



Clare Public Schools

Student Device User Agreement

www.clare.k12.mi.us

Purpose

Clare Public Schools believes that providing students with state-of-the-art technology will enhance the overall learning experience, improve student achievement, and better prepare our children to be successful contributors in a society increasingly dependent on technology. Clare High School will assign students a device as a tool in their educational experience.

Terms of Agreement

With each device assigned comes an increased level of responsibility. While these devices are the property of Clare Public Schools, it is the responsibility of the student and parents/guardians to ensure the device is properly cared for and remains in good working condition. In addition, it is important that each student practice good digital citizenship and make responsible choices when using the device. By signing this form, both the student and parents/guardians agree to abide by the following terms:

1. Any use of this device must be in full compliance with the Clare Public Schools Code of Conduct.
2. The use of the device is a privilege and with that privilege all users have no expectation of privacy.
3. Student will use the device as part of planned instruction at any time designated by the teacher during the school day.
4. Student is responsible for transporting the device to and from school on a daily basis if the device is allowed to be taken from school.
5. Student will not trade devices with other students.
6. Student agrees to use the device for educational purposes only, as defined within the district Acceptable Use Policy.
7. Any damage to the device is to be reported to a teacher or building administrator immediately.
8. Students should only connect to the designated Clare Public Schools wireless network while at school and are NOT to connect to the district Guest network.
9. Students are NOT to personalize the device and/or case with stickers, labels, markers, etc. unless advised to by their teacher/administrator for district purposes. Students must NOT remove stickers or decals applied by the district.
10. CPS has the right to assign apps or software to the device.
11. Student is responsible for remembering their username and password.
12. Student is responsible for downloading and updating apps with parent and/or teacher supervision.

13. Students shall only use their Clare Public Schools credentials when adding software to the device.
14. CPS reserves the right to blacklist any apps deemed inappropriate for the classroom or a distraction to the learning environment.
15. Student is responsible for backing up their data on the device. CPS will NOT backup the content stored on the device.
16. The CPS technology department has the ability to remotely manage the device and may find it necessary to track, lock, and/or wipe the device for security reasons.
17. Student is responsible for returning the device and associated peripherals to the school by the last day of the school year, if not allowed home over the summer, or *immediately* upon leaving the district.
18. CPS has the right to inspect the content of any device at any time.
19. Students are not to delete or remove any apps or profiles assigned by Clare Public Schools unless otherwise instructed to do so.

Repair/Replacement Program

Clare Public Schools will be self-funding repairs and/or replacements. Each claim will be assessed on a case-by-case basis with the details of the problem and resolution being tracked in the district's help desk system. CPS will follow the guidelines listed below to determine the appropriate course of action when responding to a claim:

1. Initial claims will be covered in full by CPS for accidental damage.
2. Parents/guardians will be responsible for 100% of the replacement costs in the event that the device is lost or stolen, deliberately vandalized, or subjected to gross neglect.
3. Parents/guardians will be required to pay \$50 for a second claim associated with the same or replacement device.
4. Parents/guardians will be responsible for covering 100% of the repair or replacement cost associated with any subsequent claims.
5. If the case is damaged and is no longer usable, the parent/guardian will be responsible for 100% of the replacement costs.

In the event that the device requires repairs or must be replaced, the student will be issued a loaner device subject to availability. CPS will make every attempt to ensure the device is returned to the student as soon as possible.

Student Name (Print)

Parent/Guardian (Print)

Student Signature & Date

Parent/Guardian Signature & Date

Clare Public Schools (CPS)

Student Acceptable Use Policy (AUP)

Equipment, Electronic Data, Networks, Security, Safety and Privacy

* Please complete this form and return to your school district before student access to technology can be granted.

I acknowledge that I've have read and will abide by the School Board Policies/Guidelines located at: (<https://www.clare.k12.mi.us/boardpolicy>) and the Student Handbook located at: (<https://www.clare.k12.mi.us/handbook>), which pertain to the use of school owned technology equipment, electronic data, networks, security, safety and privacy. The district reserves the right to take appropriate disciplinary action against individuals who fail to comply with the AUP.

Student's Name (please print)

(first, middle, last)

School District

Student's Signature

Date

I am 18 years of age or older.

Parent or Guardian

As the parent or guardian of the student listed above, I acknowledge that I've read the School Board Policies/Guidelines and the Student Handbook related to school owned equipment, electronic data, networks, security, safety and privacy. I understand that this access is granted for my student's educational purpose only. I recognize it is impossible for CPS to completely restrict electronic access to all inappropriate or controversial materials and suppress all collections of student personal data that could be obtained from online services/applications/programs. I accept full responsibility of my student's use of the above mentioned electronic resources. I hereby give permission for CPS to issue school electronic accounts and allow network access for my student.

Parent or Guardian's Name (please print)

Parent or Guardian's Signature

Date

(Please do not write below this line)

(For Local School District Staff Use Only)

Date of user access granted: _____

N/A - Already has access.

Staff Name (please print) N/A - Already has access.

Date of user access removed: _____

Staff Name (please print)