

Amherst County Public Schools

ACPS is loaning the following Equipment for the exclusive use of the Student. The Equipment is the property of ACPS and is on loan to the Student for educational purposes only, subject to the conditions herein:

1. **Term of Agreement and Return of Equipment:** ACPS is loaning the Equipment to the Student for the current School Year. The Student's use of the Equipment is a privilege and can be revoked at any time. The Student must return the Equipment upon the request of ACPS, or if the Student withdraws from ACPS.
2. **Inspection by ACPS:** The Student has no expectation of privacy in his/her use of the Equipment. ACPS reserves the right to monitor the Student's use of the Equipment and to periodically inspect the Equipment and anything stored on it without prior notice.
3. **Use of and Care for the Equipment:** The Equipment is to be used for educational purposes only, and the Student's use of the Equipment must comply with all applicable School Board Policies and Regulations, including the Acceptable Computer System Use Policy and the Student Code of Conduct.

All students shall participate in the ACPS 1:1 initiative. Students shall take their device home, whether they have their own personal device or not.

The Student is responsible for the reasonable care of the Equipment and should place it in the assigned case in a secure location (locked up when possible) when not in use. The Student should take care not to drop it or get it wet and must not leave it outdoors or in a car in extreme weather conditions or use it near food or drink. The Student may clean the Equipment with a soft, dry or slightly damp cloth only, but may not remove any protective case in order to clean it.

The Student will transport the Equipment in the assigned case and **will bring it to School each day, fully charged.** The Student and Parent/Guardian understand that, in the event that the Student comes to school without his/her Equipment, the Student may not be able to participate in classroom activities and his/her grade may be affected.

The Equipment is for the Student's exclusive use. The Student may not lend the Equipment to anyone, including friends or siblings.

The Student will not alter, disfigure, or deface the Equipment, or cover up any numbering, lettering, serial number or insignia displayed on the Equipment. The Student will not alter or remove any ACPS software, programs, or applications from the Equipment and will not load any software, programs, or applications on the Equipment.

The Student is responsible for all personal data contained on the Equipment. ACPS is not responsible for any data loss. The Student should regularly backup all files and data to external media such as flash drives, CDs, DVDs, or hard drives.

Responsibility for Loss or Damage, and Duty to Report:

The Student and the Parent/Guardian are not to attempt to repair the Equipment. ACPS will manage all Equipment repairs.

If the Equipment is lost or stolen, the Student and/or Parent/Guardian must file a police report within 48 hours and notify school personnel. The Student and/or Parent/Guardian must immediately report to School Personnel any damage to or malfunctioning of the Equipment.

4. **If a student damages a device beyond repair, a flat fee of \$50 will be issued.**

In the alternative, the Student and/or Parent/Guardian may wish to obtain property insurance at their own expense for the protection of the Equipment. Failure of the Student and/or Parent/Guardian to obtain property insurance will not relieve the Student and/or Parent/Guardian of liability as provided for in this Agreement.

If the Student and/or Parent/Guardian does not reimburse ACPS for any damage to or loss of the Equipment (Max of \$50.00), the Student will not be permitted to take the Equipment home. If ACPS determines the Student is still eligible to use the Equipment at school, the Student will be permitted to check out the Equipment on a daily basis and return it to the School at the end of the day, but the Equipment will not be available for home use until ACPS has been fully reimbursed. If Students do not return Equipment by the required date or if Student or Parent/Guardian do not reimburse ACPS for damage to or loss of the Equipment, the Student may be prohibited from participating in graduation ceremonies.

5. **Security Measures:** The Parent/Guardian should supervise the Student's use of the Equipment at home.

The Student and the Parent/Guardian are not to attempt to repair the Equipment. ACPS will manage all Equipment repairs. If the Equipment is lost or stolen, the Student and/or Parent/Guardian must file a police report within 48 hours and notify school personnel. The Student and/or Parent/Guardian must immediately report to IT at tsg@amherst.k12.va.us or by calling 434-847-4210 any damage to or malfunctioning of the Equipment.