

Shutesbury Elementary School Device Lending Agreement

Purpose

The purpose of Shutesbury Elementary School's one-to-one device program is to provide equitable access to educational content for all PK-6 students whether online or in-person. This initiative will promote personalized learning and support students' ability to engage in dynamic classroom learning experiences. Devices will be distributed at the start of school and will be returned on the last day unless enrollment status changes warrant an earlier return.

Participation in this program confirms the student and guardian's commitment to uphold the following statements:

Usage Guidelines

1. School-issued equipment must be used for educational purposes only and students will abide by Shutesbury Elementary School's Statement of Responsibilities and Acceptable Use Policies posted at: <http://shutesburyschool.org/services/technology>.
2. The device is the property of SES and is loaned to the student for the purpose of learning.
3. Students will bring the device to school, fully charged, on all in-school session days.
4. Use of the school device at home must be supervised by an adult. Parents and guardians are responsible for content filtering outside of the school network.
5. The school device will only be used by the designated student and will not be loaned to other individuals.

Care and Maintenance

1. Students and families are responsible for the general care and preservation of the device.
2. No food or drink should be next to the device while it is in use.
3. Device screens can be easily damaged if subjected to rough treatment and therefore must be handled with care.
4. Students are not allowed to install any software, updates or add-ons of any kind.
5. The device will not be left unsupervised or in unsecure locations.
6. Families will report any loss or damage to the school immediately. Intentional damage may result in fees incurred by the family and will be determined on a case by case basis.