



# SOUTH HADLEY PUBLIC SCHOOLS

## STUDENT/PARENT/GUARDIAN CHROMEBOOK

### Agreement Form

STUDENT NAME:	GRADE:
PARENT NAME:	SCHOOL:
HOME ADDRESS:	TOWN:
PHONE NUMBER:	ZIP:

The South Hadley Public School District believes that providing Chromebooks to our students enhances their educational experience and provides increased opportunities for learning. As such, we provide our students Chromebooks for their educational use for the school year.

Each student and parent/guardian are asked to read this form carefully and initial next to each statement.

## Use, Proper Care and Precautions

	Student Initials	Parent/Guardian Initials	
1.			I/We understand that the Chromebook and its accessory equipment are the property of the South Hadley Public Schools.
2.			I/We understand that the student, with the support of the parent/ guardian, is responsible for the daily care and maintenance of the Chromebook.
3.			I/We understand and agree to abide by the rules and regulations of the SHPS Technology Acceptable Use Policy. Failure to do so will result in disciplinary action.
4.			I/We understand that the Chromebook will be returned to the District's discretion for upgrades and maintenance.
5.			I/We understand that I/we must report all Chromebook damages or the theft/loss of the device to the Technology Department or Building Administration immediately with a police report filed for any theft.
6.			I/We understand the Chromebook must be in District-provided case at all times as a reasonable precaution against damage.
7.			I/We understand that all students must have their fully charged Chromebook device with them each day for every class.
8.			I/We understand that the Chromebook must be returned to the District upon unenrollment from the South Hadley Public Schools. Failure to return the device will result in a report to the South Hadley Police Department.

	Student Initials	Parent/Guardian Initials	Insurance Coverage/Accidental Damage/Theft & Loss Coverage
1.			I/We understand that the District strongly encourages that I/we purchase insurance coverage for accidental damage or theft. I/We will be responsible for the annual premium payment of \$50 and any deductible. <b>The annual premium will be \$25 for families on Reduced lunch and \$15 for Free lunch.</b>
2.			I/We understand that the insurer will not cover loss or damage caused by your dishonesty or anyone acting for you. Nor would an insurer cover any loss or damage arising from your illegal acts. Insurers will also not cover loss or damage caused by your intentional damage or destruction of property covered under this policy.
3.			I/We understand that insurance policies contain the complete details of coverage and it takes precedence over any language contained in this document.
4.			I/We also understand that in the event that the Chromebook is lost or stolen, regardless of the circumstances, I/we will be responsible for the full replacement cost of the Chromebook if it is not covered by insurance.
5.			This Chromebook agreement, other than possible changes by the insurer, shall remain in effect until the Chromebook is returned or a new agreement is signed.
6.			I/We understand that the District will renew the insurance policy annually and I/we will be responsible for the annual premium. <b>The annual premium will be \$25 for families on Reduced lunch and \$15 for Free lunch.</b>

***The South Hadley Public Schools reserves the right to amend this agreement at any time.***

A signature below signifies that the student and parent/guardian has read and acknowledges the above.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signatures: \_\_\_\_\_ Date: \_\_\_\_\_

I **wish** to purchase the optional insurance policy for \$50.00 per school year (\$25 for families on Reduced lunch; \$15 for families on Free lunch). I understand that the policy will cover theft of the device and up to two (2) instances of accidental breakage per school year. Checks can be made payable to "South Hadley Public Schools."

Please sign if you intend to purchase the insurance policy. \_\_\_\_\_  
Signature of Parent/Guardian      Date

I **do not** wish to purchase Chromebook insurance. I understand that without insurance, I am responsible for all damage to or loss of the Chromebook, to include the full cost of replacement.

Please sign if you decline to purchase the Chromebook insurance, fully understanding that you will be responsible for the full replacement value, as warranted. \_\_\_\_\_  
Signature of Parent/Guardian      Date

South Hadley Public School District Use Only:

Initials of District Staff Member: \_\_\_\_\_ CBIC: \_\_\_\_\_

Serial Number of Chromebook: \_\_\_\_\_

Cash/Check#: \_\_\_\_\_ Payment Date: \_\_\_\_\_

Financial Aid Request: \_\_\_\_\_ YES \_\_\_\_\_ NO Free/Reduced amount paid will be \$15.00/ \$25.00

# South Hadley Public School (SHPS)

## Chromebook Agreement Principles and Declaration

The optional South Hadley Insurance Policy will cover your Chromebook against a variety of losses and accidental damage. We encourage you to read this easy to understand document. The cost of the insurance policy is \$50.00 per year. The annual premium will be \$25 for families on Reduced lunch and \$15 for Free lunch.

The words you, your and yours mean the person(s) or organization(s) named as the Named Insured on the “South Hadley Chromebook Insurance Policy Declarations” page providing this coverage.

Your policy includes an **Insuring Agreement**, which is an explanation of “What to Do If You Have Loss or Accidental Damage”, along with general rules and conditions. The coverage, serial numbers and limits of insurance provided by your policy and your premium are displayed in items shown on your declarations page.

### **The Insuring Agreement**

**Limit of Insurance:** The limit of insurance for your coverage, as shown on the “South Hadley Insured Policy Declarations” page, applies to all issues arising from any two covered events or one theft during one policy period.

**What This Agreement Covers:** We will cover direct physical loss caused by accidental damage, fire, flood, vandalism, natural disasters and power surge due to lightning occurring during the policy period to the Chromebook, including items entrusted to you, worldwide, as long as the items were in your possession and reported to us.

The policy will also cover accidental damage, caused by normal and intended use of equipment. This includes accidental instances resulting in a broken or cracked screen.

We will also cover malfunction of the device that arises naturally and through no fault of the user.

### **LOSSES WE WILL NOT COVER:**

**Intentional Acts:** We will not cover loss or damage caused by your intentional damage or destruction of property covered under this policy. Intentional damage to the Chromebook is not covered and will result in the user being assessed the full value of the Chromebook and may result in discipline consistent with damaging of school property.

**Corrosion & Rust:** We will not cover loss or damage caused by or resulting from corrosion, rust or changes in humidity or temperature.

**Dishonest Acts:** We will not cover loss or damage caused by your dishonesty or anyone acting on your behalf. Nor do we cover any loss or damage arising from illegal acts, whether committed alone or in collusion with others. However, if the loss or damage is caused by an act arising out of a pattern of criminal domestic violence and the perpetrator of the loss is criminally prosecuted for the act causing the loss, this exclusion does not apply to an otherwise covered loss suffered by another insured who did not cooperate in or contribute to the act that caused the loss.

**Electronic Breakdown:** We will **not** cover loss or damage to electrical equipment caused by electricity other than lightning. This includes damage arising from using charging materials that are not Chromebook certified.

**Theft from An Unattended Vehicle:** We will **not** cover loss or damage that is caused by or resulting from theft from an unattended vehicle except when it is securely locked, its windows are fully closed, and there is visible evidence that entry into the vehicle was forced.

**Theft Without a Police Report:** We will **not** cover loss or damage that is caused by or resulting from a theft without a police report being provided. We will also not cover any more than one theft per policy period.

### **What to Do if You Have a Loss**

If you have a loss to property covered by this policy, you must:

- (1) notify the South Hadley Police immediately upon discovery of the loss if the loss is a theft.
- (2) report the loss to school administration or to the South Hadley Technology Department immediately. We will supply you with a Loss Report Form, which you must complete.

### **What to Do if You Have Damage**

If you have accidental damage to property covered by this policy, you must:

- (1) notify the school administrators or South Hadley Technology Department immediately.
- (2) complete an official SHPS Chromebook Damage Form, which will require a statement regarding how and when damage occurred.
- (3) do everything possible to protect the property from further damage.

### **General Rules and Conditions**

These general rules and conditions apply to your policy:

#### **CANCELLATION:**

You may not cancel this policy. If you choose to purchase this optional insurance policy, you must keep the policy in place the entire policy period. There are no refunds provided for students who withdraw from the South Hadley Public Schools prior to the end of the school year.

#### **YOUR COVERAGE:**

Your coverage begins the day your payment is verified and will last until the end of the current school year. Students who enroll after September will be given a prorated amount. See the insurance agreement for guidelines.

#### **RENEWAL:**

You may renew your policy annually at the start of the school year.