



Student Laptop Handbook

Policy Overview

Tempe Union High School District uses technology to provide an exceptional learning experience for all students. Highlights from Governing Board Policy IJNDB - Use of Technology Resources in Instruction:

- Tempe Union High School District provides District technology to support the educational mission of its schools and to enhance the teaching and learning opportunities for students.
- The use of District technology by students is a privilege and subject to all applicable District policies and regulations, and state and federal laws.
- Students who violate District policy and its regulations may have their privilege to use District technology revoked and may also be subject to further disciplinary and/or legal action.
- All District technology remains under the control, custody and supervision of the District.

Parent/Guardian Responsibilities

A strong partnership between school and home will help students be successful using 1:1 technology. Parent/Guardian responsibilities:

- Review the information in this handbook.
- Read Responsible Use of Technology on page 6.
- Determine whether to select the Laptop Protection Plan offered by the District or assume the financial responsibility for damage, loss, or theft. Plan details on page 5.
- Read the Technology Laptop User Agreement contained in the Student Handbook
- Monitor student use away from school.
- Ensure the laptop is properly cared for outside of school.

Receiving and Returning Your Laptop

To receive a laptop, a student must submit a signed Technology Laptop User Agreement to acknowledge receipt of the laptop and understanding of responsibilities related to the laptop. (Sample agreement form attached to end of this document)

Your laptop must be returned to the school:

- at the end of the school year in which you graduate,
- upon withdrawal or transfer to another school district, or
- at the request of the school administration.

The laptop must be returned in working order with all parts and accessories included or the appropriate fees will be assessed. The fee schedule is on page 5.

The user agreement of a student who is a minor must also have the signature of a parent or guardian who has read and will uphold this agreement.

Parents may prohibit their student from the use of technology and the Internet while at school in which personally identifiable information of the student may be shared with Operators, or outside service providers including, but not limited to, Google, Microsoft, or online textbooks/resources pursuant to A.R.S. § 15-1046. This does not apply to software or technology that is used for the daily operations or administration of the district (such as Synergy or ParentVUE) or Arizona Online instruction programs authorized pursuant to A.R.S. § 15-808.

Parent or Guardian Cosigner

As the parent or guardian of the above named student, I have read this agreement and understand it. I understand that it is impossible for the School District to restrict access to all controversial materials, and I will not hold the District responsible for materials acquired by use of technology resources. I also agree to report any misuse of technology resources to a School District administrator. (Misuse may come in many forms but can be viewed as any messages sent or received that indicate or suggest unethical or illegal solicitation, racism, sexism, inappropriate language, offensive images, or other issues described in the agreement.) I understand and agree that any damage caused to District technology will be the responsibility of myself or my student.

Laptop Protection Plan: Parents will be given the opportunity to purchase a protection plan through the district. Plan costs will be \$30 per laptop each school year and includes a prorated fee for each repair and a \$200 fee for each lost or stolen laptop. The district recommends parents purchase this plan to protect against more substantial losses.

_____ I/We decline the offer of a Laptop Protection Plan for this laptop.

I accept full responsibility for supervision if, and when, my child's use of technology is not in a school setting. I hereby give my permission to have my child use Tempe Union's technology resources and services.

Parent or Guardian Name (print) _____

Signature _____ Date _____

Notes: