CLEVELAND METROPOLITAN SCHOOL DISTRICT

Student/Parent/Guardian Technology Checkout Agreement Form

In this agreement, "you" and "your" refers to the parent/guardian and the student enrolled in the Cleveland Metropolitan School District (CMSD). The "equipment" is any combination of equipment checked below

Student Name _____ **School** _____

Parent/Guardian Name _____ **Appointment Time** _____

Select technology for checkout:

Laptop/Tablet/Chromebook

- ☐ Laptop
- ☐ Tablet
- ☐ Chromebook
- ☐ AC Adapter / Charger
- ☐ Protective Case

ASSET TAG _____

Communications

- ☐ Wireless Hotspot
- ☐ AC Adapter / Charger
- ☐ Chromebook
- ☐ AC Adapter / Charger
- ☐ Protective Case

ASSET TAG _____

I hereby agree to the terms, conditions and fine schedule listed above, and give my student permission to take home technology materials checked above.

Parent/Guardian Signature _____

Date _____

Student Signature _____

STAFF ONLY *Complete the portion of the form below if equipment is lost or returned damaged*

Date _____

Condition of technology at check-in _____

_____

RETURN DATE _____

The following damage was noted on the return of technology from a Cleveland Schools Library

Explain _____

_____

_____

INSPECTED BY _____

_____

Last Name **First Name** **Signature** **Date**

Terms of Agreement

You and your student will comply with the Acceptable Use Policy and Internet Safety Agreement [Board policies EDE and EDE-A]. You and your student agree that you and your student will review these policies and be familiar with their contents. Violations of the policy will result in revocation of network access privileges, suspension of access to CMSD electronic resources, other school disciplinary action and/or other appropriate legal or criminal action, including restitution. You must report any lost, stolen or damaged equipment to the school immediately. For stolen equipment, a police report is required.

Pursuant to the Federal Children Internet Protection Act (CIPA), CMSD uses an Internet Content Filter to prevent all users' access to prohibited material. Bypassing the CMSD content filter without authorization is strictly prohibited. If your child does bypass the content filtering, you agree to not hold the School District against all claims, damages, losses and costs, of whatever kind, that may result from your child's use of his or her access to such networks or his or her violation of the Acceptable Use and Internet Safety for Students Policy.

If the equipment is not returned or returned damaged, either intentionally or due to negligence, the student's parent/guardian will be responsible for the cost of repair or replacement.

- Students, Parents and/or Guardians will be held financially accountable for lost, stolen or damaged devices. Lost, stolen or damaged technology fine will include a minimum repair and recirculation cost of $50. Financial obligations above the minimum fine will not exceed the District's cost to repair or replace the technology.
- Students, Parents and/or Guardians must accept the responsibility for the condition of their device.
- Students, Parents and/or Guardians are not permitted to log on to the device with credentials other than the District-provided username and password.