



**TOTOWA
PUBLIC
SCHOOLS**

OFFICE OF THE SUPERINTENDENT
Washington Park School
10 Crews Street, Totowa, NJ 07512
Phone: 973-956-0010 Fax: 973-956-9859

Patricia Capitelli

Superintendent

STUDENT/PARENT LAPTOP AGREEMENT

Student Name: _____

Parent/Guardian Name: _____

Terms of the Agreement:

TERMS:	You were issued a Dell Latitude 3380 Education laptop and a power/cord charger. You will bring the laptop to school daily and fully charged. Failure to do so will result in you being marked as not prepared for class. By accepting the equipment, you are agreeing to comply with the Totowa School District's Policy and Regulation #2361 - Acceptable Use of Computer Networks/Computers and Resources as approved by the Totowa Board of Education.
TITLE:	Legal title of the equipment belongs to the district and shall at all times remain with the district. Since these laptops are the property of the Totowa Board of Education, they are subject to inspection and damage assessment whether used at school or at home. These laptops are to be returned in June, and if necessary, the replacement cost for a damaged or lost piece of equipment will be charged.
LOST, STOLEN, OR DAMAGED EQUIPMENT:	You must report any lost, stolen, or damaged equipment to the school immediately. If the equipment is damaged or lost, you will be responsible for the cost of the repair or replacement.
STANDARDS FOR USE OF LAPTOPS:	Any activity that violates the board approved Policy and Regulation #2361- Acceptable Use of Computer Networks/Computers and Resources should be reported to an administrator. Disciplinary action, if any, for the students and other users shall be consistent with the district's standard policies and procedures. Unacceptable use of the computers can constitute cause for revocation of access privileges, disciplinary action, and/or other appropriate action including restitution.

By signing this form, you confirm that you understand the information in this agreement.

Parent/Guardian Signature: _____

Date _____

Student Signature: _____

Date _____