

**THOMPSON PUBLIC SCHOOLS  
STUDENT DEVICE SIGN OUT LETTER OF AGREEMENT**

**Device Sign out Guidelines:**

- The loan period is for the \_\_\_\_\_ school year.
- The device must be returned after the loan period, but if the student still needs a device, s/he must notify the Principal.
- Devices are only available if there is not a waiting list for devices.
- Students are responsible to save work externally.
- When returned, devices will be updated and previous work will be erased.

**Security and Damage to Device:**

- The device is and shall remain the property of the Thompson Public School District and is being loaned to the student for a period of time for educational use.
- If this device connects to the Internet outside of school, it is understood that the Internet will not be filtered and Internet supervision is the responsibility of the student and parent/guardian.
- The student is financially responsible for loss or damage of equipment and must follow all school rules outlined in the Acceptable Use Policy while using this equipment.
- In the event of loss or damage to the computer, the student will contact Thompson Public Schools as soon as possible to report the event. In the event of repeated accidental damage, the student may be asked to reimburse costs of repair
- The student will make every effort to charge the device overnight before returning it to school.

**Data Encryption**

When using web apps on a Chrome device, all important data is stored safely in the cloud. Certain kinds of files, like downloads, cookies, and browser cache files, may still be present on the computer. The Chrome device encrypts this data using tamper-resistant hardware, making it very difficult for anyone to access those files.

The Student Device Sign out Form *must* be signed by the student and guardian before a student is able to sign out a device. The form will be kept on file, so that the student signature extends throughout the student's time at school.

---

By signing the Student Device Sign Out Letter of Agreement, I acknowledge that I have read, understand, and agree to all the terms outlined in this letter of agreement.

---

Student Name (Printed)

---

Guardian Name (Printed)

---

Student Signature

---

Guardian Signature

**THIS FORM MUST BE RETURNED THE FIRST WEEK OF SCHOOL**