

PARK RIDGE PUBLIC SCHOOLS

85 Pascack Road
Park Ridge, NJ 07656

Phone: 201-573-6000

Laptop Agreement Form

All students in Grades 4-12 of the Park Ridge School District 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 at the end of this form.

USE OF PROPER CARE AND PRECAUTIONS

Clicking Student/Parent acknowledgement acts as your understanding of the information presented.

I/We understand that the laptop and its accessory equipment are the property of the Park Ridge School District.

I/We understand that the student, with the support of the parent, is responsible for the daily care and maintenance of the laptop.

I/We understand and agree to abide by the rules and regulation of Board Policy 2361, Technology Acceptable Use. Failure to abide by this policy will result in disciplinary action.

I/We understand that I/we must report all laptop damages, or the theft/loss of the laptop to the technology department at your school.

I/We understand that the laptop will be returned at the end of each school year for annual upgrades and maintenance.

I/We understand that the laptop must be in its protective equipment at all times, as a reasonable precaution against damage, theft or loss.

I/We understand the 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. Costs will be set by repair professionals authorized to act in such capacity as part of the agreement between the school district and the manufacturer.

I/We understand that Park Ridge uses Schoology for learning management, and is a G Suite for Education district. Google's core services (such as Drive, Docs, Sheets, and Forms), as well as additional services (such as YouTube, Maps, and Earth) are a regular part of our instructional technology. Students will have school-managed accounts on these services, and others as curricularly appropriate.

I/We understand that, unless instructed otherwise by a teacher, all students must have their laptop computer with them each day for every class.

INSURANCE COVERAGE

Clicking Student/Parent acknowledgement acts as your understanding of the information presented.

I/We understand that each laptop includes Owl Care insurance coverage for accidental damage, theft, and/or catastrophic loss. The insurance payment will be \$100.00 per laptop for all students and families new to the Park Ridge School District. Please refer to the Technology Handbook for comprehensive information the Owl Care Insurance program.

ACCIDENTAL DAMAGE PROTECTION (ADP)

Clicking Student/Parent acknowledgement acts as your understanding of the information presented.

I/We understand that each laptop includes accidental damage coverage. 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.

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.

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.

THEFT/LOSS COVERAGE

Clicking Student/Parent acknowledgement acts as your understanding of the information presented.

I/We understand that in the event my laptop is stolen, I/we must contact the school administration immediately. I/we understand that a police report must also be filed.

I/We also understand that in the event that my laptop was stolen as a result of my own carelessness, then this coverage will not be made available to me and I will be responsible for the full replacement cost of the laptop.

Both the student and parent has read and understands the [Parent-Student Technology Handbook](#)

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____