

## **SJV Chromebook Use Agreement**

Selected students at SJV will be issued Chromebooks for use at school and at home. This document provides students and their parent(s)/guardian(s) with information about taking proper care of the equipment, using it for school work, and being good digital citizens.

The use of the technology at SJV is a privilege, not a right. Please be aware that everything done on school-owned technology may be monitored by school authorities. Inappropriate use of school technology can result in a variety of consequences including but not limited to: removal from class, limited/no use of school technology, or legal action.

To further understand the expectations of SJV, students and parents/guardians are responsible for reviewing the SJV Technology Acceptable Use Policy (K-3, 4-8) which you can find on the school website on the Downloads page.

### **Ownership of the Chromebook**

SJV retains sole right of possession of the Chromebook. It is lent to the student for educational purposes only for the academic year. Administrative staff and faculty retain the right to collect and/or inspect the Chromebook at any time, including via remote access, to alter, add, or delete installed software or hardware.

### **Responsibility for the Chromebook**

Students are solely responsible for the Chromebook issued to them, and must adhere to the following:

- Students must comply with SJV's Acceptable Use Policy when using their Chromebooks.
- Students must bring their Chromebook to school every day making sure to have it fully charged. (A fully charged Chromebook should last at least 8 hours.)
- Students must treat their device with care and never leave it in an unsecured area.
- Students must carry their device in a protective bag.
- Students must promptly report any problems with their Chromebook to the Tech Staff Member(s) designated.
- Students may not remove or interfere with the serial number and other identification tags.
- Students may not attempt to remove or change any part of the physical structure of the Chromebook (keys, screen, etc...).
- Students may not attempt to install any other operating system on the Chromebook.
- Students must keep their device clean, not touching the screen with anything other than approved screen cleaners.

**Responsibility for Electronic Data**

The students are responsible for apps or extensions on their Chromebook not installed by a member of the Tech Staff. Students are responsible for backing up their data to protect it from loss.

**Copyright and Filesharing**

Students are required to follow all copyright laws around all media including text, images, programs, music, and video. Downloading, sharing, and posting online illegally obtained media is not permitted.

**Spare Equipment and Lending**

If a student’s Chromebook is inoperable, the school has a limited number of spare devices for use while the student’s Chromebook is repaired or replaced. This Use Agreement remains in effect for loaner computers. The student may not choose to keep an inoperable Chromebook to avoid doing schoolwork. Disciplinary action may result for repeated failure to bring a fully charged Chromebook to school.

**Warranty and Insurance**

Each student will need to pay an insurance fee which will cover any damage to their Chromebook (including accidental) for the entire time they are using it up to a maximum of five years.

**Signature Form**

By signing below, the student and their parent/guardian agree to follow and accept:

- the SJV Acceptable Use Policy.
- the SJV Chromebook Use Agreement.
- that SJV owns the Chromebook, software, and issued peripherals.
- that if a student ceases to be enrolled at SJV, the student/parents will return the Chromebook in good working order or pay the full \$280 replacement cost of the computer. In addition, the student must also return both the Chromebook charger and the Chromebook case. If one or both of these items is not returned, the student/parent must pay \$45 for the charger and/or \$25 for the Chromebook case.
- that in no event shall SJV be held liable to any claim of damage negligence or breach of duty.

Print Student Name \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Parent/Guardian Name \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_