

ST LOUIS UNIFIED REGISTRATION FORMS

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When you have completed your child's application please save and submit it to;

unified@central-states.org

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“Where strength is found in God’s knowledge and built for all eternity!”



ENROLLMENT APPLICATION

STUDENT’S INFORMATION

DATE:

Student’s Name:

Date of birth:

Place of Birth:

SSN:

Current address:

City:

State:

ZIP Code:

Grade Entering:

Baptized SDA: Yes () No () When:

Student’s Church:

EMERGENCY CONTACT

Special Medical / Educational Needs:

Contact’s Name:

Relation:

Phone:

Contact’s Name:

Relation:

Phone:

Contact’s Name:

Relation:

Phone:

Family Physician:

Phone:

RELIGIOUS INFORMATION

Baptized SDA: Yes () No ()

Baptized When:

If no is checked, Student’s Religious Affiliation:

Student’s Church:

FAMILY INFORMATION

Number of Older Siblings:

Number of Younger Siblings:

Father (*)

Mother (*)

Guardian (*)

Full Name

Address if different

Church Affiliation

Occupation

Work Phone

Home Phone

Cell Phone

Email Address

*Please use these symbols to indicate if: Deceased (X), Separated (S), Divorced (D), or Foster Parent (F)

SIGNATURES

I authorize that the information provided on this form is up to date and accurate, to the best of my knowledge.

Signature of applicant:

Date:

Signature of spouse (only if for a joint membership):

Date:

“Where strength is found in God’s knowledge and built for all eternity”!



RELEASE OF RECORDS

THE RELEASE OF SCHOOL RECORDS OF:		
Student’s Name:	Date of Birth	
Name of School Last attended:		
School Address:		
Requested by:		
Request Date:	Requestor’s Name:	Requestor’s Phone:
RELEASE OF RECORDS TO: FOR SCHOOL TRANSFER		
Requesting School: SLUS		
Schools Address: 9001 Lucas and Hunt Rd Saint Louis, MO 63136-1500		
This record will include scholastic grades, standardized test scores, health records (i.e. Immunization records) psychological evaluations, activity records, special programs, and Special Education Records/IEP.		
SIGNATURES		
I hereby request these records be transferred under the rules and regulations of the Family Educational Rights and Privacy Act of 1974, Public Law 93-380.		
**Signature of Student if of legal age. : _____ Date: _____		
Parent/Guardian Signature: _____ Date: _____		
Principal’s Signature: _____ Date: _____		
Address: _____ City/State/Zip: _____		
**School administrator should verify guardianship and state law relative to age for acceptance of student signatures without that parent/guardian.		



PHOTO RELEASE FORM

I hereby consent and authorize SLUS Seventh-Day Adventist School or its assigns to use my name and/or the names of my family members who are minors, as listed below, as well as my likeness, photos, videos, and other information (or that of family members who are minors) for the purpose of school news releases, publicity, advertising, publication, or distribution as SLUS deems appropriate.

I further release SLUS from all liability in connection with all such uses.

Additional comments (if any):

Dated on this ____ day of _____ 20__.

Print Name: _____

Signature: _____

Address: _____

Phone: _____

Additional minor family members to whom this release applies:

Witness:

Print Name: _____

Signature: _____ Date: _____

St. Louis Unified School of SDA

2020-2021 Application Packet

ENROLLMENT INFORMATION

⇒ You are welcome to arrange an appointment to view the school.

⇒ Complete all enrollment forms and return with the application fee of \$75 for each new student, \$50 for returning and SDA students (\$50 off for returning students during early registration) and a registration fee of \$200.00 for each student, along with a copy of the students' birth certificate, and previous school records on or before the time of registration. **The first month tuition is due at the time of registration.**

⇒ You are invited to meet with the principal for more information about St. Louis Unified School.

⇒ **If a student is not accepted, the school will keep \$75 or \$50 of the application fee and the remainder will be refunded to the parents. Under no other circumstance will the application fee be refunded.**

⇒ The \$75.00 Activity Fee for field trips must be paid at the time of registration. This fee covers the cost of transporting students to and payment for the field trips throughout the year. The casual day monies are used for the end of the year school activity. (Does not include Kindergarten or 8th Grade Graduation Fees) At any time, the withdrawal of a student constitutes forfeiture of all fees paid.

⇒ Before and aftercare: At this time, please talk to the secretary

⇒ The Medical history form must be filled out by a physician and submitted to the school office on or before the date of registration. All students must have the following immunizations: diphtheria, polio, measles, and rubella.

⇒ At the time of registration, you will meet with the school financial manager.

Seventh-day Adventist Christians Believe

1) We believe that every person, Christian and non-Christian alike, is valuable to God and to His Kingdom. We believe that Jesus Christ is LORD and the Messiah, and His second coming is near. Because people are eternally valuable to God, they are to us as well. Responsible evangelism will always be our cause and ongoing discipleship will always be the core of the ministry. (Matthew 18:14, Matthew 25:24, 2 Peter 3:9)

2) We believe that “doing church as a team” is God’s design for effective ministry. A Spirit-empowered serving with the willing hearted involvement of every person is vital to God’s plan being accomplished. (Ecclesiastes 4:9-12; Psalms 133:1; Ephesians 4:11-16; 1 Peter 2:4-9)

3) We believe that a simple presentation of Jesus Christ will impact and transform lives. (1Corinthians 9:22, 23; Acts 17:22-34)

4) We believe in keeping the Ten Commandments as a guide to successful Christian living. In keeping the Great Commandment, we believe every member should commit to a lifestyle of consistent spiritual growth with honest accountability. A genuine love for God is always the first priority. (Mark 12:29-31, 1 Peter 2:2)

5) We believe that every member is a minister who has been given gifts to be discovered, developed, and deployed. We are a gift-based, volunteer driven organization. Each believer will find his greatest joy and fulfillment when serving in his spiritual gifts and passion. (Mark 10:45; Ephesians 2:10; Romans 12)

6) We believe that God is worthy of our very best. Therefore, a growing spirit of excellence should permeate every activity. Not perfection, but excellence with consistent evaluation and a willingness to improve for the sake of the Kingdom of God are distinctive growing ministries. (Psalms 78:72; Daniel 5:12; Colossians 3:17)

7) We believe that genuine love and caring relationships is key to the success of every endeavor. Refusing to give audience to a spirit of complaining, we will instead be courageous in solving every problem in a way that honors God and builds biblical character. We value healthy relationships by protecting the unity of the Spirit in the church. (James 1:2,3; 1 Peter 3:8,9; 1 Corinthians 13:8; Romans 16:17)

8) We believe in identifying and training emerging leaders who are fully committed to Christ and who will reach their generation with the Gospel. God is rising up men and women, boys and girls, who will take the baton of godly character, authentic faith, and genuine servant-hearted leadership into the next generation. (2 Timothy 2:2; 1 Timothy 3:1; Titus 1:5-9; Psalms 78:6,7)

**ST. LOUIS UNIFIED SCHOOL of Seventh-day Adventists
KINDERGARTEN – EIGHTH GRADE FEES**

TUITION FEES PER YEAR August 2020 – May 2021

The August tuition, application fee, registration fee, activity fee, and monthly childcare fees outlined below are due at the time of registration. Tuition payments can then be made in nine monthly installments from September to May and is due on the 10th of each month. Monthly installments are required in the form of a money order, personal check, or cashier's check. **Please no cash.**

<u>Kindergarten</u>	<u>YEARLY</u>	<u>10 MONTH INSTALLMENTS</u>
Constituent Church	\$3,412.50	\$341.25
Non-Constituent Church	\$3,675.00	\$367.50
Non-S.D.A. member	\$3,675.00	\$367.50

<u>Grades 1-8</u>	<u>YEARLY</u>	<u>10 MONTH INSTALLMENTS</u>
Constituent Church	\$3,150.00	\$315.00
Non-Constituent Church	\$3,412.50	\$341.25
Non-S.D.A. member	\$3,412.50	\$341.25

**** A 10% discount is given to families who pay the annual tuition in full at the time of registration. A 10% discount is given to the second child of families with two children enrolled. An additional 15% discount is given to the third child and all other children of families with three or more children enrolled.

**** Books, equipment, or other school property that are misused, damaged, or lost will be charged to those responsible for the damage.

Application / Registration Fee - \$250.00 for returning SDA students, \$275.00 non-SDA, non constituents and New Students (\$50.00 off for all during early registration)

Activity Fee - \$75.00 due at time of registration

Thursday is Casual Dress Day -- \$1.75 per child due on Thursdays

***8th Grade Graduation Fee is \$50.00 for the cap & gown

******FINANCIAL POLICY/FINANCIAL ASSISTANCE**

It is the policy of St. Louis Unified School that any account that is one month behind payment, that child/children will not be able to attend school until the account is in compliance with the policy. A late fee of 1.5% will be added. St. Louis Unified School sometimes has access to limited financial aid (some assistance may be available through the local churches, conference, or other agencies or individuals offering assistance) to help a limited amount of students. Please contact the treasurer for more information about the application process.

PARENT AGREEMENT

ST. LOUIS UNIFIED SCHOOL of Seventh-day Adventists

Child's Name: _____ Today's Date: _____

We understand that enrollment in St. Louis Unified School is a privilege.

1. We promise to support the total program of St. Louis Unified School to the best of our ability.
2. We consent to the training given by St. Louis Unified School.
3. We understand that discipline is a positive training in the right direction and will support the school in its efforts to discipline our children. Physical discipline is not used as a form of discipline by our staff or teachers.
4. Realizing the degree our children are influenced by our words and acts, we promise to refrain from negative remarks and discussions concerning the school in the presence of our children.
6. We also agree that when problems arise, we will come to the school in a spirit of quietness and openness to discuss them with teachers or administration.
7. We shall endeavor to support and uphold the principles, practices, rules, regulations and educational policies of the school. If we have any disagreement with any of the school staff, or another school parent, we will follow the scriptural procedures as found in Matthew 18:15-17. If matters are unresolved after following procedural outline, we know we can go to the school's ISSUES AND CONCERNS COMMITTEE.
8. We shall endeavor to pay tuition once a month on time. In the event tuition remains delinquent by the end of the month, we understand the following:
 - (a) A late fee of 1.5% will be assessed after the 16th of each month grace period has ended, which we will pay.
 - (b) No report cards, transcripts, or diplomas will be given until accounts are paid in full.
 - (c) If tuition remains delinquent for one month, (after the 16th of the month) the child (children) will be on financial suspension and can't attend school until delinquent tuition is paid. A returned check fee of \$25.00 is assessed for all returned checks.
9. We understand that if we ever find we cannot accept the standards of St. Louis Unified School, we will withdraw our child/children from the school and forfeit all fees paid. Tuition may be refunded on a pro-rated basis at the discretion of St. Louis Unified School.
10. We agree to participate in fund-raising projects to help raise funds for the support of St. Louis Unified School.
11. I agree to attend all Parent/Staff meetings (Home and School Organization) and Parent/Teacher conferences.
12. I understand the grade placement of my child is not final until the school has reviewed all student files from his/her previous school. Final placement will be determined by the school board and may be based on the recommendation of the child's previous teacher. All new students will be placed on a conditional status for the first three months of school. At that time the teacher will make recommendations to the board for final placement.

Father's Signature and Date

Mother's Signature and Date

Legal Guardian Signature and Date

Legal Guardian Signature and Date

PARENT AGREEMENT FORM

ST. LOUIS UNIFIED SCHOOL of Seventh-day Adventists
FIELD TRIP PERMISSION FORM 2020/2021

In order for your child to participate in monthly field trips sponsored by St. Louis Unified School, you must **give your permission** for the school year. Parents are invited to attend field trips. All teachers and other school representatives in charge of these trips will exercise care to prevent accidents. It is understood that in giving your permission, claims against St. Louis Unified School and staff, are waived.

I give my permission for my child/ to participate in the schools' sponsored day field trip. All claims are hereby waived.

Father's Signature and Date _____

Mother's Signature and Date _____

Legal Guardian Signature and Date _____

MEDICAL EMERGENCY PERMISSION

I give St. Louis Unified School chaperons permission to take my child to the nearest hospital for emergency treatment if necessary and if I cannot be reached. In instances where a student needs medical attention, the Principal will notify the parent or guardian.

Father's Signature and Date _____

Mother's Signature and Date _____

Legal Guardian Signature and Date _____

ST. LOUIS UNIFIED SCHOOL of Seventh-day Adventists

**REQUEST FOR STUDENT RECORDS
(NEW STUDENTS ONLY)**

Name of School: _____

Address: _____

City/State/Zip: _____

Telephone Number: _____

AUTHORIZATION

I, _____, authorize the release of all
(Parent/Guardian Signature)

school records for:

(Student Name)

(Birth Date)

(Student Name)

(Birth Date)

This request for release of student records includes all information relative to the student(s) including the following:

- *Transcript of all work completed, including grades at withdrawal
- *Health record, immunization dates, including any information that should be known by the school for medical reasons
- *Attendance record, birth certificate and social security number
- *Results of any tests given, including any psychological test results
- *Special education forms, including Teacher Referral for Evaluation Form, Parent Permission for Testing and IEP

Signature: _____ Date: _____
Parent or Legal Guardian

Please Mail to this address: St. Louis Unified School
9001 Lucas & Hunt Rd
St. Louis, MO 63136

STUDENT RECORDS

ST. LOUIS UNIFIED SCHOOL of Seventh-day Adventists

Date _____
Student's Legal Name: _____
Entering Grade: _____ Age: _____
Date of Birth: _____ Gender: _____ Ethnicity: _____ SS# _____
Baptized S.D.A.? Yes ___ No ___ if so, what date: _____
Birth place: _____

Address: _____

Last School Attended _____
Grade Completed _____

PARENT INFORMATION

Father's Name: _____
Home Phone: _____ Cell: _____ Work: _____
Father's Address: _____ Zip Code: _____
Father's Employer: _____ Occupation: _____
EMAIL ADDRESS: _____

Marital Status: Single Married Divorced Separated Widowed

Church membership _____ SDA Yes No

Mother's Name: _____
Home Phone: _____ Cell: _____ Work: _____
Mother's Address: _____ Zip Code: _____
Mother's Employer: _____ Occupation: _____
EMAIL ADDRESS: _____

Marital Status: Single Married Divorced Separated Widowed

Church membership _____ SDA Yes No

*******Special Custody Information (The school must have copies of all legal documents)**

Legal Guardian as appointed by court _____

Emergency Contact (Emergency Contacts other than Parents)

Contact Name: _____ Relationship: _____

Home Phone: _____ Business Phone: _____
Cell: _____

Medical Contacts: _____

Name: _____ Relationship: _____

Phone Number: _____

ST. LOUIS UNIFIED SCHOOL of Seventh-day Adventists
Authorized Pick Up List 2020/2021

Student's Name: _____

Pickup Information:

Name: _____ **Relationship:** _____

Home Phone: _____ Cell: _____

Notes: _____

Name: _____ **Relationship:** _____

Home Phone: _____ Cell: _____

Notes: _____

Name: _____ **Relationship:** _____

Home Phone: _____ Cell: _____

Notes: _____

Name: _____ **Relationship:** _____

Home Phone: _____ Cell: _____

Notes: _____

Father's Signature and Date

Mother's Signature and Date

Legal Guardian Signature and Date

Legal Guardian Signature and Date

ST. LOUIS UNIFIED SCHOOL of Seventh-day Adventists
(To Be Filled Out by the Physician)

Student's Name: _____ Birth date: _____ Sex _____

Father's Name _____ Mother's Name _____

Do immunizations comply with State law? _____

Height: _____ Weight: _____ B.P. _____

I) General Health Information

Does child have asthma? Yes No

If yes, does child use a nebulizer? Yes No N/A

Does child wear glasses or contacts? Yes No

If yes, does the child need them in the classroom? Yes No N/A

Does Child have any other physical, medical or mental health conditions or known emotional concerns which would be helpful to the school in better understanding this child? Yes No if yes, please explain:

THE ABOVE NAMED PATIENT WAS EXAMINED ON _____ AND WAS FOUND TO BE IN GOOD PHYSICAL CONDITION AND MAY PARTICIPATE IN ALL ACTIVITIES.

IMMUNIZATIONS

******This form must be completed by a Physician. St. Louis Unified School must receive**

This form or an equivalent form from your Physician before the student's application can be reviewed for admission.

II) Past illnesses (please check those illnesses the student has had)

- | | | |
|--|--|--|
| <input type="checkbox"/> Measles | <input type="checkbox"/> Scarlet Fever | <input type="checkbox"/> Heart disease |
| <input type="checkbox"/> Whooping cough | <input type="checkbox"/> Diphtheria | <input type="checkbox"/> Epilepsy |
| <input type="checkbox"/> Polio | <input type="checkbox"/> Chickenpox | <input type="checkbox"/> Frequent Colds (# per year _____) |
| <input type="checkbox"/> Rheumatic Fever | <input type="checkbox"/> Diabetes | <input type="checkbox"/> Hay fever <input type="checkbox"/> Asthma |

List any other serious illnesses, operations, or injuries, and age when occurred.

HEALTH AND RELEASE FORM

III) Has this student ever been around anyone known to have tuberculosis? Yes No

Has this student ever been skin tested for tuberculosis? Yes Year _____ No

Has he/she ever had a chest X-ray? Yes Year _____ No

When did the child last visit a dentist? Date _____

Has the student had his eyes examined? Yes Year _____ No

IV) Comment on students' habits:

a) How many hours sleep does he/she usually get per night? _____

b) Does he/she participate in outdoor activities? Not at all moderately frequently

c) Does he/she prefer reading or watching TV to outdoor activity? Yes No

d) Eating habits: Eats only at mealtime In between meals occasionally frequently

Please list any other items helpful to the school program in planning for the students' health:

1 _____

2 _____

3 _____

4 _____

5 _____

SIGNATURE OF PHYSICIAN

DATE

ADDRESS _____

TELEPHONE _____

*****Every student must have a physical every two years.**

******A COPY OF THE CHILD'S IMMUNIZATIONS MUST BE RECEIVED.**

ST. LOUIS UNIFIED SCHOOL of Seventh-day Adventists

HEALTH INSURANCE INFORMATION

Name of student(s) _____

We, the undersigned parents or guardian of above named student(s), a minor, do hereby consent to any x-ray examination, anesthetic, medical or surgical diagnosis or treatment and hospital service that may be rendered to said minor under the general or special instructions of _____, MD, or any physician the school or organization may call, whether such diagnosis or treatment is rendered at the office of said physician or at a licensed hospital. It is understood that reasonable effort will be made to contact the doctor listed above before any other physician is called by the school or other organization.

It is further understood that this consent is given in advance of any specific diagnosis or treatment that might be required and is given to authorize _____ or the physician to exercise their best judgment as to the requirements of such diagnosis or treatment.

This consent shall remain in continuous effect until revoked in writing and delivered to the physician named above or to the school or organization entrusted with the custody of said minor.

The above named student

_____ is

_____ is not

Covered by health insurance

Current health insurance company _____

Policy number _____

Dated: _____

Father

Mother

Legal Guardian

Witness

CONTINUING CONSENT TO TREATMENT

ST. LOUIS UNIFIED SCHOOL of Seventh-day Adventists

St. Louis Unified School students are required to wear the approved uniforms as explained in the School handbook. You may purchase the uniforms at the following vendors.

Fischer's School Uniforms

69 Florissant Oaks Shopping Center

Florissant, MO 63031

[314-921-9972](tel:314-921-9972):

Store Hours

Regular Hours

Mon & Wed 10am-6:30pm

Tue & Thu 10am-5pm

Fri & Sat 10am-3pm

Special hours during these dates:

August 1 - 31, 2016

Just mention that your child is attending St. Louis Unified School, and they will happily assist you.

Please take time to visit the uniform store Fischer's School Uniforms, to get your child fitted as soon as possible. Sometimes the stores do not have all sizes in stock, and it may take a few weeks to get the uniforms in. All children are required to be in uniform on the first day of school. The Unified staff appreciates your cooperation regarding this matter.

GRADES K - 8th Grades

BOYS-MANDATORY **

1 logo Maroon cardigan sweater **

1 logo Maroon polo shirt **

1 logo Grey polo shirt

1 pair Khaki pants

1 pair solid Black or Brown shoes (No sneakers/tennis shoes)

1 solid Brown or Black belt must be worn

1 pair Grey, Brown or Black socks

GIRLS-MANDATORY **

1 logo Maroon cardigan sweater **

1 logo Maroon polo shirt **

1 plaid jumper **

1 plaid skirt **

1 pair Khaki pants

1 logo Grey polo shirt

VENDORS

*****You may also purchase uniforms from local department stores such as SEARS, TARGET, KMART and WORK CLOTHES FOR LESS**

Saint Louis Unified SDA School Student iPad & Chromebook Use Agreement

Please read this entire section carefully.

This agreement is made effective upon receipt of an iPad & Chromebook device between Saint Louis Unified SDA School (SLUS), the student receiving an iPad & Chromebook device (“Student”), and his/her parent(s) or legal guardian (“Parent”). The Student and Parent(s), in consideration of being provided with an iPad & Chromebook device, including power adapter, charging cable, case and software (“accessories”) for use while a student at SLUS, hereby agree as follows:

1. Equipment:

- a. **Ownership:** SLUS retains sole right of possession of the iPad & Chromebook and grants permission to the student to use the iPad & Chromebook according to the guidelines set forth in this document. SLUS retains the right to collect and/or inspect the iPad & Chromebook and accessories at any time, including via electronic remote access; and to alter, add, erase or delete installed software (including the device OS) or hardware.
- b. **Equipment Provided:** Efforts are made to keep all iPad & Chromebook configurations the same. All systems include ample RAM, applications, and wireless network capability. SLUS will retain records of the serial numbers of provided equipment.
- c. **Substitution of Equipment:** In the event the iPad & Chromebook is inoperable, SLUS has a limited number of spares for use while the iPad & Chromebook is repaired or replaced. This agreement remains in effect for such a substitute. The Student may NOT opt to keep a iPad & Chromebook or to avoid using the iPad & Chromebook due to loss or damage.
- d. **Responsibility for Electronic Data:** It is the sole responsibility of the Student to backup indispensable data as necessary. SLUS does not accept responsibility for any such files or software.
- e. **Responsibility for Installed Software:** The Student may not install any software which violates the SLUS Student Acceptable Use Policy. Uninstalling any school provided or OS software or profiles from the iPad & Chromebook is not permitted. Operating System and Application updates will be run from a central location. Failure to comply will result in disciplinary action.

2. Damage, Loss or unreturned Equipment:

- a. **Warranty for Equipment Malfunction:** SLUS has a limited manufacturer’s warranty for the iPad & Chromebook. The warranty only covers damage to the iPad & Chromebook caused by manufacturer’s defects.
- b. **Responsibility for Damage:** The Student is responsible for maintaining a 100% working iPad & Chromebook and accessories at all times. The Student shall use reasonable care to ensure that the iPad & Chromebook and accessories are not damaged. Refer to the Standards for Proper Care document for a description of expected care. In the event of damage or Loss/Theft of the iPad & Chromebook or accessories, it is the Student's responsibility to notify their school administrative office as soon as

- c. possible. In such cases, the Student and Parent will be billed according to the cost of replacement parts. Devices that are unable to be repaired will result in full replacement cost of the iPad & Chromebook being accessed (Less the item's depreciation). Devices that are lost/stolen or not returned will result in full replacement cost of the device and accessories being accessed. Other charges may be determined at the discretion of the school administration
- d. If the iPad & Chromebook or accessories are stolen or vandalized while not at SLUS or at an SLUS sponsored event, the Parent shall file a police report.
- e. Return of equipment: At the end of each school year all students will be required to return the iPad & Chromebook device and all accessories to the school administrative office. SLUS will charge the Student and Parent for any items not returned. Any items that are damaged will be charged to the Student or Parent as well.
- f. Students who leave SLUS during the school year must return the iPad & Chromebook and all accessories at the time they leave the corporation. The iPad & Chromebook and accessories must be returned to the administrative office of their school. Failure to do so shall result in legal action.
- g. Technical Support and Repair: SLUS will provide technical support, maintenance and repair during school hours. Any attempt to repair outside of SLUS may result in the Student and Parent being charged the full replacement cost of the device or accessories. A regular summer maintenance plan is scheduled and all devices will be collected at the end of school. The same serial # device will be re-issued at the start of school.

3. Legal and Ethical Use Policies:

- a. Monitoring: SLUS will monitor iPad & Chromebook use using a variety of methods to ensure compliance with SLUS Student Acceptable Use Policy and this agreement. Any attempt to “jailbreak” the device or remove the SLUS profiles will result in disciplinary action.
- b. Legal and Ethical Use: All aspects of SLUS’s Student Acceptable Use Policy remain in effect during the use of the iPad & Chromebook. SLUS will make every attempt to provide content filtering within the SLUS network and outside the network. However, SLUS does not have full control of the information on the Internet or incoming email while off school grounds.
- c. File-sharing and Proxy Apps/websites: The installation and/or use of any Internet-based file-sharing tools or Proxy Apps/websites designed to circumvent filtering software are explicitly prohibited. File sharing programs and protocols like BitTorrent, Limewire, Kazaa, Acquisition and others may not be used to facilitate the illegal sharing of copyrighted material (music, video and images).
- d. Allowable Customizations: Student are permitted to alter or add files to customize the assigned iPad & Chromebook to their own working styles (i.e., wallpaper, default fonts, and other system enhancements). However, SLUS reserves the right to ensure all customizations follow the SLUS Student Acceptable Use Policy and may periodically conduct maintenance that may configure the iPad & Chromebook back to the originally installed state.

SLUS Standards For Proper iPad & Chromebook Care

This document is an important addendum to the Student iPad & Chromebook Use Agreement Form. Read it carefully prior to signing. You are expected to follow all the specific guidelines listed in this document and take any additional common-sense precautions to protect your assigned iPad & Chromebook.

Loss or damage resulting in failure to abide by the details below may result in full financial responsibility.

Your Responsibilities

- Treat the equipment with as much care as if it were your own property.
- Update the iPad & Chromebook's OS when directed by school staff.
- Bring the iPad & Chromebook, case and charging unit every school day.
- Keep the iPad & Chromebook either secured (i.e., locked in your locker, classroom or other secure place where others do not have access) or attended (with you or within your sight) at all times. iPad & Chromebooks left unattended may be confiscated by school personnel as a protection against theft. Unattended and unlocked equipment, if stolen (even at school) will be your full financial responsibility.
- Avoid use in situations that are conducive to loss or damage. For example, never leave the iPad & Chromebook in school vans, in the gym, in a locker room, on playing fields or in other areas where it could be damaged or stolen. Avoid storing the iPad & Chromebook in a car other than in a locked trunk.
- Do not expose the iPad & Chromebook to extreme temperatures or elements including water.
- Do not let anyone use the iPad & Chromebook you have been assigned. Loss or damage that occurs when anyone else is using your assigned iPad & Chromebook or accessories will be your full responsibility.
- Always adhere to SLUS's Student iPad & Chromebook Use Agreement in all locations. When in doubt about acceptable use, ask a teacher or principal.
- Back up your data. Never consider any electronic information safe when stored on only one device. Use your school-supplied accounts on a regular basis.
- Read and follow general maintenance alerts from school technology personnel.

How to Handle Problems

- Promptly report any problems to a teacher.
- Don't force anything (e.g., connections, charging cables, etc.). Seek help instead.
- When in doubt, ask for help.
- Do not go outside of SLUS for repairs.

General Care

- Do not attempt to remove or change the physical structure of the iPad & Chromebook, including the screen cover or school provided case. Doing so will void the warranty, and you will be responsible for 100 percent of the repair or replacement cost.
- Do not remove or interfere with the serial number or any identification placed on the iPad & Chromebook.
- Do not do anything to the iPad & Chromebook or accessories that will permanently alter it in any way.
- Keep the equipment clean. For example, avoid eating or drinking while using the iPad & Chromebook.

Carrying the iPad & Chromebook

- Always leave the iPad & Chromebook in the school provided case.
- Do not grab and squeeze the iPad & Chromebook, as this can damage the screen and other components.
- When moving with the iPad & Chromebook, be sure to hold it securely with both hands.

Screen Care

- The iPad & Chromebook screen can be easily damaged if proper care is not taken. Screens are particularly sensitive to damage from excessive pressure.
- Do not touch the iPad & Chromebook screen with anything (e.g., pen, pencil, etc.).
- Clean the screen with a soft, dry anti-static cloth or with a screen cleaner designed specifically for LCD type screens only.
- Always check to make sure no objects such as pencils, pens or head phone plugs have been left in the case before closing in case. Closing iPad & Chromebook's case with an object on the keyboard can damage the screen.

Battery Life and Charging

- Arrive to school each day with a fully charged battery. Establish a routine at home whereby each evening you leave your iPad & Chromebook charging overnight.
- Avoid using the charger in any situation where you or another is likely to trip over the cord.
- Don't let the battery completely drain. Charge when the battery reaches 10% capacity. Immediately shutdown if you are unable to connect to the charger.
- Students who bring a device to the teacher to charge will forfeit the use of the iPad & Chromebook for the entire time it takes to charge the device.
- The iPad & Chromebook must always remain on (awake or sleep mode) at school, with no exceptions.

Personal Health and Safety

- Avoid lengthy use involving repetitive tasks. Take frequent breaks as well as alter your physical position to minimize discomfort.

Student iPad & Chromebook Program Acknowledgement Form

Review and initial each statement below.

The following items reiterate some of the most important points covered in the Student iPad & Chromebook Use Agreement and the Standards for Proper Care addendum.

	Student Initial	Parent Initial
I understand that I will report any damage, loss or theft of the iPad & Chromebook to SLUS personnel immediately. In addition, I understand that my parent/guardian will be held responsible for reimbursement for loss, failure to return, damage, or repair of the iPad & Chromebook issued to me, which may have occurred at school or at home, or while the mobile device was being transported, in accordance with the policies outlined in the SLUS iPad & Chromebook device Use Agreement.		
I will not leave my device or accessories unattended unless it is locked in a secure place. I am fully responsible for the cost of deductible or replacement should my device or accessories become lost or stolen.		
I understand that I am responsible for backing up my own files and important files should always be stored in Google Drive.		
I will read and follow the Standards for Proper iPad & Chromebook Care.		
I will read and follow general maintenance alerts from my teacher and principal.		
I will report any problems with my device to a teacher, principal, or member of the tech team staff immediately.		

Terms of Agreement

The student is responsible at all times for the care and appropriate use of technology. I understand if my child violates the guidelines agreed to in the SLUS Student iPad & Chromebook Use Agreement or Student Acceptable Use Policy, his/her privilege to use the technology may be restricted or removed and he/she may be subject to disciplinary action.

The iPad & Chromebook and accessories remain the property of SLUS. At the end of the school year or upon transfer from the school, parents and students agree to return the iPad & Chromebook and accessories to the school in the same condition it was issued to the student less reasonable wear.

Student Name (printed clearly)

Student Signature + Date

Parent Name (printed clearly)

Parent/Guardian Signature + Date