

DANVILLE SCHOOLS 1:1 USER AGREEMENT TERMS

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The Danville Schools provides a 1:1 initiative in which each student is assigned a chromebook to be used in routine instruction both at school and at home. The goal of providing each student a chromebook is to increase: 21st century learning/skills, productivity and organization, student ownership of their learning, and to achieve technology proficiency. After reading and returning the required agreement, students will be allowed to take their designated devices home to continue schoolwork. Please remember that the devices are the property of the District and their contents may be viewed at any time. **Students are expected to have their devices with them each day, fully charged and ready for use. Failure to comply with these guidelines will be treated as a violation of the District Acceptable Use Policy and will be handled according to the school discipline code, and could result in a loss of take home privileges.**

GUIDELINES

Student use of the District issued devices falls under the District Acceptable Use Policy for technology. Internet and device use will be monitored through District level management software. Anyone found to be violating acceptable use will be disciplined. All software, applications, and documents stored on the District-issued devices are the property of the District and subject to review/monitoring. Any attempt to bypass or circumvent district monitoring software will result in disciplinary action and possible loss of device privileges. Each student has a school google account. Personal google accounts should not be used with your school issued device.

It is the responsibility of each student to take care of and keep up with their device. Devices should not:

- Be modified in any way other than instructed by administration or school personnel.
- Have marks, stickers or other decorations placed on the device.
- Be exchanged with anyone.
- Have district asset/inventory tags modified or tampered with in any way.
- Have heavy objects placed on top of them.
- Have the lid closed with items inside the device (i.e. pencils/pens).
- Have keys picked at or removed from the keyboard.
- Be thrown down on the floor or desk.
- Be out around food/drink (breakfast, lunch, snacking).
- Be left unattended.
- Be used to play games or other non-educational activities during instructional time.

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CARE AND USE OF DISTRICT-ISSUED DEVICES

- Use a soft, lint-free towel to clean the screen – **do not use spray or liquid cleaners.**
- Make sure hands are clean before using the device.
- Keep devices away from food and drink.
- Use only the included charger and a standard outlet to charge your device. Charge daily, and do not bring your charger to school until it is time to turn it back in for the year.
- Report software/hardware issues as soon as possible to the school.
- Keep the District issued device in a climate-controlled environment – do not expose to extreme temperatures.

GENERAL RULES

- After five unexcused absences in a semester (or less by recommendation of Principal/DPP), the student may become a “day user” until regular attendance is established.
- General misconduct or failing to have the assigned District issued device at school/charged may result in students being assigned to “day user” status for a length of time determined by administration.
- Teachers reserve the right to limit the device use during class.

LOSS OR DAMAGE

Errors or problems are to be reported as soon as possible. Chromebook damage will be addressed by the school through normal procedures. Damage due to negligence or carelessness will result in the student assuming the financial responsibility of the replacement/repair of the District issued device. Student use of the device off school grounds may be revoked at any time by school and/or district administration.

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CHROMEBOOK DAMAGE POLICY

Damage/Repair/Replace Schedule		
Issue	Action(s) Necessary	Cost
Broken Screen	A report must be made immediately to the school. The device must be returned so that a new or spare device may be issued.	\$25
Damaged Keyboard or missing keys	A report must be made immediately to the school. The device must be returned to the school so that a new or spare device may be issued. However, a spare device may or may not be issued for take home depending on the damage and/or cause of the damage. The student may need to wait until the original device is returned to service.	\$40
Broken Hinges or damaged hinges	A report must be made immediately and the device returned to the school. A spare take home device will not be issued. The student must wait until the original is returned for service. The student will automatically become a day user until their device is repaired or replaced and the damage fee is paid.	Cost of Repair or Full Replacement Cost (Full Replacement Cost is anywhere from \$150 to \$250 depending on the age of the device)
Intentional OR Negligent Damage	A report must be made immediately and the device returned to the school. A new or spare take home device will not be issued. Deliberate damage will be referred to an administrator. Any and all appropriate discipline for damage to school property may be enacted. The student will automatically become a day user until their device is repaired or replaced and the damage fee is paid.	Cost of Repair or Full Replacement Cost (Full Replacement Cost is anywhere from \$150 to \$250 depending on the age of the device)
Lost	A report must be made immediately to school and full replacement cost shall be paid.	Replacement Cost
Lost Charger		Replacement Cost (\$20)
Theft	A report must be made immediately to the school and a police report must be filed. Investigation will take place.	No Cost

Damage/Repair/Replace fees apply from distribution date until date the device is returned to the District.

NOTE: Failure to pay fees in a reasonable amount of time will result in the student becoming a day user and could result in ineligibility for various school events.

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1:1 STUDENT USER AGREEMENT

Name of Student: _____ Grade: _____

Student Signature: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Mailing Address: _____

City, State, Zip Code: _____

Phone Number: _____

OFFICE USE ONLY:

Serial Number: _____ Asset Tag #: _____

Inventory Barcode #: _____