



## **Remote Learning Device Agreement**

This agreement is intended for any Denver Public Schools student, and their parent(s)/ guardian(s), who may need to borrow a district-owned device for remote learning. This agreement includes the rules and expectations regarding device usage and responsibilities that come with borrowing a district-owned device.

1. The student will use the device according to instructors' guidance while outside of school. Students will maintain possession of the device at all times. Students will not loan their device to other students or allow it to be used by anyone else.
2. Parent acknowledges that while the District makes every effort to ensure the security of the device, students may be able to access unsecured and unfiltered networks outside of the control of Denver Public Schools. Responsible use of network resources is the sole responsibility of the student and parent.
3. The parent and student will return the device and network resources upon request in the same condition as it was received, taking into account normal wear and use.
4. Device and network resources are property of Denver Public Schools as is any installed software. As such, the district can monitor its use remotely and any violations of Denver Public Schools' policy can result in discipline in line with district policy.
5. Device may be erased as part of maintenance or repair. Backup of student-owned data is solely the responsibility of the student and neither the school nor the district is responsible for loss of stored files, music, video or software.
6. Students will keep the device and network resources clean and in proper working condition. Students will notify a school representative immediately if the device does not work as expected or shows unusual wear.
7. Any violations of DPS Board Policy on Bullying and Cyberbullying will suspend the student's use of the technology.
8. Any, text, imagery, or audio that is illegal according to local, state, or federal law (e.g., threats, hate speech, obscene or sexual images or text) will be immediately reported to the appropriate law enforcement agency.

It is understood that the intentional failure to return the computing device to the school under some circumstances may constitute theft of district property. Any theft of district property, including the reported sale or transfer of the device for profit will be reported to the district attorney for prosecution.

This agreement ends upon the student's withdrawal from current school or upon the request of the school principal or other school representative, whichever occurs first, and when the device is returned in good working order or damage/replacement fees paid.

### **Damage and Losses**

Parent and student will be personally responsible for any intentional or accidental damage to or loss of the computing device while in the student's care. Any damages to the device should be reported immediately to ensure remote work can continue. Fees for damages and losses may be invoiced to the student's MySchoolBucks account. Damages will incur a \$25 fee. Damage deemed intentional will incur cost required to fix or replace the part/device. Failure to return the device will incur a \$250 fee.

### **Instructions for getting started**

To log into a DPS device or Google account, a student's username is their 6-digit ID/lunch number. Passwords are set as the 8-digit birthday of the student, unless the student has changed their password.

### **Technical support**

If you need technical support during remote learning, or help with accessing online tools, call the DPS Department of Technology Services Service Desk at 720-423-3163.