



# HOLY CROSS SCHOOL

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(207) 799-6661

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Mrs. Chris L'Abbé  
Principal

Monsignor Michael Henchal  
Pastor

## Maine Catholic Schools Student Computer Care Rules

You are being issued this computer for your use during the 2013-14 school year. Below are some general guidelines regarding the care and use of the computer.

### General Guidelines:

- You must comply with the student computer use and Internet use policy in the student handbook, and all rules and directions from school staff. The policy and all rules apply wherever the computer is used, on or off school property.
- The use of the computer is a privilege and can be revoked at any time. You are responsible for your computer at all times, both at school and off school grounds.
- If it is damaged, lost or stolen, report it immediately. You are responsible for any damage to or loss of the computer.

### Care and Handling:

- The computer is fragile. Handle it with care.
- Always use the case provided when transporting the computer around school as well as to and from school. Do not eat or drink around the computer.
- Be sure that your computer is fully charged at the beginning of each school day.
- Always store the computer appropriately; at home the computer should be stored on a hard surface (table, shelf, desk) away from pets, young children, etc.
- Do not deface the computer or its case in anyway with stickers, pencil, pen, markers, etc.
- For cleaning the device, only use a soft, dry cloth.
- Read the user guide for proper care and maintenance.
- If your computer is not working as it should, please let your teacher know immediately.
- Restart the computer periodically. You will find that it will work much better.
- Be patient! Sometimes computers don't respond as quickly as you would like.

We agree to all above Guidelines of Care.

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student signature: \_\_\_\_\_

