

Technology Information Services

12511 Warwick Boulevard, Suite A, Newport News, VA 23606 • phone: 757-881-5461 • fax: 757-881-5461

Name _____ Signature _____ ID# _____ HR Teacher _____
 Please Print

INSTRUCTIONAL COMPUTING DEVICE LOAN AGREEMENT
 NEWPORT NEWS PUBLIC SCHOOLS hereby agrees to loan the following equipment:

Item	Manufacturer	Serial Number	Fixed Asset No.

Date Loaned: _____ Date Due: _____ Date Returned: _____

The borrower agrees to abide by the following terms and conditions during the period of time the equipment is loaned

1. Borrower shall exercise reasonable care in the use of the item and preserve it in a careful and proper manner.
2. Newport News Public Schools will not provide or perform maintenance service while the equipment is off school division property. The computer and its settings are not to be changed or altered. Maintenance is not to be performed by the Borrower at any time. In case of damage, whether through overt action and/or neglect, it is solely at the discretion of Newport News Public Schools to determine whether a replacement device will be issued.
3. Borrower shall be responsible for the pick-up, transport and return to its respective NNPS issuing site/school at the specified time.
4. Borrower shall be responsible for fully-charging the device prior to the start of the school day. Power adapters and electrical outlets may not be available to students throughout the school day.
5. Borrower agrees that the loaned equipment will remain with the borrower and will not be loaned, assigned, transferred, sold or otherwise disposed of during the period of this agreement.
6. The borrower shall not add, install, or remove software on this device.
7. Title to the equipment shall remain with Newport News Public Schools and nothing herein shall be construed as vesting in the Borrower any right of property. Borrower uses the equipment under shared ownership for the length of the loan.
8. Inappropriate use of equipment will be dealt with through standard NNPS disciplinary practices.
9. Failure to follow this agreement will result in loss of equipment loan privileges and forfeiture of any loaned device.

<p>INTERNET FILTERING: The Internet can be accessed using this device anywhere wireless network access is available. Every reasonable effort has been made by Newport News Public Schools to ensure CIPA-compliant content filtering regardless of the network accessed, however, parents should monitor their child's Internet use on a regular basis. Newport News Public Schools cannot be held liable for Internet use outside the school network. The NNPS Acceptable Use Policy governs proper usage of technology, including loaned devices. By initialing this section (on the right), you are confirming that you understand Newport News Public Schools cannot guarantee Internet content filtering outside of the NNPS network.</p>	Parent Initials _____	Student Initials _____
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Parent Name (please print): _____ Address: _____ City: _____

Parent Signature: _____ Daytime Phone: _____ Date: _____

Cell Number: _____ Approving Staff signature _____ Date: _____