



Cornerstone Christian Academy Student/Parent Equipment Use Agreement 2018-2019

Cornerstone Christian Academy is excited to provide the opportunity for our students to use a digital device for learning during the school day. Please understand that prior to using the learning device, students will be instructed and evaluated on proper use and care. A form is attached outlining the cost if damaged or stolen. Students must follow the **Electronic Media Agreement Form Student User Contract** Guidelines. These guidelines can be found on www.ccaphelps.org.

Student Code of Conduct

1. Electronic files sent, received, viewed or stored anywhere in the computer system are available for review by any authorized CCA staff member for any purpose.
2. Modifying or changing device settings and/or internal or external configurations without appropriate permission is prohibited.
3. Personal information such as, but not limited to, last name, home address, phone numbers, email addresses, or birthdates must not be placed on device or shared online.
4. Using obscene, threatening or disrespectful language in any electronic communication tool is prohibited.
5. **Disclaimer.** While CCA uses technology protection measures to limit access to material considered harmful or inappropriate to students, it may not be possible to absolutely prevent such access. Despite our best efforts and beyond the limits of filtering technology, a student may run across some material that is objectionable. CCA has a 3-layer approach when students are using the Internet. The device is automatically routed through CCA's filter for appropriate content which provides the first layer. The second layer is the monitoring by an adult, and the third layer is where the student should use their digital responsibility skills when using a device.

Responsible Use and Care

1. The device or equipment is to be treated as a valuable object. It should not be thrown, purposely dropped, or abused. It will never be placed or imperiled in any way that may cause it to be crushed or thrown to the ground.
2. The device will never be left unattended.
3. The device will not be used in or near proximity of water, household chemicals, or other liquids that could damage its electronic components.
4. Pencils, pen tips, and other pointed objects will never be used on the screen.

5. Students agree to return the device and all components to the school in the same condition the device was issued to the student after each use.

In the event a student purposefully damages or vandalizes a device the following charges will be assessed:

Equipment	Damaged Equipment Cost	Lost or Stolen Equipment	Student Initials	Parent Initials
Chromebook	\$100 - \$200	\$280.00		
Chromebook Charger	\$35.00	\$35.00		
Monitor	\$100 - \$200	\$300.00		
Keyboard	\$10-\$15	\$25.00		
Headphones	\$10-\$15	\$25.00		

Parent/Guardian Responsibilities and Permission

I am authorizing the assignment of a mobile device to my child. I understand that the device is to be used as a tool for learning and that my child will comply with the CCA **Electronic Media Agreement Form Student User Contract**. I understand the three-layer approach when my child is using the device. I will encourage my child to safely return the device each time it is used. I also understand that I am financially responsible for any willful, malicious, or accidental damage to the device. I understand that my child may lose future loan privileges of the device if it is either damaged or not returned in a timely manner.

Parent/Guardian Name *(printed)* _____

Parent/Guardian Signature _____

Date _____

Parent/Guardian Contact Information:

(Phone) _____ **(Email)** _____

Student Responsibilities and Permission

I agree to take care of the device while it is in my possession. I will not throw, drop, or damage it in any way. I will not give the device to another student for his/her use. I will use the device in the appropriate manner. I agree to return the device in good condition at the conclusion of each use.

Student Name *(printed)* _____

Student Signature _____

Date _____