

Technology Device Checkout Agreement

There should be a form on file for any school system equipment checked out and have your form on file with your Technology Coordinator's prior to taking school owned equipment home with you. Your teacher will ensure that signed forms are on file with the appropriate personnel.

School Name: _____

Teacher: _____

Device Mfg/Description:

FAT #: _____

iPad WiFi Only

Printed name of student checking out device:

This agreement applies to any technology device owned by the school or the school system. All conditions of the Board policy for Acceptable Use apply, regardless of where or by whom this device is used. You may not take any technology device assigned to you "off campus" without first obtaining permission by completing a Technology Device Checkout Agreement for the device. By signing this agreement, you take responsibility for the device and its use during the checkout period. Once the iPad leaves our campus and the MBS network, Internet searches no longer pass through the Mountain Brook Schools Internet filter.

Mobile devices checked out by students through this program will be registered with AirWatch. This registration will occur when the teacher distributes the devices.

The following conditions must be followed when using a device off campus:

1. If you have Internet access at home, you may use the device to connect to the Internet.
 - Regardless of whether you are at home, a hotel, a restaurant, or another location with Internet access, you should not browse to sites that would be considered "inappropriate" based on the MBS Technology Usage Agreement.
 - Be aware that if family members or others use the device for Internet browsing during the checkout period, you are responsible. This does not apply if shared in class under the supervision of the teacher.
2. If you discover an app that you would like installed on the iPad for school use, notify your teacher. He/she can request that free apps be added to the AirWatch App Catalog. The AirWatch App Catalog app will be available on your iPad.
3. Do not store any files on the device which could constitute a copyright or licensing violation, or could be deemed illegal or of an inappropriate nature. Any installed software/files should be related to instruction.
4. If the device is lost, stolen, or damaged, report immediately to your teacher. The school may require you to pay for repairs or replacement if you have already had instances of damage or theft for this or other checked-out devices or you may be asked to turn in the device.
5. You may not download, save, or transport any data on the device that would compromise the identity of others, or puts any other protected data, passwords, or information at risk. This includes, but is not limited to, student information that would violate FERPA regulations if that data were accessed by others, or if the device were lost or stolen.
6. You are expected to use the device responsibly and safely. You are strictly forbidden to use the device to harass, embarrass, impersonate, and/or bully anyone using the device. You are strictly forbidden from accessing sites that are violent in nature or display inappropriate pictures and/or content.

Signature of Parent Checking Out Device

Signature of Authorized Teacher Receiving Returned Device

Check Out Date

Return Date

Student Signature

*****This Agreement is to be kept on file at the location for which the device is assigned*****