

St. Mary's High School (SMHS) - Parent and Student Home Chromebook Use Agreement 2021-22



Goal: Expand Digital Learning Opportunities

The goal of our project is to improve student achievement by personalizing learning and increasing students' ownership of their learning. For the 2021-22 school year all students in grades 9-12 will receive a Chromebook for their use at school and home. This document outlines an agreement between SMHS, parents, and students for the care and instructional use of the Chromebook.

Educational Resources on the Chromebook

The Chromebook is managed by Google Apps for Education. Along with a login for the device, Google Apps provides online tools for writing, calculating, presenting, drawing and many other applications. Your child may use these tools for a variety of purposes in classroom assignments. Google Apps can also be accessed with other devices or computers with an Internet connection. In addition to Google Apps, Infinite Campus (IC) Student Information System. Parents can also choose to receive updates and learn about their student's classes.

Accessing the Internet at Home

The Chromebook is a web-based device. While some documents created at school may be edited offline at home, Internet access is important for full functionality. If wireless internet is not available at home, various locations in the community provide free wireless Internet, including public libraries.

Care and Maintenance

Students are responsible for the general care of their Chromebook. The Chromebooks are designed for school use and should be treated with care. Here are a few recommended precautions:

- Treat your Chromebook as you would any valuable electronic device.
- When not being used, store the Chromebooks in a secure place, out of sight.
- Don't touch the screen, and be gentle with the keyboard, trackpad, and ports.
- Don't add stickers or markings to the Chromebook.
- Don't eat or drink near the Chromebook.
- Avoid extreme heat or cold.
- Do not lend your Chromebook to anyone.
- Report any damage to your teacher or the Technology Director.

Responsible Use

Digital citizenship is an essential 21st century skill. During the school year, appropriate online behavior and acceptable use of resources will be reviewed. It is important to maintain a family dialogue about educational, recreational and social use of the Chromebook and other devices your student accesses. Chromebooks are connected to a school network that is filtered for inappropriate material, but user responsibility is still the best way to avoid pitfalls in the online world.

Here are a few tips:

- Use Internet devices in a central location at home, rather than behind closed doors.
- Help your student to focus on completing tasks and assignments before any recreational activities.
- Help your student solve technical glitches by recording exactly what went wrong and when.
- Ensure that your child understands that he or she should not give personal information to any person or any website without checking with an adult first.
- Talk with your student about cyberbullying - encourage him/her to be kind and to communicate clearly online.
- Advise your student that anything they post, text, or upload may be forwarded, copied, and published to anyone - including current and future education admissions offices and employers.
- Only registered users in SMHS will be able to login to the Chromebook, and all usage can be monitored.

This form must be signed and returned to the in order to receive a Chromebook.

Parent and Student Use Agreement: Chromebook

(Please Print)

Student Last Name: _____ First Name: _____

Grade: _____

(See reverse side and sign)

SMHS agrees to:

- Provide a Chromebook and accessories including, but not limited to, a battery pack, AC power adapter cord for each student ("School Issued Devices"), including a loaner device and replacement accessories if a Chromebook or its accessories need repairs.
- Provide filtered Internet access on the Chromebook while on campus.
- Provide Google Apps for Education and other educational applications that support learning in the classroom and at home.
- Repair or replace the School Issued Devices as further described below.

The Student agrees to:

- Take good care of the Chromebook in all locations.
- Bring the Chromebook to school every day, fully charged.
- Be a responsible digital citizen.
- Use the Chromebook for educational purposes. Further, to only use the Chromebook to pursue personal interests that align with the SMHS Family Handbook. <https://www.smpirates.org/page/current-pirates>
- Report any damage or loss, whatever the cause, to your teacher as soon as possible.
- Take responsibility for any damage or loss to School Issued Devices caused by neglect or abuse on the part of the student or within the control of the student.
- Follow the Student Acceptable Use Guidelines outlined in the **Student Internet and Computer Use Rules Policy** and the **Electronic Devices Policy**. <https://www.smpirates.org/page/current-pirates>
- Return the School Issued Devices to SMHS at the end of each school year. Failure to return and/or pay for damaged or missing School Issued Devices will result in a hold on the student's records. SMHS reserves the right to repossess the School Issued Devices if the student does not fully comply with the terms of this Agreement.
- Students who withdraw enrollment for any reason must return the Chromebook on or before the date of withdrawal.

Parents/Guardians agree to:

- Ensure your student understands appropriate care of the School Issued Devices in all locations.
- Review responsible **Student Internet and Computer Use Rules Policy**, and the **Electronic Devices Policy** with your student. <https://www.smpirates.org/page/current-pirates>
- Be responsible for the undersigned student's compliance with the terms of this Agreement.
- Support student learning and the exploration of personal interests that align with school policies.
- Ensure that any damage or loss is reported to the school immediately. All School Issued Devices will be repaired or replaced by the school at the parent or guardian's expense. No School Issued Devices are to be serviced by outside facilities.
- Parents/Guardians are financially liable for repair and/or replacement cost of the School Issued Devices except for normal wear and tear as determined by the Technology Director.

SMHS reserves the right to modify the terms of this Agreement upon notification to the undersigned at any time. Further, the undersigned student and parent/guardian hereby release the school and its affiliates from any liability or other responsibility with regard to the undersigned student's or parent/guardian's use or misuse of the School Issued Devices. The school may require the student and/or parent/guardian to bring the School Issued Devices to a location directed by the school for inspection regarding compliance with this Agreement.

By signing this form, I acknowledge I have read this document completely and the documents found at the listed links and agree to adhere to their content.

Student Name: *(Please Print)* _____

Student Signature: _____ **Date:** _____

Parent/Guardian Name: *(Please Print)* _____

Parent/Guardian Signature: _____ **Date:** _____