



Student Technology Damage, Use and Loss Agreement

2017-18 SCHOOL YEAR

The iPad and/or computer and the accompanying accessories ("Equipment") being provided to each Explore Knowledge Academy (EKA) student ("user") have significant value and do require appropriate attention and care to ensure that they remain in good working condition for their useful life. There may be instances where the equipment may become damaged, lost or stolen. In those instances, the following agreements apply:

Equipment Damage

Equipment may become damaged and cease to function for one of three reasons: mechanical failure, accidental damage or user negligence.

Mechanical Failure:

Mechanical failure is defined as equipment malfunction due to manufacturer defect or normal use and or age. In the event of mechanical failure, there will be no financial responsibility to the user as long as the issue is addressed immediately, so as not to create a greater problem. In the event of mechanical failure, the equipment should be taken to the advisor or any front desk personnel.

Accidental Damage:

Accidental damage is defined as equipment malfunction in circumstances that do not violate the established Acceptable Use Agreement, Student Technology Care Guidelines or other applicable school policies. In the event of minor accidental damage, there will be no financial responsibility to the user for the iPad if the issue is addressed immediately, so as not to create a greater problem.

The following items will, however, be assessed at the repair or replacement cost, whichever is less, if they are accidentally damaged: cracked or broken screens, water damage, iPad/computer case damage or removal, keyboard damage.

The School does, however, reserve the right to assess financial responsibility or take other appropriate action in situations where accidental damage becomes excessive. In the event of accidental damage, the equipment should be taken to the advisor or any front desk personnel.

User Negligence:

User Negligence is defined as equipment malfunction in circumstances that violate the established Acceptable Use, Student Technology Care Guidelines or other applicable school policies.



User negligence will be determined by EKA's Technology Committee and a negligence fee may be assessed. If the damage to the equipment is significant, requiring the replacement of major components or the entire device, additional amounts may be assessed as determined by EKA's Technology Committee. The fee is independent of the cost of the repair. The number of negligence incidents will be tracked for a student over their entire enrollment term at EKA; the replacement of the equipment and/or a student's withdrawal and subsequent return to EKA will not erase previous negligence incidents.

Appeals regarding negligence must be brought to the attention of the Superintendent.

In all instances of equipment damage, the student may be issued a loaner device if the necessary repairs cannot be completed in a timely manner. If the equipment is damaged such that it cannot be repaired, the equipment may be replaced. The loaner equipment and/or the replacement equipment will fall under the same agreement terms as the equipment it replaces.

Although the Technology Committee will make reasonable attempts to recover any data stored on the device in all instances of damage, it cannot guarantee that such recovery will be successful.

Equipment Loss or Theft

In all instances of the loss or theft of the iPad/computer, the following steps must be taken by the user and/or his/her parent/guardian:

1. Report the loss to the advisor immediately so appropriate search actions can be undertaken in a timely manner.
2. Contact the Front Desk in order to complete an EKA incident report.

The payment of any Damage or Negligence Fees does not transfer ownership of the equipment to the user.

The filing of a fraudulent incident report and/or the failure to subsequently return found equipment may result in serious disciplinary action or other actions that the school deems appropriate given the circumstances. Multiple incidences of negligence may result in additional financial responsibility for the user or other actions based on the circumstances.

Financial responsibility

The payment of any fees or other amount incurred as described above are subject to the School's Financial Policies.