

Hope Elementary School

34 Highfield Road

Hope, ME 04847

Digital Camera Sign Out Agreement

September, 2015

The HAL Partners for Enrichment Organization has generously purchased cameras for the Appleton, Hope and Lincolnville schools. Students in grades 6-8 are allowed to check out these cameras to complete class assignments.

In order to sign out a camera, parents and students must agree to abide by the following conditions and sign below:

- The parents/guardians assume full responsibility for the camera and accompanying accessories (media card, batteries and case) during the time(s) that it is checked out to the student. The value of that responsibility is as follows:

Nikon Coolpix L4	\$110.00
Delkin SD 256 MD Card	\$11.90
Design Works Case	\$9.00
<u>2 Rechargeable batteries</u>	<u>\$4.00</u>
TOTAL	\$134.90

- Students will sign the camera out with teacher permission in order to complete a class assignment.
- The student will return the camera at the required time set by the teacher.
- The student will use the camera in a safe and responsible manner.
- The camera will be kept in a safe, dry place when not in use.
- The camera will not be lent to any other person for any reason.
- The camera will not be used to take photographs for purposes other than the assignment.
- The student will not use the camera to invade another person's privacy by taking unwanted or inappropriate photographs.
- The student will not publish photographs taken with the school camera without written approval from the subject and the teacher.
- The pictures will be downloaded to the student laptop and deleted from the camera before its return.

I understand that I am responsible for damages that occur to the camera, media card, batteries and case while the camera is in my care and that I will need to cover any costs incurred for repairs or replacement.

Student Name: _____ Date _____

(Student Signature)

(Parent Signature)