

**CENTERVILLE-ABINGTON COMMUNITY SCHOOL CORPORATION  
STUDENT/PARENT LAPTOP AGREEMENT FORM**

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
 Parent Name: \_\_\_\_\_  
 Home Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Zip: \_\_\_\_\_

All 7-12 grade students at Centerville–Abington Community Schools are issued a laptop computer for their educational use. It is our belief that if reasonable precautions and care are taken in the use of the laptop, the laptop should not experience physical damage. Each student and parent is asked to read this form carefully. The parent and the student should initial next to each statement that follows, and sign at the appropriate location on page 2 of this document. CASC refers to Centerville–Abington Community Schools.

**Use of Proper Care and Precautions**

Student Initial	Parent Initial	Responsibility
		1. I / We understand that the laptop and its accessory equipment are the property of CACS.
		2. I / We understand that the student, with the support of the parent, is responsible for the daily care and maintenance of the laptop.
		3. I / We understand and agree to abide by the rules and regulations of the CASC Student Technology Responsible Use Policy. Failure to abide by this policy may result in disciplinary actions.
		4. I / We understand that the laptop will be returned at the corporations or school’s discretion for upgrades and maintenance.
		5. I / We understand that I / We must report all laptop damages or the theft/loss of the laptop to the designated building staff person within one school day.
		6. I / We understand that the laptop must be in its case when being transported as a reasonable precaution against damage, theft, or loss.
		7. I / We understand that I / We will be responsible for all repair/replacement charges associated with laptop damages caused intentionally, through a lack of reasonable precautions or loss/theft. Cost will be set by repair professionals as part of the agreement between the school district and the vendor.
		8. I / We understand that the laptop must be brought to class fully charged each day for every class, unless instructed differently.

**Insurance and Maintenance Programs**  
**Insurance Coverage/Accidental Damage/Theft & Loss Coverage**

<u>Student Initial</u>	<u>Parent Initial</u>	
		1. I / We understand that each laptop includes insurance coverage for accidental damage. I / We will be responsible for the annual premium payment for the 2013-2014 school year. This premium payment will be \$20 per laptop. Due to the deductible cost, a maximum fee of up to \$100 may be charged for accidental damage.
		2. I / We understand that in order to receive ADP coverage, damages must result from an accident. Details of the accident must be submitted with every accidental damage claim form.
		3. I / We understand that if, in the opinion of the building administration, it is felt that the student did not exercise proper care and/or take appropriate precautions, and this behavior resulted in damage to the laptop, the cost of the repair will be the responsibility of the student/parent/guardian.
		4. I / We understand that in the event there are repeated "accidents" of a similar nature, the school administration may view this as a situation whereby the student did not exercise proper care and/or reasonable precautions. In the event this should be the case, the cost of the repair will become the responsibility of the student/parent/guardian.
		5. I / We understand that in the event the laptop is stolen, I / We must contact the school administration immediately. I / We understand that a police report must also be filed.
		6. I / We also understand that in the event that the laptop was lost or stolen regardless of the circumstances, I / We will be responsible for the insurance deductible or full replacement cost of the laptop.

CACS reserves the right to amend this agreement at any time. A signature below signifies that the student parent/guardian has read and acknowledges the above.

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

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_