

**DATE:** \_\_\_\_\_

**GRADE:** \_\_\_\_\_

## **STUDENT CHROMEBOOK CONTRACT**

All student utilizing technology at CP Allen are expected to observe the following acceptable use requirements

**As a student, I will...**

- Bring my school issued Chromebook to school every morning fully charged
- Transport the Chromebook to and from school in a protective manner, inside my school bag
- Store the Chromebook in a secure location at all times when not using it
- Never load unassigned extensions, apps, videos or other items onto the Chromebook
- Never reconfigure (or sync) my Chromebook without school permission
- Immediately report device malfunctions, damage, theft, or loss to my teacher and administrator
- Keep the Chromebook clean with no attached stickers or other items that might deface or damage the device surface, screen or other parts
- Teach others in my home or classroom the expectations of using my Chromebook
- Use the internet responsibly and refrain from accessing inappropriate sites
- The Chromebook is intended for school related purposes
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**If the Chromebook is damaged the following charges will apply:**

Replacement Screen - \$95

Replacement Keyboard - \$90

Replacement Power Adaptor - \$80

Replacement Chromebook - \$390

**I have read the information provided regarding Chromebook access at CPA and I am aware that my child will be assigned a Chromebook computer for the duration of the school year and will bring it to school daily.**

STUDENT PROVINCIAL ID NUMBER (or your gnspe.ca): \_\_\_\_\_

**STUDENT: FIRST NAME:** \_\_\_\_\_

**LAST NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**PARENTS NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**OFFICE USE ONLY:**

**CART#** \_\_\_\_\_

**CHROMEBOOK#** \_\_\_\_\_

## HRCE STUDENT CHROMEBOOK AGREEMENT

Please sign and return the attached form to indicate that you have read and understand this information and are aware that your child will be assigned a Chromebook computer and Chromebook charger. Once this signed form is returned Chromebooks will be distributed.

I will ensure that information and technology will be used in a legal, safe and responsible manner as outlined in the Provincial School Network Access and Use Policy:

<https://www.ednet.ns.ca/docs/networkaccessandusepolicy.pdf>

And the Halifax Regional Centre for Education's Digital Citizenship Policy:

<https://www.hrce.ca/sites/default/files/2023-11/c.013-digital-citizenship.pdf>

I understand that my assigned Chromebook and Chromebook charger will be returned in June of the year I graduate or sooner if I am no longer attending Charles P. Allen High School.

I will do my best to ensure that the Chromebook and Chromebook charger are not damaged, lost or stolen while on loan to me. Any damaged or lost Chromebook will be reported to the school immediately.

### In case of theft or damage - notification duties and requirements

- File a police report (if stolen)
- Within 24 hours of recognizing equipment was damaged or stolen, provide the school a description of how, when, and where the theft or damage occurred (provide a copy of the police report if possible)
- Cooperate with Charles P. Allen in any investigation of claim

### In case of loss - notification duties and requirements

- Within 24 hours of recognizing equipment has been lost, give school administration written notice of the loss, including the make, model and serial number of the device issued to your student(s)
- Cooperate with Charles P. Allen in any efforts to locate the device
- Work with teachers and take responsibility to keep up with coursework

### Things that are routinely covered by the school

- Normal warranty items (defects in workmanship)
- Normal wear and tear
- Cosmetic damages that do not affect the function of the device

### Things that will not be covered by the school

- Dishonest or criminal acts on the part of the student or family member that result in damage of the Chromebook
- Intentional acts of neglect by you (please note that intentional acts of neglect will result in families being responsible for the full replacement cost of the Chromebook)
- Damage while a third party (someone other than the student or parent) is using the device. We do not cover dishonest acts by you or anyone you entrust with the property. Please note that damage of the device while being used by a third party is the responsibility of the family the Chromebook is issued to

### The school can revoke the privileges of a student

- If a student or parent/guardian violates any provision of the Student Chromebook Agreement
- If a decision is made that it is to the benefit of all students in the school to end the program
- If an agreement is terminated by the parent, the Chromebook is to be returned to the school
- If the parent/guardian or school withdraws the student from the school that issued them the equipment
- If the student is suspended for an extended period, expelled or is withdrawn