

## **1:1 Device Usage Agreement**

Computer use in the 21<sup>st</sup> Century, and particularly in the classroom, has become an important part of our school's instructional program. To prepare our students to live and work in the 21<sup>st</sup> Century, and to provide the students of Richmond County the necessary tools to better their future, the Richmond County School System in conjunction with local and state funding will be issuing a computing device for instructional use to every student at Rappahannock High School.

With this program, each student will be provided the opportunity to apply technology effectively to gain knowledge, develop skills, and extend his or her current capabilities. Students will use this device on a daily basis to support and guide their learning.

The following guidelines are necessary to protect the students, the devices, and the school's network and must be followed to ensure this technology serves as an effective instructional tool. Failure to comply with the guidelines may result in disciplinary action and/or legal action.

Students and their parents/guardians must agree to the following:

- The student and parent understand and have signed the Acceptable Computer and Network System Use policy as outlined in section IIBE, IIBE-R, and IIBEA/GAB of the school policy manual.
- The student agrees to follow all RCPS regulations and policies governing the use of the device as well as all applicable State and Federal laws including copyright and intellectual property law pertaining to software and information.
- The student is responsible at all times for the care and appropriate use of the issued device and must adhere to these terms each time the device is used, including when it is not on school grounds.
- The student shall not remove or alter any RCPS identification labels attached to or displayed on the device.
- Students will not deface the device or adhere stickers or other marking that cannot be completely removed by the student when returning the device.
- The student agrees to ensure the device is secure and safe. The student agrees to handle the device carefully and protect it from potential sources of damage.
- The student must report theft (or suspected theft), loss, damage, or malfunctioning of the device to school personnel immediately.
- Upon request, the student agrees to deliver the issued device to RCPS staff for technical inspection or to verify inventory or other information. Students will make available at any time for inspection by any school administrator or teacher any messages, communication, or files sent or received on all RCPS issued device including, but not limited to, the issued device.
- Students will bring their issued device fully charged to school every day.
- The device is the property of Richmond County Public Schools (RCPS). All such issued devices shall be returned to RCPS prior to the conclusion of each school year and prior to the student's withdrawal from the division if earlier than the conclusion of the school year. Failure to return the device will result in appropriate disciplinary action as determined by the school board or legal action.
- The student is aware that this program may be revoked for students who fail to act in accordance with the guidelines stated in the school policy.

The parent/guardian and student will assume the risk of loss by theft, destruction, vandalism, or damage. Devices reported as stolen outside of school require that parents notify police and provide a copy of an official police report to the school administration.

Technology Fees:

- A technology fee will not be assessed for the 2020-2021 school year due to Covid-19.
- At collection, a \$10.00 cleaning fee may be charged for dirty devices or sticker removal, or the device may be cleaned under the supervision of technology staff.

Accidental Damage:

- First incident: No fee for accidental damage to the device – a letter to the parents will be sent regarding the incident. A log entry will also be placed into PowerSchool.
- Second or subsequent incidents: \$25.00 fee for accidental damage.

Intentional Damage or Lost/Stolen Devices:

- Full price of repair or replacement for an intentionally damaged device.
- A new device will not be issued until the funds are paid in full.
- Replacement cost of ¼ the cost of the device for lost/stolen device (police report required).

Lost, Stolen, or Damaged AC Adapters:

- Fee of \$20.00 for all incidents.

Adopted: May 11, 2016 (by School Board)

Amended: February 8, 2017 (by School Board)

Amended: July 8, 2020 (by School Board)

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Cross References:	IIBE	Division Technology System
	IIBE-R	In-School Network Acceptable Use Regulation
	IIBEA/GAB	Acceptable Computer System Use
	IIBEA-R	Acceptable Computer System Use

**Sign and return the 1:1 Device Usage Agreement Parent / Student Signature Page in the student “Return Packet” ONLY if you have not previously submitted one for this school year (2020-2021). Please do not submit twice.**

Homeroom Teacher: \_\_\_\_\_

2020-2021

## Richmond County Public Schools 1:1 Device Usage Agreement Form



**Sign and return ONLY if you have not previously submitted one for this school year (2020-2021).**  
**Please do not submit twice.**

I have read and agree to comply with the attached guidelines. I have read and agree to abide by all RCPS policies and regulations for the use of equipment including the Acceptable Computer System Use policy, as well as the Code of Student Conduct. I understand the annual technology fee is nonrefundable.

**Student:** I have read, understand, and agree to honor all terms of the agreement. I may be denied access to the internet and all other electronic media if I do not abide by these terms. I understand that my failure to abide by these terms may result in disciplinary action, or legal action, and the confiscation of the RCPS technology device.

Student's Printed Name \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

(Note: Please use legal names on this form.)

**Parent/Guardian:** I have read and understand this agreement and give permission for the school to allow my child to use the RCPS issued device under the terms and conditions set forth above.

Parent's Printed Name \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_