

<b>Britton-Hecla School District</b>	<b>IIBGB</b> <b>Page 1 of 2</b>
<b>Policies</b>	

**LAPTOP COMPUTER PROTECTION**

The Britton-Hecla School District recognizes that with the implementation of the laptop initiative there is a need to protect the investment by both the District and the Student/Parent. The following outlines the various areas of protection:

All damages will need to be covered by the school and/or the student. Following are the three options that are available for coverage. The Student/Parent must commit to one by marking the appropriate box.

No Insurance                     You agree to pay for the replacement of the laptop at a cost not to exceed \$1,000.00.

Personal Insurance         You will cover the laptop under your own insurance policy and you agree to pay the District the amount received from your insurance company plus any additional amount needed to cover the laptop replacement not to exceed \$1,000.00.

**\*PARTS REPLACEMENT FOR THE ABOVE TWO OPTIONS:** The student/parent is responsible for replacement of parts to include the stylus, power cord, and battery. If any of the mentioned parts are lost or stolen or rendered unusable, the cost shall be as follows:

- First Incident:
- AC Cord = \$50.00
  - Damaged power cord = \$20.00
  - Battery = to be determined up to \$150 depending on replacement cost
  - Screen = \$75.00

Subsequent incidents per item: fines will be doubled, triple, etc.

School District Protection  You choose to pay the school district an annual protection payment for coverage of theft, loss or damage by fire in the amount of \$30.00 or \$75.00 for family coverage when there are two or more children in high school using laptop computers. The \$30.00 payment is non-refundable. This protection coverage has a \$100.00 additional charge per occurrence. This annual coverage begins upon receipt of the payment and ends at the conclusion of each school year.

**NOTE: This covers theft, loss, or fire. It does not cover damages deemed to be intentional or as a result of neglect. Nor does it cover parts replacement. Refer to costs of parts below.**

**\*PARTS REPLACEMENT FOR SCHOOL DISTRICT PROTECTION PARTICIPANTS:** The student/parent is responsible for replacement of parts to include the stylus, power cord, and battery. If any of the mentioned parts are lost or stolen or rendered unusable, the cost shall be as follows:

- First Incident:
- AC Cord = \$35.00
  - Damaged power cord = \$15.00
  - Battery = to be determined up to \$150 depending on replacement cost
  - Screen = \$30.00

Subsequent incidents per item: fines will be doubled, triple, etc

**ADDITIONAL INFORMATION:** In cases of theft, vandalism and other criminal acts, a police report, or in the case of fire, a fire report **MUST be filed by the student or parent** for the protection coverage to take place. A copy of the police/fire report must be provided to the principal's office.

**INTENTIONAL DAMAGE:** Students/Parents are responsible for full payment of intentional damages to laptops. Warranty, Accidental Damage Protection, or School District Laptop Protection **DOES NOT** cover intentional damage or neglect of the laptops.

Student Name: \_\_\_\_\_ (Please Print)

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Student Pledge for Laptop Use

1. I will take good care of my laptop and I am aware that I will be issued the same laptop each year.
2. I will not leave the laptop unsecured. I will know where my laptop is at all times.
3. I will not loan out my laptop or accessories to other individuals.
4. I will begin each school day with a fully charged battery.
5. I will keep food and beverages away from my laptop.
6. I will not disassemble any part of my laptop or attempt any repairs.
7. I will use only the case provided or another approved carrying case while transporting my laptop outside of the classroom.
8. I will use my laptop computer in ways that are appropriate and educational.
9. I understand that my laptop is subject to inspection at any time without notice and remains the property of the Britton-Hecla School District.
10. I will follow the policies outlined in the *Laptop Handbook* and the *Acceptable Use Policy* while at school, as well as outside the school day.
11. I will file a police report in case of theft, vandalism, and other acts covered by insurance as directed by Britton-Hecla School District administration.
12. I will be responsible for all damage and/or loss caused by neglect or abuse.
13. I agree to pay for the replacement of my power cords, battery, or laptop case in the event any of these items are lost or stolen.
14. Network administrators may review school computers to maintain system integrity and to insure that users are using the system responsibly. Users should not expect anything stored on school computers on networks will be private.
15. Students will be assigned password protected network folders for their own data.
16. Students may not enter the network without the use of a username and password.
17. I agree to return the Britton-Hecla School District laptop and all accessories in good working condition.
18. I agree to remove all stickers, pictures, etc. before returning my laptop for the school year. There will be a fine for any sticky residue left on the computer.

Student Name: \_\_\_\_\_ (Please Print) Student Grade: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Adopted:

Revised/Reviewed: **11/13/17**