

Tabernacle School Chromebook Agreement 2023-2024

This year each student in 3rd-8th grade will be issued their own Chromebook allowing teachers greater ability to integrate classroom instruction and technology for all students. For students in 3rd-5th grade, all Chromebooks will remain in class at all times. Beginning in junior high students will have the responsibility of taking their Chromebook with them to each class and home each night to recharge and to use for homework as needed.

Please review the Chromebook Agreement as follows. A device WILL NOT be issued until we receive the Chromebook Agreement signed by both a parent/guardian and the student.

I hereby agree to abide by all of the following terms and conditions with respect to the school-issued Chromebook:

All Students-

1. I understand that the Chromebook belongs to Tabernacle School and is being loaned to me for me to use for the duration of this school year.
2. I understand the Chromebook is to be used for *educational purposes only* and not for socialization, gaming, or other non-school related purposes (including while at home).
3. I understand that the Chromebook is subject to inspection by any teacher, administrator, or other staff member at any time and without notice.
4. I **WILL NOT** loan out the Chromebook to any other individual.
5. I will report any damage or loss of the Chromebook to a teacher, administrator, or other staff member immediately.
6. I will take good care of the Chromebook, including keeping all food and drink away from the device at **ALL** times. I will not add any stickers or other decorations to the device or protective case.
7. I will keep the Chromebook closed and in a safe place when not in use.
8. I will keep the lid closed and carry the device carefully when I am walking with the Chromebook or otherwise moving from one place to another.
9. I **WILL NOT** use the Chromebook in any class until I have been directly instructed to do so by a teacher.
10. I will follow along with my class(es) and be in the correct program/website as instructed by my teacher(s).
11. I will keep the sound on the Chromebook muted during class, unless I have been specifically told to use sound. I will use headphones/earbuds when and as instructed by a teacher.
12. I will respect the digital property of others at all times. I will not read, copy, use, or share the files or work produced by others without their express consent. This includes any files or work that has been shared with me.
13. I will ask for permission to use the Chromebook during free time. During this time, I understand that I will only be permitted to use programs or websites previously designated by the teacher.
14. I will ask for permission to use the Chromebook before browsing the Internet.
15. I will put the Chromebook away in a timely manner, when asked by a teacher, administrator, or other staff member and ensure that it is plugged in to charge every night.

16. I **WILL NOT** use the camera/webcam feature and photo/video programs on the Chromebook **unless** I have been specifically instructed to do so by a teacher, administrator, or other staff member. I **will not** use the Chromebook camera/webcam to take pictures of other individuals.
17. I **WILL NOT** use or search **any** form of **social networking** on the Chromebook at any time (including while at home); for purposes of this agreement, social networking includes but is not limited to engaging in a chat with one or more other students or outside individuals in a document or through the school email system (Google Workspace, including g-mail, Drive, Google Classroom, Docs, Slides, Sheets, etc.), or going to any social media sites (i.e., Facebook, Twitter, SnapChat, Pinterest, Instagram, YouTube, TikTok, Tumblr, Flickr, etc.).
18. I **WILL NOT** attempt to install software/programs or adjust settings without specific permission from a teacher, administrator, or other staff member.
19. I **WILL NOT** attempt to remove or alter the monitoring system, internet filters, or other settings put in place by the school administration. (Please note, our systems are put in place to ensure student safety while on campus. Our policies automatically turn off active monitoring to protect student privacy while outside of school hours, however, Tabernacle School reserves the right to continually block websites that are deemed inappropriate for use on school devices.)

Additionally for 3rd-5th Grade Students Only-

1. I **WILL NOT** remove the Chromebook from the school building, unless School Administration specifically permits me to do so in writing.

Additionally for 6th-8th Grade Students Only-

1. I **WILL NOT** leave the Chromebook unattended where it could be damaged or stolen (i.e., the blacktop, locker room, vehicle, etc.). I understand that my locker is the best place to store the Chromebook when I am on campus and not using it in class.
2. I will take the Chromebook home each night to charge it and return it to school each morning fully charged. I understand I will not be able to charge my Chromebook during class.
3. I will keep the Chromebook in the school issued case at all times.

Inappropriate use in contradiction to the above Chromebook Agreement or the Tabernacle Student Technology/Internet Use Agreement will be addressed by the School Administration. Violation of these rules may result in any or all of the following:

- Loss of Chromebook
- Issuance of demerits as stated in the student handbook
- Loss of use of the school network, computers and software, including Internet access. The student will be expected to complete work in an offline work environment.
- Financial obligations for the repair or replacement of damaged school devices
- Disciplinary action including, but not limited to, dismissal and/or legal action by the school, civil authorities, or other involved parties (for major offenses, such as harassment, phishing, hacking, fraud, theft, solicitation, ransomware, etc.)

I further understand that repeats of infractions or damages will necessitate a conference with the parent/guardian, student, and School Administration as well as more serious consequences.

Tabernacle School Chromebook Agreement 2023-2024

Optional Insurance

Like textbooks, team uniforms and other school property issued to your child, there is a responsibility to take appropriate care of these valuable resources. The Chromebook is no different, but it does represent a cost to the school and consequent liability to students and parents/guardians. We have a limited warranty in place to cover the Chromebooks for manufacturing defects, but we know loss and accidents may also happen, even when students take good care of the device. In these instances there will be a financial cost to cover the repair or replacement cost of the device. With Chromebooks, the cost of loss or damage is lower than many other technology tools, but it can still be significant.

Therefore, we offer an optional annual Chromebook Insurance to cover the cost of common issues or damage. If you choose to forgo the optional insurance you will be held financially responsible for the full cost of repair or replacement of the Chromebook.

Annual Chromebook Insurance is \$45/student per year and will be billed directly to your school account.

- This fee covers the cost of repair for the first accidental damage to the Chromebook assigned to the student. After the first repair you will have the choice to continue your insurance at an increased rate (\$90) or opt out of insurance and cover the full cost of repair or replacement for any future damages. (See below for estimated costs)
- This fee covers the first rental fee for a loaner Chromebook.
- This fee **WILL NOT** cover intentional damage. It will also not cover the loss or theft of the Chromebook or replacement of Chromebook case, charger, or cable.
- Intentional mistreatment caused by the assigned student user, or by an individual other than the assigned student, will result in disciplinary action and include the full repair or replacement cost.
- In the event of an incident, any applicable charges must be paid before a replacement Chromebook can be issued.
- This fee is non-refundable and **WILL NOT** be reimbursed at the end of the year in the event that no damage has occurred.

Rental Fees (6th-8th Grade Only):

Cost listed is per day; even for a partial day. (You are therefore highly advised to return the loaner device at the end of the school day to avoid being charged for a second day)

- Loaner Chromebook - \$5

Estimated Repair Costs (subject to change):

- Broken/cracked screen - \$60
- Replacement charger - \$30
- Sticker removal (per sticker) - \$10
- Key/keyboard replacement - \$60
- Headphone/USB broken off in jack - \$30
- Body/hinge replacement - \$60
- Motherboard replacement - \$150
- Replacement case - \$30
- Device replacement (lost, stolen, willful damage) - \$285

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A device WILL NOT be issued until we receive this Chromebook Agreement Form signed by BOTH a parent/guardian and the student.

By my signature, I acknowledge that I have read, understand, and agree to the policies and procedures of the 2023/2024 Tabernacle School Chromebook Agreement as well as the Acceptable Internet Use and Permission to Publish Agreement, which I signed as a part of my student's original school application.

Please check ONE Of the following boxes:

- I **WOULD LIKE to purchase the Optional Chromebook Insurance for \$45 to cover the Chromebook for the 2023-2024 school year.** I understand that purchasing the insurance does not cover the device for intentional damage or theft. I understand that I am agreeing to pay the full repair or replacement cost of damage not covered by the insurance, loss of the charger, or damage/loss to the school issued cover.
- I **WOULD LIKE TO OPT OUT** of the Optional Chromebook Insurance. By declining, or opting out of the accidental damage insurance, I agree to pay the full repair or retail replacement cost (\$285) for the Chromebook, charger, and/or case for any damage caused while using the device in or out of school.

This device must be returned to school by Friday, May 10, 2024, or upon your student leaving the school. The school will check the device for damage and update the device as needed. The same device will be returned to your student for the following year.

PLEASE RETURN THIS FORM SIGNED BY TUESDAY, AUGUST 8, 2023

Student's Name: _____ (please print) Grade _____

Student's Signature: _____ Date: _____

Parent/Guardian's Signature: _____ Date: _____

To be completed by the School:

Device Asset Number: _____

Device Serial Number: _____ Make/Model _____