



Rules for loans of a personal digital device from the City of Borås

Background

The City of Borås wants to create favourable conditions for education using modern information technology as a natural learning device in school work. Part of this initiative is to offer students a new personal digital device to use freely during their studies.

In order for the student to sign for a digital device, the student – and where the student is a minor, their guardian – must have signed this rental agreement. **By their signature the student and, where appropriate, the guardian have accepted the conditions of the rental agreement and are aware that the school has the right to reclaim the digital device if the rules of the agreement are broken.**

§1 Introduction

The City of Borås will lend a digital device with accessories (charger, bag, software). The digital device with accessories will be referred to below as the equipment. The purpose of lending the equipment is to give students better opportunities to study, increased achievement of goals, more creative working methods, increased motivation and to strengthen the students' ICT skills and future competitive ability in continued studies and in the workplace.

§2 Delivery

The equipment will be handed over when the contract is signed by the student and, where appropriate, the guardian. The equipment will be opened together at school and inspected.

§3 Care and use

The equipment must not be used by anyone else except the student during the rental period.

During the rental period, the student must care for the equipment and ensure that it is kept in a responsible manner. All instructions which accompany the equipment as well as the school's rules regarding ICT usage must be followed.

It is the student's responsibility to be especially careful and protective of the equipment in use and storage since it is property prone to theft. The equipment must therefore be kept under supervision or must be locked away.

The equipment must always be brought home at the end of the school day. The equipment must be brought to school fully charged at the start of every school day. The equipment must always be transported in its accompanying case outside. The computer cover must always be shut when the computer is transported.

The student is responsible for ensuring that the equipment is not used in an unlawful way such as downloading copyright protected material.



Material which can be considered offensive or insulting may not be stored on the equipment. The student may not use the equipment to visit websites containing such material. The student may not use the equipment to insult or bully another person.

In cases where software is installed on the equipment, it is the student's responsibility to ensure that valid licences exist. File-sharing programmes may not be installed on the equipment.

§4 Malfunction, loss or theft

In the event of theft or loss of the equipment, or if a malfunction occurs, the student must immediately report this to the person responsible at the school. If the equipment is lost, the insurance company requires that a police report is made. If the loss occurs in the home, the police report must be made by the guardian, otherwise it will be made by the school in consultation with the student.

If the equipment is damaged or lost due to negligence or negligence, this is handled, in the same way as when other school property is damaged or lost, through civil law rules in the Damage Act.

§5 Insurance

The equipment is leased by the school and the agreement includes a guarantee and insurance valid 24 hours per day. In order for the guarantee and insurance to remain valid, the user is required to act in a responsible manner when they handle the equipment and to store it in a safe place.

§6 Right of ownership

The equipment is owned by the leasing company which has been hired by the City of Borås. The student/guardian may not lend, rent out, sell, pawn or transfer the equipment in any other way.

§7 Transfer of the agreement

The student/guardian may not transfer or pawn their rights and/or responsibilities according to this agreement.

§8 Rental period

This agreement is valid from the moment the student has signed for the equipment until it is returned to the school and settlement of possible insurance claims in accordance with Sections 4 and 5 has occurred. The agreement is binding during the entire loan period, as long as cancellation in accordance with Section 10 does not occur.

§9 Service, etc.

The school has the right, when necessary, to immediate access to the equipment in order to upgrade software programmes, to perform service, checks and maintenance.

§10 Cancellation of the agreement

The school may cancel the agreement and immediately reclaim the equipment in the following cases:

- a) if the student breaks the regulations according to this agreement
- b) in the event of repeated negligent behaviour
- c) if the student stops attending the school



If the agreement is cancelled, the student must return the equipment at their own cost and risk to a place determined by the school. Upon return, the equipment must be in the same condition as when it was delivered, aside from normal wear and tear or damage which is covered by the guarantee as regulated by Sections 4-5 above.

The personal data of this agreement will be treated in accordance with the General Data Protection Regulation as a basis for the rental of digital tools. For more information on how the City of Borås handle personal data please visit boras.se/pub or contact **The Department for Upper secondary school and Adult education** via the City of Borås exchange 033-35 70 00. The Committee for Upper secondary school and Adult education is responsible for upper secondary education and can be reached via utbildning@boras.se.

There are two copies of this agreement, one of which is kept by the school and the other by the student/guardian. Through my signature, I confirm that I understand, approve and will abide by the terms of the agreement.

I have also read the "Rules for the ICT service in schools in the City of Borås", and confirm that I understand their implication and will abide by the rules.

Signed by student

City and Date

Personal identity number

Signature

Clarification of signature

Signed by Guardian

City and Date

Personal identity number

Signature

Clarification of signature

Signed by Secondary School

Responsible at school

Principal