

Pocomoke High School Wifi Hotspot Loan Policy

Thanks to a grant given to Worcester County Public Schools, all high schools now have 10 Wifi Hotspots available to loan to students. Hotspot checkout is limited to one per household. The lending period is *overnight or weekends* unless other arrangements have been made with the PHS administration. Hotspots may be renewed as long as there is no hold placed by another student patron. Hotspots are available in the PHS Media Center on a first-come, first-served basis. The Media Center reserves the right to refuse service to students who abuse equipment or who are repeatedly late in returning electronic devices and/or materials. Pocomoke High School and the Media Center are not responsible for any liability, damages or expense resulting from use or misuse of the device, connection of the device to other electronic devices, or data loss resulting from use of device.

- Prior to checking out a hotspot, a student must have his/her parent/guardian complete this Loan Agreement.
- Once a hotspot is checked out to a student, it becomes the responsibility of that student and his/her parent/guardian.
- Any changes in condition or content while in the student's care will be the student's responsibility. The student and his/her parent/guardian is responsible for damage, loss, or theft.
- Students should have a basic working knowledge of the device on checkout. A brief orientation/introduction to the device will be provided to the student by the media specialist. If any technical problems are encountered, students should return the device immediately to the media specialist or tech coach.
- Devices must be returned directly to the media specialist at the circulation desk, and should never be returned in the book drop or left unattended at the circulation desk. If a device is returned to the book drop, the student will be responsible for any damage that results.
- If the device is not returned, the student will be responsible for the full replacement cost (\$150).
- Damaged devices or parts will be charged at full replacement cost. Students are responsible for full replacement cost if the device or any parts are lost, stolen, damaged, or otherwise not returned. Unpaid replacement/damage costs become student obligations.
- **If a student fails to pay the replacement cost for a lost/damaged device or does not return a device in a timely manner (2 late returns), he/she will be banned from borrowing all electronic devices.**



I understand and agree to these rules of use. By signing this agreement, I give my student permission to check out a Wifi Hotspot. I accept the above loan policy and am stating that I am responsible for all charges if my student fails to return this equipment to the Pocomoke High School Media Center in good working condition and free from damage.

PLEASE PRINT NEATLY:

Student Name _____ Student's Grade Level _____

Parent/Guardian Name _____

Email address _____

Phone number _____

Parent/Guardian Signature _____ Date _____

Student Signature _____ Date _____