
LAPTOP/TECHNOLOGY CONTRACT

Laptop and Student Information		(HIGH SCHOOL)
Student Name		
Asset Tag Number		

Laptop Condition – Beginning of School Year					
External condition	Excellent	Good	Fair	Poor	Comments:
Keyboard condition	Excellent	Good	Fair	Poor	Comments:
Power Supply cords	Excellent	Good	Fair	Poor	Comments:
Screen condition	Excellent	Good	Fair	Poor	Comments:
Case/Backpack condition	Excellent	Good	Fair	Poor	Comments:

Laptop Fees, Expectations, and Usage
<p>Lost or Stolen Laptop: Any loss of laptop (fire, theft, misplaced, etc.) will require a police report and investigation. Prosecution will be pursued for any fraud or other criminal activity.</p> <p>Damages: Any damage to laptops or accessories caused by malice, assault, vandalism, or similar actions will result in a police report and possible criminal charges being filed.</p> <p>Laptop cases and laptops are to remain free of drawings, markings, scratches or student-applied stickers. Any abuse, markings, stickers, or adhesive residue found on these items will result in fines being issued to cover repairs necessary to return these items to like-new condition.</p> <p>Fees for damage or loss are the responsibility of the student and parent/guardian even if caused by another person. Unpaid fees will be posted on the student’s transcript and are required to be paid in full prior to leaving BPS or graduation. BPS reserves the right to send unpaid fees to a collection agency when fees are not paid in a timely manner. Unpaid fees may be subject to small claims court or garnishment.</p> <p>Computers can be severely damaged by exposure to extreme cold. Keep your computer well insulated while traveling. In the event of exposure to the cold, let it sit at room temperature for at least 30 minutes before turning it on.</p> <p>Laptop Fees: Payment made to the School. Student will not be allowed to take the laptop home if any fees are due.</p> <p><i>First Breakage:</i> Student pays \$100.00 money due before laptop is returned to the student. <i>Second Breakage:</i> Student pays \$200.00 student, parent and principal will determine a performance contract. <i>Third Breakage:</i> Student pays \$300.00 student will not be allowed to take the computer out of the school for the remainder of the year. <i>Lost/Stolen Laptop Charger:</i> Student pays full replacement value (\$45) <i>Lost/Stolen Laptop and Damage Deemed as Total Loss:</i> Full replacement cost (\$500.00) <i>Lost or Stolen Laptop Backpack or Case:</i> Full replacement cost (\$50.00 each) <i>Dirty/Soiled Backpack:</i> Cleaning Fees (\$20.00) Etching, Dents, Permanent Laptop Frame Damage: \$50.00 Stickers/markings/excessive adhesive residue and Asset Tag removal: per occurrence cleaning fee (\$25.00)</p>

Students are required to turn in their laptop at the end of the school year.

Laptop Fees, Expectations, and Usage (Continued)

Student Expectations:

Students are required to bring their computers to school each day with the battery fully charged. Computers should be plugged in each night to assure a full charge the following day. (Full charging will take at least 45 minutes.)

Students who are not passing all classes may risk losing certain laptop privileges. The principal or designee will review each situation on a case-by-case basis and determine appropriate restrictions.

Students shall return the computer equipment to the BPS immediately if the student moves or ceases to attend Brighton they shall surrender the computer equipment to a designees for inspection upon demand.

Students shall ensure that the use of school equipment outside of school occurs in a responsible, appropriate, and legal manner. Students shall immediately report to the school principal any problems with the laptop.

Students shall NOT attempt to repair the laptop and shall NOT use, load or delete any software from the laptop.

Parent/Guardian Expectations:

Monitor the student's use of the laptop at home and ensure that the use of school equipment outside of school occurs in a responsible, appropriate, and legal manner.

Report to the school principal any problems with the laptop. Do not use, load or delete any software from the laptop. The laptop is issued for exclusive student use.

I understand that the laptop must be returned in the same condition as when it was issued. The student's parent/guardian is responsible for fees associated with the laptop. Fees for damage or loss are the responsibility of the student and parent/guardian even if caused by another person. Unpaid fees will be posted on the student's transcript and are required to be paid in full prior to leaving BPS or graduation. All outstanding student laptop fees must be paid prior to a student being granted the privilege of taking a BPS-owned laptop off campus in High School. The BPS reserves the right to send unpaid fees to a collection agency when fees are not paid in a timely manner. Unpaid fees may be subject to small claims court or garnishment.

Signature Section

I have read this agreement and understand this Contract in its entirety. By signing below both Parent/Guardian and Student agree to abide by this contract to include the Laptop Fees, Expectations, and Usage sections.

I DO _____ I DO NOT _____ Give my student permission to take the laptop computer home

Signature of Student Printed Name Date

Signature of Parent/Guardian Printed Name Date

Relationship to Student Phone/Cell Number Email Address

This student has access to internet at their home (circle one): YES NO

