

CLCS Technology Device Student / Parent Guidelines and Permission Form

GUIDELINES FOR THE STUDENTS:

Students will be allowed to check a technology devices (Laptops, iPod Touch) out from the school provided the teacher has given them permission to do so. The technology devices will be checked out and in by the classroom teacher responsible for the cart or kit. In order for a student to qualify for checking out a laptop the following conditions must be met.

- Students must have a CLCS Acceptable Usage Policy (AUP) form signed and on file. Students must also sign the student technology device check-out form. A parent or guardian signature will be required for the first initial check-out.
- Students must be made aware that they are using school equipment. They will be subject to the district AUP which means the device is to be used to support / enhance curriculum in a specific class and is not to be used as a personal / recreational device.
- Only students in grades 9 -12 are eligible to check out technology devices at this time.
- Students will assume full responsibility for any harmful or illegal content found on the technology devices after or during their checkout period.
- Students / Parents must also take full responsibility for any damages that occur to the technology devices while the device is in their possession, the school does not have "extra" devices to hand out in the event one is dropped, lost or stolen.
- The Chautauqua Lake School District classroom teachers will be allowed to determine if the students are eligible to check out any technology devices. It is up to the classroom teacher's discretion to prohibit certain students from checking out technology devices.
- Any Chautauqua Lake School District Administrator including the Director of Technology will be allowed to determine if a student is eligible to check out a technology device.

GUIDELINES FOR THE PARENTS OR GUARDIANS:

Parental / Guardian Responsibilities: *CIPA Regulation (Child Information Protection Act)*. It is important to point out that the school district does NOT provide a web filter for off campus use. The student could be subject to controversial web content without proper monitoring while using the technology device. It should also be noted that if your child attempts to put any harmful or illegal content on the technology device both the student and parent / guardian will take full responsibility for what is found on that device. Should the student damage or misplace the device the student and the parent/ guardian will take full responsibility for the cost to repair or replace the device.

The Chautauqua Lake Central School District will not take any responsibility for off campus use. It is your responsibility as a parent or guardian to monitor your child while in possession of this technology device. If you feel you are unable to provide a monitored environment for your child it is strongly recommended that you do not sign this form.

Students that violate the terms of this policy are subject to loss of privileges, school disciplinary action may be taken, and / or appropriate legal action may be taken.

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Student Technology Device Check-Out Form

SIGNED AGREEMENT

STUDENT:

I _____, student of the Chautauqua Lake Central School District have read the above guidelines and agree to the terms. I will assume full responsibility for any harmful or illegal content found on the technology device. I also will take full responsibility for any damage that occurs to the technology device while it is in my possession.

PRINTED SIGNATURE: _____ DATE: _____

PARENT: (NOTE: Be sure to read the guidelines on the first page before signing)

I _____, parent/ guardian of the student have thoroughly read these guidelines for off campus technology device use. I understand that this access is intended for educational purposes and the device supports curriculum in a particular class and is not meant for personal or recreational usage. I recognize that it is my responsibility to restrict access to all controversial materials and I will not hold the school district or its employees or agents responsible for any materials acquired by my child. I will assume full responsibility for any harmful or illegal content on the technology device. I also will take full responsibility for any damage that occurs to the technology device while it is in my child's possession. I hereby give permission to allow my child to check out a CLCS technology device for off campus use for the current school year.

PRINTED SIGNATURE: _____ DATE: _____

FOR SCHOOL USE ONLY: (Do not fill out the fields below)

CHECK OUT DATE: _____ CHECKED IN DATE: _____

DEVICE SERIAL NUMBER: _____

CLCS TAG NUMBER: _____

CLCS STAFF MEMBER WHO CHECKED OUT DEVICE: _____