

# MIAMI SPRINGS ADVENTIST SCHOOL

701 Curtiss Parkway, Miami Springs, FL 33166

## Computer School Loan Agreement

Pupil Name: \_\_\_\_\_

Parent/Guardian Name & Address: \_\_\_\_\_

Parent/Guardian Address: \_\_\_\_\_

Computer Serial Number: \_\_\_\_\_

Computer Name: \_\_\_\_\_

We are loaning you this computer for the benefit of your child in supporting and developing their education. With this computer your child will be able to build on and enhance their skills, knowledge, and understanding.

1. The loan agreement exists between the school and the student and parent/guardian who has signed this loan agreement.
2. The computer is loaned temporarily while the student is enrolled at the school. We will inform you of the dates by when or on which the computer must be returned. You will be financially responsible for computer not returned by that time. When the student is no longer enrolled at this school, you must return the computer.
3. You will be issued a laptop and power supply. These remain the property of the school.
4. You are not to install software/apps on your computer. At no point must you open the computer and make changes to the inner hardware.
5. The computer must not be used for any illegal and/or antisocial purposes. All use of the computer should be in accordance with the school's acceptable use policy. There is not an expectation of privacy for any data stored on this computer.
6. There may be occasions when we need you to return the computer to school for upgrades and maintenance. Please note that because of these upgrades, it may be necessary to completely remove all information contained on the computer. The school cannot be held responsible for the loss or damage of any data on the computer during this process. It is your responsibility to return the computer to school. During this process, technical members of staff may view data or programs on the computer.
7. All technical support and maintenance must go through the school.
8. If your computer is stolen, you must immediately report it to the police and get a police report. Immediately report this to us; we will make every effort to replace the computer when we are able.
9. If your computer is damaged in any way, please contact us immediately.
10. You are financially responsible for any damage to or loss of the device.
11. You have a responsibility to take reasonable care to ensure the security of the computer.
12. You must not decorate or change the external face of the equipment provided in any way, including affixing stickers.
13. Reasonable health and safety precautions should be taken when using a computer. The school is not responsible for any damage to person or property resulting from the computer or equipment loaned.
14. The school is not responsible for any costs resulting from the use of the computer, including electricity, printer cartridges, paper, or any cost occurring from an internet service not provided by the school.

I, the parent/carer, have read or had explained and understand the terms and conditions in the home loan agreement. I understand that by breaching the conditions, the loan of the computer may be withdrawn by the school and disciplinary action may be taken.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_