

Student and Parent/Guardian: Responsible Use Agreement for At-Home Devices

Littleton Public Schools is proud to partner with parents to extend learning opportunities and create access to resources by offering our students the opportunity to take home a district-provided computer. We are committed to make your child's learning experiences relevant, engaging and productive, and as such, believe that technology is a key component.

The following guidelines and procedures are necessary for each student and parent/ guardian to understand in order to help make the program's implementation a success. Please carefully read each section and sign the required documents.

A. Terms of Loan

Littleton Public Schools will issue a Device to students upon compliance with the following:

- 1.Submission of signed Student and Parent/Guardian Responsible Use Agreement.
- 2.Submission of signed Opt In/ Opt Out Form.
- 3.Review of the Student Code of Conduct, especially [JICDA](#) and [JS](#) (Found under Board Policy on www.littletonpublicschools.net),
- 4.Students may be subject to loss of privilege, disciplinary action, legal action and/or be financially responsible for the replacement cost of the Device in the event of **intentional** damage and/or violation of policies and guidelines as outlined in the Student and Parent/Guardian Device Responsible Use Agreement as well as Student Code of Conduct (JIDCA).
- 5.A student's possession of the Device terminates no later than the last day of school or when deemed appropriate by the school, unless there is a reason for earlier termination determined by the Principal and technology support team.
- 6.Devices must be returned when a student withdraws from their current school.

B. Damage, Loss, or Theft

1. Wear/Tear/ Accidental Damage:

Littleton Public Schools will support the normal wear and tear of computers for the life of the computer and accessories (charger), which is determined by the district. **All students are highly encouraged to procure cases for their ChromeBook to help avoid incidental damage. Cases may be found for about \$15.** If a Device is damaged the District will work with the student and school to determine if it is a warranty or other type of claim incident.

By participating in this program, the student and parent/guardian agree to the following fee schedule in case of a damaged Device:

- *1st Incident: No fee*
- *2nd Incident: \$50 fee before Device is returned to the user*
- *3rd Incident: \$100 fee before Device is returned to the user and mandatory meeting with building principal*
- *4th Incident: Student will lose usage rights for the Device for the remainder of the year.*
- *Damaged chargers = \$25 fee*

2. Theft/Loss/Negligence

This program does not cover loss, theft, negligence, and abuse/vandalism of the Device and accessories. For example, throwing the Device or using the Device as an umbrella would be considered examples of neglect and abuse. Picking keys off a keyboard is not a warranty issue. If a Device needs to be replaced due to loss, theft, neglect, or abuse, it is the family's financial responsibility to replace the Device at the district's current replacement cost. Families should not attempt to repair the Device. Current replacement costs are about \$150.

The parent/ guardian is required to immediately notify a member of the school's front office in all cases of stolen or lost Devices.

- ***Parents/Guardians are responsible for filing a police report.***
- ***Parents/Guardians are responsible for the replacement cost of a lost or stolen Device or charger.***

C. Repossession

Littleton Public Schools reserves the right to repossess the Device at any time.

D. Appropriation

Failure to return the property (Device and accessories) in a timely manner will be referred to law enforcement until paid for or returned. This may result in a hold on the student's records. Replacement item price lists are available from the district technology support team.

E. Modification to the Program

Littleton Public Schools reserves the right to modify the program or the terms of use at any time.

Modification to this program will be communicated through the students' schools to parents and students.

F. Internet Access/Filtering at Home (if parents choose to Opt In, see below)

1. Littleton Public Schools will not provide internet access for home use; however, parents are encouraged to review the Internet Essentials (www.internetessentials.com) and like programs as an option for those who qualify.
2. The district-issued device will receive district filtration at all times. While we have confidence in our tools, no content filter can account for all potentially harmful, offensive or obscene sites.
3. *Parents are encouraged to be active partners and monitor student activities, and encourage students to work in common spaces (kitchen, living room, etc.)*

While there are several rules and regulations around this 1:1 initiative, we believe it to be an exciting program that will enhance your child's experiences. Teachers and students will often be learning together as they explore the possibilities for individual classes. Mathematics, World Languages, Science and Social Studies all have on-line components and students will use the computers frequently in class and for homework. All other classes will be incorporating computer opportunities as well. Please help us support this project by asking your child to show you their work. Thank you for helping Littleton Public Schools deliver a quality education to each and every child.



Littleton Public Schools
5776 S. Crocker St.
Littleton, CO 80120
303-347-3300

Student and Primary Parent/Guardian Responsible Use Agreement for Devices

Please Print All Information:

I have read, understand and agree to follow all responsibilities as outlined in the [Student Handbook](#), found on www.littletonpublicschools.net

Opt In/Opt Out Form

Please choose one of the two options, sign and return the form to school.

Opt In:

I want my child to have access to his/her school-issued Device beyond normal school hours, and I grant my permission for my child to bring the Device home.

- *I acknowledge that my child, accidentally or purposely, might gain access to controversial, inappropriate, or non-educational material when using the Device away from school, despite the district's efforts.
- *I take responsibility for my child's use of the Device while he/she is away from school.
- *I have read and understand Littleton Public Schools Device Responsible Use Agreement.

Opt out:

- *I do not grant permission for my child to bring a Device home.
- *I have read and understand the Littleton School District Device Responsible Use Agreement.

Student's Full Name: _____ Grade: _____

Student's Signature: _____

Parent/ Guardian Name: _____

Parent Signature: _____ Date: _____