

Students in Middle School this year will be assigned a Chromebook for educational use and will carry the device with them throughout the day. Below we outline the responsibilities and expectations of this change in procedure. *No Chromebooks will leave ISL buildings with students or parents.*

Responsibilities and Expectations

Students:

- Are required to abide by the Acceptable Use Policy which is in effect for all activities.
- Will use a laptop as an educational tool and it should only be used in that capacity.
- Are responsible for the care of the laptop issued to them.
- Are responsible for ensuring the laptop is plugged in every night and charged and ready for use daily.
- Will lose laptop privileges if the student is responsible for any vandalism, hacking, network disruption, or any actions that disable, damage, or affect the laptop or network in any way.
- Will only use software that is permitted and installed by ISL.
- Will backup all data and have files stored on Google Drive.
- Acknowledge there is no expectation of privacy with file stored on the computers or with websites visited with the laptops. ISL has the right and obligation to monitor laptops and/or block access to applications and websites.
- Will not borrow or use laptops from other students.

Warranty, Negligence, and Damage Protection Information

Warranty Information:

All laptops are covered by the manufacturer's warranty for malfunction due to manufacturing or non-performance issues. The warranty does not cover damage that is determined to be accidental, the result of negligent use or treatment; nor does it cover outright loss or damage of the laptop, power cord, or batteries through inattention or negligence.

Negligence:

Warranty coverage does not cover damages that are determined to be caused by negligent use/treatment, violation of policy, nor does it cover the power cord. When the administration determines that damage was caused by negligent actions, the student or parent/guardian will be responsible for all costs. A spare will not be provided until a \$150 deposit is received.

Accidental Damage:



Students/guardians are responsible to pay repair costs for any accidental damages. The student/guardian will be sent an invoice to cover the cost of parts/repairs up to a maximum amount of the full replacement cost of the device.

Loss of Equipment:

Students that lose a laptop or power cord will be responsible for all replacement costs.

Reporting Procedure:

Damage must be reported immediately to the student's advisory teacher. If the damage is determined to be accidental, an incident report will be completed, a damage claim will be processed, and an invoice will be sent to the parents. A spare laptop will be provided until the student's laptop is repaired.

Estimated Device Replacement Cost

- Chromebook - \$250 | Chromebook Charger - \$30*
**these costs are only estimated and may vary depending on device.*

Student Information

Last Name _____ First Name _____ Initial _____

Grade _____

Student's ID Number _____

I agree to abide by all guidelines and responsibilities as listed in this document. I understand that if I lose my laptop or charger that I am responsible for the full replacement cost. I will also be responsible for the repair of any damages caused by negligent actions as deemed by the technology department. I will be responsible for any repairs needed due to accidental damage.

Parent/Guardian Signature

Date

Student Signature

Date

Your signature indicates you agree to abide by all responsibilities listed in this form. All students must submit this form each year in order to receive a laptop.