

Willows Unified School District Parent and Student Chromebook Contract

It is the vision of the Willows Unified School District to promote best practices, student centered learning, technology-rich educational environments, and empower all students to effectively use technology in preparation for college and career readiness. To that end, Willows Unified School District students will be issued a Chromebook with the goals of:

- Increased opportunities for collaboration, communication, critical thinking and creativity
- Increased student engagement in a personalized learning environment
- Increased use of technology to enhance instruction

The Chromebook is first and foremost an educational device. It is essential that this agreement be followed to ensure the safe, efficient, and ethical operation of these devices.

Willows Unified School District retains sole right of possession of the Chromebook and related equipment (AC adapter, power cord, protective case, hotspot device). Willows Unified School District has the right to terminate the Parent and Student Chromebook Contract at any time. The Willows Unified School District Acceptable Use Policy (AUP) is in effect. Upon the return of the signed Parent and Student Chromebook Contract, students will have the opportunity to take the Chromebook home on a daily basis.

Student's Responsibility:

- **Your Chromebook will be used for school purposes only.**
- You are always responsible for your own Chromebook. You should never share your personal login information, or let any other students use your Chromebook.
- Make sure you start each school day with a fully charged battery on your Chromebook.
- Handle the Chromebook with great care. Do not throw, slide, drop, and toss, etc. the Chromebook. Do not carry or hold the Chromebook in the air by the screen/display.
- Student will not be given a 2nd charger. Each Chromebook comes with exactly one charger. Students have the opportunity to purchase an additional charger for \$20 while supplies last.
- Do not access, store, create, consume, or share unauthorized or inappropriate content with your Chromebook.
- You should not eat or drink near your Chromebook. Heavy objects should never be placed or stacked on top of your Chromebook. This includes books, musical instruments, sports equipment, etc.
- Do not remove identification labels or tags placed on your Chromebook by district personnel. If additional barcodes need to be reprinted, a \$1 fee will be assessed for each label.
- If your Chromebook is not working properly or needs repair, please contact the school's library media specialist.

Parent's Responsibility:

- Read Student's Responsibility.
- Supervise student's use of Chromebook at home.
- Discuss appropriate use of the internet at home.
- Ensure student is charging Chromebook each night.
- Contact the school with any questions regarding maintenance or functionality of the device. Only district authorized personnel are allowed to troubleshoot, diagnose, or repair the device. Do not allow third party service vendors to handle, service, or repair the device.
- **Parent is responsible for repair fee and/or replacement fee if there is evidence of intentional damage, negligence or loss of device.** If device is stolen from school, home or household car, a police report must be submitted to school site where student attends.

Chromebook Loaner Policy

- Loaners are foremost for students who have their own Chromebook in repair with Willows Unified School District technology department. Loaners for students who forget their own Chromebook will only be given during the periods he/she needs a Chromebook for specific educational purposes such as assessments. It is the student's responsibility to bring their Chromebook charged to school every day.
- In the event a Chromebook needs repair, student must submit it to the library media specialist before checking out a Loaner.
- Students must check out Loaner before school to avoid missing instructional time. Loaners will not be checked out after 1st period begins.
- Student must return the borrowed Chromebook to the Library at the end of the day (or before they leave campus). Each time a student does not return it the same day they will be given a fine of \$1 per day.
- Students with damaged Chromebooks may borrow a Loaner for five days only. These students must still return the Chromebook daily. After the five days, student will not be able to check out a Loaner and he/she must pay fine to receive their own Chromebook back.
- Balances due for Chromebook repairs will be handled the same as for books, lunches, etc.

Willows Unified School District
Chromebook Use Agreement

For damage sustained to Willows Unified School District Chromebooks through abuse or neglect, parent/student will be assessed a repair fee for the parts replaced: \$25 for keyboard, \$30 for screen, \$40 for screen and bezel. A unit that can't be repaired with the parts above will be replaced by you at a cost of the total replacement price. This fee is due whether the student takes the Chromebook home or leaves it at school. After the third repair, student will not be allowed to take the Chromebook home. If District Chromebooks are lost or stolen or sustain damage beyond repair, the parent/student will not have a device to take home daily. The replacement cost for the Chromebook is \$200. Only one charger is given per Chromebook. If student needs an additional charger, it is the responsibility of the Parent/student to purchase another one. Parent/student understand that all lost or stolen Chromebooks can be reported to the police for investigation and possible prosecution and agree to cooperate with any investigation.

School-issued Chromebooks are still under the guidance of the Children's Internet Protection Act and will be filtered for content and monitored even when off school property. As technology permits, Parents/Guardians may have the opportunity to monitor the use of Chromebooks remotely. Access will be granted to the Parent/Guardian email record on file.

Parent/Student agree to assure, defend and hold the District, its employees, agents and representatives harmless from all claims relating to or arising out of the Parent/Student's use of the Chromebook regardless of whether such claims are caused, in whole or in part, by any act or omission of the District, its employees, agents or representatives.

We have reviewed and we accept the terms of the Chromebook Use Agreement and Parent and Student Chromebook Contract. Please contact a school or district administrator to discuss any questions.

I understand that use of Chromebook will be monitored, and access can be revoked if it is determined that I am using my Chromebook for non-school related activities.

Student Name: _____ Student ID # _____ Grade _____

Student Signature _____ Date _____

I DO NOT ALLOW my child to take a school-issued Chromebook home. I understand that I will need to provide a suitable device for connectivity and completion of schoolwork at home, especially during periods of distance learning or blended learning.

I DO ALLOW my child to take a school-issued Chromebook home.

I DO NEED a school-issued hotspot device for use with the school-issued Chromebook(s) at home (one per household). Other school-aged children in household (list names & grade level): _____

I understand that use of the Chromebook will be monitored, and access can be revoked if it is determined that a student is using their Chromebook for non-school related activities.

I DO want the following parents/guardians to be given access to the GoGuardian Parent App

Mother Father Other (s) _____

Parent/Guardian Signature: _____ Date _____

Chromebook Make/Model: _____ Serial #: _____ Asset Tag #: _____

Hotspot Provider: _____ PTN: _____ SSID Password: _____