



Student Computer Loan Agreement

As the HCCPS curriculum has become increasingly reliant on computer and internet access, it becomes the responsibility of the school to make sure that students have access to the necessary equipment to complete their work. In light of that, we are providing a device to each student in the school. Here are the responsibilities that the student/family agrees to and those that the school agrees to in maintaining any digital device loaned by the school.

- Student/Family Responsibilities:
 - Use the computer primarily for school assignments. The student may use the equipment for other purposes only to the extent that such uses do not interfere with this primary use.
 - Run occasional system updates as prompted by the computer.
 - Keep the computer in a safe location and in clean, working condition (away from food and drink, no stickers, writing, etc.), with allowance for reasonable wear and tear.
 - Report any issues that limit the computer's functionality to the school so that they can be addressed as promptly as possible.
 - Return to the school by the last day of the school year for summer maintenance or as requested by school administration.
- School Responsibilities:
 - Troubleshoot unresolved issues affecting functionality during the school day or by email to ensure student access.
 - Perform equipment repairs, upgrades or replacements if necessary.
 - Install software necessary to complete school assignments as needed
 - Perform a thorough check-up on the computer's condition and capability during the summer.

If the equipment is damaged or lost due to negligence, the school shall have the option of requiring the student/family to incur the total cost to repair the equipment to a state of good working order or to reimburse the school for the replacement cost of such equipment. The student/family agrees to indemnify the school against any claim occurring during or resulting from student's possession or use of the equipment, including, but not limited to, any claim for infringement or violation of applicable trademarks and copyrights attributable to student's use.

Student Signature: _____

Parent/Guardian Signature: _____

Date: _____

Student Computer Technology Acceptable Use Policy

Technology provides tools and connections to other computer systems located worldwide. Parents of students who are users must understand that neither the Hilltown Cooperative Charter Public School nor its staff controls the content of the information available on these other systems. The school will make an effort to restrict access to sites it considers inappropriate for HCCPS students. Students must agree to follow the rules of this Acceptable Use Policy. The nature of this technology provides many educational opportunities, but also necessitates personal responsibility for its use.

Students are expected to adhere to the following guidelines:

1. Follow directions from HCCPS staff about computer use during classes/directed study.
2. Not use computer for socializing, e.g., personal email, instant messaging, chatting, etc.
3. Only use my @hilltowncharter.org email account that has been provided. I understand that the staff at Hilltown Cooperative Charter Public School reserves the right to inspect any documents and electronic mail sent from or stored within the HCCPS domain.
4. Use language on-line which is consistent with school policy.
5. Not tamper with equipment or software, nor alter the network interface, nor attempt to gain access to the data and files or others, nor violate any copyright laws, log on only under my own user name, nor attempt to represent myself as someone else.
6. Not use my school account to subscribe to any platforms or services (ex. Apple ID, Instagram, Instructables) unless with explicit permission by an HCCPS teacher.
7. Not reveal personal information such as home addresses or phone numbers of self or others.
8. Not transmit or download material in violation of state or federal regulations.

If a student uses computer technology inappropriately and in a way that violates these guidelines, I understand that this behavior may result in these consequences:

- Limited access to computer/online resources
- Being subject to disciplinary measures under HCCPS policy and/or
- Being referred to the appropriate legal authorities, if warranted.

If I use computer technology inappropriately and in a way that violates these guidelines, I understand that my behavior may result in these consequences.

Student signature _____ Date_____

As a parent/guardian of this student, I have read the above contract and I agree that my child may use the on-line resources provided by the school if they follow the rules of the contract. I understand that any conduct by my child that is in conflict with the contract will result in the consequences listed above as well as possible disciplinary action under our Code of Conduct.

_____I have read this policy and understand the expectations of my child.

Parent/Guardian signature _____ Date_____