

Lee County Middle School West Campus (LCMS-W) Student/Parent Chromebook Usage Agreement 2023-2024

LCMS-West students will be issued individual Chromebooks this year. These Chromebooks are the property of LCMS-W and are to be used for educational purposes at school only. Students will receive their Chromebooks each morning and return them at the end of each day to be charged in a designated cart.

Parents/guardians may also choose to allow their child to bring his/her Chromebook or laptop in lieu of using the school's device. However, your child will still need permission to use a school device for Milestone testing AND in the event his/her personal device is not available for use. (See Section B)

SECTION A: *Student/Parent Agreement to Use School Device*

Parents/guardians must sign this form before a Chromebook can be issued to or used by a student.

Chromebook Usage and Care Guidelines

- Students must follow all Lee County Schools Acceptable Use Policies found in the Student Handbook and signed off on in the Parent Portal.
- Modifying or changing ANY device setting and/or internal or external configurations without permission from the Media Specialist is prohibited. This includes your background screen and changing the assigned profile picture.
- DO NOT add stickers to your school device.
- DO NOT peel off labels placed by the school. Students will be subject to a \$5 fine to replace any labels.
- Chromebooks can only be logged into by using a Lee County School email account. All students have been issued a Lee County School email account. This account is owned by LCSS and every email or site visited is monitored.
- Chromebooks should not be used to take pictures or video unless the teacher has given you permission to do so.
- Keep food and drinks away from the device. Students should never eat or drink while working on the Chromebook.
- Lee County School System is not responsible for any inappropriate content accessed on the device while on the district-provided network.
- Internet history access is viewable by LCSS staff.
- Use care when opening and closing your Chromebook by grasping the center of the lid and avoid leaving any school supplies such as pencils, pens, or papers inside the Chromebook when you close it.
- Do NOT carry the Chromebook while it is open.

- Students are NOT allowed to take Chromebooks home. This will result in an office referral.
- Students will be responsible for any damage that occurs while being used. Users agree to pay for any damaged equipment according to the price list below.

- * Chromebook - \$225
- * Chromebook Screen - \$55
- * Chromebook Keyboard - \$60
- * Missing Keys - \$5 each
- * Replacing Labels - \$5
- * Replacing Charger - \$25
- * Should repair from system failure occur (i.e. hard drive failure, system board failure), the Chromebook will be repaired at no cost to the student.

As the parent/guardian of the student listed below, my signature indicates I have read, understand, and agree to this Student/Parent Technology Use Agreement. I give permission for my student to have access to the Chromebook and along with my student, accept responsibility for the care and protection of the Chromebook.

I acknowledge that I and my child have read and agree with the school system's Chromebook checkout and use procedures listed above.

Student Name: _____

Homeroom: _____ Grade: _____

Parent Signature: _____ Date: _____

Student Signature: _____ Date: _____

SECTION B: Agreement to Bring Your Own Device

"I, the parent or guardian of _____ (student), give permission for my child to bring his/her Chromebook or laptop to be used at school for educational purposes only. I understand that I am responsible for any damage or loss that might occur."

Parent Signature: _____ Date _____