

**MSD of Lawrence Township  
Terms and Conditions of Student and Family Responsibilities  
Regarding 1-to-1 Devices**

These Terms and Conditions of Student and Family Responsibility Regarding 1-to-1 Devices (“Terms”) govern student’s access and use of e-mail and/or the Internet at school and the use by students of MSDLT-issued computing devices, such as, but not limited to, Chromebooks, iPads, etc. (“Device”). These Terms incorporate the official MSDLT Policy 7540.03 (available at <https://go.boarddocs.com/in/ltschools/Board.nsf/Public#>, the “Policy”). Students under the age of eighteen (18) must obtain parent permission by having a parent or guardian agree to comply with the Terms by signing below. Students eighteen (18) and over are expected to read the Terms and must agree to comply by signing on their own behalf. These Terms are available on the school’s website at <http://www.ltschools.org/portal/parents>, and may be updated from time to time by MSDLT. Parent/guardians and students should check this website from time to time. The updated version will be effective when posted to the website.

**Responsible Use**

- The MSD of Lawrence Township (MSDLT) computing and communications network (“Network”) is intended for educational purposes only.
- Activity on the network or other district technology may be monitored and retained.
- Access to online content via the Network may be restricted in accordance with district policies and federal laws and regulations, such as the Children’s Internet Protection Act (CIPA).
- Students are expected to utilize the internet, Network resources, and online sites in a respectful manner.
- Communicating over the Internet brings anonymity and students should carefully safeguard personal information including phone number(s), address, password, social security number, birthday, location, and financial information. Students should never agree to meet an online acquaintance in person without parental permission.
- Users of the Network or other technologies are expected to alert IT staff immediately of any safety or security concerns for themselves or others.
- MSDLT employs filtering and mechanisms to reasonably ensure students’ safety and security online, but makes no guarantees as to their effectiveness. MSDLT will not be responsible for harm to persons, files, data, or hardware through the use of school technologies nor will MSDLT be responsible for unauthorized transactions conducted over the Network.
- Misuse of school technology may result in disciplinary action including suspension or expulsion.
- Students’ use of Devices to post, send emails or messages, or otherwise communicate language that reasonably could be viewed as malicious, obscene, threatening or intimidating, that disparages students, teachers, staff, that might constitute harassment or bullying, or that violates MSDLT’s Student Technology Acceptable Use and Safety Policy (MSDLT Policy 7540.03, available at <https://go.boarddocs.com/in/ltschools/Board.nsf/Public#>) is not permitted and such use may result in loss of the student’s right to use the Device, as well as disciplinary action.
- Students must not share Devices or the login information with others.

Students have no expectation of privacy in their use of Devices. MSDLT has the right, at any time, to access, monitor, review, inspect, read, copy, store, quarantine, or delete any directories, files, and messages stored on or sent or accessed using a Device.

**Damage Repair, Lost Devices, & Stolen Devices**

- Damage covered by warranty: no charge for repair based on normal usage (e.g., broken hinges, damaged hard drives, etc.).
- Damage not covered by warranty: full charge for repair (e.g., cracked screen, smashed or clogged keyboard, negligent damage, etc.). A “loaner” device will be issued to students whose devices are being repaired.
- Students and parents/guardians must immediately report a stolen, lost or damaged Device to school administration who will determine if the repair/replacement cost shall be charged to the parent/guardian. If the Device is stolen, a police report should be filed by the family and a copy given

to the school administration. School administration shall determine if a loaner or a replacement Device should be issued.

### **Device Return**

- Each Device is specifically assigned to an individual student.
- Students should not trade, loan, or borrow Devices.
- Failing to return all assigned Devices, including associated cables and power adapters, will result in the entire replacement cost charged to the parent/guardian at the end of the school year or when the student withdraws from MSDLT, if earlier.

### **Acknowledgement and Consent**

The Terms must be acknowledged and consented to online by the Skyward Student Information System, or signing below and returning this document to school administration prior to the student being issued a Device.

**Student User's Full Name:** \_\_\_\_\_

For students over 18:	As a student over 18 years of age, I have read the above-stated Terms and agree to comply with them. <b>Student User's Signature:</b> _____ <b>Date:</b> _____
For students 18 and under:	As the parent or legal guardian of a minor student, I have read and agree to comply with the above-stated Terms and accept responsibility for setting and conveying standards for my child to use the Internet. I grant permission for my son or daughter to use MSDLT's Device. <b>Parent/Guardian's Signature:</b> _____ <b>Print Name:</b> _____ <b>Date:</b> _____