

Please return signed copy to Building Office

## District Issued Device Parent/Guardian Acknowledgement Form

NAME:

GRADE LEVEL:

MODEL OF DEVICE:

SCHOOL YEAR: 2017-2018

Serial Number:

Condition of Device:

Condition Comment:

Your signature indicates you have read and agree to the user conditions listed on the back of this form.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

I do NOT give permission for the device to be used at home.

### IMPORTANT INFORMATION ABOUT DEVICE INSURANCE

**Parent/Guardian assumes full financial responsibility for any damage to or loss of equipment.**

Damage/replacement fees may be assessed. Parents/guardians may choose to insure the issued device under their personal insurance policy or purchase insurance via the Iowa-Grant School District (Worth Ave). The insurance must be purchased within 30 days of receiving the device. It does not cover the cost of the case. Fill out the attached form and return it to the school office. To pay by credit card go to

<https://goo.gl/MRZX8k>.

Insurance will NOT be purchased for this device.

The portable device provided is owned by the Iowa-Grant School District and is being provided for student use with the following conditions:

- The use of the device is a privilege. Students are expected to utilize their good judgment in being a good digital citizen while online and while using the device.
- The device remains, at all times, the property of the District and the student's possession and use of the device does not in any way change ownership.
- The device is provided solely for the use of the student and solely for school purposes.
- The device may not be loaned to anyone else.
- The District's Acceptable Use and Internet Safety Policy governs the student's use of the device. <https://goo.gl/6zmFjZ> . The student handbook may contain additional usage guidelines.
- The student is limited to the use of the student school account on the device. Passwords and usernames are not to be shared with anyone; accounts may not be added/modified or altered.
- The student's use is subject to all federal and state laws including but not limited to copyright and cyberbullying laws.
- Iowa-Grant School District utilizes Google's G Suite. Further Additional Google Services may be used at times in certain classes. These additional services are not covered under the State Licensing Agreement. This form gives permission for Additional Google Services to be utilized.
- No software/applications may be loaded, modified or removed without express prior approval of the district technology department or its designee.
- Students may not decorate or remove the serial number/ID tag on the device or case.
- Students may not 'sync' the device to home or personal equipment.
- Students should bring their device and keyboard, if applicable, fully charged each day to school. Students are responsible for charging the device(s) overnight at home or in a designated place in the classroom.
- Students should notify the classroom teacher, building principal or technology department immediately if the device is believed to be stolen or damaged.
- The device's screen may be cleaned by using a clean, soft cloth. The device should stay in its protective case and should be kept in a safe, locked space when not in use.
- No drinking or eating near the device.
- It is understood that the device is subject to inspection at any time without notice.
- Should the device and/or case be returned to the District inoperable and/or damaged beyond normal use, the parent/guardian is responsible for the reasonable cost or repair or its fair market replacement value. If the device and/or case is lost or stolen, replacement expense at the fair market value on the date of loss will be the parent/guardian responsibility.
- It is understood that the device will be returned to the school building on a designated date at the end of the school year unless this agreement is terminated earlier by the district or upon the student's withdrawal from the district.
- Failure to return the device at the end of the school year or withdrawal from the district may result in legal action for return of the device. If these proceedings are initiated, all legal costs will be the responsibility of the parent/guardian.