

Chromebook User Agreement & Computer Acceptable Use Policy

The goal of the Chromebook one-to-one program is to enhance technology integration in the classroom and provide students with ongoing opportunities to access the rich educational and collaborative resources of the Internet to enrich their educational experience and prepare them with 21st century skills. To that end, Franklin Borough School (FBS) is implementing a one-to-one program for students in Grades 5 - 8 who will utilize their own personal device during the school day. Students in grades K - 4 will use chromebooks on an as needed basis.

RECEIVING YOUR CHROMEBOOK (5 - 8) Chromebooks will be distributed to students in grades 5 - 8 in the beginning of the school year. Students along with their parents/guardians must sign and return the Chromebook User Agreement & Acceptable Use Policy before the Chromebook is issued. Chromebooks will be collected at the end of each school year for maintenance, cleaning, and software installations. Students will return their original Chromebook each year. The same Chromebook will be issued to students each year in September. This device will only be accessible to the student throughout the school year and must be returned upon transfer out of the district or graduation. In order for students to take advantage of this one-to-one program, students and parents/guardians must sign and return this agreement.

CHROMEBOOK USAGE (K-4) Students in grades K - 4 will use Chromebooks as teachers see fit in the classroom. Students along with their parents/guardians must sign and return the Chromebook User Agreement & Acceptable Use Policy before a Chromebook may be used.

FILTERING FBS filters all Internet connections to help prevent access to pornographic, obscene, and any other content that may be harmful to minors. Since filters are not perfect, parents/guardians recognize it is impossible for FBS to restrict access to all controversial materials, and parents/guardians will not hold FBS responsible for materials acquired on the network. In the case harmful content is accidentally accessed, students must immediately report the incident to the staff member that is in the presence of the computer, and the staff member is to report the harmful content to the network administrator or technology coordinator so that the content can be manually blocked. If a minor purposely tries accessing or gets access to harmful content, that minor's privileges may be taken away for computer and Internet access. Other consequences for the violation will be determined by the administrator. The harmful content will then be manually blocked.

DAMAGE/REPAIRS/SERVICES The technology coordinator coordinates the repair work for Chromebooks. Loaner Chromebooks may be issued to students when they leave their Chromebooks for repair with the technology coordinator. Students are responsible for the care of the loaner while it is in their possession and are subject to the same policy and procedure agreement signed for the original unit. The technology coordinator will evaluate repair vs. replacement options on a case-by-case basis. Students may be responsible for full replacement costs and possible disciplinary action.

Services provided include the following:

- Distribution of loaner Chromebooks
- Password reset
- User account support
- Operating system support
- Chromebook updates
- Coordination of warranty repair

Repair services provided:

- Screen replacement - repair fee
- Motherboard replacement - repair fee
- Full keyboard replacement - repair fee
- Broken chargers - repair fee

PARENT(S)/GUARDIAN(S) AGREEMENT I am the parent/guardian of a FBS student assigned a Chromebook device that is being issued to my child for use during the school day. I understand and agree that it is my responsibility to encourage my child to use his or her device responsibly and to help him/her understand that its use in school should be strictly limited to supporting his/her education at FBS. I understand that use of the Chromebook at school is a privilege that can be revoked by FBS at any time if my child does not follow the guidelines stated below. I agree not to hold FBS, including its representatives and employees, responsible for any inappropriate use of, or intentional damage or destruction to the device. By signing this agreement, I agree to discuss with my child the standards that should be followed with the use of the Internet just as with other media information sources. *Note: The complete text of Policy and Regulation #2361, "Acceptable Use of Computer Network/Computers and Resources" is available for review on the district website at www.fboe.org.*

STUDENT AGREEMENT I am a FBS student who is requesting use of my assigned Chromebook at school. I agree that it is my responsibility to follow all established guidelines for use of this device, which were developed to ensure that the Chromebook enhances my overall learning experience and does not disrupt the educational process. I understand that use of this device at school is a privilege and not a right and that the privilege can be revoked by FBS at any time if I do not follow the guidelines stated below.

CHROMEBOOK GUIDELINES

1. I will take good care of my Chromebook and know that I will be issued the same Chromebook each year.
2. I will never leave the Chromebook unattended.
3. I will never loan out my Chromebook to other individuals.
4. I will know where my Chromebook is at all times.
5. I will charge my Chromebook's battery daily.
6. I will keep food and beverages away from my Chromebook since they may cause damage.
7. I will not disassemble any part of my Chromebook or attempt any repairs.
8. I will use my Chromebook computer in ways that are appropriate and educational.
9. I will not place decorations (such as stickers, markers, etc.) on or personalize the Chromebook in any way.
10. I understand that my Chromebook is subject to inspection at any time without notice.
11. I will follow the policies outlined in the Chromebook User Agreement & Acceptable Use Policy.
12. I will be responsible for all damage or loss caused by neglect or abuse.
13. I agree to return the Chromebook and power cords at the end of each school year in good working condition.
14. I will not attempt to install unauthorized software or alter the state of the device at any time.

ADDITIONAL NOTICE ABOUT RESPONSIBILITY

Your signature on this Chromebook User Agreement (Parent(s)/Guardian(s) and Student(s) constitutes your acknowledgement that you have read and understand the agreement and that you understand each of the following notices:

- 1. *You alone, not FBS, are responsible for any intentional damage or destruction to your assigned Chromebook.*
- 2. *FBS faculty and/or technology staff will make periodic checks for appropriate use of the Chromebook. If FBS faculty and/or technology staff determine in their sole discretion that the device is not being used in accordance with the above guidelines, use will be revoked. The time period for revocation is at the sole discretion of the administration.*
- 3. *This agreement is in effect during your enrollment within FBS or until it is changed, at which time you will be provided with a new agreement to sign.*

Student Printed Name _____ Graduation Year _____

Student Signature _____ Date _____

FOR OFFICE USE ONLY: Serial # Asset ID #

Student Printed Name _____ Graduation Year _____

Student Signature _____ Date _____

FOR OFFICE USE ONLY: Serial # Asset ID #

Student Printed Name _____ Graduation Year _____

Student Signature _____ Date _____

FOR OFFICE USE ONLY: Serial # Asset ID #

Student Printed Name _____ Graduation Year _____

Student Signature _____ Date _____

FOR OFFICE USE ONLY: Serial # Asset ID #

Parent/Guardian Printed Name _____

Parent/Guardian Signature _____ **Date** _____