

West Irondequoit Central School District Laptop User Agreement (LUA)

Please accept the terms of our WICSD Laptop User Agreement by mailing this signed form to: Evans & McGraw Learning Center, 45 Cooper Road, Rochester, NY 14617. Alternately, this form is available for online electronic signature by navigating to: <https://bit.ly/2Yn4ncQ>.

User Agreement:

1. **Distribution:** The West Irondequoit Central School District will distribute a laptop, power cord and carry bag to each student involved in the District's Laptop Program.
2. **Ownership:** Laptops, power cords and carry bags provided by the District are the property of West Irondequoit Central School District. Students whose parent/guardian has completed this user agreement may be permitted to take their laptops home at the end of the school day. IHS students with completed agreements may take their laptops home during the summer break.
3. **Terms of Agreement:** This agreement remains in effect during a student's enrollment at Dake or IHS. *Students who leave or graduate from the district must return their school laptop and any provided accessories on or before the date that they leave the district.* Information regarding the collection of devices will be communicated to students and families prior to graduation.
4. **Laptop Use:** Educational content and resources will be delivered through the laptops.
 - a. Students, with support from parents/guardians, are expected to manage their laptops in a way that minimizes the likelihood of damage, loss and theft.
 - b. The district will provide a protective case or carry bag for the laptop, which is recommended by the district to prevent device damage, as laptops in bookbags are susceptible to mechanical damage.
 - c. Similar to textbooks, students are responsible for damage/loss/theft of the device. An optional laptop protection plan is offered by the district.
 - d. Students are expected to bring their laptops to school in working order and fully charged.
 - e. The district will provide all applications essential for schoolwork.
 - f. Students are not to download or install software, operating systems, extensions or media without a district employee's prior approval.
 - g. Students will be responsible for managing available storage space on the device for curricular content.
 - h. It is the responsibility of the student to back up any personal content from the laptop before the date the laptop will be collected.
 - i. Students are not to write or draw on the laptop, or apply stickers or labels that are not property of the district. District stickers, labels, and tags are not to be removed.
 - j. Use of the laptop must be consistent with District policies, including, but not limited to, the Acceptable Use Policy and the Student Code of Conduct.
 - k. The district utilizes an Internet content filter that is compliant with the federally mandated Children's Internet Protection Act (CIPA).
 - l. In the interests of safety and security, the district monitors users' online activities and reserves the right to access, review, copy, store, or delete any electronic communications or files.

I accept the terms of the Laptop User Agreement.

Student Name: (Please Print)

First Name: _____ Last Name: _____

Child's School for 2020-21: _____

Parent/Guardian's Name:

First Name: _____ Last Name: _____

Parent/Guardian's Signature: _____ Date: _____