

PHS 20-21 Student Device Checkout Agreement

Ponderosa High School is checking out this device to be used for academic purposes of Remote and Hybrid Learning.

Student Name (print)

Student Number

Device Loaned: _____

Device Name: _____

Included Accessories: _____

Condition: _____

In consideration of the use of the computing device at home and school, student and parent/guardian agree that:

1. The student will use the device according to instructors' instructions while both in and out of school.
2. The student will refrain from using the device in organizations not under the supervision of Douglas County School District.
3. The District makes every effort to ensure security of the device while on campus. Please be aware that when this device is connected to your home network, the content is not filtered like it is when connected to the district network.
4. The parent/guardian and student will be personally responsible for any intentional or unintentional damage to the computing device while in the student's care (on or off of school property).
5. Student will not leave this device in your vehicle at any time.
6. If the device is lost or damaged beyond repair, the parent and student will reimburse the district the cost of replacing the device with one of the same make or of equal quality.
7. The parent and student will return the device upon request in the same condition as it was received, taking into account normal wear and use.
8. Students will not loan their device to other students or allow it to be used by anyone else.
9. Students will maintain possession of the device at all times.
10. Students will take care to not spill liquids or food on the device as this will cause irreparable damage that the parent/guardian will be responsible for.
11. Students will not install music, video, or additional software onto the device without specific approval from a school representative.
12. Device is property of Ponderosa High School as is any installed software. As such, the district can monitor its use remotely and any violations of Douglas County School District policy can result in discipline in line with district policy.
13. Device may be erased as part of maintenance or repair. Backup of student-owned data is solely the responsibility of the student and neither the school nor the district is responsible for loss of stored files, music, video or software.
14. Students will keep the device clean and in proper working condition. Student will notify a school representative immediately if the device does not work as expected or shows unusual wear.
15. Any text, imagery, or audio that is illegal according to local, state, or federal law (e.g., threats, hate speech, obscene or sexual images or text) will be immediately reported to the appropriate law enforcement agency.

This device is assigned to you through Ponderosa High School and will be checked out to your student. This device must be returned to a designated PHS staff member at the end of COVID-19 hybrid learning or remote learning.

It is understood that the intentional failure to return the computing device to the school under some circumstances may constitute theft of district property. Any reported sale or transfer of the device for profit will be reported to the district attorney for prosecution. This agreement ends on the last day of the present school year, upon the student's withdrawal from current school, or upon the request of the school principal or other school representative, whichever occurs first.

Parent/Guardian Name (print)

Parent/Guardian Signature

Date

Parent/Guardian Email

Parent/Guardian Phone

Device Checkout

Device Checkout

Student Signature

Date

Student Signature

Date

School Representative Signature

Date

School Representative Signature

Date