

Brown County Schools

Acceptable Use Agreement for Devices



Brown County Schools (BCS) values the role that technology plays in education and understands that it will continue to grow in importance. Students must have access to modern technology in order to function in the learning environment and successfully prepare for the future.

A wide variety of devices and digital resources are utilized across the curriculum for all grade levels to support teaching, learning and assessment. Many traditional tools are now exclusively available online and the school district is required to teach technology standards and digital citizenship. **Therefore, the use of modern educational tools such as computers and the Internet is acknowledged as a condition of enrollment at BCS.**

I. Equipment

- A. Ownership: BCS retains sole right of possession of the device and grants permission to the Student to use the device according to the guidelines set forth in this document. Moreover, BCS administrative staff retains the right to collect and/or inspect the device at any time (including via electronic remote access) and alter, add, or delete installed software or hardware.
- B. Equipment Provided: Efforts are made to provide a consistent experience with up-to-date equipment within each school. This may include device cases and accessories, depending on the school that is attended.
- C. Substitution of Equipment: In the event that a device is inoperable, BCS will provide repair, temporary replacement, or permanent replacement, depending on what is deemed necessary by BCS Technology Department staff and availability. This agreement extends to any replacement device and said replacement must be returned to the BCS Technology Department directly if requested by a Technology Department staff member.
- D. Responsibility for Electronic Data: It is the sole responsibility of the Student to backup any data as necessary. Cloud storage will be available to students. BCS does not accept any responsibility for lost files or software.
- E. Responsibility for Installed Software: The Student may **not** install or uninstall software without the prior approval from Technology Department staff. If a device is damaged or unusable because of attempted hacking, jailbreaking, or use of unauthorized software, the Student/Parent will be responsible for the cost of necessary repairs or replacement.

II. Damage or Loss of Equipment

- A. Warranty for Equipment Malfunction: BCS devices may have a valid manufacturer's warranty covering parts and labor for specific defects or malfunctions. The terms of the warranty are dependent on the device. **Students/Parents incur no additional charge for repairs covered by warranty.**
- B. Insurance and Fees: The Student is responsible for maintaining a 100% functional device at all times. The Student shall take care of any device in their use to ensure that it is not damaged. Please refer to the *Standards for Proper Care* document for a description of expectations and standards. Should a device be lost, stolen, or damaged, and the loss is not covered by warranty or device insurance, the Student/Parent will be responsible for the necessary repair or replacement of the device as deemed by the Technology Department staff.
 1. For devices issued to a student for exclusive use (1:1 environment), BCS has purchased additional device coverage for those repairs not covered by warranty.

2. For shared devices, the same expectations for care apply. The Student/Parent is responsible for the cost of repair or replacement of a device damaged due to negligence, misuse, or maliciousness as determined by the Technology Department staff or school administration.
- C. Actions Required in the Event of Damage or Loss: Any damage or loss of device will be reported to the Technology Department immediately. If the device is stolen or vandalized while not at BCS or a BCS sponsored event, the Parent should file a police report.
- D. Technical Support and Repair: BCS will provide technical support for each school-issued or school-owned device. BCS is obligated to send warranty repairs to the manufacturer. Other repairs may need to be sent to insurance before an in-house repair is attempted. Any attempt by a Student/Parent to have the device repaired outside of BCS may result in charges up to the full cost of replacement.

III. Legal and Ethical Policies

- A. Monitoring: BCS will monitor device usage through a variety of methods including, but not limited to, electronic remote access, content filtering logs, and system logs to ensure compliance with Indiana State Law and BCS rules and standards set forth through school handbooks and district policy.
- B. Legal and Ethical Use: All aspects of the *BCS Acceptable Use Guidelines for Technology Services* remain in effect. BCS will provide content filtering within the BCS as well as outside the network for those devices going home in a 1:1 environment. However, BCS does not have full control of the information on the Internet, email, or other online resources. Parents are responsible for the the content being accessed while the student is at home. Content filtering will be adjusted as deemed necessary by the Technology Department and school administration.
- C. Allowable Additions: The Student may be permitted to add legally obtained music, video, and other media to their device. BCS reserves the right to ensure all additions follow the *Acceptable Use Guidelines for Technology Services* and may conduct maintenance that restores the device back to its original state.