

DEVICE USER AGREEMENT

Atlanta Public Schools
Department of Information Technology
Parent-Student Contract for the T-Mobile Digital Bridge Initiative



The APS Digital Bridge initiative is designed to help close the “Homework Gap” by providing 6th & 7th graders with a take home laptop with access to applications which promote College and Career Readiness. Please read the contract and initial each statement showing that you have read, understand and agree to it.



Purpose: In order to support instruction across the 6th and 7th grade curriculum, Atlanta Public Schools is providing a Digital Bridge Device to all 6th and 7th grade students. Like a textbook, this device is a resource to support learning. Students receiving this device are required to follow the guidelines within this document, as well as all school, classroom, and School Districts policies and procedures regarding behavior and technology use.

Contact Person: If you have questions or concerns regarding the APS Digital Bridge Program, contact your school administration or Tech Liaison.

Receiving the Device: It is strongly encouraged that parents and students attend a Digital Bridge Training at your school as well as sign and return a device user agreement form before a device is issued.

Returning the Device: Devices will be returned to the school at the end of the school year unless otherwise communicated by the school. The use of this device is provided by Atlanta Public Schools and is not transferable to anyone other than the student to whom it was issued. The possession of this device terminates when a student is no longer enrolled at the issuing school.

Withdrawal/termination: Students who transfer, withdraw, are expelled, or terminate enrollment at the school for any reason must return their device to the front office on the date of withdrawal/termination.

Failure to Return the Device: Any student who fails to return the Digital Bridge Device will be subject to paying up to the full replacement cost of the device and any accessories, and may also have report cards, transcripts, diplomas, or certificates of progress withheld until restitution is made.



- All devices must be returned
- Any device not returned will be reported as stolen
- APS will file a police report for any device not returned
- Criminal charges will be applied to the adult who signed the “Parent Permission and Release Form”
- Every lost/stolen APS laptop will be reported to the National Criminal Database for local, state, federal access, tracking, and indication of a stolen device

By accepting this device, you agree that any lost/stolen asset is your responsibility regardless if the theft is on school premise, home, or other location

Damage and Loss: All district issued devices are the property of Atlanta Public Schools. If a device is damaged, lost, or stolen during the time that it is issued to the student, whether intentionally or due to negligence, please follow the instructions located on page 18 of this handbook.

Responsible Device Use: All users of District-issued devices must follow the expectations outlined in **District Policy IFBG and Regulation JCDA – (R) (1)**. Failure to follow these expectations will lead to applicable student disciplinary consequences. **All District Policies can be found at www.atlantapublicschools.us (Student Code of Conduct and Board Policy Acceptable Use).**

Monitoring Student Use: While off school grounds, parents/guardians are solely responsible for monitoring the student’s use of the device. Students may not exhibit inappropriate behaviors, or access prohibited materials with the device, at any time, at any location. Students will be subject to disciplinary and/or legal action if they use the device for inappropriate activities, whether on or off school grounds.

Privacy: Nothing done on District issued devices is private. District staff may, at any point, confiscate and search the contents of any District issued electronic device. Atlanta Public Schools has the ability to monitor and track these devices.

Atlanta Public Schools recognizes all aspects of the Children’s Online Privacy Protection Act (COPPA), the Children’s Internet Protection Act (CIPA), and the Family Education Rights and Privacy Act (FERPA).

Applications: Atlanta Public Schools has researched key applications some of which will be pre-installed on each device but the majority of which are available via web access. Throughout the year, additional applications may be added to support learning. Purchasing and installing these applications is the responsibility of Atlanta Public Schools. No one other than an authorized School Official may add or delete applications from a district issued device. “Jailbreaking” or hacking of devices is not permitted.

Participation: If you do not sign and return this user agreement form or you desire to have your student opt-out, a Digital Bridge Device will not be issued for your student. If you have questions or concerns about your student using a device, please talk to the school administration.

Fines for Device Damage, Loss, or Theft: If for any reason the device is lost, stolen, or damaged during the time it is issued to the student, whether intentionally or due to negligence, the student and the student’s parent/guardian are responsible for the following fines during the 2018-2019 school year:

Fines:

Lost/Stolen	<ul style="list-style-type: none">• \$135
Accidental or Unintended Damage	<ul style="list-style-type: none">• No Cost
Intentional Damage	<ul style="list-style-type: none">• \$435



The protective cover must remain on your Digital Bridge Device at all times. Removing the protective cover will void the warranty!

Theft: If the device is stolen during the time that it is issued to the student, the student and the student’s parent/guardian will be responsible for filing a police report and submitting it to the school administration.



****THIS COPY IS FOR YOUR RECORDS****

Student Signature Page

1. I will take good care of my Digital Bridge Device:
 - a. Cords and cables must be inserted carefully into the device to prevent damage.
 - b. Devices must never be left in an unlocked area or any unsupervised area.
 - c. Report any software/hardware issues to your teacher as soon as possible.
 - d. Keep the device in a well-protected, temperature-controlled environment.
2. I will keep my Digital Bridge Device in its protective cover at all times. I understand that if I remove the device from its protective cover, the warranty is no longer valid.
3. I will never loan out my school issued device to other individuals.
4. I will keep food/beverages away from my device since spillage will cause damage to the device.
5. I will not disassemble, jailbreak or hack into any parts of my device or attempt any repairs.
6. I will use my school issued device in ways that are appropriate and meet the school's expectations – whether at school, at home, or anywhere else. If I use my device in a way that is inappropriate, I may be disciplined by the school.
7. I will only place decorations (such as stickers, markers, etc.) on the protective cover of the device. I will not deface the serial number tag on any school issued device.
8. I understand that my school issued device is subject to inspection at any time without notice and remains the property of Atlanta Public Schools. **Nothing I do with the device is private, and nothing I have on the device is private.**
9. I will not share my login information with anyone other than a teacher or adult from my school or my parent/guardian.
10. I understand that if I damage or lose my device, or if it is stolen, there are steps that will need to be taken to have it repaired or replaced.

I understand and agree to the stipulations set forth on the Atlanta Public School's website and the Parent-Student Contract for the APS Digital Bridge Initiative.

I agree to the rules set forth in the Device User Agreement and the Student Code of Conduct.

Student Name (Print): _____

Student Signature: _____

Date: _____



****KEEP THIS COPY FOR YOUR RECORDS****

Parent Permission and Release Form

I have reviewed the Digital Bridge Handbook and I am aware of the expectations and consequences as stated in the handbook.

By signing below, you indicate that you have read and understand the guidelines in this document and accept the issuance of a device to your student. You understand that there are steps that need to be followed should the device issued to your student(s) become broken, lost or stolen (see page 19 of this handbook).

You understand and agree that, while off school grounds, you are solely responsible for monitoring the student's use of the device and the content that is accessible through any wireless network. You understand that students will be subject to disciplinary action if they use the device for inappropriate or prohibited activities, at home and at school.

You and your student agree that Atlanta Public Schools is not responsible for anything that happens with this device. You agree that your student uses this device at his/her own risk.

- By checking THIS box, I DO give permission for my son/daughter to bring their assigned Digital Bridge Device to utilize for content instruction and homework.

I understand and agree to the stipulations set forth on the Atlanta Public School's website and the Parent-Student Contract for the APS Digital Bridge Initiative.

Child's Name: _____

Child's Grade: _____

Parent/Guardian
Name (Print): _____

Parent/Guardian
Signature: _____

Date: _____

Serial number: _____

Asset Tag: _____