

## Parent Responsibilities

**Your son/daughter has been issued a MacBook computer to improve and personalize his/her education this year.**

**It is essential that the following guidelines are observed to ensure the safe, efficient, and ethical operation of this computer.**

- I will supervise my son's/daughter's use of the MacBook at home.
- I will discuss our family's values and expectations regarding the use of the Internet and email at home and will supervise my son's/ daughter's use of the Internet and email.
- I will not attempt to repair the MacBook, nor will I attempt to clean it with anything other than a soft, dry cloth.
- I will report to the school any problems with the MacBook.
- I will not load or delete any software from the MacBook.
- I will make sure my son/daughter recharges the MacBook battery nightly.
- I will make sure my son/daughter brings the MacBook to school every day.
- I agree to make sure that the MacBook is returned to the school when requested and upon my son's/daughter's withdrawal from Clarkson Public School.

## Student Responsibilities

Your MacBook is an important learning tool and is for educational purposes only. In order to take your MacBook home each day, you must be willing to accept the following responsibilities.

- When using the MacBook at home, at school, and anywhere else I may take it, I will follow the policies of the Clarkson Public Schools—especially the Acceptable Use Policy, located in the CPS Handbook—and abide by all local, state, and federal laws.
- I will treat the MacBook with care by not dropping it, getting it wet, leaving it outdoors, or using it with food or drink nearby.
- I will not lend the MacBook to anyone, not even my friends or siblings; it will stay in my possession at all times.
- I will not load any software onto the MacBook.
- I will not remove programs or files from the MacBook.
- I will honor my family's values when using the MacBook.
- I will not give personal information when using the MacBook.
- I will bring the MacBook to school every day.
- I agree that email (or any other computer communication) should be used only for appropriate, legitimate, and responsible communication.
- I will keep all accounts and passwords assigned to me secure, and will not share these with any other students.
- I will not attempt to clean or repair the MacBook.
- I will recharge the MacBook battery each night.
- I will return the MacBook when requested and upon my withdrawal from Clarkson Public School.

### Laptop user fee per year:

1st child	\$30
2nd child	\$20
3rd child	\$10

#### Fines:

#### Student/Family Responsibility:

Laptop damages not covered by AppleCare that require repair by CPS (cracked screens, liquid spills, etc.)	Pay the entire cost of the damage (repair/replacement)
Missing/Damaged power cords (A/C adapters)	\$80.00 each
Lost/destroyed laptop case (Your laptop case is like a textbook. If you deface, damage or destroy it, you will buy it.)	\$35.00

### Daily Care and Use of your CPS MacBook

#### Every School Day

- Make sure MacBook is fully charged
- Put your charging cord in your bag
- Zip your computer in your bag
- Bring your bag to school!

#### In Between Classes

- Close your lid! (Put it to sleep)
- Zip it up in the bag!

#### Before you go home

- Log out OR Power Down

#### When not using your laptop (P.E. or practice, etc.)

- **Lock** your laptop in your locker

#### Every night

- Fully charge your laptop!

#### Once in awhile

- Clean with soft cloth or pre-approved cleaning solution (NEVER spray any cleaning solution directly on laptop)

#### Never

- Leave the MacBook in your car or garage overnight!
- Cram any additional objects in your laptop bag
- Remove your luggage tag name identification
- Use near or with liquids

#### Most common accidents to avoid

- Dropping it
- Knocking it off a desk
- Spilling liquid on it
- Smashing into a wall
- Ball or heavy object landing on it
- Pencils or other sharp objects inside the bag damaging the screen
- Lost power cord

Student/Borrower:

Grade:

Cell Phone:

Home Phone:

Checkout Date: 8/16/2023 or \_\_\_\_\_

Latest Date for Return: 5/17/2024 or \_\_\_\_\_

Item Description	Information	Make: Model:	Serial Number/Item Number	Condition
Apple MacBook Laptop Computer	S/N & User names are labeled on top of the computer.	Make:  Model:		New/Good
Apple Charger	Charger labeled with your name. The charger comes in 2 pieces – Brick section, & Power Cord			New/Good
Carrying Case	Bag will be numbered	Brand Name: STM		New/Good

**The above listed items are being lent to Borrower and are in good working order. It is Borrower's responsibility to care for the equipment and ensure that it is retained in a safe environment. This equipment is, and at all times remains the property of Clarkson Public Schools of Clarkson, Nebraska, and is herewith lent to the student for educational purposes only for the Academic School year. Students may not deface or destroy this property in any way.**

**Inappropriate use of the machine may result in the student losing his/her right to use this computer. The equipment will be returned to the school when requested by Clarkson Public School, or sooner, if the student withdraws from Clarkson Public School prior to the end of the school year. The District Property may be used by Borrower only for non-commercial purposes, in accordance with the District's policies and rules, the Clarkson Public School Acceptable Use Policy, as well as local, state, and federal statutes. Borrower may not install or use any software other than software owned or approved by the District and made available to Borrower in accordance with this Receipt and Agreement. Borrower agrees not to make any unauthorized use of or modifications of such software.**

The District is not responsible for any computer or electronic viruses that may be transferred to or from Borrower's diskettes or other data storage medium and Borrower agrees to use Borrower's best efforts to assure that the District Property is not damaged or rendered inoperable by any such electronic virus while in Borrower's possession.

Nebraska statutes 79-737 and 79-2,127 allow the District to obtain reimbursement from, or on behalf of, students for any damage to, loss of, or failure to return school property. Borrower acknowledges and agrees that Borrower's use of the District Property is a privilege and that by Borrower's agreement to the terms hereof, Borrower acknowledges Borrower's responsibility to protect and safeguard the District Property and to return the same in good condition and repair upon request by Clarkson Public School.

Parent Signature \_\_\_\_\_ Print Name \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature of District Representative \_\_\_\_\_