul style="list-style-type: none"> 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 the Student's responsibility to protect and safeguard the District Property and to return the same in good condition. |

What happens when a device is lost, stolen, or damaged?

It is important to remember that the school has the ability to track the GPS location of each device and remotely control access to each device. In the event of loss or theft, it is very important to notify school personnel quickly. The school district will treat a lost device as stolen and will support the authorities in tracking the device with our remote access.

If a device has been damaged, the student will be billed according to the repair costs listed on the Schuylerville Central School District website. Students will need to sign out a building loaner until the bill is paid in full. Checks can be made out to Schuylerville Central Schools and mailed to or delivered to the building that the student attends.

GUARDIAN RESPONSIBILITIES

Your son/daughter has been issued a device 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 device 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 device, nor will I attempt to clean it with anything other than a soft, dry cloth.
- I will report to the school any problems with the device.
- I will not load or delete any software from the device.
- I will make sure my child recharges the device battery nightly.
- I will make sure my child brings the device to school every day.
- I understand that if my child comes to school without the device, I may be called to bring it to school.
- I will make sure my child has a good bag or backpack to transport the device to and from school.
- I agree to return the device to school when requested and upon my child's withdrawal from Schuylerville School

STUDENT RESPONSIBILITIES

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

- When using the device at home, at school, and anywhere else I may take it, I will follow the policies of Schuylerville Central Schools, especially the Student Code of Conduct and Acceptable Use Policy, and abide by all local, state, and federal laws.
- I will treat the device 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 device 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 device..
- I will not take any unauthorized video or photos of students or staff.
- I will not use my device with personal email accounts other than those assigned by school.
- I will not remove programs or files from the device.
- I will honor my family's values when using the device.
- I will not give personal information when using the device.
- I will bring the device to school everyday.
- I agree that email (or any other computer communication) should be used only for appropriate, legitimate, and responsible communication.
- I will keep all accounts and passwords assigned to me secure, and will not share these with any other students.
- I will not attempt to repair the device.
- I will recharge the device battery each night.
- I will return the device when requested and upon my withdrawal from Schuylerville Central Schools.
- I will keep the device in its protective case at all times.
- I will carry the device to and from school in a secure bag and will not remove it from the bag on the school bus.
- I will backup/save all files on the device to GOOGLE Drive.