



## Ohio County Schools Lenovo Chromebook Loan Agreement (2019-2020)

Ohio County Schools is loaning to your student one Lenovo Chromebook and charger. A protective carrying case will be provided to transport and protect the Chromebook.. The Lenovo Chromebook is being delivered as a new device and is in excellent working order. It is the student's responsibility to properly handle the equipment and to keep it in an environment that is safe and secure.

The Lenovo Chromebook is, and at all times, remains as the property of the Ohio County Schools and is lent to the student for educational purposes only. The student may not damage, deface, alter, or destroy this property in any way. Inappropriate use of the Lenovo Chromebook may result in the loss of the student's right to use the Chromebook. When requested by Ohio County Schools, the device must be returned. If the student leaves or withdraws from the district, the device must be returned prior to departure.

The Lenovo Chromebook, as district property, may be used by the student only for non-commercial purposes, in accordance with the district's Acceptable Use policies, procedures, rules, and guidelines as well as local state and federal statutes.

Students or others not employed by the district may not install software or apps from personal accounts, without district approval. Photos or videos should only be used by students for educational purposes and under the discretion of the supervising teacher. At some time, it may be necessary to delete videos or photos stored to provide space for district use and upgrades.

The student may not make nor allow others to make any alterations to add, delete, access, or modify district owned information on any Chromebook or any district owned computer.

The student, or any individual, may not use the laptop or any device to access, post, or share obscene material. While students are in their school building and accessing the district's network, the district utilizes a filtering device to limit accessibility to materials that may be harmful to children.

The students should have no expectation of privacy regarding the contents of computer files on or communications using the district owned device. The district reserves the right to examine, inspect and/or access any and all files and information on the Chromebook at any time.

The Ohio County Schools network is provided for the academic use of all students and staff. The student agrees to take no action that would harm or interfere with the effective, academic use of the school network.

Labels identifying the student owner and district device have been placed on the laptop and should not be removed. No other stickers, labels, markings, or tags of any kind are to be added to the laptop. Students should not, under any circumstances, provide their identifiable information to others and should take all reasonable precautions to prevent others from using their passwords and information.

The student and His/Her parent(s)/guardian(s) agree(s) to use best efforts to assure that the laptop is not damaged or rendered inoperable by any means, such as an electronic virus, while in the student's possession.

Theft of a laptop will be considered a violation of student conduct and thus be subject to student discipline as well as legal actions.

The student acknowledges and agrees that the use of the Chromebook as district property is a privilege and that by the student's agreement to the terms hereof, the student acknowledges the student's responsibility to protect and safeguard the district property and to return the same in good condition upon request by Ohio County Schools.

\_\_\_\_\_  
Student's Name Printed

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent / Guardian's Name Printed

\_\_\_\_\_  
Parent / Guardian's Signature

\_\_\_\_\_  
Date