



STUDENT LAPTOP LOAN AGREEMENT

USD 487, HERINGTON, KANSAS

Providing laptop computers for instructional use by USD 487 Middle School students is an exciting venture. Certain guidelines are necessary to protect the laptop and the school network and ensure that this technology serves as an effective instructional tool. Students and their parents/guardians must agree to the following:

1. The student agrees to follow all USD 487 regulations and policies governing the use of the computer as well as all applicable State and Federal laws including copyright and intellectual property law pertaining to software and information.
2. This equipment is the property of Herington Public Schools, USD #487, Herington, KS and is herewith being 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 material on the machine may result in the student losing their right to use this computer.
3. The student will be issued a computer for use at school once the district acceptable use policy and laptop loan agreement have been signed. Attendance at an orientation session by the student and parent together is strongly recommended. The computer will be checked in on the last day of school in May or the last attendance day for the student.
4. The computer is the property of USD 487. If a student withdraws from school prior to the end of the loan period, the laptop computer is to be returned to school officials by the student prior to withdrawal.
5. Laptops not returned in an appropriate manner will be filed as missing and turned over to the proper authorities as theft.
6. The student shall not remove or alter any USD 487 identification labels attached to or displayed on the computer, nor shall the student change identification within the computer, such as the computer name.
7. The student agrees to handle the computer carefully and protect it from potential sources of damage.
8. The student and parent assume the risk of loss by theft, destruction, or damage. If, during the loan period, the computer is damaged or returned with any accessories missing, USD 487 may charge the student the lesser of the repair or the replacement cost. By signing the loan agreement, the parent/guardian agrees to be responsible for the loss/damage to the laptop, or the cost of repair for such damage, while in the student's possession.
9. The student must report theft (or suspected theft) of the computer, loss of the computer, damage to the computer, or malfunctioning of the computer to school personnel immediately. Parents/guardians/students are not authorized to attempt repairs themselves or to contract with any other individual or business for repair of the laptop.
10. The student and parent agree to indemnify USD 487 against any claim, suit or damage occurring during or resulting from student's possession or use of the computer, including, but not limited to any claim for infringement or violation of applicable trademarks and copyrights attributable to student's use of the District's computer.
11. Upon request, the student agrees to deliver the computer to USD 487 staff for technical inspection or laptop audit.
12. USD 487 is not liable for lost data or time spent on data.

I have read and agree to abide by all USD 487 policies and regulations for the use of equipment including the Acceptable Use Policy Agreement and the Student Laptop Regulations. I accept responsibility for damage to or loss of the equipment listed below while in my possession. I understand that if the computer or any accessory is lost, damaged, or stolen, I am responsible for the replacement cost or repair, whichever is less. I will report any damage to hardware or software immediately to designated school personnel and will return equipment promptly when requested by school personnel.

Computer Description:

Model Number: 3508-29U Computer Serial Number: «Product_ID»

School: Herington Middle School

Student Name: «Student_Name»

Permanent Address:

Signature of Student: _____

Date: _____

Parent Name: _____

Signature of Parent or Guardian: _____

Date: _____