

## **THE CROSSROADS CHRISTIAN HIGH SCHOOL**

### **LAPTOP PROGRAM**

The Program: The Crossroads Laptop Learning program is a one-to-one computer program. By definition, a one-to-one program is an environment where students and teachers have 24-hour-a-day, 7-day-a-week access to a notebook computer as well as digital content, necessary software and digital authoring tools. A key goal of the Laptop Learning Program is using the laptop as an integral part of the learning experience both in and out of the class.

Goals: The primary goal of our Laptop Learning Program is improving student academic achievement through the use of technology. A secondary goal is to enhance teaching to improve the quality of instruction. Today's students face a rapidly changing world where technology is pervasive. It is no longer sufficient to teach technology as a subject but rather it is time to leverage the power of technology as a tool for more effective teaching and learning. The ultimate goal of our Laptop Learning Program is to equip our students with the knowledge and tools to become effective lifelong learners.

Effectiveness: While one-to-one programs are relatively new, the overwhelming evidence is that one-to-one programs are very effective at increasing student learning. While there are no national standards yet for measuring the results of one-to-one programs, all the results indicate that one-to-one programs boost student academic performance and overall test scores. In addition, one-to-one programs have been shown to provide objectively measured benefits such as better attendance, better student behavior, better participation in class and higher homework completion rates. One-to-one programs have also proven to increase creativity of teachers.

The Difference: The biggest difference that a one-to-one program can make in the learning process is to increase the level of student involvement in the learning process. The teacher becomes "less of the expert lecturer" and "more of a coach." An old maxim suggests that the best way to learn a subject is to prepare yourself to teach it to someone else. One-to-one programs can bring that kind of learning (also called "project-based instruction") into the moment-by-moment activity of the classroom.

Innovation: One-to-one programs are relatively new but many programs are quickly gaining popularity in both public and private schools. One such school is Robert Fidler School in Fullerton which has adopted a one-to-one program in grade levels 3-8. This program has been in place for several years and is yielding great results. We believe that Crossroads should take a leadership role in the one-to-one program for Christian schools in our area. Establishing a one-to-one program at Crossroads with our Freshman class of 2009 will position us on the leading edge of what we believe is the future of 21st century education. Our kids deserve the best and we want to deliver it at Crossroads with our Laptop Learning Program.



## **Finances and Ownership**

**How the program works:** Participants in the Laptop Learning Program are expected to pay an additional annual fee of \$600 per year to cover the cost of their laptop, software, and peripherals. This fee is essentially a lease -to-own payment for the laptop but also covers the cost of all necessary software, hardware maintenance, support and damage insurance. Student owned laptop may be used in the program provided they meet minimum hardware configuration standards and the student agrees to the *Student Owned Laptop Agreement*.

**Leasing Information:** The laptop is leased for each school year and can be purchased at any time during the 3 years of assigned school use. The purchase price after 3 years of use is \$1,800 with the full lease payments applied to the purchase price. Effectively, this is a 3 year lease to own program without obligation to purchase and with the option to purchase at any time. The useful life of a well maintained Apple laptop can extend several years beyond the 3 years it will be used as part of the program. At the end of 3 years students may choose to enter into a lease agreement for a new computer or purchase the computer for \$1.00.

**End of the Lease:** At the end of the lease the computer is owned by the student and includes only the manufacture's original configuration. This excludes software that was licensed by CROSSROADS for use while in the Laptop Learning Program, such as Microsoft Office and Apple iWork.

**One Time payment option:** Families can also opt to make a onetime payment of \$1,500 in order to purchase the computer outright. It is important to note that the computer will be maintained by Crossroads throughout the 36 months that the laptop is in use even for pre-purchased laptops. This will include the service month of August to ready the laptop for the following year. Students leaving before the 36 months that have pre-paid for their computer will take ownership at the time they leave the school. The laptop will be restored to its original manufacture's configuration prior to the transfer of ownership.

**Financial Assistance:** Those families currently receiving financial aid will automatically be considered for additional assistance if interested in the Laptops Learning Program. All others in need of assistance will be considered. It is our goal that no student be denied access to the one-to-one program due to financial considerations. We are committed to do our best toward this goal.

**Program Contents:** The complete cost of the program is \$1,800 and includes:

<b>Item</b>	<b>Description</b>	<b>Cost Retail as of 6/09</b>
MacBook	The Laptop	\$1199.00
Office 2008	Microsoft Productivity Software	\$149
iWork 2008	Apple Productivity Software	\$149
Apple Care (3 years)	Extended manufacture warranty	\$249
Protective Sleeve	Protects the MacBook	\$50
OSX Maintenance (3 years)	Covers upgrades of the operating system for 3 years	\$80
<b>Subtotal</b>		<b>\$1,876</b>
Insurance (3 years)	Covers replacement for accidental loss	\$175
Less Interest 7% (3 years)		\$341
Tax (estimate)		\$145
<b>Total</b>		<b>\$2,557</b>

**NOTE:** Crossroads has negotiated over \$700 in discounts on behalf of our families.



### **Configurations**

The standard configuration will change based on new product introductions but will be based around the entry level MacBook product which will be reviewed annually. Today, the machine configuration quoted above is the following:

13-inch : White  
2.1 Ghz Intel Core 2 Duo  
1 Gb RAM  
120 GB hard drive  
Combo drive  
Mac OS X 10.5  
iLife 2008

For more information about current laptop models, please refer to [www.apple.com](http://www.apple.com)

### **Lost, Stolen or Damaged Notebooks**

In the event that your laptop is lost, stolen or damaged, there are a limited number of computers available that can be rented for \$35 a week. Work done to repair damage not covered by warranty, intentional or not, is charged to the students at a rate of \$75 per hour.

#### **Financial Responsibility**

- **Parent:** Parents are responsible for the everyday care of the Laptop, the charger, and the protective sleeve.
- **Crossroads:** Crossroads will be responsible for the software installation and updates. Crossroads is also responsible for the training of students and parents as well as a professional development program for teachers. Crossroads will also be supplying the infrastructure for a wireless network and digital storage space on the school campus

### **Laptop Ownership**

CROSSROADS has ownership of the Laptop until the lease is satisfied and the title is transferred to you. The laptop will be configured back to its original configuration upon transfer of ownership.

### **Leaving the Program**

If your child leaves the program, you may pay the remaining payments owed to purchase the Laptop. If you choose not to purchase the Laptop, you would turn it in to the school, and no penalties will apply unless components are missing. Please make sure that you keep all packaging, cables, adapters, manuals, etc. in case you decide to turn in the computer at a later time.



## **Maintenance**

### **Warranty**

The Laptop is purchased with a three year AppleCare Protection Plan (APP), Apple's extended service and support program. Apple covers defects in materials and workmanship for Apple-branded products. AppleCare provides you with telephone support and web-based support resources for the covered equipment, including parts, labor, and replacement (if required). The coverage begins on the date your covered equipment's Apple hardware warranty expires (standard manufacturer's warranty). The AppleCare Plan provides repair or replacement of covered equipment, if necessary, because of any existing defect in materials or workmanship. What is not included is damage to the laptop through misuse, theft, or vandalism.

### **Repairs**

Repairs to Laptop Learning laptops will be provided through AppleCare or the insurance provider. Problems with student Laptops should be reported to [technology@Crossroadschristian.org](mailto:technology@Crossroadschristian.org) as soon as they occur so appropriate action can be taken.

### **Technical Support**

Teachers, students, administrators and parents have the ability to contact the AppleCare Help Line for phone support and assistance at 800-800-2775, option 3 (technical support). Business hours are 7:00 am to 8:00 pm, Pacific seven days a week. Technical information can also be obtained by visiting the Apple technical support website at: <http://www.apple.com/support>. When calling the AppleCare Help Line for technical support, be sure to inform the support personnel that you do not have administrative access rights to the Laptop.

### **Replacements**

Every effort will be made to provide computer access for students during the repair process if the machine was purchased through CROSSROADS. For machines not purchased through CROSSROADS, a rental may be offered at a weekly rental rate of \$35.

### **Battery Power**



Students will be required to have a fully charged laptop at the start of every day. Participation in the day's activities may be interrupted if the Laptop is not fully charged and ready for use each day. Laptops can be plugged into power at school during morning and afternoon breaks, and lunch provided power outlets are available. See the **Laptop Acceptable Use Policy** for more information.

### **Power Adaptors:**

Students are required to bring power adaptors to and from school each day. Replacement power adaptors can be purchased from Apple, currently priced at \$79.00

### **Insurance**

In the event of theft, vandalism or damage, repair or complete replacement of the laptop is covered by mandatory insurance.

## **Frequently Asked Questions**

### **Can students use their own Laptop purchased outside of the Crossroads program?**

Yes provided the student agrees to the conditions of the *Student Owned Laptop Agreement*.

### **What software will be installed on this computer?**

CROSSROADS installs the Mac Office 2008 suite (Word, Excel and PowerPoint), the Apple iWork suite (Pages, Keynote and Numbers) as well as other instructional software. Please refer to the *Crossroads Standard Software Packages* document for a complete list of software to be installed on student laptops.

### **Will I be able to install personal software for home use?**

No. During the student's tenure in the Crossroads Laptop Learning Program, all software is installed by CROSSROADS. If you need software installed for a special purpose, such as printer drivers not already included on the laptop or software required by your Internet Service Provider (such as America Online), please request assistance at [technology@Crossroadschool.org](mailto:technology@Crossroadschool.org).

### **Why was the Apple platform chosen?**

The Apple platform, software and support system are ideally suited for the needs of our Laptop Learning program. Please refer to the "Why Apple?" document for additional information.

### **Were other hardware and software platforms considered?**

Yes. The technology committee considered a wide variety of platform options including PCs, Windows, Linux and other open source solutions.

### **Did you look at the OLPC program?**

Yes. We had several of our teachers experiment with the OLPC's XO computer. While interesting, the XO computer had significant limitations which prevented it from being a viable option for our program.

### **Can the Laptop be used by siblings for homework?**

Yes. We encourage sharing the Laptop with family members. However, all users of the laptop are expected to adhere to the *Crossroads Laptop Acceptable Use Policy*.

**What training will my child receive?**

Your child will receive initial training that gives him or her an overview on the care of the Laptop as well as an overview of the operating system and programs installed on the Laptop. Ongoing training is provided throughout the school year.

**What training will parents receive?**

When your child receives the Laptop, you will go through a training session with him or her to understand the care of the Laptop, the operating system, software and hardware features. Additional parent training is provided as the program continues. Free training classes are available at the Apple Store. During the initial training period more information is provided including a Calendar of Events.

**What training will teachers receive?**

CROSSROADS has developed an on-going training program for teachers to insure they get the proper training for effective utilization of the laptops. A variety of topics and levels are offered to teachers throughout the year.

**Can the Laptop be taken home on weekends? Summer break?**

Yes. The Laptops must be taken home. We will collect the Laptops in August each year so software updates and regular maintenance can be done on the Laptops. Loaner machines are available during this time at an additional cost.

**What restrictions will be placed on the Laptop?**

Our goal is to keep the Laptops consistent and as problem free as possible during the program. The Crossroads Laptop Acceptable Use Policy outlines the various restrictions placed on student Laptops.

**Will CROSSROADS supply home Internet access?**

No. CROSSROADS will not supply home Internet access. There are a variety of Internet Service Providers in the community who can assist in providing access at home.

**Will the Laptop replace textbooks in the classroom?**

Not initially. Laptops do not replace classroom textbooks but do provide timely and rich supplemental resources. We expect textbook publishers to offer digital versions of traditional textbooks in future years. Many publishers currently offer supplemental software and web-based resources in support of their printed textbooks. Textbook publishers will likely transition to digital textbooks in future years. CROSSROADS will assess this on an on-going basis each year and future information will be provided as needed.

**Will my child be still be exposed to “traditional” learning using textbooks?**

Yes. We are training our teachers to blend skills of traditional learning with those skills needed for the digital age. All learning materials will be aligned with the CROSSROADS curriculum standards. Teachers and students will use textbooks as well as online learning resources to supplement the curriculum. As a principal in a laptop program stated, “I can give kids a history textbook, or I can give them a laptop and give them a history library.”

**How much will the Laptop be used during the school day?**

While the laptop is expected to be used daily at school, the amount of time varies based on subject and teacher. Students in the Laptop Learning Program also engage in traditional classroom activities that do not involve the use of the Laptop. Students will also develop proficiency with a variety of technology applications. They will use these tools to present their research and creative projects, such as software for mapping their ideas, creating presentations, video editing, and drawing charts and graphs.

**How much will this program change the way the teachers teach?**

The goal of the laptop program is to improve the quality of teaching and learning. When teachers have “on demand” access to information that presents concepts in images, sound and text, student understanding and motivation are increased. Research indicates that more learning takes place when students are actively involved in their own learning by investigating problems,



working collaboratively, and presenting their work. This style of teaching and learning implies a shift from teacher-directed learning to teacher-guided learning where students take greater responsibility for what and how they learn.

**How can I be sure that my child will not waste time at school playing games and surfing the web?**

Use of the Laptops at school occurs under constant supervision, ensuring that students are on-task and using the Laptops productively. Parents are expected to monitor activities while at home to ensure proper use away from school.

**What happens if my child forgets his/her Laptop for the school day?**

The Laptops are an essential part of learning every day so it is important that they bring their laptops, charged and ready for learning. Please refer to the *Crossroads Laptop Acceptable Use Policy* for additional information.

**What are the benefits of having a Laptop to bring home?**

The laptop functions as an electronic notebook where students store their class work and homework. For continuity of learning, students need to access class work while at home and homework while in class. The Laptop makes it easy to access information available at websites for homework, such as current events and the teacher's recommended websites.

**Why is Administration embracing this program?**

The leadership of CROSSROADS wants your child to be equipped to live and work in the 21st century. With the amount of information doubling every five years, our students' success requires that they develop skills for accessing, analyzing and evaluating volumes of new information and presenting their ideas in digital form. In other words, they must learn "how to learn." Technology-based programs individualize learning so that students improve their knowledge of reading, math, history and science. Students also need to master the digital tools they will use to solve new problems. The ability to access an array of learning resources expands the limits of the classroom walls to make the world their classroom.

**What studies have been done to validate this program?**

Among the educational gains reported in many large scale one-to-one programs throughout the U.S., there was a noted increase in standardized achievement scores, fewer absences from school, reduced tardiness, fewer discipline referrals and a lower dropout rate. For further information, see the following resources on the Web:

**1. Florida Laptops for Learning Task Force**

- A. The laptop computers in all learning environments as it relates to student success in grades K-12.
- B. URL: <http://etc.usf.edu/L4L/index.htm>

**2. Maine Learning Technology Initiative (MLTI), Center for Education Policy, Applied Research & Evaluation, University of Southern Maine**

- A. A series of research reports that examines the impact of Maine's statewide laptop program on middle school students, special education students, and teachers.
- B. URL: <http://www.usm.maine.edu/cepare/mlti.htm>

**3. Learning from Laptops (PDF) 2003 by Saul Rockman**

- A. As published in *Cable in the Classroom's* Threshold Magazine, Fall 2003 issue.
- B. PDF available at: <http://rockman.com/articles/LearningfromLaptops.pdf>

**4. Apple 1 to 1 Learning**

- A. URL: <http://www.apple.com/education/onetoone/>
- B. Link to the "1 to 1 Profiles in Success" in the lower right column for specific stories.



## Standard Software Package

### Summary

Every laptop used in the Laptop Learning Program is configured with a carefully selected software package. This package is a collection of bundled, purchased and open source (shareware/freeware) software applications. The software applications are listed below with a brief description of their function. The standard software package may change from time to time as required to provide the best learning experience for our students. The software applications, including any additions as required, are included in the total cost of the laptop.

### Software Package List

**Adobe Reader** – An application used to read PDF documents.

**AmigoSpanish** – A application for improving Spanish skills through vocabulary and verb conjugation.

**Bible Buddy** – An electronic Bible.

**Blackboard** – An application that acts as an electronic blackboard.

**Brain Tease** – A math practice application.

**Burn X Free** – An application for burning CDs

**Calcu Engine** – A scientific calculator.

**Cyberduck** – A FTP (file transfer protocol) application.

**EdenGraph** – A mathematical graphing program

**Excel** – Microsoft’s spreadsheet application. Excel can be used to create and edit spreadsheets of all kinds. Files created in Excel are interchangeable between the Mac and PC platforms.

**Front Row** – An application that provides access to your digital media files (photos, music, videos, etc...) from a remote local such as across the room. Front Row comes with every Mac.

**geoMac** – A mathematical graphing program

**Google Earth** – An application that provides a viewer to fly anywhere on Earth (or the galaxies in the sky!) to view imagery, terrain and maps.

**iDVD** – A DVD creation application made by Apple. iDVD allows users to add movies, music and digital photos to a DVD that can then be played on any commercial DVD player. iDVD is part of the iLife suite of applications and comes with every Mac.

**iMovie** – A video editing application made by Apple. iMovie imports video footage to the Mac from most digital video cameras. From there, users can edit the video clips, add titles, add music and special effects. iMovie is part of the iLife suite of applications and comes with every Mac.

**iPhoto** – A software application made by Apple for importing, organizing, editing, printing and sharing digital photos. iPhoto is part of the iLife suite of applications and comes with every Mac

**iTunes** – A digital media player application made by Apple for playing and organizing digital music and video files. iTunes comes bundled with every new Mac and is also available as a free download for both Mac and Windows platforms.

**iWeb** – A simple website and blog creation tool made by Apple. iWeb can be used to publish web content such as website pages, blog entries and pod casts. iWeb comes with every Mac.

**Keynote** – An application that comes as part of the iWork suite from Apple. Keynote is a presentation application that creates and edits presentations.

**MacSword** – An electronic Bible program.



**Mail** – An email application made by Apple. Mail is used to send/receive email and comes with every Mac

**Math Practice** – An algebra practice program.

**Numbers** – An application that comes as part of the iWork suite from Apple. Numbers is a spreadsheet program that can be used create and edit spreadsheets of all kinds.

**OcTex** – An application used to create scientific and research reports.

**Pages** – An application that comes as part of the iWork suite from Apple. Pages helps users to create media rich documents easily that can be converted standardized formats like Word and PDF.

**Photo Booth** – An application for quick photo capture using the Mac’s built-in camera. Photo Booth can be used to create a number a digital effects on the captured photos. This program comes with every Mac.

**Plot** – A mathematical graphing program.

**PowerPoint** – Microsoft’s presentation software. PowerPoint can be used to create and edit computer based presentations of all kinds.

**Safari** – A web browser made by Apple. Safari comes with every new Mac and is used to browse the web.

**SketchBox** – A program to make and manage sticky notes.

**Slopinator** – An advanced graphing program

**Spanish Vocab** – A Spanish vocabulary study program.

**Speed Reading** – An f application to develop speed reading skills.

**Stuffit Expander** – An application to compress files to make them small for transfer.

**TeXShop** – An application used to create typeset, similar to Adobe Acrobat

**Triangle** – An application to help is triangle based math.

**Trigger** – An application to help with trigonometry.

**viJournal Lite** – An application for taking notes or journaling

**Word** – Microsoft’s word processing application. Word can be used to create and edit documents of all kinds. Files created in Word are interchangeable between the Mac and PC platforms.



### **Acceptable Use of Technology**

1. The laptops, desktops, network, email and Internet are provided for educational purposes. Users shall not use the technology resources for any purpose other than those in compliance with Crossroads Christian High School's Mission Statement and educational philosophy which can be found in the Parent & Student Handbook.
2. Users shall not copy/download or install software without a license. Users may install legal programs with the *prior* Administration approval. If asked, a user must produce the original license within 24 hours of any software in question.
3. Users shall not sell, trade, download or install illegal software or media of any format. Users shall comply with U.S. copyright laws.
4. Users may not play games, use web-based email and Instant Messaging during the school day.
5. Student users are expected to have their laptops in class everyday.
6. Student users are responsible for keeping their laptop in their possession or storing their laptops in the designated areas at appropriate times. Students will be held accountable for damages done to or messages sent from their laptop.
7. Users shall not use anyone else's name, logon, password or files for any reason, nor let other persons (except technology staff) use their name, logon, password or files. Students will be held accountable for all files and programs on their laptop.
8. Users shall not attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer (e.g. bug, virus, worm or Trojan Horse).
9. Users shall not disclose any personal information about another user.
10. Users shall not tamper with computers, networks, printers, or other associated equipment.
11. Users shall not intentionally damage the network system or misuse system resources, including but not limited to partitioning the hard drive, using streaming audio or video, chat sessions (AOL Messenger, MSN Messenger, etc.), ADHOC Networks, FTP downloads, bypassing network security, etc.
12. Users shall not deliberately access or create any obscene or objectionable information, language or images. This includes information on web pages, blogs, myspace.com, facebook.com, or other publicly accessible sites.
13. Users shall not hack or attempt to access another user's file on any computer or the network.
14. Student users may decorate their laptops with approved stickers only. Any other materials (paint, etc.) will void the warranty.
15. Network storage areas and email systems are treated like school lockers. Without prior notice, school administration may review files and communications to maintain system integrity and ensure responsible usage.
16. Internet use is monitored and logged by username. Users are responsible for closing any Internet session upon completion.



17. Users shall not send out any mass emails unless they relate directly to Crossroads Christian High School and then only with permission from the Administration.

**Classroom Management with Laptops**

<b>Incident</b>	<b>Consequences</b>
Laptop not brought to school	Receives a zero on all laptop related activities for the day
Laptop not carried in protective sleeve or case	On the second offense lunch detention
Laptop unattended or misplaced	Student must immediately report it missing to the teacher <b>If found:</b> 1 <sup>st</sup> offense – call parent after speaking with principal 2 <sup>nd</sup> offense – parent meeting 3 <sup>rd</sup> offense – student suspended <b>If not found:</b> Student will take necessary steps to rent or acquire a new laptop
Logged onto another student’s laptop without permission, intentional viewing or storing of inappropriate content on laptop, or using laptop to cheat	1 day suspension
Playing games in class, inappropriate classroom web surfing, inappropriate classroom electronic communication	1 <sup>st</sup> offense – Receive zeros on assignments given 2 <sup>nd</sup> offense – Teacher will contact parent

**By signing below, you are indicating that you have read the Laptop Acceptable Use Policy in its entirety, and agree to all terms and conditions.**

**Print Name of Student** \_\_\_\_\_ **Grade of Student** \_\_\_\_\_

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Print Parent’s Name** \_\_\_\_\_

**Parent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Crossroads Christian High School**  
**Student Owned Laptop Agreement**

**Overview**

Crossroads strongly encourages students to participate in the lease-to-own laptop option. However, we realize that some students may already have laptops that they wish to use as part of the Laptop Learning Program. Students may choose to use their own personal laptop provided they meet all the minimum hardware requirements and agree to all the following terms and conditions.

**Minimum Requirement**

Laptop must be an Apple laptop with the following minimum configuration:

- Screen: 13-inch or larger
- Processor: 2.0 Ghz or above
- Disk: 80 GB or more
- Memory: 1 GB or more



- o OS: Current OS X
- o CD/DVD drive

**Administration**

While the laptop is being used in the Laptop Learning Program, the laptop will be administered as a Crossroads laptop. This includes control of the administrative rights to the laptop.

**Maintenance and Repair**

Student will be responsible for all hardware maintenance and repair. Crossroads will not carry Apple Care on student owned laptops. Rental laptops will be made available at a cost of \$35 per week if needed.

**Lost, Stolen or Broken Laptops**

Student will be responsible for a lost, stolen or broken laptop. Crossroads will not carry insurance on student owned laptops. Rental laptops will be made available at a cost of \$35 per week if needed.

**Software**

During the term of the laptop program, all software will be installed and managed by Crossroads. Student must provide a licensed copy of all the licensed software in the standard software package list. Your machine will be erased and the latest version of the Crossroads standard packages will be installed. *Students will need to backup all personal data prior to this installation.* If you need software installed for a special purpose, such as printer drivers not already included on the laptop or special software required by your Internet Service Provider (such as America Online), please request assistance at [technology@crossroadsschool.org](mailto:technology@crossroadsschool.org).

**Setup Fee**

An annual setup fee of \$150 will be paid to cover costs of setup and configuration of student owned machines.

**Setup Availability**

Student will make laptop available for 1 week in August to allow for setup and configuration of student owned laptop. Rental laptops will be made available at a cost of \$35 per week if needed.

**Acceptable Use Policy**

I have read and will adhere to the *Crossroads Laptop Acceptable Use Policy*.

**By signing below, you are indicating that you have read the Student Owned Laptop Agreement in its entirety, and agree to all terms and conditions.**

Print Name of Student \_\_\_\_\_  
\_\_\_\_\_

Grade of Student

Student Signature \_\_\_\_\_  
Date \_\_\_\_\_

Print Parent's Name \_\_\_\_\_

Parent Signature \_\_\_\_\_  
Date \_\_\_\_\_

- If you need this form please request on in the high school office.

**Crossroads Christian High School**  
**Laptop Loss & Damage Form**

**Loss or Damage**

Users are responsible for any damage and/or loss not covered by Apple Care Warranty or by the terms of the Insurance Policy, for any cause at all, not including the negligence of Crossroads, its employees or agents.



- (a) In the event of damage users shall continue to make timely payments under the terms of this Agreement, and shall cause the prompt return of the damaged equipment to Crossroads for repair or replacement. Apple Care, Insurance Provider and Crossroads shall have the sole discretion to determine whether damaged equipment (1) is covered by Apple Care warranty or by the terms of the insurance policy, and (2) requires repair or replacement. To the extent that any repair or replacement costs are determined not to be covered by Apple Care warranty and/or by the insurance policy, Parent agrees to pay for the damaged Equipment at a cost not to exceed \$2,000.
- (b) In the event of a loss, users shall continue to make timely payments under the terms of this Agreement, and shall notify Crossroads immediately of the loss. To the extent that the Equipment is determined not to be covered by the insurance policy, users agree to purchase the lost Equipment at a cost not to exceed \$2000.
- (c) Users understand that the Insurance Policy covers loss only one time per year. All losses for the remainder of that year are solely the responsibility of the user.
- (d) Crossroads will work on a 3-strike system. If a student leaves their computer unattended and it is found, it will be returned to the office. The first time this happens, the student will be required to speak to the principal and call their parents. The second time this happens, the parent will meet with the principal. If the computer is left unattended a third time, the student will be suspended. Students understand that they are not to leave their Equipment unattended or with anyone else. The student is fully responsible for anything that happens to their Equipment while it is not in their possession.
- (e) In the event of damage and the equipment is submitted for repairs, Crossroads will issue Equipment on a loan basis until the damaged equipment is repaired. If the loaned Equipment is damaged in any way, user agrees to pay for the damaged Equipment at a cost not to exceed \$2000.

Student \_\_\_\_\_ Grade \_\_\_\_\_ Date \_\_\_\_\_

Parent \_\_\_\_\_ Date \_\_\_\_\_

Date \_\_\_\_\_ Offense Strike 1  
\_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_ Offense Strike 2  
\_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_ Offense Strike 3  
\_\_\_\_\_  
\_\_\_\_\_