

# IROQUOIS CENTRAL SCHOOL DISTRICT

ELMA, NY 14059-0032

(716) 652-3000

## Middle School Laptop User Agreement 2022-2023

### Student Responsibility

- Students will be prepared for class with his/her device **charged** and **ready to use**.
- Stay on Task – The laptop is for educational/school related work **ONLY**.
- Students must ensure all Iroquois related labels remain on the device and are legible at all times. Any noticeable changes to any labels must be reported to a teacher or building principal immediately.
- Laptops may **not** be used in the hallway during period changes.
- Laptops may **not** be used in or brought to any school lavatory or locker room.
- Laptops may **not** be used on the school bus at **ANY** time.
- Do not store personal pictures, videos, music or apps on the laptop or within Office 365 that are unrelated to educational/school work.
- Students must walk with his/her laptop closed and held securely at all times.
- Any laptop that is damaged, lost, stolen or in need of repair must be reported to a teacher or building principal immediately.
- Student use of their device, Microsoft apps, and the internet must be in compliance with Iroquois' Acceptable Use Policy and the District Code of Conduct.

### Respectful Use of Laptop

- Students must be respectful in the care of his/her laptop and all accessories including, but not limited to, chargers and stylus pens.
- Students must be respectful of all other student and staff member devices at all times.
- All students **MUST** have the permission of any person before taking/storing any picture, video, or recording.

**\*\*Pictures, videos, or recordings are ONLY allowed with a teacher's direct permission\*\***

- Laptops may be used during a teacher's lesson only when permission has been given by that teacher.

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## Safety Precautions

- Students must keep his/her laptop in their possession or in their locked locker when not in use.
- Students may **not** allow other students to borrow or use his/her laptop at any time.
- Students should take precautions to safeguard any passwords and may **not** share them with other students.

All laptops provided by the district are the property of the Iroquois Central Schools.

**If a student comes to school without their laptop 3 times during the course of a semester, they will be required to keep their laptop at school for the duration of that semester.**

If a Virtual Class environment is deemed necessary by the district, then that virtual environment becomes an extension of the in-person classroom in accordance with the Code of Conduct, the Acceptable Use Policy (AUP), and 1:1 Agreement.

Chronic misbehavior and violation of the terms and conditions outlined above could lead to a student losing technology privileges, including possession of their district-issued device. A student's laptop may be "suspended" or "revoked" at any time for violation of this contract.

By signing below I acknowledge that I have read and fully understand the expectations outlined in this contract and I agree to all terms and conditions associated with the issuance of a district owned laptop.

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**(Student Printed Name)**

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**(Student Signature)**

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**(Parent/Guardian Printed Name)**

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**(Parent/Guardian Signature)**