

Hatboro-Horsham High School

Laptop Agreement

In exchange for the Hatboro-Horsham School District providing the students to use and possess a district-owned laptop computer, or any loaner or replacement laptop computer provided at the discretion of the District, parents and student agree to the following:

1. The Student and Parent/Guardian understand and agree the laptop computer, sleeve and charger are the property of the Hatboro-Horsham School District and the Student has no right to alter, install or remove any hardware or software on the laptop computer. Additionally, students are not allowed to write on or personalize the laptop case (ex.: stickers are not allowed).
2. Student and Parent/Guardian acknowledge review of **School Board Policy No. 815: Acceptable Use of the Internet, Computers and Network Resources** and **School Board Policy No. 224: Care of School Property** and understand and agree to abide by the procedures and rules set forth in these Policies and this agreement.
3. In return for the District requiring the student to take the laptop computer off-campus, the Parent/Guardian agrees to pay the District technology fee prior to laptop pick-up.
 - The technology fee is **\$30** per student with a **\$250** deductible for theft, loss or intentional damage.
 - The technology fee, but not the deductible, will be adjusted for any family that participates in the Free and Reduced Lunch Program. Families in the Free and Reduced lunch program will be required to pay the deductible, \$250 for theft, loss or intentional damage.
 - The technology fee will provide accidental damage protection for damage to the laptop.
 - The Parent/Guardian and Student accept all uninsured financial responsibility with respect to damage, loss or theft of the laptop computer while it is in the possession, custody or control of the student.
 - The District reserves the right for final determination of claims.
 - Students that do not pay the technology fee are not permitted to remove the laptop computer from the school building.

ACCIDENTAL DAMAGE PROTECTION

WHAT IS TYPICALLY COVERED?

- Accidental drops, spills, bumps, and structural failures incurred under normal operating conditions or handling

Examples: (Examples are not all inclusive)

- Your system accidentally slips off the table and the LCD screen cracks
- The coffee spills on the keyboard and the extent of damage is unknown

WHAT IS NOT COVERED?

- Cosmetic damage, equipment loss or failures due to usage outside of normal operating conditions.
- Any data loss or interruption of business, intentional damage and misuse, removal or alteration of parts, accessories, theft, damage from fires, damage to peripherals or third-party products even if sold by Lenovo.

Examples: (Examples are not all inclusive)

- The outer case cracks but your system still operates effectively
- You have lost your PC
- The stylus or battery is misplaced

4. In some instances it may be necessary for the Computer Technician to access the laptop computer remotely to resolve a technical problem. If this is necessary, the Student will be asked for oral permission before the remote access is performed. If oral permission for remote access is granted, a permanent record of the approval will be logged by the Computer Technician, along with the time, date and duration of the access. The Student will not be asked for any permission prior to remote software or configuration changes sent out to all laptop computers.
 - The Student will not permit individuals other than District personnel to access the laptop computer. The student must follow all copyright laws. The Student shall not use or allow the laptop computer to be used for any illegal reasons prohibited by School Board Policy No. 815: Acceptable Use of the Internet, Computers and Network Resources.
5. The Student and Parent/Guardian agree the laptop computer is deemed to be in the custody of the student from the time the student receives the laptop computer until the time the laptop computer is returned to a designated school representative. If the laptop computer is lost or stolen, the Parent/Guardian and Student must immediately notify the High School Administration of the incident along with all relevant details no later than the next school day after the occurrence. In addition, the Student or Parent/Guardian must file a police report within 48 hours of the occurrence. The Parent/Guardian and Student consent for the District to use Internet Protocol tracking until the laptop computer is actually located by the District or until Parent/Guardian or Student provides written notification the laptop computer is no longer missing.
6. Student and Parent/Guardian understand and agree they are not to attempt any repairs on the laptop computer and that damaged laptop computers must be returned to the Computer Hub for repair/service.
7. In the event the laptop computer is lost, damaged or stolen while in the custody of the Student, the Student and Parent/Guardian agree they will be responsible to the District for the cost to repair or replace the laptop computer. If the claim is covered by the applicable District insurance, then Student and Parent/Guardian shall only be responsible for the costs not covered by insurance, including, but not limited to any deductible.
8. The Student understands and agrees that at the end of the school year, departure from school district or upon request from a school official, the laptop computer will be returned to the District in the same condition the laptop computer was originally provided except for normal wear and tear as determined by the District. Any failure to return the laptop computer to the District in a timely manner or the continued use of the laptop computer for non-school purposes without the District's written consent may be considered unlawful possession of District property, and the District may pursue legal remedies to obtain the laptop computer or its value.
9. Student and Parent/Guardian understand and consent the District may view student files stored on the laptop under the following circumstances:
 - After the Student has returned the laptop to the District at the end of the school year or any other time the Student is required to permanently return the laptop computer and has prior notice and adequate opportunity to remove files.
 - If the District has reasonable suspicion the Student is violating District rules or policies, an Administrator may take custody of the laptop computer and review student files. "Reasonable suspicion" means reasonable grounds exist that the search will uncover evidence the student violated the law, school rules or District policies. The scope of the search must be reasonably related to the violation that justified the search. Under no circumstances will the District access the laptop computer remotely for the purpose of reviewing student files. Parent/Guardian will be notified if the laptop computer is accessed under reasonable suspicion.
 - Teachers and other school personnel may provide assistance to the student in locating files in the presence of and at the request of the Student.
 - If the Student requests a Computer Technician access Student's laptop remotely to resolve a technical problem.
10. Students are responsible for completing all schoolwork locally on the laptop computer and regularly backing up that work to the provided District server space when in school. The District assumes no responsibility for lost work due to the computer issues such as a hard drive crash.
11. The District will not be responsible for unauthorized financial obligations incurred through the use of the laptop computer.

ALL PROCEDURES AND RULES FOR HOME USE OF LAPTOPS APPLY NOT ONLY DURING THE SCHOOL YEAR, BUT ALSO DURING HOLIDAYS, VACATIONS AND SUMMER MONTHS.

This agreement is made between the Student, Parent/Guardian, and the Hatboro-Horsham School District. The equipment referenced in this agreement is the Lenovo Yoga 370.

1. The term of this agreement shall be for the 2019-2021 school years, beginning when the Student takes possession of the laptop and ending when it is returned to the District.
2. The Parent and Student agree to be responsible for damaged or stolen equipment not covered by the Technology Fee.
3. Failure to compensate the Hatboro-Horsham School District within ninety (90) days from the date of reported loss or damage for any damage not covered by the accidental damage protection described below may allow the school district to take legal action.
 - a. Fees for this agreement are as follows:
 - i. Technology Fee: \$30 per student per year
 - ii. Loss/Theft or Intentional Damage: \$250 deductible

I have read and accept the terms of the HATBORO-HORSHAM HIGH SCHOOL LAPTOP AGREEMENT.

SIGNED:

Parent:

Date:

Student:

Date: