SOUTH FAYETTE TOWNSHIP SCHOOL DISTRICT’S
1:1 LAPTOP LOAN AGREEMENT

STUDENT RESPONSIBILITIES:
Your laptop is an important learning tool, and its use is a privilege. It is to be used for educational purposes. You must be willing to accept the following responsibilities:

- The student will abide by and understands that digital citizenship includes the responsible use of social media and other web sites and general adherence to District policies and procedures.
- The student understands that District filters are in place while on campus and connected to the District Network, limiting access to materials that may be considered harmful to children.
- When using the laptop at school, at home, and/or anywhere else, the Student will follow the policies of the South Fayette Township School District, especially the Acceptable Use Policy, and will abide by all local, state, and Federal laws and statutes.
- The student will treat the laptop with care by NOT dropping it, getting it wet, leaving it outdoors or in an unsafe area, or submitting the laptop to extreme conditions/temperatures.
- The student will not remove the school-issued protective case from the laptop for any reason.
- The student will not lend the laptop to anyone, not even friends or family; it will be kept in a secure place at all times.
- The student will not delete or alter District-owned programs or files from the laptop.
- The student will not add software or Apps from a personal account or add programs not authorized by the District.
- The student will bring the laptop to school each day. The laptop will be charged and ready for use.
- The student will agree that any electronic communications should be used for legitimate, appropriate, and responsible reasons.
- The student will keep all passwords, personal identifications, and accounts secure and will not share or provide the information to others.
- The student will not attempt to repair the laptop and will follow District procedures requesting assistance.
- The student will return the laptop whenever requested and specifically upon withdrawal or departure from the District.
- The student will abide by and comply with any parental restrictions on their child’s use of the internet or laptop during non-school hours. The student is responsible for complying with the parents’ or guardians’ instructions.
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PARENT RESPONSIBILITIES:
Your Student has been issued a laptop to use as a tool that will enhance and personalize his/her educational experience. It is essential that the following guidelines are followed to ensure the safe, ethical, and efficient operation of this device.

- The Parent/Guardian will supervise the child’s use of the laptop in the home or anywhere the child is using the device.
- The Parent/Guardian will discuss with the child the privilege of having the laptop and the importance of family values and expectations in using technology as a tool for learning.
- The Parent understands that District filters are in place while on campus and connected to the District Network limiting access to materials that may be considered harmful to children.
- The Parent/Guardian will not attempt to repair a laptop, nor attempt to clean it with anything other than a soft, dry cloth.
- The Parent/Guardian will report to the school any problems with the laptop and will not delete any District software, apps, or information.
- The Parent/Guardian will make sure the child is prepared for learning by ensuring that the laptop is charged and is brought to and from school every day.
- The Parent/Guardian understands that the laptop is the District’s property and is not for use by anyone other than the Student.
- The Parent/Guardian will not add software, Apps from a personal account, or programs not authorized by the District.
- The Parent/Guardian agrees that if the child withdraws or is asked to return the device to the District for any reason, the laptop must be returned.
- The Parent/Guardian understands that He/She is financially responsible to the District if the laptop is lost or stolen.
- The Parent/Guardian agrees to notify the District immediately if the laptop is lost or stolen. If the laptop is stolen and the situation occurs outside of the school day, a police report must be filed and a copy of the report must be given directly to the Main Office.