

Occurrence Deductibles:

First damage occurrence: Covered by Insurance if Deductible (1/4th of cost of item) if paid. Cost of repairs assessed if not insured.

Second damage occurrence: \$25 dollars plus Deductible (or 1/2 total cost, whichever is less). If insurance is paid. Cost of repairs assessed if not insured and possible loss of device take home privileges.

Third Damage occurrence: Cost of repairs assessed and loss of device take home privileges.

**Table of Estimated Repair Pricing for Deductibles (1/4th of cost)
with insurance for 1st incident:**

First Incident Damage Cost

Loss, Deliberate Damage or Neglect	Chromebook Estimated Repair / Replacement
Broken Screen	\$25
Broken Keypad	\$20
Power Adaptor + Cord	\$10
Liquid damage to laptop / Hard Drive	\$50
District Assigned Case / Sleeve (If applicable)	\$7.5
Total Loss	Up to \$100.00
Hot Spot – replacement cost	\$22.25

Loss, Deliberate Damage or Neglect	IPad Estimated Repair / Replacement
Broken Screen	\$25
Power Adaptor + Cord	\$9.5
Liquid damage to IPAD	\$100
District Assigned Case / Sleeve (If applicable)	\$12.5
Total Loss	Up to \$100
Hot Spot – replacement cost	\$22.25

Table of Estimated Repair Pricing for Deductibles (1/2 cost or 1/4th plus \$25 – whichever is less) with insurance for 2nd incident:

Second Incident Damage Cost

Loss, Deliberate Damage or Neglect	Chromebook Estimated Repair / Replacement
Broken Screen	\$25 + 25 = \$50 total
Broken Keypad	\$20 + \$25 = \$45 total
Power Adaptor + Cord	\$20 total
Liquid damage to laptop / Hard Drive	\$50 + 25 = \$75 total
District Assigned Case / Sleeve (If applicable)	\$15.00 total
Total Loss	\$100.00 + 25 = \$125 total
Hot Spot – replacement cost	\$44.50 total

Loss, Deliberate Damage or Neglect	IPad Estimated Repair / Replacement
Broken Screen	\$25 + 25 = \$50 total
Power Adaptor + Cord	\$20 total
Liquid damage to IPAD	\$100 + \$25 = \$125 Total
District Assigned Case / Sleeve (If applicable)	\$25
Total Loss	\$100 + \$25 = \$125 total
Hot Spot – replacement cost	\$44.50

Total cost for third incident or in student does not have insurance

Total Cost of Items without insurance:

Loss, Deliberate Damage or Neglect	Chromebook Estimated Repair / Replacement
Broken Screen	\$100
Broken Keypad	\$75
Power Adaptor + Cord	\$38
Liquid damage to laptop / Hard Drive	\$190
District Assigned Case / Sleeve (If applicable)	\$30
Total Loss	Up to \$400
Hot Spot – replacement cost	\$89

Loss, Deliberate Damage or Neglect	IPad Estimated Repair / Replacement
Broken Screen	\$100
Power Adaptor + Cord	\$38
Liquid damage to IPAD	\$150
District Assigned Case / Sleeve (If applicable)	\$50
Total Loss	Up to \$400.00
Hot Spot – replacement cost	\$89

**Western Line School District
Student Device User Responsibilities**

As a borrower of a WLS D Device (Hot Spot, iPad, tablet or laptop, etc.):

- I have read and will follow the policies established in the Western Line Student Technology Handbook & Guide.
- I will follow the guidelines listed below for proper care of the device.
- I will report to school authorities any problems/issues I discover while using the device.
- I understand that resetting the device to factory settings may occur as a result of any repairs or modifications on the device, and this reset may result in loss of data.
- I understand that it is my responsibility to turn in my device for periodic updates throughout the school year.
- I understand that the primary use of the device is as an instructional tool.

Guidelines for Proper Care of the Device:

- I shall not loan the device to anyone.
- I will not remove the **OUTER CASE (will cause ALL INSURANCE / WARRANTY PROTECTIONS to be invalidates)** from the device. I will not remove labels, stickers, or screen protectors placed on the device by the technology department.
- I will not write on or place any labels or stickers on the device.
- I shall give proper and due care to the device at all times, including but not limited to the following:
 - a. Keeping food and drink away from the device.
 - b. Not exposing the device to extreme heat or cold
 - c. Not attempting to repair a damaged or malfunctioning device
 - d. Not upgrading the device operating system unless directed by District IT staff.
 - e. Using the appropriate device A/C adapter to charge the device.
- I shall provide proper security for the device at all times, including, but not limited to:
 - a. Not leaving the device unattended in an unlocked classroom, locker, or extra-curricular activity site.
 - b. Not leaving the device in an unlocked vehicle.

Device Management

- I shall not sync the device to a personal phone or computer.
- Only district purchased software will be installed on student's devices.
- **If the outer case is removed from the device, all insurance and warranty protection will be forfeit, full price will have to be paid for damage.**
- To protect the students and the district from a loss of a device, all locations services, filters and virus protection must remain on at all times.

In order to take home a device from Western Line School District, the parent must decide which of the following options they choose to cover any damage of the device.

_____ Pay non-refundable insurance fee of \$15.00 up front which substantially lowers the repair costs.

_____ Pay for the cost of the deductibles per damage or lost incident (see chart on page 10).

Parent Signature

Student Signature

Print Parent Name: _____

Device Information

Student Name: _____ Student Grade: _____

Type of Device: _____ Fixed Asset #: _____

Date Device Issued: _____ Staff who Issued Device: _____

Additional Items Issued:

Student or Parent Initial's

_____ Charger

_____ Cover

_____ Other _____

_____ Other _____

Date Device Returned: _____ Staff Member Receiving: _____

Additional Items Returned:

Staff Member Initial's

_____ Charger

_____ Cover

_____ Other _____

_____ Other _____

Notations or issues with equipment:
