

George-Little Rock CSD LAPTOP AGREEMENT

This Agreement represents an outline of the Laptop Policies & Procedures. By signing this Agreement, students, and parents/guardians agree to follow the Policies & Procedures. Students and parent/guardians are encouraged to read and understand these Policies & Procedures prior to signing this Agreement.

Parent Responsibilities:

Your child has been issued a Dell Laptop Computer to improve and personalize his/her education. It is essential that the GLR Acceptable Use Policy be followed to ensure safe, efficient, and ethical operation of the district's computer. **In order for your child to use the computer in class and take it home, you must be willing to accept the following terms and responsibilities.**

- I will read the Acceptable Use Policy and discuss it with my child.
- I will read the Damage Plan and discuss it with my child.
- I will supervise my child's use of the computer at home.
- I will make sure my child charges the computer nightly and begins the school day with a fully charged battery..
- I will discuss the appropriate use of the Internet and supervise my child's use of the internet.
- I will not attempt to repair the computer.
- I will report any problems or damage to the GLR technology coordinator.
- I will not load or delete any software from the computer except personal documents of my child.
- I will report loss/theft of the computer to school and proper authorities within 24 hours.
- I agree to make sure that the computer is returned to the school when requested and upon my student's withdrawal from the GLR CSD.

Student Responsibilities:

Your computer should be used for EDUCATIONAL PURPOSES ONLY. **In order to use the computer in class and to take it home, you must be willing to accept the following terms and responsibilities:**

- I will read the Acceptable Use Policy and discuss it with my parent/guardian.
- I will adhere to the terms of the GLR CSD Acceptable Use Policy and Damage Policy each time the computer is used, at home or at school.
- I will recharge the computer nightly and begin the school day with a fully charged battery.
- I will bring the computer to school each day and when not in use, keep it in a protective sleeve or bag.
- I will use appropriate language in all communications.
- I will abide by copyright laws.
- I will never share personal information over the internet.
- I will not remove programs or files from the computer.
- I will not use the computer to record (audio or visual) other without their permission.
- I will not install, download, or otherwise utilize any software that is not authorized by the GLR Technology Department.
- I will treat the computer with care by not dropping it, leaving it outdoors, or using it with food or drink nearby.
- I will keep all accounts and passwords assigned to me secure, and will not share these with any other students.
- I agree that e-mail (or any other computer communication) should be used only for appropriate, legitimate, and responsible communication.
- I will return the computer when requested and upon my withdrawal from the GLR CSD.

Student Signature: _____

Print Name: _____

Parent Signature: _____

Date: _____

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Student Signature: _____
Print Name: _____

Parent Signature: _____
Date: _____