

Student Name	Student ID Number
School	Grade

LPS Student Computing Device Responsible Use Agreement (RUA)

The LPS Student Computing Device being issued has been chosen to support digital curriculum and effective instruction within and outside of Lincoln Public Schools (LPS) classrooms. The device can access the internet and run applications, allowing learners to participate in digital learning opportunities. Use of the device is a privilege and students must demonstrate appropriate caution and responsibility when using it. Parent permission is required before a device may be assigned to a student.

FOR PARENTS/GUARDIANS

- I authorize the use of an internet-enabled LPS Student Computing Device by my child and am willing to act as the supervisor while my child is not at school.
- I understand the device is the property of and belongs to LPS, that its use is a privilege not a right, and that my child will comply with LPS School Board Policy of Acceptable Use of Computers, Network, Internet and Websites (available on the LPS Website) and this Agreement.
- I have been provided information regarding the optional LPS Student Computing Device Coverage Program and I understand my financial responsibilities should I choose to participate or not.
- I agree to the safe and timely return of the device at any time upon LPS request or when it is otherwise due.
- I understand that LPS maintains filtering capability regardless of the host network and that LPS is not liable for any use or sites accessed or material viewed or downloaded through an outside network or inappropriate network/system access while my child is using the LPS student device.
- I grant permission for LPS to provide selected information required for my child to use online or other equipment or instructional technology tools approved by the Instructional Technology Tool Evaluation Committee. I further consent that LPS may provide such information on my behalf under the Children's Online Privacy Protection Act, Children's Internet Protection Act, Protection of Pupil Rights Amendment, Family Educational Rights and Privacy Act, and other federal or state law.
- I understand that my child may use a loaned computing device during the day if they fail to bring their LPS assigned student device to school. A deposit may be required and a loaner may be denied if repeated loan requests are made or there is a lack of availability.
- I specifically agree to indemnify and hold Lincoln Public Schools harmless from all liability, damages, claims, costs, expenses or other charges of any kind or nature whatsoever resulting from my child's use of the LPS device or from any unauthorized use or content viewed on or downloaded to the device.

PARENT / GUARDIAN INFORMATION

<input type="checkbox"/> YES	<input type="checkbox"/> YES (Fee Waiver)	<input type="checkbox"/> NO
I would like to participate in the optional LPS Student Computing Device Coverage Program. I agree to the terms of participation including my financial responsibility per the schedule of repairs and fines.	I would like to participate in the optional LPS Student Computing Device Coverage Program. I agree to the terms of participation including my financial responsibility per the schedule of repairs and fines. <u>Please complete Sharing Information Consent form.</u>	I decline participation in the optional LPS Student Computing Device Coverage Program. I accept full financial responsibility for repairs to or replacement of the loaned device.
Contact Information (phone # and/or email)		
Parent/Guardian Name (printed)		
Parent/Guardian Signature		Date

FOR STUDENTS

I will demonstrate digital citizenship by taking care of the LPS Student Computing Device issued to me by LPS. I will follow the LPS School Board Policy of Acceptable Use of Computers, Network, Internet and Websites. I agree to return the device in good condition at the end of my loan period.

I will

- Use the LPS Student Computing Device to access school assigned content and complete school work in accordance with LPS School Board Policy of Acceptable Use of Computers, Network, Internet and Websites
- Demonstrate proper care of the device by always using the provided protective bag or cover when transporting or storing it
- Bring the device, fully charged, to school each day
- Charge the device only with the power cord provided with the device
- Save all documents and school-related files to approved network servers so that no data will be lost in the event the device must be completely reset
- Promptly report any problems with the operation of the device
- Report loss or theft within 24 hours to school officials and authorities (Police)
- Obtain permission from individuals prior to using the device to record them visually or audibly
- Keep the device free of any decorative writing, drawing, stickers, paint, tape and decals
- Turn over the device to staff upon request
- Only use LPS approved Instructional Technology Tools that utilize my LPS username and password

I will not

- Throw, drop, or damage the LPS Student Computing Device in any way
- Give the device to another student, friend or family member for his/her use
- Attempt to alter the configuration or user permissions of the device
- Remove or copy any of the software applications or management/security utilities
- Leave the device unsupervised (on desk, in hall, in car, etc.)
- Distribute, exchange, upload, attach, or archive any type of audio/video recordings unless the content has been reviewed and approved by a teacher who directs where the content will be stored
- Download copyrighted or proprietary data or material
- Order replacement parts for or have anyone other than LPS personnel fix the device.

NO EXPECTATION OF PRIVACY

Because LPS owns the device, students have no expectation of confidentiality or privacy with respect to the device. LPS may, without prior notice or consent, log into, view, monitor, and record use of the device and any corresponding technology tools at any time for any reason related to the operations of LPS.

STUDENT INFORMATION

Student Name (printed)	
Student Signature	Date

SHARING INFORMATION CONSENT

To save you time and effort, the information you gave on your Application for Free or Reduced Meals may be shared with other programs for which your children may qualify. **For the fee waiver program, we must have your permission to share your Application for Free or Reduced Meals information in order to confirm your eligibility for a fee waiver. However, in no event will the manner in which you complete the consent form change whether your child gets free or reduced price meals.**

- No! **I DO NOT** want information from my Application for Free or Reduced Meals shared for purposes of the fee waiver program.
- Yes! **I DO** want school officials to share information from my Application for Free or Reduced Meals with appropriate school officials for purposes of the student fee waiver program and any other program that would benefit student(s).

Student Name	School	Student ID Number
Parent/Guardian Name (printed)		
Address		
Parent/Guardian Signature		Date

For more information, you may call your school principal.

Original to Associate Superintendent for Instruction, copy retained at building

Optional LPS Student Computing Device Coverage Program

Lincoln Public Schools offers the opportunity to participate in the optional LPS Student Computing Device Coverage Program designed to protect students and families from full financial responsibility for device repairs and/or replacement.

An application is required for each device. 'Yes' or 'No' must be marked on the signed Responsible Use Agreement and payment must be received before the coverage is effective.

PREMIUM

Total premium cost is \$20.00/\$10.00* per device, per school year (*reduced for students who qualify for Free/Reduced Lunch Program). Premiums are non-refundable.

CLAIMS, COVERAGE and BENEFIT

The program covers the device loaned to the student against damage and/or loss. Damaged, lost, or stolen devices should be reported immediately according to the process described during orientation. Lost or stolen devices should also be reported to school officials and authorities (Police) within 24 hours and a police report must be filed in the school office.

Total value of repairs or device replacement will be determined by LPS. The program will pay the amount of damage or replacement per the schedule of repairs and fines listed on the web site below (no cost of labor will be assessed). Damage as a result of gross negligence or purposeful damage will not be covered and the district reserves the right to discontinue participation for students with unusually high numbers of claims. Such discontinuation will be effective 30 days after notification to the student and parent/guardian.

EFFECTIVE and EXPIRATION DATES

Coverage is effective from the date of the premium payment through the date at which the device is returned in good condition or the first student day of the next school year.

SCHEDULE OF REPAIRS AND FINES*

A breakdown of repairs with associated costs and fines can be found at <http://lps.org/go/OFRG>