

The Grosse Pointe Academy Student Technology Loan and User Agreement

Technology equipment and devices will be issued to students according to the guidelines set forth in this document. The Grosse Pointe Academy (GPA) retains the sole right of possession of all technology and related equipment. The Grosse Pointe Academy administration, faculty, and staff retain the right to collect and/or inspect the technology at any time, on or off school grounds, and to alter, add or delete installed software or hardware for any reason. Usage is a privilege, not a right.

As a borrower of technology, I accept the following responsibilities:

I will follow the guidelines established in the Acceptable Use Policy.

I will follow the Guidelines for Proper Care listed below.

I will bring the technology charged and ready for use each school day.

I will use the technology for school purposes. I will not download, install, alter, or remove any programs or add-ons unless I have been directed to do so by a teacher.

I will not write on or place any labels or stickers on the technology.

I will report any problems/issues I encounter while using the technology to the school's technology department immediately.

I will transport the technology carefully and provide a protective case.

I will not put anything on or alter the technology permanently in any way. I will not remove serial numbers or identification (barcode) stickers or otherwise deface the equipment.

I understand that the technology staff will reset or powerwash the technology at any point where it becomes unusable or unstable and at the end of the year.

I understand that it may be necessary to reset or powerwash the technology for some repairs or modifications and that this will result in the loss of all settings and any data stored on the device.

I understand that all technology must be returned at the end of the school year.

Guidelines for Proper Care:

1. The technology is not to be loaned to anyone.
2. Other individuals, including student peers, should not be allowed to use the technology.
3. Proper care is to be given to the technology at all times, including but not limited to the following:
4. Give care appropriate for any electrical device.
 - a. Use a surge protector or unplug the technology during electrical storms.
 - b. Keep food and drink away from the device. Keep the technology clean.
 - c. Do not leave the technology exposed to direct sunlight or extreme cold.
 - d. Position the technology on a safe surface so it does not drop or fall. Do not place heavy items on top of the device.
 - e. Do not attempt to repair damage or malfunctions.
 - f. Do not attempt to download and install programs or add-ons that have not been approved by the Technology Director.
 - g. Users should always protect their user account by logging off when not at their technology. Passwords should never be shared.
5. Proper security is to be provided for the technology at all times, including, but not limited to, the following:
 - a. Secure your technology in a safe place at the end of the day.
 - b. Do not leave the technology in an unlocked car. Do not leave your technology unattended. Know where your technology is at all times.
 - c. Do not leave the electrical plug behind when moving the technology.
 - d. Provide a case for transport.

I understand that all technology equipment and/or accessories provided to me remains the sole property of The Grosse Pointe Academy. I agree to the terms outlined in The Grosse Pointe Academy's Student Technology Agreement and the Acceptable Use Policy.

I understand that I must report any damage, loss, or theft of the technology to the school's Technology Director and/or GPA Administration within 24 hours of the occurrence. Additionally, I understand that I am personally responsible for any damage, theft, or loss of the technology and/or related equipment and accessories.

I understand that my technology is subject to inspection at any time without notice.

I understand that a violation of the terms and conditions set out in The Grosse Pointe Academy's Student Technology Agreement and the Acceptable Use Policy will result in the restriction and/or termination of my use of the school's technology equipment and/or accessories and may result in further technology restrictions and discipline.

As the parent or legal guardian of the student named below, I agree to the Terms and Conditions set forth in The Grosse Pointe Academy Student Technology Loan and User Agreement.

(You must accept the terms to be issued school technology. The school-issued devices are the only devices allowed on campus for student use.)

Parent or Guardian signature

Date

Name of Student

Grade