

### **Agreement for Loaned Laptops**

This agreement is for pupils who have been issued a laptop computer to improve and personalise his/her education this year by Wood End Park academy.

It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of this computer.

- I will supervise my son's/daughter's use of the laptop at home and ensure the device is treated with care. I understand it is on loan and the property of the academy.
- I will discuss the values and expectations regarding the use of the Internet and email at home and will supervise my son's/daughter's use of the Internet and email.
- I will not attempt to repair the laptop, have it repaired by anyone other than the school's chosen service, nor will I attempt to clean it with anything other than a soft, dry cloth. I will pay for repairs incurred through damage or neglect. I will also pay for any fines my son/daughter incurs due to loss of damage of school equipment.
- I will report to the school any problems with the laptop.
- I will not load or delete any software.
- I agree to make sure that the laptop is returned to the school when requested.
- I realise it is my responsibility to monitor Internet use and appropriate access and use at home. I realise it my right and responsibility to punish my child appropriately for violations of appropriate behaviour.
- Any charges my child incurs through personal Internet usage (iTunes, etc.) are my responsibility.

**Please note that all loaned laptops will need to be handed back into the academy.**