

## Agreement regarding student computers

(“student computers” refers to iPads, Chromebooks and PCs)

*All users of Växjö Municipality’s network must use the school’s IT equipment in a responsible manner, regardless of whether one is using a personal computer or not. Sweden’s currently-valid legislation and the values of the curriculum serve as the norms. This means that everyone should respect the equal worth of all people, use correct language, and protect both their own integrity and that of others. We also want to make clear that personal attacks are never allowed.*

Computers on the network must never be used in a way that conflicts with legislation currently in force, e.g. to download copyrighted material.

### Personal computer

The student computer is the property of the school. When a student is given personal responsibility for a computer, an agreement is prepared between the school, the student and the student’s guardian. The agreement entails that the student and his/her guardian accept the existing rules and regulations regarding the personal computer. Spot checks may be performed in cooperation with the student. If the rules are not followed, the agreement may be terminated, and the student may lose his/her right to use a personal computer.

### Storage and insurance

The computers are covered by a warranty and insurance, both at school and at home. The insurance covers unforeseen damage and incidents, and theft. However, the theft portion of the insurance only applies at school and in a normal home. In order for the insurance to be valid, the equipment must also be handled responsibly and stored securely. The computer is to be treated as an object that is desirable to thieves, and therefore may not be left unsupervised during e.g. recess and physical education class.

If the computer is damaged or lost, the school’s IT support staff or person in charge of computers should be contacted. An assessment of the damage will be done, and a decision will be made about how to handle it. If a computer is lost, a police report must be filed – if the loss occurred during school hours, the police report will be made by the school, and if it occurred outside these hours, the police report will be made by a guardian. If damages occur due to intentional damaging actions, this may bring liability for damages on a student and/or guardian.

## Confirmation for borrowing of student computer

(“student computer” refers to iPads, Chromebooks and PCs)

I/We have been informed of the contents of the document “Agreement regarding student computers”, and understand what terms and rules apply when my child is given responsibility for a personal computer as a tool for learning.

I/we have been notified of the contents of “Rules and instructions for the use of Växjö Municipality’s network”. As a student in Växjö Municipality’s schools, I promise to follow these rules. I understand that, if I break laws and rules, this can lead to me being banned. I may lose the right to use a personal computer. This may also mean that the contents of my personal account and e-mail will be inspected.

As a guardian, I am aware of what rules apply when my child uses the school’s computers and/or is given responsibility for a personal computer, and I accept them.

We are aware that this document applies for as long as my child is a student at the school, or until the computer is returned. If there is an interruption in studies, the computer must be returned to the school.

At the end of the borrowing period, the student shall return the computer, charger and other accessories that have been loaned out. When these are returned, the condition of the computer should be no more than what would result from normal wear and tear.

Type of digital unit	
Serial number of digital unit	
Place and date	
Student's Personal ID Number	
Student's name	
Signature (student)	

Signature (guardian)	
Printed name (guardian)	

Turn in the signed form to \_\_\_\_\_