

# Linton-Stockton School

## Chromebook Policy Handbook

### Sign-Off and Student Pledge



- I will take good care of my Chromebook and know that I will be issued the same Chromebook each year.
- I will never leave my Chromebook unattended in an unsecured or unsupervised location.
- I will never loan out my Chromebook to other individuals.
- I will know where my Chromebook is at all times.
- I will charge my Chromebook battery to full capacity each night.
- I will keep food and beverages away from my Chromebook since they may cause damage to the device.
- I will not disassemble any part of my Chromebook or attempt any repairs.
- I will protect my Chromebook by always carrying it in a secure manner to avoid damage.
- I will use my Chromebook in ways that are appropriate for education.
- **I will not place decorations (stickers, markers, writing, etc.) on the Chromebook.**
- I understand that the Chromebook I am issued is subject to inspection at any time without notice and remains the property of Linton-Stockton School.
- I will follow the policies outlined in the Chromebook Policy Guidelines and the District Acceptable Use Policy while at school as well as outside the school day.
- I will file a police report in case of theft or fire damage.
- I will be responsible for all damage or loss caused by neglect or abuse.
- I agree to pay the full replacement cost of my Chromebook, power cord/charger, in the event that any of these items are lost or intentionally damaged.
- I agree to return the Chromebook, power cord/charger and case in good working condition at the end of each school year.

Student Name: \_\_\_\_\_ (Please Print)

Student Signature: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# Linton-Stockton School

## CHROMEBOOK RENTAL AGREEMENT

*Student/Parent Chromebook Use Agreement 2017-2018*

In this agreement, "Chromebook" means Dell Chromebook and all its components, software, battery, and charger.

**Parent and Student Please initial each section:**

<p><b>P:</b></p> <p><b>S:</b></p>	<p><b>TERMS:</b></p> <ul style="list-style-type: none"> <li>• You will comply at all times with the Linton-Stockton School's Chromebook Policy Handbook and its guidelines as well as the LSSC Technology Acceptable Use Policy. Any failure to comply may terminate your rights of possession effectively immediately and the school may repossess the property. Chromebooks are assigned to a single individual and are not to be shared.</li> </ul>
<p><b>P:</b></p> <p><b>S:</b></p>	<p><b>TITLE:</b></p> <ul style="list-style-type: none"> <li>• Legal title to the Chromebook is in the School Corporation and it shall remain in the School Corporation. The student's right of possession and use is limited to and conditioned upon full and complete compliance with this Agreement and the Chromebook Policy Handbook.</li> </ul>
<p><b>P:</b></p> <p><b>S:</b></p>	<p><b>LOSS OR DAMAGE:</b></p> <ul style="list-style-type: none"> <li>• If the property is accidentally damaged or incurs loss due to an act of nature, LSSC will assess the Chromebook damage and repair or replace the device under the accidental loss or damage policy. If the property is stolen, a police report must be filed by the student or student's parents/guardian involved in the loss of property. Loss or theft of the property must be reported to the School Corporation by the next school day after the occurrence. Fraudulent reporting of theft will be turned over to the police for prosecution.</li> </ul>
<p><b>P:</b></p> <p><b>S:</b></p>	<p><b>REPOSSESSION:</b></p> <ul style="list-style-type: none"> <li>• Students not complying with all terms of this Agreement and the Chromebook Policy Handbook, including the timely return of the property, will be declared to be in default and authorities may be sent to your place of residence, or other location of the Chromebook to take possession.</li> </ul>
<p><b>P:</b></p> <p><b>S:</b></p>	<p><b>TERM OF AGREEMENT:</b></p> <ul style="list-style-type: none"> <li>• Your right to use and possession of the property terminates no later than the last day of classes during the school year unless earlier terminated by the School Corporation or upon student withdrawal from the LSSC.</li> </ul>
<p><b>P:</b></p> <p><b>S:</b></p>	<p><b>APPROPRIATION:</b></p> <ul style="list-style-type: none"> <li>• Your failure to return the property, and the continued use of it for non-school purposes without the school's consent, will be considered unlawful appropriation of school property and a collection process will be started with local law enforcement.</li> </ul>