

### OPT-OUT FORM: FCPS-ISSUED LAPTOP

Each student at your child’s school is receiving an FCPS-issued laptop. If you wish to opt your child out of receiving the FCPS-issued laptop and have your student use a personally-owned laptop instead, please arrange a time to have a conversation with your school administration. They have information specific to the instructional practice at your school that might be impacted by the introduction of a personal laptop. If, after the conversation, you still choose to send a personally-owned laptop with your student, please sign and return this form to the school’s front office. Please note that by signing this form, you also acknowledge that you understand the following requirements for personally-owned devices to be used in the classroom:

1. Every student will need a laptop to frequently access instructional material and content. If a personal laptop is used in place of the FCPS-issued laptop, the personal laptop must be a portable laptop equivalent with a screen and keyboard. The student must bring it to school fully-charged every day. Smartphones, tablet readers, and wearable technologies *are not* acceptable substitutes for an FCPS laptop.
2. Any FCPS student applications with licensing agreements that require installation on FCPS laptops cannot be installed on personally-owned laptops. FCPS licensing agreements do not permit installation on personal devices. As a result, parents will need to assume responsibility for acquiring and installing those applications on a personally-owned laptop. Instructional choices are made by teachers and teams at each school. Families should contact the teacher for required software information. The inability of the personal laptop to access licensed software may impact your student’s instructional experience.
3. The personally-owned laptop must be able to run Google Apps for Education, Microsoft Office products, and FCPS-approved internet browsers Google Chrome and Internet Explorer 11 or higher.
4. FCPS-issued laptops are fully supported by school technology teams. Tech support will not be available for personally-owned devices.
5. FCPS is not responsible for storage, loss, or damage of the personal laptop.
6. Personally-owned laptops must be compatible with the school’s WiFi network.
7. The personally-owned laptop must be brought to school each day fully charged.

I understand and have considered the above requirements, and, as the parent or legal guardian of my student, I would like to opt-out of the FCPS-issued student laptop for school year \_\_\_\_\_.

My student will bring a personally-owned laptop that meets the above requirements to school every day.

I understand that this form is only valid for school year \_\_\_\_\_.

Principal/School Administrator Name: \_\_\_\_\_

Principal/School Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Student ID: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent or Legal Guardian Name: \_\_\_\_\_

Parent or Legal Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_