

# SSCS/OGCS Checklist for Request of a School Tablet Computer

To be completed by ES/parent/student after reviewing each item & prior to placing a PO for a Tablet with IF from Gov Conn school choice. When done, fax (5306268201)/pft/scan a copy to [portfolio@ieminc.org](mailto:portfolio@ieminc.org). POs will not be approved without this form in the office.

Parent Name: \_\_\_\_\_ ES Name: \_\_\_\_\_

Advisor: \_\_\_\_\_ Date Approved: \_\_\_\_\_

Our school must ensure that this item, if placed in a student's home, will be used primarily as an educational tool and not as a game machine or toy. **State education dollars will be spent to place this item with a student for their educational usage only!** The following must be discussed by the ES and parent/AESS student and the parent/AESS student must initial each line that they understand and agree.

\_\_\_\_\_ Discussed how the Tablet Computer will be used as an educational tool to meet school and state standards.

\_\_\_\_\_ Discussed the computer(s) already in the home and whether they will be returned when this item is received, or if both will be needed and how they will use the Tablet computer differently than they are currently using the school owned computer.

\_\_\_\_\_ Discussed that the Tablet Computer is being purchased as an "educational tool" and not as a "gadget"/"Game machine"/toy. What apps do you plan to use with this Tablet? Parent/student agrees to notify the ES if you wish to add additional apps not discussed at this time before doing so.

\_\_\_\_\_ Discussed the student(s) Learning Style and whether or not the Tablet Computer will be beneficial for their style of learning.

\_\_\_\_\_ Discussed that a warranty is required to be purchased along with the Tablet computer.

\_\_\_\_\_ Explained that eBooks and Apps may not be available for purchase with Instructional Funds this school year. Free educational resources are encouraged to be used.

\_\_\_\_\_ Explained the school policy on loss or damage/repair of the Tablet Computer. If it is lost or damaged, the parent is responsible for reimbursement to the school for the full cost of the Tablet. Additionally, Instructional Funds cannot be used for repair of the Tablet Computer if it is not covered by the warranty.

\_\_\_\_\_ Explained to the parent that we will only place Tablet Computers with students who will be responsible for their care.

\_\_\_\_\_ Explained to the parent that the school will not provide wireless internet for usage with the Tablet Computer, but the parent must provide their own high speed internet service.

***The parent and all students that will possibly use the Tablet Computer must sign below before the ES is authorized to place the PO. The advisor will also give an approval email to be attached to this form.***

Parent Name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_