

All seventh and eighth grade students will receive a laptop computer to use for the 2006-07 school year. The iBook laptop computers are the property of the State of Maine and are issued to Harrison Middle School to be made available to students to use both at school and at home throughout the school year. We expect students to be responsible for maintaining their iBooks in an appropriate manner. Please carefully review all of the attached materials.

1. Please read and discuss the Yarmouth Acceptable Use Policy together.
2. In order for a student to take his or her computer home, there is a yearly insurance fee of \$50 to cover possible replacement of parts damaged by **accidental damage**. Students should alert his or her homeroom teacher as soon as any problem arises.
3. If the school determines that **intentional damage** or **repeated damage** to a laptop has occurred, the student will no longer be able to have a laptop. Damage to a laptop that is not deemed accidental will not be covered by the laptop insurance. The student and his or her family are financially responsible for repair or replacement of the laptop in the event the damage is intentional. Examples include:
 - any damaged sustained in an incident where a staff member witnesses the abuse
 - any damage or loss sustained when the laptop is in a location in violation of use/storage policy, such as:
 - stored with books in a backpack or unapproved case
 - left unattended and unsecured in the hallway, locker room, etc.
 - damaged or stolen while on a bus at an athletic or extracurricular activity
 - any damage sustained due to disassembly by the student, such as:
 - keyboard damage due to attempted removal of keyboard
 - disruption of the “airport” network connection by disassembling components
 - any damage caused by obvious misuse, such as:
 - missing keys on keyboard unless immediately reported & returned with parts
 - bent bezel brace as a result of grabbing or picking up iBook by the screen
 - CD damage resulting from trying to remove a stuck CD
 - damage that is obviously caused by the iBook being struck with an object.
4. If you choose to insure the computer and let your son or daughter take it home, please attach a check made out to the Yarmouth School District in the amount of \$50.00. The signature form and the check must be returned to your son or daughter’s homeroom teacher prior to your son or daughter taking a laptop home.
5. Please understand that if you choose not to pay the \$50.00 insurance fee, your son or daughter’s laptop use will be restricted to Harrison Middle School. If you and your family have financial difficulties and cannot afford to pay this insurance, please contact Mr. Brann to arrange for financial aid.