

KENSINGTON WOODS SCHOOLS TECHNOLOGY EQUIPMENT USE AGREEMENT

1. **Property:** I understand that the use of Kensington Woods Schools (KWS) provided technology is a privilege, not a right. I understand that KWS provided technology equipment, including, but not limited to, laptop computers, thin clients, e- readers, etc., (i.e., Chromebooks, iPads) including chargers and carrying cases are provided for use during the school year. Such equipment shall remain the property of the KWS.

I understand that the following policies apply to the use of all KWS issued technology at all times whether inside or outside KWS premises. All technology equipment is provided for educational purposes only and is to be used in accordance with Network and Internet Acceptable Use Agreements and KWS procedures and policies, including the student code of conduct. Please see the KWS Student Handbook for more details.

2. **Return of equipment:** I agree to return all KWS provided technology equipment at the end of the school year or upon withdrawal from KWS. All technology equipment must be returned and checked in by an Administrator.

If the technology equipment is not returned at the end of the school year or if the student leaves KWS, I understand I will be responsible for the replacement cost of the equipment.

3. **Personal Responsibility:** I understand that I am responsible for my use of the provided technology equipment. I understand that I will be held personally responsible for damage or loss caused by abuse or negligence as determined by KWS administration. I understand that I will be responsible for full replacement costs if the technology equipment is damaged or lost.

Estimated Replacement and Repair costs:

Chromebook lost/broken beyond repair: \$225

Charger : \$30

Screen: \$45

Final costs are up to the discretion of KWS Administration

I agree to report incidences of theft to the KWS Administration within twenty-four (24) hours of receiving knowledge of the loss.




I also understand that my communications over the Internet and through email may be traceable back to the KWS or to me. I will always use the provided technology equipment in a professional manner and in accordance with the terms of the Network and Internet Acceptable Use Agreement and KWS guidelines and procedures.

I understand that my privilege to use KWS provided technology equipment may be revoked, suspended, or limited at any time for any violation of this Agreement, or any other violation of the KWS's policies, student code of conduct or federal, state, or local laws. KWS will be the sole arbiter of what constitutes a violation.

4. **Release:** I release and agree to hold KWS, and all other sponsoring organizations related to the Internet connection, from any and all liability foreseeable or unforeseeable for damages or injury resulting directly or indirectly from the use of the provided technology equipment.

I also agree to defend, indemnify, and hold harmless KWS, its Board members, staff and agents from and against any such claims, demands, suits, damages, liability, costs, and expenses (including reasonable attorney fees) incurred as a consequence either directly or indirectly of the granting of this agreement.

TECHNOLOGY CONDITION ASSESSMENT

	What is the condition?
<p style="text-align: center;">Exterior of Chromebook</p> 	<p style="text-align: center;"><i>Be specific about scratches, dents, cracks, etc.</i></p> <hr/> <p style="text-align: center;"><i>Returned condition notes:</i></p>
<p style="text-align: center;">Interior of Chromebook</p> 	<p style="text-align: center;"><i>Be specific about scratches, dents, screen damage, missing keys, etc.</i></p> <hr/> <p style="text-align: center;"><i>Returned condition notes:</i></p>
<p style="text-align: center;">Charger</p> 	<p style="text-align: center;"><i>Be specific about if there are frayed/broken wires, etc.</i></p> <hr/> <p style="text-align: center;"><i>Returned condition Notes:</i></p>

Chromebook Number	Verification	Print	Sign	Date
	Staff			
	Student			

Equipment returned on: _____

Staff Signature: _____