



S.M.A.R.T.

St. Mary's Academic Resource Technology

User Agreement

St. Mary's School recognizes that with the implementation of the S.M.A.R.T. technology program there is a need to protect the investment of both the School and the Student/Parent. The computer is considered essential to curriculum delivery and provides a unique opportunity to extend learning for all students. With this in mind, all parties have certain implicit responsibilities. The following outlines some of the expectations as well as the various areas of protection against accidental damage and loss. While the protection plan is optional, students must have a signed form on file to be allowed to take their Chromebook home.

Equipment Subject to Agreement: The Equipment subject to this Agreement includes the laptop computer, computer accessories and related software/applications in the following list:

One: Samsung Chromebook

One: AC Adaptor

Ownership: The School shall be deemed to have retained title to the Equipment at all times. The Student/Family shall hold no security or ownership in the Equipment. Likewise, the Student/Family shall hold no security or ownership interest neither in the licenses to the installed software/applications included with the Equipment nor to the licenses to any other software/applications that the School from time to time install on the laptop computer used by the Student.

Term Equipment Use: The student shall return all Equipment itemized above in good operating condition to the School if the Student is not enrolled in the current school year or at the conclusion of the current (2013-2014) school year.

Use of the Equipment: The sole use of the Equipment by the Student is for the Student's educational programming. The Student shall abide by the School's Acceptable Use Policies. Violation of the school's AUP which require administrative correction/repair by the St. Mary's Technology Department will incur a \$25 fee.

Compliance with Software/Application Licenses: The Student shall not make copies of software/applications licensed to the school. The Student is responsible for compliance with the license terms of any licensed software/application, and the Student agrees to hold the School harmless for any violations of such license terms.

Back-up Requirements: The Student may store documents or other files on the Equipment, and the Student is responsible for making back-up copies of such documents or other files. In the event of loss of such documents or other files, the School's responsibility is limited to reloading the School's standard software/application suite on the Equipment.

Care of Equipment: The Equipment may only be used in a careful and proper manner. The Student shall keep the Equipment in good operating condition, allowing for reasonable wear and tear. The Student shall immediately notify the School if the Equipment is not in good operating condition or is in need of repair. The School maintains a service contract covering the Equipment. The Student/Family shall be financially responsible for repairs due to negligence. It is the responsibility of the Student/Parent to provide a protective case for the Chromebook. This case will insure that the Chromebook is protected as it is transported by the Student from home to school and back. (No stickers, no personal markings on the laptop.)

Right of Inspection: The Student shall make the Equipment available to the School's Technology Department as necessary for purposes of inspection, maintenance, repair, upgrading, and/or software/application installation during the School's normal business hours.

Loss: The Student assumes all risk of loss of the Equipment and agrees to return it to the School in the condition received from the School, with the exception of normal wear and tear. In cases of theft, vandalism and other criminal acts, a police report, or in the case of fire, a fire report MUST be filed by the student or parent for the protection coverage to take place. A copy of the police/fire report must be provided to the principal's office. The replacement of the tablet is the responsibility of the student/parent and must be paid before the tablet can be repaired or replaced.

Warranty: St. Mary's School honors Samsung's warranty on all laptops. The School is not responsible for any damage or defect that does not fall within the scope of the manufacturer's warranty. The Student assumes responsibility for the condition of the Equipment.

Indemnity of School for Loss or Damage: If the Equipment is damaged or lost due to negligence, the School shall have the option of requiring the Student to repair the Equipment to a state of good working order or to reimburse the School for the replacement cost of such Equipment.

Insurance: The Worth Avenue Group, a laptop insurance company that a number of schools use for their staff and students, has made insurance available for our campus. It is strongly recommended that you purchase the insurance. The rates are as follows: \$31 for 1 year and 0 deductible, \$61 for three years and 0 deductible. If a Family opts out of the coverage, the

Family will be charged for the purchase of a new laptop at the current market rate should anything catastrophic occur to the laptop.

Parent/Guardian Responsibilities:

- Talk to your children about values and the standards that your children should follow on the use of the Internet, just as you would on the use of all media information sources such as television, telephone, movies, and radio.

School Responsibilities:

- Provide wireless connection at school.
- Provide Internet and Email access to its students.
- Provide Internet blocking of inappropriate materials as able.
- Provide network data storage areas. These will be treated similar to school lockers. St. Mary's School reserves the right to review, monitor, and restrict information stored on or transmitted via St. Mary's School owned equipment and to investigate inappropriate use of resources.
- Provide staff guidance to aid students in doing research and help assure student compliance with the Network/Internet User Agreement (acceptable use policy).

Student Responsibilities:

- Using computers/devices in a responsible and ethical manner.
- Obeying general school rules concerning behavior and communication that apply to network use and according to the St. Mary's School Network/Internet User Agreement (acceptable use policy). This policy is available online in the student handbook.
- Using all technology resources in an appropriate manner so as to not damage school equipment.

This "damage" includes, but is not limited to, the loss of data resulting from delays, non-deliveries, mis-deliveries or service interruptions caused by the students' own negligence, errors or omissions. Use of any information obtained via St. Mary's School's designated Internet System is at your own risk. St. Mary's School specifically denies any responsibility for the accuracy or quality of information obtained through its services.

- Helping St. Mary's School protect our computer system/device by contacting a teacher, administrator or technology specialist about any security problems they may encounter.
- Monitoring all activity on their account(s).

Student should initial each line below to indicate they have read and understand the expectations:

- _____ I will take good care of my assigned Chromebook.
- _____ I will never leave my Chromebook unattended.
- _____ I will never loan out my Chromebook to other individuals.
- _____ I will know where my Chromebook is at all times.
- _____ I will charge my Chromebook's battery every night at home.
- _____ I will not change any settings on my Chromebook without permission.
- _____ I will not change the name of my Chromebook.
- _____ I will not put any applications on my Chromebook unless I receive teacher permission.
- _____ I will keep food and beverages away from my Chromebook.
- _____ I will not disassemble any part of my Chromebook or attempt any repairs.
- _____ I will protect my Chromebook by always carrying it securely.
- _____ I will use my Chromebook in ways that are appropriate, meet St. Mary's School expectations and are educational.
- _____ I will not place decorations (such as stickers, markers, etc.) on the Chromebook itself.
- _____ I will keep the Chromebook clean, without marks or decorations.

Parent Signature _____ / _____

Student Signature _____

Our signatures indicate an acceptance of the S.M.A.R.T. Program individual requirements.

Please return this sheet to the office.

Laptop Insurance Information

Laptop Insurance is being made available to St. Mary's School through the Worth Avenue Group. Please look at the options below and indicate which choice your Family will make.

*Worth Avenue Group rates are as follows (this is for complete coverage):

1 year - \$31 with 0 deductible

3 years - \$61 with 0 deductible

_____ We choose to forgo the insurance option provided by the school. We understand we are responsible for the following damages: Theft, loss, liquid spills, power surge, accidental damage, fire, vandalism and natural disasters at a replacement cost of the market value purchase of a new laptop.

_____ We choose the 1 year, 0 deductible option for \$31.

_____ We choose the 3 year, 0 deductible option for \$61.

Parent/Guardian Name _____

Parent/Guardian signature _____

Date _____

Please turn in this signature sheet to the office. Your student(s) will not receive his or her Chromebook until this sheet is returned to the office. If you are choosing one of the insurance options, please indicate which one and it will appear on your next SMART Tuition statement. A copy of the Worth Ave Agreement will be sent home upon receipt of this sheet.

