

HERITAGE CHRISTIAN ACADEMY

Middle School Laptop User Agreement

Heritage Christian Academy provides shared laptops for Middle School students to support classroom instruction and learning. **Laptops are not issued to individual students on a 1:1 basis.** Instead, teachers may check out a laptop cart for use by students during class. ***All laptops remain the property of HCA and remain on campus.***

STUDENT & FAMILY EXPECTATIONS

By signing below, the student and parent/guardian understand and agree that:

- Laptops will be used **in the classroom under teacher/staff supervision** when a teacher has checked out a laptop cart for instructional use.
- Students will be assigned a laptop from the cart for that class period and are responsible for properly caring for the device while it is in their possession.
- Laptop condition will be **assessed when the laptop is checked out and returned**. Students should immediately report any existing damage or concerns to their teacher before using a device.
- Laptops are intended for **school-related and teacher-approved purposes only**.
- Students may not intentionally damage, alter, remove labels from, repair, or physically modify a laptop.
- Students may not install, download, delete, or modify software, applications, extensions, or device settings unless directed by HCA staff.
- Students may not attempt to bypass or interfere with HCA internet filtering, monitoring, security settings, or device restrictions.
- HCA utilizes **GoGuardian** to monitor and manage activity on school devices. Student activity may be viewed or recorded by authorized school personnel.
- At the end of use, students must return the laptop to the appropriate location in the cart as directed by their teacher.
- Misuse or inappropriate use may result in restricted or removed laptop privileges and/or appropriate school disciplinary action.

DAMAGE OR LOSS

HCA recognizes that normal wear may occur with shared technology. Students will not be held responsible for pre-existing damage or reasonable wear from appropriate use.

Parents/guardians may be financially responsible for repair or replacement costs when damage or loss is determined to have resulted from a student's misuse, negligence, intentional actions, or failure to properly care for a device while it was assigned to them during class.

AGREEMENT

We understand that HCA laptops are **shared classroom resources** and are not individually issued to students. We agree to use and care for these devices responsibly and acknowledge the expectations outlined above.

Student Name: _____ Grade: _____

Student Signature: _____ Date: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____