



Holmes County School District Student 1:1 Device Agreement

Students and families are expected to take care of the laptops (whether Windows or Chrome device) and follow all usage guidelines, both at school and at home. If a student is careless in using the device, he or she may lose the privilege of taking the laptop home.

Any damage believed by school administrators to have been caused deliberately will be classified as vandalism. Students will be billed in full for repairs caused by vandalism, and disciplinary action, including exclusion from the use of laptop computers, may result. **Vandalism includes but is not limited to removing keys or plastic casing, scratching/engraving the device, inserting foreign objects into ports, and intentional screen damage such as hitting with fist or objects.** Parents have the option to enroll in HDSB's device protection plan for a fee of \$20 per school year. This plan will cover accidental damage to the device at no additional cost to parents. Accidental damage that does not affect the operation of the device will not be repaired until the end of the school year.

Parent/Guardian will be responsible for the repair costs resulting from any intentional damage, or accidental damage if not enrolled in the optional device protection plan.

Broken Display/Screen	\$200.00
Broken Keyboard	\$100.00
Broken/Lost Power Supply	\$40.00
Battery	\$40.00

Lost or Stolen Equipment: The student/parent must pay in full for any equipment issued to them that is lost. The following is a list of replacement costs. The device protection plan does NOT cover lost or stolen equipment.

Laptop	\$400.00
Power Supply	\$40.00
Case	\$15.00

- I. Laptop computers issued are the property of Holmes County School District. Students have no ownership, interest, or right to title in the laptop computers.
- II. Students must handle the laptop computers with care as indicated in Appendix A.
- III. Students must not use laptop computers or computer programs in any manner other than that for which it is intended.
- IV. Students must not install software onto laptop computers.
- V. Students must not intentionally modify network configuration files or otherwise interfere with the functioning of the Holmes County School District computers.
- VI. Students must not intentionally transmit viruses and other such malicious computer programs via the Holmes County School District computers.
- VII. Laptop computers will be treated in a similar manner as other school-owned educational tools such as textbooks. Therefore, all Holmes County School District policies, rules, handbooks, contracts, and directives, including the Acceptable Use Policy and disciplinary measures, apply to the use of laptop computers.

- VIII. Students must not modify, upgrade, or attempt to repair laptop computers issued under this contract without the express permission of the district's IT department.
- IX. Students are responsible for all material sent by and/or stored on the laptop computer loaned to them. Students are responsible for the appropriateness of all files, data, and internet history on their device. Although these devices will be logged and filtered on campus, it is still the responsibility of the student to use good judgment when accessing or transmitting data.
- X. Holmes County School District cannot guarantee that content stored on laptops issued in accordance with this contract will be private. Holmes County School District respects the rights of its students; however, the District is also responsible for servicing and protecting its property.
- XI. Holmes County School District reserves the right to monitor or access the hard drives of its laptop computers if it suspects or is advised of possible breaches or security, harassment, or other violations of other school policies, rules, regulations, directives, or law, or evidence exists which demonstrates to the school that its laptop computers may contain information, data, or other intellectual property that belongs to another person.
- XII. Students will be expected to pay for damages determined to be beyond normal "wear and tear" unless enrolled in the district's device protection plan. Payment must be received in full during the same school year as the damage occurred.
- XIII. Device must be returned to the school/district no later than the last day of school for students, unless an earlier date has been specified by the school.

I have read these rules, and I agree to abide by these rules and the Holmes District Schools Acceptable Use Policy.

Optional Device Protection Plan

_____ Enrolled

_____ Declined

Receipt # _____

*Payment may be made by cash, cashier's check, or money order. No personal checks will be accepted
Cashier's checks or money orders should be payable to Holmes District School Board.*

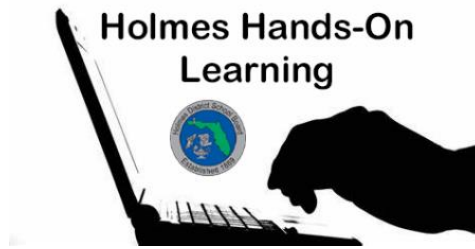
Print Student Name: _____

Print Parent/Guardian Name: _____

School: _____

Parent/Guardian Signature

Date



Appendix A

Care of the Device

- The device is the property of Holmes District School Board and all users will follow these rules and the Acceptable Use Policy. Students are responsible for the care of the device assigned to them.
- Use only a soft, lint-free microfiber cloth to clean the screen.
- Do not use window cleaner, household cleaner, aerosol sprays, solvents, alcohol, ammonia, or abrasives to clean the device.
- Avoid getting moisture and liquids on the device/accessories.
- Devices must never be left in an unlocked or unsecured space such as a locker or car.
- Under no circumstances should devices be left in unsupervised areas including school grounds, athletic fields/areas, cafeterias, computer labs, classrooms, dressing rooms, and hallways. Unsupervised devices will be confiscated and disciplinary action may be taken.
- Students will not have the opportunity to charge their devices at school. Devices should be brought to school each day fully charged.
- Too much pressure may crack the screen. Avoid placing anything on top of the device or in between the screen and keyboard.
- Ensure there is plenty of safe and protected space in your bag to avoid accidental damage.
- Never place or consume food or drink near the device. Do not use your device at cafeteria tables when food or drink is present.
- Extreme heat or cold can harm the device. Never leave the device in a hot car.
- Never leave your device on the floor, a chair, or sofa. Stepping or sitting on the device could cause significant damage.
- Do not disassemble or attempt to repair the device, or take the device to a third-party for repair. All repairs must be made by the HDSB Technology Department or its designated third parties.
- Always close the device lid when moving between classes or outside the building. NEVER walk with the device open.

Login Information

- All usernames follow the format of firstname.lastname followed by the 2 digit birth year. Ex: john.smith07
- Password is Hdsb.studentlunchnumber. Password is case-sensitive. Ex: Hdsb.0001
- If you have a hyphenated name, the username stops at the hyphen. For example, Ann-Marie Smith would be ann.smith07. The same is true for spaces in names, such as Van Horn.
- Omit any apostrophes in names.
- If you need assistance with logging in or troubleshooting, email helpdesk@hdsb.org.