

CHROMEBOOK & iPad CARE AGREEMENT & TECHNOLOGY EQUIPMENT AGREEMENT FORM FOR CENTRAL CITY SCHOOL #133

This form must be completed and returned to CCS #133 Main Office in order to pick up your Chromebook or iPad

Introduction: Computers are a vital tool for student learning in school and CCS #133 provides Chromebooks & iPads to support academic work both in school and at home. CCS #133 uses an online learning environment (Google and other resources) through which students will access assignments, activities, resources and some textbooks necessary to complete their school work. Just as we issue textbooks to all of our students, we issue Chromebooks & iPads to all students who spend the majority of their day at CCS #133. We recognize that in addition to the benefits of technology access there are challenges, and encourage parents to be involved in setting expectations for how school-provided technology is used at home. It is expected that students will have Chromebooks & iPads with them and charged during academic classes, and students may be allowed to take their Chromebooks home during Remote Learning Days **if they have no other device to use.**

Acceptable Use Policy for Chromebooks & iPads: All CCS #133 policies and procedures will be in effect when school Chromebooks & iPads are used, both on and off school grounds. School Chromebooks & iPads and school accounts may be checked at any time by school staff to assure compliance with the school's policies and procedures. Our Acceptable Use Guidelines of Computers and the Internet for Students is available online at the **Parents Information** page at <https://www.ccs133.com/domain/104>

Software: The technology used at CCS #133 is almost entirely web-based, so no software installation by the student or parents should be necessary, and installation of Windows or Mac-based software is not possible on school Chromebooks & iPads. Recommendations for web-based tools and services for school work are provided to teachers and students by our Tech Specialist. Although there are no restrictions, students are advised to be cautious with Apple & Chrome Apps and Extensions as many have emerged that interfere with Chromebook or iPad functionality and/or behave like malware.

Battery Charging: The Chromebooks & iPads have sufficient charge to last all day when used properly. The Chromebooks & iPads each come with a power adapter. It is our recommendation that the Chromebooks & iPads are charged nightly when being used at home. The student needs to have a charged Chromebook or iPad each day for school.

Signatures: Each parent will sign this **CHROMEBOOK & iPad CARE AGREEMENT & TECHNOLOGY EQUIPMENT AGREEMENT FORM** prior to a Chromebook or iPad being sent home with a student.

Filtering: School networks are filtered for inappropriate content as required by law, but filtering will NOT be present when Chromebooks & iPads are taken off campus. Parents and Guardians should carefully monitor their child's internet activity on any school owned device.

Miscellaneous:

- Inappropriate use of a Chromebook or iPad will be dealt with through standard disciplinary practices. Removal of a student's Chromebook or iPad privileges will only occur at the decision of the school administration.
- Using or attempting to use sites that bypass the school filtering is against district policies and will be dealt with through standard disciplinary practices.
- Students must never attempt to tamper with, physically disassemble or service their Chromebook or iPad. All issues must be reported to Mr. Branon or the Main Office immediately.
- Chromebooks & iPads should not be loaned to or used by any person, including family members, other than the assigned student.

- Students are responsible for securing Chromebooks & iPads when not in use.
- Labeling: All equipment is labeled with a Red CCS #133 Property Tag. This tag should not be removed or covered by personal stickers.
- Chromebooks & iPads should not be left in the car for extended periods of time. This applies during both hot and cold weather. Aside from temperature concerns, both Chromebooks & iPads are easy targets for theft.
- Students who do need to not take a Chromebook or iPad home for Remote Learning must return them each day to the proper charging cart BEFORE they leave school for the day.
- CCS #133 may be required to use geolocation services to locate a device off campus. Signing this agreement means that you agree to allow us to find these Chromebooks & iPads off campus using geolocation.
- Chromebooks & iPads will be turned in before the end of the school year. Chromebook & iPad serial numbers are kept on record.

Technology Equipment Financial Agreement

If the equipment is not returned or is returned damaged, borrowers will be financially responsible for repairs or replacement. Costs associated with damage/loss include: \$5.00 to 50.00 first time repair fee, loss of charger, \$25.00. Second instance and beyond will be parts and labor up to \$260 - which is the replacement cost of the device in the event of damage, loss, or theft.

***** Please Do Not Tear Off This Portion *****

I have read and understand the Chromebook Care Agreement and the Technology Equipment Financial Agreement

Student Name: **(Please Print)** _____

Parent or Guardian name: **(Please Print)** _____

Please Circle the Type of Device that is being taken home: **Chromebook** **iPad**

Device Tag Number: **(Red Tag)** _____

(Signature)

(Date)