



Computer Use Policy and User Agreement for Students (APS)

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|-----------------------------|--|
| _____ Student Name | _____ Number in Deployment (used by APS Tech) |
| DELL CHROMEBOOK 11 | |
| _____ Device Description | _____ APS Asset Tag |

The Adrian Public Schools (APS) encourages its students to use computers and mobile devices (iPads, Chromebooks, Windows devices, etc.) provided to students during their enrollment in the APS, in a productive and beneficial manner. For the protection of the individual student users and the APS, the APS must place certain limitations and restrictions on the use of APS provided computers. To that end, the APS has developed the following policies and procedures governing student use and possession of APS provided computers and mobile devices.

The following policies and procedures apply to student use and possession of any APS provided computer or mobile device regardless of the location of the computer or mobile device use or whether the computer or mobile device is connected to an APS network.

Account Information

Students will be/have been provided with a user name and password. Students are required to use their user name and password to log onto their APS provided computer or mobile device. Students must not share his or her user name or password with another individual, including, but not limited to the student's parent or guardian.

Expectation of Privacy

Students should understand that the computers and mobile devices provided to student by APS are temporarily provided to students for use during the duration of his/her enrollment in the APS's educational programing. **At no time does the student maintain any ownership rights over the computer or any data contained on the computer or mobile device. As such, students should understand that he/she has no expectation of privacy with respect to any communications, messages, or files created, received, transmitted, or stored on or through the use of the APS owned and provided computer or mobile device.**

Without notice to the user, APS staff or representatives reserve the right to monitor student computer/mobile device use and to make backup copies of the computer/mobile device desktop and any files stored on the machine. APS also reserves the right to review the user's files, messages, or other communications. Monitoring activities may be conducted remotely or may require the student to turn over the computer or mobile device to the APS.

Technology Acceptable Use Policy

Use of APS computers, mobile devices, and other technology resources is subject to the provisions of the APS's Technology Acceptable Use policy and administrative regulations which are found in APS Board Policies. A copy of the policy and administrative regulations will be made available to any student requesting such.

Internet Access

APS Provided Computers and Mobile Devices **will come pre-configured to monitor, ensure and minimize inappropriate network/internet activity**. Students are expected to access and use the internet in a responsible and productive manner. The primary purpose for provision of the computer/mobile device by APS to students is to enhance the student's educational experience. Use of the APS's computer/mobile device and other technological resources to access and view non-educational websites should be limited and exercised with great discretion. The following requirements apply regardless of whether or not the internet is accessed through the APS's internet service provider/network or any other source.

1. Students are prohibited from accessing and viewing internet content which is morally questionable. These include, but are not limited to: websites featuring pornographic content, websites featuring obscene, hateful, or violent content, and websites which feature illegal or other unlawful materials.
2. Students are prohibited from using the internet to conduct any unlawful activity.
3. Students are prohibited from using the internet to send or post discriminatory, harassing, or threatening messages or images on the internet or via any electronic mail service.
4. Students must also use great discretion in sharing personal and private information on the internet.
5. Students are prohibited from downloading content from the internet to the computer/mobile device unless the material to be downloaded is to be used for educational purposes and the download has been approved by a teacher or school administrator.

The APS reserves the right to monitor student use of APS computers or mobile devices regardless of whether or not the student accesses the internet through an APS network. Monitoring may include review of internet websites visited and data that is composed, sent, or received through any internet connections.

The APS also reserves the right to block access to websites or internet content.

Hardware and Software

Computers and mobile devices are provided to students preloaded with all required hardware and software. Students are prohibited from adding hardware or software of any kind to the APS owned computer or mobile device regardless of whether such is intended to be temporary. Any addition of hardware or software to the computer or mobile device must be performed by representatives of the APS's technology team.

Warranties

APS owned computers and mobile devices are provided for student use **in "AS-IS" condition**.

The APS makes no warranties of any kind, whether expressed or implied, for the use of its computers, mobile devices, or technology network including but not limited to the loss of data resulting from delays, nondelivered content, or any service interruption.

Damages or Loss

The provision of the computer or mobile device to the student is a **privilege with which comes responsibility**. Students are expected to exercise great care in their possession of APS owned computers or mobile devices. The APS understands that APS owned computers and mobile devices will be subject to limited wear and tear customary with the type of use that regularly used computers or mobile devices are subject to. However, **damages to or loss of APS owned computers or mobile devices occurring while the computer or mobile device is in the possession of the student user that exceeds ordinary wear and tear will become the responsibility of the student and/or his or her parent or legal guardian.**

When an APS owned computer or mobile device is damaged or loss, an assessment of the damages or value of the computer will be conducted by representatives of the APS technology department for the purpose of arriving at a cost to remedy the damages or loss. **Total Loss, theft or damage to this device should immediately reported APS Technology Department. Unless a police report has been provided for the loss, theft or damage that occurs outside of APS School or district locations, student/guardian will need to provide payment for the full replacement value of the laptop to the APS. The full replacement value of the laptop is: < \$310.00 > That cost will be assessed to the student user/guardian in the form of an invoice. Failure to pay; students may be subject adding the replacement value added as a Senior Obligation Requirement procedures up to and including referring further involvement to the APS School Resource Officer.**

Loss of Use

Failure to comply with the provisions of this Agreement, APS Board Policy, or any other misuse by student of APS's computer, mobile device, or other APS educational technology may result in the APS terminating student's computer or mobile device use rights and requiring the return of the APS's computer. **Students may also be subject to other technology disciplinary procedures up to and including referring further involvement from the APS School Resource Officer.**

APS's Right to Share Information

The APS reserves the right to **share any and all information gleaned from any APS owned computer or mobile device with law enforcement or other third parties** as is necessary to aid in the investigation of any criminal activity or perceived criminal activity, or to assist in the prosecution of any individual or organization accused of participating in illegal activity.

Student Acknowledgment and Acceptance

Through my authorized signature below, I voluntarily acknowledge that I have read and understand the provisions and conditions of this Agreement. I also understand that the APS’s granting me certain computer and/or mobile device use rights is a privilege with which comes responsibility. I agree to exercise great care in my use of the APS provided computer or mobile device and other APS technology resources, and understand that I may be held responsible for misuse of the APS provided computer or mobile device or any damages or loss which are caused while the computer or mobile device is within my possession. I also understand and agree that APS may monitor my use of the APS provided computer or mobile device, including use that occurs outside of the school environment, and that the APS reserves the right to copy any data that is composed, sent, or received on the APS computer or mobile provided to me.

Student Signature

Date

Parent or Guardian Acknowledgement and Acceptance

As the parent or guardian of the student signing above, I grant permission for my son or daughter to accept temporary possession of an APS owned computer or mobile device and to use the APS owned computer or mobile device pursuant to the terms of this Agreement and APS Board Policy. I have read and discussed with my son or daughter the content of this Agreement and the responsibilities associated with such. I understand that the individual users may be held liable for violations of this Agreement or APS Board Policy. I also understand that my son or daughter may be held financially responsible for damages or loss caused to the APS owned computer or mobile device provided to my son or daughter for his or her use. Where my son or daughter is unable to pay the costs of any invoice from APS resulting from the assessment of damages or loss caused to an APS computer by the actions or inactions of my son or daughter, I agree to assume full responsibility to pay for such damages or loss.

Yes, I give my permission for my son or daughter to accept temporary possession of an APS owned computer or mobile device and agree that I will make reasonable effort to ensure their compliance with this Agreement and APS Board Policy. I also agree that I will assume full responsibility to remedy any damages or loss caused to the APS owned computer or mobile device while such is in the possession of my son or daughter.

No, I do not give my permission for my son or daughter to accept temporary possession of an APS owned computer or mobile device.

Parent Signature

Date