



# HATCH VALLEY PUBLIC SCHOOLS

*All Students Empowered to Succeed*

## ***Student Contract for Hatch High School Laptop Checkout***

Student Name: (Please print) \_\_\_\_\_ Date: \_\_\_\_\_

By signing this contract I acknowledge and agree to abide by the following conditions:

- Student and parents are responsible for preventing damage to, and loss or theft of the laptop while it is checked out to the student.
- If the laptop is damaged, lost or stolen, the student is responsible for reporting this to HVHS staff within 24 hours of the damage, loss or theft.
- A damaged laptop must be returned to HVHS staff within three working days of the damage.
- Failure to meet the above deadlines will result in the permanent loss of the student's laptop check-out privileges.
- A fine up to the replacement value of the laptop will be imposed if the laptop is lost, stolen or damaged while checked out to you.
- The laptop must not be used for any illegal activity. Also, while the laptop is checked out to you, no one may use it to access websites that are restricted to persons over the age of 18.
- The laptop is intended for academic use and for exploring career and college options. It is not to be used to download recreational music or videos, or to play on-line games.
- Copyright laws are to be followed. Do not download files (music, video, etc.) in violation of copyright laws. If HVHS has reason to believe that you have downloaded files illegally, you will permanently lose your computer check-out privilege.
- The laptop is **ONLY** for the use of HVHS student who signs this contract. It is your responsibility to assure that no one else uses the laptop.
- If the laptop is used in school, school computer use and Internet policies must be followed.
- Installation of additional programs or removal of existing programs is not allowed.
- Any student-generated files left on the laptop or the HVHS flash drive are considered public property, and HVHS cannot assure their security. All such files will be deleted when the computer is returned to HVHS.

The laptop, complete with all provided accessories, is to be returned by the date shown below, or at any time HVHS staff requests it. The laptop must be returned by the due date even if an extension is requested.

Computer # \_\_\_\_\_

Date due: \_\_\_\_\_

Parent & Student Agreement

*401 Main Street, P.O. Box 790, Hatch, NM 87937, Phone (575) 267- 8200*



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## ***Student Contract for Hatch High School Laptop Checkout***

Student Name: (Please print) \_\_\_\_\_ Date: \_\_\_\_\_

- We understand and agree to comply with the conditions listed above.
- We understand that a fine will be imposed if the laptop is lost, damaged or stolen.
- We understand that the HVHS laptop loan program is designed to help students academically by increasing their access to information and technology.
- We understand that while the computer is in the student's possession, HVHS cannot monitor, nor be held liable for, Internet sites visited by the student.

By signing this contract, the parent agrees to allow the student to borrow the HVHS laptop and to encourage and assist the student to follow the conditions outlined above.

Student Signature \_\_\_\_\_ Phone number \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Phone number \_\_\_\_\_ Date \_\_\_\_\_

Rev. 7/17