

## Apple iBook Sign Out Agreement

Please refer to the full text document for further details on each point listed below.

### Signing Out

- The iBook issued to each student is an educational tool and should only be used in that capacity.
- Taking the iBook home will not be approved until the student and a parent/guardian have attended the orientation meeting.
- Students must inform their homeroom teacher in advance that they will be signing out their computer that day.
- Students must sign out their iBook and case with their homeroom teacher.
- Students should have already signed out their laptops prior to the end of day.
- The iBooks may not be taken into locker rooms, onto playing fields, courts etc.
- Students participating in extra curricular, off-site activities, must make advance arrangements to have a parent/guardian pick up their iBook. or if coach/advisor is willing to accept responsibility for the iBook, it may go home with the student.
- Students may also leave their iBook in their locked locker, to take home after a school event/practice.

### At Home

- The iBooks should be used in a supervised, family area- not behind closed doors.
- Parents/Guardians will have their child's login password in order to help supervise student's usage at home.

### Return

- The iBook and its carrying case will be signed back in before or during homeroom on the first day of school following the day it was signed out.
- Parents/Guardians will be contacted directly if a student returns to school without the computer and are encouraged to bring the computer to school as soon as possible.
- Failure to check the computer back in on time will result in the school revoking the privilege of signing out your iBook to take home.

### Responsibility

- If the iBook is stolen while signed out to you, it should be reported to the local police authorities and Mt. Ararat Middle School personnel immediately.
- Replacement costs and/or the repair for damages while the iBook/case are signed out, are the sole responsibility of the undersigned parents/guardians- whether or not you've chosen the optional insurance.
- Failure to comply with the school's policy for iBook sign out, may result in your sign out privileges being revoked.

### Insurance

- Insurance for out of school use is recommended.
- Insurance information will be provided to parents/guardians at the laptop orientation meeting.
- Insurance covers Theft, Accidental Damage, Fire, Power Surge, Vandalism and Natural Disasters.
- Upon accepting the insurance terms, the parents/guardians agree to full responsibility of paying for the coverage.
- If no insurance is chosen and anything happens to the laptop out of school- laptop privileges may be forfeited.

**I agree to the procedures and expectations outlined in both the Apple iBook Sign Out Procedure and Guidelines.**

**Student Name (printed)** \_\_\_\_\_

**Student Name (signed)** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent/Guardian Name (printed)** \_\_\_\_\_

**Parent/Guardian Name (signed)** \_\_\_\_\_ **Date** \_\_\_\_\_

Insurance coverage for Mt. Ararat Middle School, from October 15, 2003 – June 25, 2004- is \$38.10, payable to Mt. Ararat Middle School. The coverage has a \$100 deductible per incident. By signing below you accept the Insurance coverage and terms recommended by Mt. Ararat Middle School.

**Parent/Guardian Name (signed)** \_\_\_\_\_ **Date** \_\_\_\_\_

If you, as the parent/guardian do not want your students iBook to be brought home, please sign below.

**Parent/Guardian Name (signed)** \_\_\_\_\_ **Date** \_\_\_\_\_