

Chromebook Use Contract

Equipment

The Hoonah City School District, HCSD, retains sole right of possession of the Chromebook and related equipment. The Chromebook will be issued to students according to the guidelines set forth in this document. The classroom teacher, or school administration, retains the right to collect and/or inspect the Chromebook at any time and to alter, add or delete installed software or hardware. Usage is a privilege and not a right.

Substitution of Equipment

In the event that the Chromebook is inoperable, the HCSD has a limited number of spare Chromebooks for use while the Chromebook is repaired or replaced. This agreement remains in effect for the substitute. If a student forgets to bring their Chromebook or power charger to school, a substitute will not be provided.

Customization of Equipment

The Student is permitted to alter or add files to customize the assigned Chromebook to their own working styles (i.e. System Preferences). The student is not permitted to install software on the assigned Chromebook.

Damage or Loss of Equipment

Report any damage or loss to the classroom teacher, who will determine necessary action. The family covers accidental damage from liquid spills, power surges, drops, falls, collisions, theft (police report required), vandalism, flood, fire, smoke, wind, and earthquake, as well as damage to batteries and ac adapters. For example, throwing the Chromebook or using the Chromebook as an umbrella would be considered examples of neglect and abuse. If a Chromebook is lost or damaged by neglect or abuse, it is the family's financial responsibility to replace the Chromebook at a price of approximately \$500.

Standards for Personal Chromebook Care

Student Responsibilities:

- Bring the Chromebook and charging unit to school every day.
- Keep the Chromebook with you or within your sight at all times.
- Do not let anyone use the Chromebook.
- Adhere to Hoonah city School District's Acceptable Use Policy (AUP) at all times.
- Report any problems, damage or theft immediately to your instructor.
- Arrive to school each day with a fully charged battery.

General Care:

- Do not do anything to the Chromebook that will permanently alter it in any way.
- Do not remove any serial numbers or identification placed on the Chromebook.
- Keep the equipment clean. For example, do not eat or drink while using the Chromebook.

Carrying the Chromebook

- Transport the Chromebook in the Chromebook case provided by HCSD.

Screen Care

- Clean the screen with a soft, dry anti-static cloth or with a screen cleaner designed specifically for LCD type screens only.

Personal Health & Safety

- Avoid extended use of the Chromebook while resting directly on your lap. The bottom of the Chromebook can generate significant heat.
- Take frequent breaks when using the Chromebook for long periods of time. Look away from the Chromebook approximately every fifteen minutes.
- Do not provide your personal information to anyone over the Internet.
- Do not share your passwords with anyone.
- Keep the Chromebook in a secure location when it is not at school.

Student/Parent Financial Commitment

The Chromebook, power cord, and maintenance are provided to the student through Federal funds at no cost to the student. Prior to checking out the equipment listed above, the HCSD is advising that you are responsible for repairing or replacing this device if lost, stolen, or broken

Restricted Use

Student placed on restrictive use must only use Chromebook on the school's campus during regular lab hours. Student must retrieve a Chromebook prior to the start of regular instruction and return it at the end of each instructional day. Students who violate one or more of the conditions below may, at the HCSD's discretion, be placed on Restricted Use (minimum 1 month) until the student's instructor determines the student has satisfied the conditions for non-restrictive use as specified by the HCSD.

Reasons for placing a student on Restrictive Use include the following:

- Excessive damage
- Excessive loss
- Non-acceptance of user agreements

- Excessive interruptions in service due to repair of local modifications
- Violation of HCSD Policies
- Violation of HCSD Responsible Use Agreement
- Inappropriate, defamatory, inaccurate, abusive, obscene, profane, or illegal material found on Chromebook
- Violating Standards for Personal Chromebook Care
- Repeated failure to bring to lab daily/failure to bring charged
- Lack of maintaining program scheduled progress
- Excessive absence

Please note that this document is subject to change without notice.

Hoonah city School District

366 Garteen highway

Hoonah, Alaska 99829

907.945-3613

Student Name (Print)

Phone Number

Email Address

(Signature)

Date:

Case Manager Name (Print)

Phone Number

Email Address

(Signature)

Date:
