

## Attachment A - Agreement for Laptop Use

### AGREEMENT FOR LAPTOP USE

\_\_\_\_\_ (hereinafter “STUDENT”) and  
\_\_\_\_\_ (hereinafter “PARENT/GUARDIAN”), in  
exchange for the Tredyffrin/Easttown School District allowing STUDENT to use and possess  
their assigned Laptop or any loaner or replacement Laptop provided at the discretion of the  
District (“Laptop”), hereby agree as follows:

1. STUDENT and PARENT/GUARDIAN acknowledge receipt of Board Policy and Administrative Regulation No. 6190 *Internet & Computer Network Safety & Use* and Board Policy and Administrative Regulation No. 6194 *District-Issued Laptops*. STUDENT and PARENT/GUARDIAN further acknowledge that they understand the applicability of such Policies/Administrative Regulations and agree to abide by the procedures, regulations and other rules set forth in them and in this Agreement, as well as any applicable Acceptable Use Agreement or provisions of a Student Code of Conduct regarding use of a Laptop.
2. PARENT/GUARDIAN and STUDENT acknowledge and understand the provisions of Administrative Regulation No. 6194 with respect to warranty and repair services included with the cost sharing fee paid to the District as well as those provisions detailing financial responsibility on the part of the PARENT/GUARDIAN and STUDENT in the event of Laptop maintenance, repair, and/or replacement for such services not included, in whole or in part, with the cost sharing fee, or as a result of the Laptop being lost, stolen or otherwise not returned to the District at the end of the school year.
3. When on school property, STUDENT is prohibited from connecting a Laptop to the internet via means other than the District-provided WIFI connection through the District network.
4. STUDENT will not permit individuals, other than District administrators, network staff or teachers to access the Laptop. STUDENT shall not use or allow the Laptop to be used:
  - a. *For the posting or distribution of information that:*
    - i. **is harmful or prejudicial to students; for example, materials which are libelous and obscene as defined by the laws of the Commonwealth of Pennsylvania or the United States;**
    - ii. **constitutes bullying (including cyber-bullying) or otherwise fosters disruptiveness among students so as to interfere with the learning environment of the school district;**
    - iii. **threatens immediate harm to the welfare of the school community or any individual;**
    - iv. **discriminates against any segment of the student body or interferes with another’s individual rights;**
    - v. **encourages and/or abets unlawful activity; or**
    - vi. **violates the separation of church and state.**
  - b. *for illegal activity, including the violation of copyright laws;*
  - c. *to create, distribute, access or obtain pornographic materials;*
  - d. *to intentionally cause damage to hardware, software or data;*

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- e. to gain or attempt to gain access to restricted material or systems;*
- f. for gambling;*
- g. for nonschool-related purposes on more than an incidental basis; and/or*
- h. to otherwise violate school rules.*

5. STUDENT and PARENT/GUARDIAN understand and agree that (a) the Laptop is at all times the property of the District; and (b) STUDENT has no right to disable or modify any hardware or software installed on the Laptop or to install new or additional software or programs or uninstall existing software or programs on the Laptop.
6. STUDENT and PARENT/GUARDIAN understand and agree that if the Laptop is lost, damaged or stolen, they will immediately advise a building administrator of the incident and all relevant information in accordance with the procedure outlined in Administrative Regulation 6194. STUDENT and PARENT/GUARDIAN understand and agree that they are not to attempt any repairs/services on the Laptop and that damaged Laptops must be returned to the District for repair/service.
7. STUDENT and PARENT/GUARDIAN understand and consent that the District may look at or review web history and files stored on the Laptop, in the STUDENT'S District-provided email account, or in the District-provided cloud-based storage under the following circumstances:
  - a. After the Laptop has been returned by the STUDENT to the District:
    - i. At the end of a school year; or
    - ii. Any other time the STUDENT is required to permanently return the Laptop and has prior notice and adequate opportunity to remove the STUDENT'S files from the Laptop.
  - b. If the District has a reasonable suspicion that the STUDENT is violating District rules or policies, authorized District administrators may take custody of the Laptop and review STUDENT files. "Reasonable suspicion" means reasonable grounds exists that the search will uncover evidence that the student violated the law or school rules or District policies. The scope of the search must be reasonably related to the violation which justified the search. Under no circumstances will a District employee access a Laptop remotely for the purpose of this subsection b.
  - c. With the express consent of the STUDENT for a specific and identified purpose.
  - d. Teachers and other school personnel may provide assistance to a STUDENT in locating that STUDENT'S files in the presence of and at the request of the requesting STUDENT.
8. STUDENT acknowledges that he/she has no reasonable expectation of privacy in data stored in or transmitted by or through the Network Resources provided by the District, including but not limited to, emails sent to and from District-provisioned email accounts, emails sent through and websites accessed through the District network, and data stored in cloud-based storage

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provisioned by the District. The District may access such data to the extent necessary to ensure security of Networked Resources, ensure compliance with applicable law, or conduct searches where there is reasonable suspicion to believe that a law, Board policy or school rule has been violated and that evidence of the violation is present in the resource to be searched. Access may be obtained through STUDENT permission or through the District administratively resetting the STUDENT’S password.

- 9. STUDENT and PARENT/GUARDIAN understand and agree that if the District determines that STUDENT failed to adequately care for the District’s Laptop or violates District rules or policies, then the District may terminate STUDENT’S ability to use the Laptop. If the District determines that STUDENT acted with intent to damage the District’s property, then, in addition to any other available remedies, the District may refer the matter for appropriate civil, criminal and/or juvenile proceedings.

Parent/Guardian Signature

Student Signature

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\_\_\_\_\_

Print  
Name: \_\_\_\_\_

Print  
Name: \_\_\_\_\_

Address:  
\_\_\_\_\_

Address:  
\_\_\_\_\_

\_\_\_\_\_

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Telephone:  
\_\_\_\_\_

Current Grade:  
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