

Student AUP Addendum

District Computers Issued Directly to Students

Distribution and Additional Training

Before a District computer is issued to a student, the student and his/her parent/guardian must sign the Student Computer Acceptance Form. Additional instruction in the maintenance, care, transportation, and proper use of the computer will take place in class and online.

Liability

The computer is issued to the student who, with his or her parents or legal guardians, is the only authorized user of that computer. The computer remains the sole property of the Hartford Union High School District. HUHS owns licenses for the software installed on the computer. Under no circumstances may any of the licensed software be transferred to any other computer. The computer has a three-year limited warranty and full-coverage insurance, however, in the event of damage or negligence to the computer, as determined by our limited warranty and/or full-coverage insurance, parents/guardians will be charged a damage deductible.

Daily Use

Students are expected to arrive at school each day with their computer fully charged.

Care

Student computers should not be left in temperatures below 35 degrees or above 90 degrees. Food, drinks, or pets should not be near the computer to avoid damage. Rain, wet hands, and high humidity are risky to computers and should be avoided. Do not block the openings provided for ventilation or leave the computer turned-on or plugged in when enclosed in backpack, as overheating may occur.

Security

The computer should be with the student or locked in his or her locker at HUHS at all times. Students should always guard their computer closely. It must not be left on car seats, on benches, or anywhere that might be tempting to others. If a computer is stolen, a report must be filed with the School Resource Officer immediately. If transported outside of school, the computer should be transported in a padded backpack or other padded carrying case.

Loaner Computers

Should the computer become inoperable, students may come to the Technology Services Help Desk and check-out a loaner with their HUHS Student ID Badge while their computer is being repaired.

Back Up

Students are responsible for backing up their school files to HUHS's network. The primary storage backup device should be the student's network H: Drive, but their HUHS Google Apps storage would also be acceptable.

Damage

All physical damage to the computer must be reported immediately to the classroom teacher and the Technology Services Department. The Technology Services Department will arrange for repair and a loaner as needed.

Off-Premise Use

Parents/guardians are responsible for supervising their child's use of the computer and Internet access when in use at home. All Internet access off-premise is still filtered using a mobile filtering application. Parents/guardians have the option to disallow off-premise use on the Student Computer Acceptance Form.

Violation of policies or rules governing the use of computers, or any careless use of a computer may result in a student's computer being confiscated and/or a student only being allowed to use the computer under the direct supervision of school staff. The student will also be subject to disciplinary action for any violation of the HUHS Acceptable Use and Safety Policy.