



## Agreement for Student Use of District-Issued Laptops

The Kirkwood School District provides a MacBook Air laptop to KHS students as a tool for learning. The use of district-issued devices while on and off campus is subject to all restrictions and guidelines contained in District Policies EHB, JG, EHBD-AP(1) and student behavior guides. Parents must complete and sign this agreement. In addition, students and parents/guardians must sign the Kirkwood Digital Citizenship Contract before a device can be taken home. The District reserves the right to withdraw or limit use or possession of the laptop at its discretion.

**Parent: Please initial the box(es) below:**

- I understand that the laptop issued to my child provides access to coursework and curriculum at school and at home. I understand that this device is an essential tool for learning in our 1:1 environment. My child will be expected to take the laptop home during off-school hours, and return it to school fully charged each day. In the event that the laptop is damaged or lost **due to misuse or neglect by my child**, I understand I am responsible for its repair or replacement. The full replacement cost of the laptop will be \$779.

**Parent: Please indicate your preference by initialing ONE of the boxes below:**

- I agree to participate in the self-funded insurance program (see separate form), which will cover the cost of **accidental damage** of the device. The power cord, charger, and case are not covered by insurance.
- I do not agree to participate in the district-provided insurance program. In the event of **damage or loss** I understand I am responsible for the **full** cost of repair or replacement of the laptop, charger, power cord and/or case.

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

Student's ID# \_\_\_\_\_

School Attending: KHS

Grade Level \_\_\_\_\_

Parent/Guardian Name (please print) \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_



**K I R K W O O D  
S C H O O L D I S T R I C T**

# Laptop Self-Funded Insurance Program

*The Kirkwood School District offers an opportunity to families who wish to enroll in a self-funded insurance pool that will cover the cost of accidental damage or theft of a district-provided device.*

## Terms and Conditions

You will be responsible for protecting your assigned device from loss or damage. If an accident should occur, the Kirkwood School District will waive their responsibility for the financial loss, subject to a deductible for multiple occurrences. In exchange for this damage waiver, the Kirkwood School District requires payment into a self-funded insurance program.

The cost for the self-funded insurance for the 2024-2025 School Year is \$40 (\$20 for students receiving free or reduced lunch).

**INSURANCE COVERAGE MAY BE RENEWED ON AN ANNUAL BASIS, AND ONLY PROVIDES COVERAGE DURING THE ANNUAL COVERAGE PERIOD LISTED.**

New coverage must be purchased during the enrollment period for the 2024-2025 school year. Insurance must be purchased no later than the last Friday in September.

There is no deductible for the first and second claims on a single device for families who have paid into the self-funded insurance program. For subsequent covered claims on a single device, families must pay a deductible according to the table below.

Incident With Insurance	Deductible	Incident Without Insurance	Repair Fee
1st occurrence	\$0	1st occurrence	\$100
2nd occurrence	\$0	2nd occurrence	\$200
3rd and subsequent occurrence	\$300	3rd and subsequent occurrence	\$300

## Excluded Losses

Certain conditions not covered by this damage waiver include: 1) any dishonest, fraudulent, malicious or criminal acts, 2) any loss to software, data, documents, music, videos, recordings or other personal information that the student has placed on the device, 3) additional loss caused by the failure to use all reasonable means to protect the device after it has been damaged, 4) disappearance of the device without submitting a copy of a formal police report to school authorities and 5) any use not in accordance with District policies and procedures.