

# Wicomico County Public Schools Laptop Loaner Device Agreement



This document is distributed at the time the laptop is assigned to the student. The Agreement becomes binding and the responsibility of the parent/guardian at that point.

As a guardian or student, I agree to the following statements related to a loaned laptop device for educational use at home.

I have already agreed to follow the Wicomico County Public Schools Acceptable Use Policy and Procedure

1. I understand the laptops(s) is/are the property of Wicomico County Public Schools (WCPS) and the WCPS retains all rights to the hardware and software.
2. I understand I am completely responsible for the laptop while checked out.
3. I agree to follow all WCPS Acceptable Use regulations and policies governing the use of the laptop as well as all applicable State and Federal laws including copyright and intellectual property law pertaining to software and information.
4. I agree not to remove or alter any Wicomico County Public Schools identification labels attached to or displayed on the laptop(s), or to change identification within the device(s).
5. I agree to keep the laptop and district information safe and secure. (i.e., Don't leave the device(s) in open view in your locked car, in areas of extreme temperature or humidity.)
6. I agree to report theft, loss, or damage to the laptop to the school office immediately and to the police in the case of theft, and that the district will disable the device from further use.
7. I agree to return the equipment at the end of the loan period set by the school, or when my family moves out of the district.
8. I agree all repair work will be completed by the district. Costs associated from abuse or misuse of the equipment may be my responsibility. Repair and replacement costs are as follows:

Description of standard costs	Amount
Dell laptop – full replacement	\$500
Dell laptop screen with labor	\$170
Dell charger/ AC adapter cord	\$50
Dell keyboard with labor	\$55
Power port with labor	\$30
Motherboard with labor	\$170
Battery with labor	\$60
Dell keyboard, palm rest & labor	\$90
Hotspot – lost or damaged	\$150
Hotspot - Carrying Case	\$10
Hotspot - AC Adapter	\$5

9. I agree the only support the district will provide are instructions on any required setup.
10. I understand I am responsible for monitoring and guiding my child(ren)'s activity while on the laptop at home.
11. The term of this agreement is the date the laptop is issued

I have read and understand all terms of the agreement. I have discussed the agreement with my child(ren) and will support the school in guiding my child(ren) in using the laptop at home as an educational tool.

