

WISD ATAC Lab Equipment Checkout Agreement

Contract Between Washtenaw Intermediate School District and the Student Listed in This Agreement for Use of Assistive Technology Equipment at Home

Purpose:

This document outlines an agreement regarding the use and distribution of Washtenaw Intermediate School District (WISD) assistive technology (AT) to be used at home. The student being assigned an iPad or other AT equipment shall have this form signed by the responsible parent/guardian as a record of the assignment and acknowledgment of the responsibility for caring for the equipment properly for the duration of the loan.

Equipment Guidelines:

- Proper care (based on the manufacturer's guidelines and WISD recommendations) and security of the AT equipment is the responsibility of the parent/guardian for the duration of the loan period.
- If technology equipment failure is a result of abuse or neglect, the parent/guardian whose signature appears on this loan agreement may be assessed the cost for the repair or replacement of the equipment. Costs for equipment repairs or replacement required due to normal daily use will be covered by the WISD.
- Technology equipment will be loaned to the student to use at home at the discretion of WISD staff. At the request of WISD staff, the AT equipment and any peripherals must be returned in adequate condition to the WISD.
- WISD AT equipment is intended as a resource for educational purposes during the loan period. The equipment may only be used to benefit the WISD-enrolled student.
- The WISD is not obligated to purchase additional equipment, software, or peripherals.
- Throughout the assignment of the equipment, it may be required to be returned for short periods to Technology staff for servicing and/or upgrading, and all maintenance on the equipment will be performed through the Technology Department. If technical support is needed for school-issued devices, you may contact Technology Services at 734-994-8857 or the ATAC Lab at Library@washtenawisd.org.
- Theft or loss of the equipment must be reported to library@washtenawisd.org. If the item(s) on loan for the student to use at home is lost/stolen, the parent/guardian whose signature appears on this agreement may be assessed for the cost to replace the equipment.
- See equipment details on the next page/reverse side.

I understand these guidelines, and I accept and assume all risks, including risk of injury to my child or myself arising from misuse, manufacturing defect, design defect, or a failure to provide adequate warning. I agree that the WISD is not liable for any personal injury, death, or loss of property that is caused by the negligence of WISD, its Board of Education, its employees, its students, its representatives, and its agents. I understand and agree that by signing this liability release, I am giving up the right to sue for negligence. Additionally, if the WISD is sued or has to pay any damages to a third party because of my actions, I will reimburse WISD for its costs and payments, including any and all attorney's fees and court costs. I have read this release, I understand it, and I freely sign it.

Student Last Name, First Name:	
Parent/Guardian Signature:	
Date:	

For office use:

Received by:		Date:	
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I agree to be responsible for the following equipment per the contract on the previous page:

Equipment Name (please list any additional peripherals included with the device, e.g., charging cords, key guards, cases)	Barcode # (10-digit number)

School Name:	
Teacher Name (First and Last):	
Student Name (First and Last):	
Parent/Guardian Name (First and Last):	
Parent/Guardian email:	
Parent/Guardian phone number:	

****Please email this completed form to the WISD ATAC Lab at library@washtenawisd.org****