

Dear Parents and Guardians,

Receiving iPad/laptop, Check-in/Check-out Policies

- The iPad/laptop/laptop your child receives is property of Truth Christian Academy and is made available as a tool for learning.
- All students in grades K-12 will return their device at the end of the school year.

iPad/laptop Care and Maintenance

- Students are not permitted to mark the iPad/laptops or cases in any way (i.e. stickers, markers, etc.).
- Students must leave his/her iPad in the provided case at all times. Students must purchase a case for laptops.
- Students will not expose iPad/laptops to extreme temperatures, direct sunlight, and will take measures to ensure that the screen is protected, kept clean, and away from food and drink.
- Students will ensure that the iPad/laptop is handled with care and headphones are properly connected and disconnected from the device.
- If your child's iPad/laptop is either damaged beyond repair or lost/stolen, be aware that the student will be responsible for the cost of replacing the device.

Acceptable Use

- Inappropriate use or neglect of the iPad/laptop may result in limited or loss of ability to take device home.
- The software/apps on the device must remain on the device. Students are not to download any additional apps for their TCA issued iPad/laptop.
- Students are not permitted to sync the iPad/laptop with any personal device, to add a personal iCloud account, or to alter the configuration or functionality established by TCA.
- While TCA filtering services will be applied, students will be held accountable for inappropriate use of the iPad/laptop internet browser, camera, or applications.
- File sharing that violates copyright laws is not permitted.

I acknowledge that I have read and understand the stated terms of the TCA iPad/laptop Loan Agreement. I understand that I am responsible for ensuring that proper care of the borrowed iPad/laptop occurs. I understand that I am responsible for all charges up to the full replacement cost of the device if malicious or intentional damages occur to the borrowed iPad/laptop. I agree to follow all guidelines in this loan agreement.

Student Name: _____ iPad/laptop Serial# _____

Parent Name: (please print) _____

Parent Signature: _____ Date: _____

For School Use Only: Cords provided ear buds provided