



## Laptop Student User Agreement & Parent Permission Form

This laptop is property of Okanogan School District and is on loan to you, as a student and the following rules must be followed. Laptops must be turned in and inspected on or before the last day of school each year or on or before the last day the student is in attendance in our district. Any laptop that is not returned by the due date will be turned in as stolen property, and a fine will be assessed.

### Rules and Appropriate Usage

Okanogan School District encourages the use of one-to-one (1:1) devices and the network, including the Internet, as a tool for research and education. 1:1 devices and the network, like any other school property, must be used for the educational purposes for which they are intended. The laptops issued to students are the property of Okanogan School District (like a textbook). The distribution of a laptop is a privilege, not a right, and may be revoked at any time for inappropriate conduct. Before a laptop is issued for use at home, students and parents or guardians will sign an Acceptable Use Policy, Student User Agreement and Parent Permission Form.

**The district has the right to review ANY Internet activity (websites visited, games played etc.) on a students' laptop.** Parents, guardians, and students do not have the right to expect privacy for any use of the laptop or district network. Pornographic, obscene, or vulgar images, sounds, music, language or materials, including screen savers, backgrounds, and or pictures are prohibited. Internet accessed at home on the laptop will be filtered through the district's web filtering software.

Students are expected to abide by the following rules and behavioral expectations while using the laptop at home.

Each laptop is assigned to an individual student. Students will never "swap" or "share" their laptop.

Laptops will be in a student's possession or secured in a designated secure area at all times.

The school laptop is to be used for educational purposes only.

Students may not destroy, deface, or alter laptop equipment or files not belonging to the student.

Students may not hide files or activity on the laptop.

Chat lines, bulletin board, forums, etc. may not be accessed by students without prior consent from a teacher or person monitoring the Internet use.

Engaging in online activities that are inappropriate will result in automatic termination of the student's network/Internet privilege.

Sending messages via school technology with the intent to intimidate, frighten, threaten, or bully another person is considered harassment and will have significant consequences, including but not limited to suspension.

Students may not change, alter, bypass, or attempt to bypass any laptop security measures including filtered Internet sites.

**General Care of a Laptop**

Students are expected to treat their laptop with respect. Do not use it while walking, on the bus, or otherwise being transported. Laptops are fragile and will break if dropped. They also need to be protected from heat, spills, pets, and food.

Do not place heavy objects on the laptop, which includes musical instruments, textbooks and sports equipment.

Parents/guardians/students are not authorized to attempt repairs on the laptop. Please notify the appropriate office if repairs are needed.

If the laptop is lost or stolen, parents/guardians should immediately report the loss or theft to the appropriate office.

Do not decorate your laptop and NO skins.

I am accepting this device on behalf of \_\_\_\_\_ . Without this device my child would lack access to a connected device for schoolwork.

My child and I agree to abide by this agreement, which we have reviewed and understand and we understand that failure to comply with this agreement may result in revocation of the laptop privileges. My child and I acknowledge and agree that Okanogan School District has the right to review, edit or remove any materials installed, used, stored or distributed on this laptop and we hereby waive any right of privacy on this laptop and to revoke privileges at any time.

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Student Name and Grade (Printed)

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Signature of Student

Date

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Signature of Parent/Guardian

Date