

## Student Responsibility Statement

All School District of Menomonee Falls (SDMF) high school students are issued a laptop for their educational use. Many of the resources, communications, and assigned projects in school are now electronic, making this an important tool for your child's educational experience and success. The SDMF believes that if reasonable precautions and care are exercised while using this laptop, the laptop should not experience physical damage. Students should bring a fully charged computer each day to school. Students will be issued the same laptop each school year.

### What is my responsibility if the laptop is damaged or lost?

Any student who experiences damage, loss, or theft must report this information to the library help desk within 1 school day. **Do not delay, as we want the unit to be in top working order/found as soon as possible.** After a review by the administration, a charge per incident may be assessed to the student/parent/guardian for any loss, negligent or willful damage. Police involvement is typical to help locate stolen equipment.

Some examples of negligent damage may include causing damage by dropping the laptop, slamming the lid, spilling liquid on the unit, picking at the keys with an object, allowing another student to use the computer who then damages it in some way, damages resulting from removing the battery, damage as a result of a pet, losing the equipment provided, damaging the cover with paint, markers, or stickers, and not properly holding or transporting (with lid closed) the unit.

Willful damage is damage that is inflicted on the equipment intentionally. Students may lose the privilege of taking the laptop home if a repair or restitution cost is not paid in a timely manner as determined by the school district. By the student exercising the proper care precautions, most all damage can be avoided.

The SDMF professional technical staff is authorized to assess damage and make the determination of which charge will apply, if any. Charges can be made for parts (the district will not charge for labor costs to repair a district issued computer).

**Examples** (prices are subject to change based on market conditions):

Per Negligent Occurrence	Loss/Theft/Willful Damage
Keyboard up to \$20	Power Supply \$10
Screen \$20	Up to \$190 for a Chromebook for willful damage or loss (depending on unit age, model, etc).
Device Casing (cracked, defaced, etc.) up to \$30	Theft (pending police investigation) –up to \$190
Power Supply \$10	

While these lists may not include all possibilities of negligent damage, it is a representative list. Other damages/loss that is not shown here will be evaluated by the SDMF professional technical staff and amended into one of these categories (note: If the defect is covered by the laptop warranty purchased by the district, the student will not be charged.)

**The student/parent/guardian may be financially responsible to the school district for restitution of loss, theft or damage.**

**Students....remember to exercise good care and also keep laptops charged up each day like you do with your phone.**