

IMPORTANT!

CHROMEBOOK REMINDERS

When you sign the St. Martin School Board Device Loan Agreement, you agree that the device is the “**sole property** of the St. Martin Parish School System” and while **on loan to you** are “responsible for proper handling, care, and use of the device and all related materials” and these borrowed items “may not be altered in any way, defaced, or destroyed.”

THIS MEANS. . .

- 1) Do not hold your Chromebook by the screen. This weakens the hinges and will cause your Chromebook to separate from the hinges and frame.
- 2) Do not walk around with your Chromebook open. Close your Chromebook when leaving one class to go to another. Having an open Chromebook makes it more vulnerable to damage when you're trying to navigate crowded halls.
- 3) Do not eat or drink while using your Chromebook.
- 4) Do not write or mark on your Chromebook OR your Chromebook case using pencil, ink, paint, or any other substance that defaces the surface, whether temporary or permanent.
- 5) Do not remove any barcodes or labels added by the manufacturer, district or school. Do not personalize your device or case in any way; however, you may insert a paper with your name into the case's clear pocket.
- 6) Do not let other students borrow your Chromebook or your charger.
- 7) These rules also apply to OTHERS' DEVICES, meaning you should not deface or damage another student's Chromebook/charger/case

FINALLY. . .

It is each **teacher's decision** whether or not to use Chromebooks in his or her classroom. Leave your device in your backpack until the teacher instructs you to get it out for an assignment.