

St. Clair County BOE-Springville Middle School

HP Stream Laptop Usage and Care Agreement

Springville Middle School is providing an HP Stream Laptop in which it is intended to be used as a tool in your daily school activities. All activities and uses of this HP Stream Laptop must be in accordance with the St Clair County Board of Education Email and Internet acceptable use policies. Any problems, malfunctions, damage, or loss of property must be reported to the St Clair County Board of Education Technology Team.

I, _____ do agree to use this HP Stream Laptop for school purposes in accordance with Springville Middle School and the St Clair County Board of Education Email and Internet Acceptable use policies. I do understand that I am responsible for the care of this stream laptop and will be responsible for any physical damages to this laptop while in my possession. I further understand that I am to turn this HP Stream Laptop back into Springville Middle School. **If damaged, I agree to pay for the damages.**

Student's Name: _____

Date: _____

Student's signature: _____

Guardian/ parent signature: _____

Guardian/ parent Name (print) _____

St Clair County Board of Education HP Stream Laptop SN: _____

HP Stream Laptop Amount: \$230

Student Computer (Stream) Rules, Guidelines, and Agreements

Springville Middle School- St. Clair County

In order to use a Stream as an electronic textbook for required class activities, you must be responsible and follow these rules and procedures at all times. Remember, the device is at all times property of St. Clair County Schools and you must follow the St. Clair County Internet Usage Agreement. Violation of these regulations may result in loss of use of the device.

- Use only the device that is specifically assigned to you; do not let other students use or borrow your device.
- Do not place books or other items on top of the device.
- Never leave your device unattended, unless it is securely locked in a teacher's class during lunch or placed in your assigned location during PE.
- Shutdown and sign out completely when you are finished with your assignment.
- Students should not personalize their devices in any way; this includes decals or downloading any software, applications or shortcuts that have not been explicitly allowed by the teacher. (devices will be periodically checked for unauthorized downloads)
- Any attempt to "jailbreak" or "hack" the Stream or change the configuration will result in an immediate disciplinary action.
- Only use the device for schoolwork.
- Follow the teacher's instructions about labeling documents/files prior to sharing or printing.
- If you notice that something is wrong with the device, report to your teacher immediately.
- Follow all St. Clair County district policies and school rules pertaining to the use of technology.
- Devices should be brought to school fully charged.
- Students are responsible for keeping up with charging cords.

Stream Care

The Stream can be damaged if subjected to rough treatment. The following is recommended for students:

- Clean the screen only with a soft, dry antistatic, or microfiber cloth. Do not use window cleaner or any type of liquid on the Stream.
- Do not lean on the Stream with body weight.
- Do not place anything on the keyboard before closing the lid (e.g. pens, pencils, notebooks)
- No food or drink allowed near the Stream.
- Cords and cables must be inserted/removed carefully into the Stream.
- Carry the Stream carefully by the base if the screen is open. Do not carry your Stream by the screen. Carry/hold your Stream like a book when closed, or securely by the base for small movements when open.
- Do not force anything into the ports and slots on the side of the Stream.
- Do not jerk, drop or slam closed the cover of the Stream.
- Do not put the Stream on the floor or any unstable surface.
- Treat your Stream with respect. Each device is a window into enhanced learning.
- NEVER push the screen back too far or pick the Stream up by the screen as this will cause a short in the screen.
- NEVER attempt to visit blocked sites or use the computer in a way that is not allowed in the Acceptable Use Policy.
- ALWAYS follow the rules of netiquette in all of your computer interactions- treat others as you wish to be treated online as well as in person.