



Salah Tawfik Elementary and Middle School 2025-2026 Student Laptop Agreement

5455 NW 108th Ave, Sunrise FL, 33351 | Phone: 954 741 8130 | Fax: 954-999-0613 Website:
www.stemschool.net | Email: info@stemschool.net

Beginning with the 2025-2026 school year, STEMS will provide each student who requires a laptop, which the student will use as a positive learning tool in coordination with STEMS' curriculum. Although this agreement authorizes the student's use of the device for the year, the device remains the property of the school and must be kept in the school's classroom cabinet. When using the device, students are subject to and must comply with all school policies, procedures, and regulations. A violation of any of these policies will result in a penalty of \$300, loss of the right to use the laptop, or appropriate discipline.

Expectations

- **Students will be able to:**
- Implement creative uses of educational technology, promoting the development of self-directed and lifelong learners who are comfortable working in our rapidly changing technological world.
- Participate in an innovative, collaborative learning environment
- Respect the rights and privacy of others at school through appropriate use of the laptop.

- **Students may not:**
- Disrupt the education process of the classroom through non-educational use of the laptop.
- Endanger the health or safety of themselves or others through the use of the laptop.
- Engage in illegal or prohibited conduct of any kind through the use of the laptop.
- Remove any identification stickers from the laptop.

- **Maintenance and Care of Laptop:**
- Students must keep the laptop in good working condition.
- Use only a clean, soft cloth to clean the laptop. No cleansers of any type should be used.
- Insert and remove cords and cables carefully to prevent damage to cables and to the laptop.
- Do not insert any objects, paper, or other materials on top of the keyboard and close the computer.
- Do not write or draw on the laptop or apply any stickers or labels that are NOT property of the STEMS.
- Handle the laptop carefully and ensure others do the same.
- Do not leave the laptop in places of extreme temperature, humidity, or limited ventilation for an extended period of time.
- Secure the laptop when it is out of your sight. Put the laptop IN the homeroom teacher's locker, not on top of the lockers or on the floor.
- Students isn't allowed to touch any other laptop that isn't assigned to



Salah Tawfik Elementary and Middle School 2025-2026 Student Laptop Agreement

5455 NW 108th Ave, Sunrise FL, 33351 | Phone: 954 741 8130 | Fax: 954-999-0613 Website:
www.stemschool.net | Email: info@stemschool.net

them.

1. **Daily Use of the Laptop:**

Unless otherwise instructed, the laptop is intended for daily use at school. Students will get their laptops from their homeroom at the start of the school day. Students are responsible for returning the laptop to the designated place at the end of the school day and plugging it in so that it may charge for the next school day.

2. **Software:** Only legally licensed software/applications, media, or other data is permitted on the laptop. Students will not download software/applications, Games, or media (including songs, photos, videos) without a STEMS employee's prior approval. Students WILL NOT replace the provided operating system on the laptop with any custom software or applications. Students WILL NOT remove or modify any STEMS-installed software/applications.
3. **Privacy:** The laptops provided in this 1:1 program are STEMS property; therefore, any STEMS employee may examine the laptops and search their contents at any time for any reason. Neither students nor parents/guardians have any right to privacy of any data saved on the laptop or in any STEMS network drives. The STEMS administration may involve law enforcement if it is possible the laptop may have been used for an illegal purpose.

Additional Terms

4. **Damage or Loss of Laptop:** Please report any damage or loss immediately to your homeroom teacher & the Office.
5. **Hardware or other Functionality Problems:** If a problem arises with your laptop, please report it to your homeroom teacher and the office as soon as possible.

Website and Social Media Guidelines: THINK before you act. Your virtual actions are real and permanent!

- Be aware of what you post online. Website and social media venues are very public. What you contribute leaves a digital footprint for all to see. Do not post anything you wouldn't want friends, parents, teachers, future colleges, or employers to see.
- It is acceptable to disagree with others' opinions; however, do it respectfully. Make sure that criticism is constructive and not hurtful. What is inappropriate in the classroom is inappropriate online.
- Be safe online. Never give out personal information, including, but not limited to, last names, phone numbers, addresses, exact birthdates, and pictures. Do not SHARE your password with anyone besides your teachers and parents.



Salah Tawfik Elementary and Middle School 2025-2026 Student Laptop Agreement

5455 NW 108th Ave, Sunrise FL, 33351 | Phone: 954 741 8130 | Fax: 954-999-0613 Website:
www.stemschool.net | Email: info@stemschool.net

- Linking to other websites to support your thoughts and ideas is recommended. However, be sure to read and review the entire website prior to linking to ensure that all information is appropriate for a school setting.
- Do your own work! Be aware that it is a violation of copyright law to copy and paste other's thoughts. It is good practice to hyperlink to your sources.
- Be aware that pictures may also be protected under copyright laws. Verify that you have permission to use the image or that it is under Creative Commons attribution.
- How you represent yourself online is an extension of yourself. Do not misrepresent yourself by using someone else's identity.
- Online work should be well written. Follow writing conventions including proper grammar, capitalization, and punctuation.
- If you run across inappropriate material that makes you feel uncomfortable or is not respectful, tell your teacher right away.



Salah Tawfik Elementary and Middle School 2025-2026 Student Laptop Agreement

5455 NW 108th Ave, Sunrise FL, 33351 | Phone: 954 741 8130 | Fax: 954-999-0613 Website:
www.stemschool.net | Email: info@stemschool.net

This sheet needs to be signed/initialed by the guardian and student and returned to the homeroom teacher by Friday, September 19th. Please keep the above pages for your records.

Guideline
I am submitting my consent for my son/daughter to access and use the Laptop managed and owned by Salah Tawfik Elementary & Middle School.
I agree that the use of STEMS technology is a privilege and is for educational purposes only.
I agree to follow the guidelines on the proper care and maintenance of my STEM's-issued laptop.
Another student's password will not be used to access.
Email (or any other computer communication) will be used only for appropriate, legitimate, and responsible communication.
I agree that I will never share personal information over the Internet . In addition, if I am asked for personal information or harassed in any way, I agree to report it immediately to my parents, teacher and/or STEMS staff member.
No software will be installed, downloaded and/or otherwise utilized that is not authorized by the SKHS Technology Department.
All files stored on my STEM's-issued laptop will not be private . STEMS personnel can review laptops and/or files at Once a week .
I understand that Salah Tawfik Elementary & Middle School owns the laptop, software, and issued peripherals, and I agree to return the laptop and all of its accessories upon withdrawal from the school or whenever requested by the school's administration.
I agree that in no event shall STEMS be held liable to any claim of damage, negligence, or breach of duty.

Student Name _____ Homeroom Teacher _____

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____