



**WACS Technology Contract
2021-2022 School Year**

Westside Atlanta Charter School (WACS) retains sole right of possession of the iPad, Chromebook and related equipment (now referred to as "device"). The WACS devices will be issued to students according to the guidelines set forth in this document. The technology team and school administration retain the right to inspect and/or collect the device at any time and to alter, add, or delete installed software or hardware.

Device Issue:

- Students will receive a device sdn charger for school use only.. The student will be permitted to take the device off campus in the event of a COVID-related extended school closure.
- Students owing for a device or repair will not be issued a replacement device. See Repairs/Replacement section below for more details on replacement devices.

Physical Device Care:

- Do not remove the blue asset tag or any sticker containing the asset number.
- Decorations on (stickers, markings, etc.) and/or defacing (removing buttons, writing on the screen, etc.) the device itself are prohibited.
- The device will be pre-labeled with the student's name

Digital Management:

- "Jailbreaking" (removing operational limitations) on a school-issued device is strictly prohibited.
- Student chromebooks are preconfigured for usage in the WACS learning environment. Any attempt to alter or remove school-installed configuration is prohibited.
- Administrators have the right to deny a student use of a device due to misuse.

Repairs/Replacement:

- WACS offers OPTIONAL insurance against accidental damage for \$50. Cash and check will be accepted in the front office with Keith Pettway as well as an online payment option available on the website.
- In the event that the device becomes inoperable due to a hardware malfunction, WACS has a limited number of spare devices for use while the device is being repaired or replaced.
- In t-he event the device becomes inoperable due to accidental or intentional damage, and the family did **NOT** purchase insurance, the student is responsible for paying fines as outlined:
 - Level One: Device is functioning, but needs minor repairs such as cracked screen, broken button - Student pays \$100
 - Level Two: Device is not repairable or lost/stolen off campus - Student pays \$200There will not be a replacement until the fine is paid.

User Credentials:

- The original username, password, and email address issued to students MAY NOT be changed.

Device Usage at Home:

- This contract extends to devices taken HOME by students in the case of a COVID-related extended school closure or absence

Safety Monitoring:

-WACS uses a monitoring program on all devices and accounts to monitor student internet traffic. The students are monitored both by classroom teachers as well as weekly reports from the technology team. In the event that a student breaks the code of conduct regarding online safety, disciplinary actions and/or loss of device may occur. Students have the responsibility to use technology resources in an appropriate manner. Resources include school-issued devices and school-issued accounts. Administrators have the right to examine, use, and disclose any data found on the school's information networks in order to further the health, safety, discipline, or security of any student or other person. The school administration has access to any electronic device brought onto school property. They may also use this information in disciplinary actions and will furnish evidence of crime to law enforcement should one be committed.

In order to be able to access a school-issued device, this contract must be signed by the parent to show agreement and submitted digitally to Tech Support - techsupport@wacs.us

***The parent signature below is consent for device(s) to be issued to each Westside Atlanta student in the household. The school will add the device number for each student and electronically store it.

Student Name: _____

Parent Name: _____

Parent Signature: _____ Date: _____

Device Insurance: _____ YES, I will pay \$50 for Device Insurance

_____ NO, I decline Device Insurance and understand that I am responsible for any charges to replace or fix the Device as outlined in the "Repairs/Replacement" section above.

Cell Phone and Personal Electronic Device (PED) Policy

Westside students are prohibited from using their cell phones or other PEDs (smart phones, tablets, iTouch, smart watches, etc.) during the instructional day.

The instructional day includes, but is not limited to, breakfast, lunch, class changes, carpool, study halls, and other structured or unstructured instructional activity that occurs during the normal school day.

Devices must be stored inside students' backpacks and turned off.

If a student needs to reach a parent, they have access to the school's phones. If a parent needs to reach their child during the school day, they may call the main school number: (404) 802-1350 or email their child's teacher.

If a staff member finds a student using his/her device during the instructional day, it will be confiscated and turned over to the administration until a parent can come to the school and reclaim the device.

Westside assumes no liability for the theft, loss or damage of cellular telephones and other PEDs possessed by students on school property or held by school officials during the confiscation period.

Parent Name: _____

Parent Signature: _____ Date: _____