

Manchester Local Schools Chromebook Policy



Chromebook Basic Care and Instructions

- Bring your charged Chromebook to school every day and leave your charger at home.
- Keep your Chromebook in its case at all times.
- Keep only school-appropriate media on your computer and Google Drive. Do not delete district loaded applications.
- Do not take images, video, or audio without subject consent and school staff permission.
- Avoid eating and drinking while using your Chromebook.
- Close and secure your Chromebook while carrying it and walking between classes. Don't carry it by the screen as it's open.
- Never leave your Chromebook unsecured. Your Chromebook should never be in an unlocked locker, car, or any unsupervised area.
- Notify a teacher or administrator if your Chromebook has a problem.
- Never try to repair your Chromebook yourself.
- Clean only with a dry or slightly damp cloth.

Web and Content Filtering

All Manchester Chromebooks access the internet via filtered Internet access. We've extended the same web filtering required of all schools to these devices regardless of physical location or time of day; so yes, the filter will apply at home as well. Students should not attempt to bypass that filtering or use proxies.

Student Privacy

We are committed to protecting student privacy. We administer and enforce student privacy laws such as Family Educational Rights and Privacy Act (FERPA), the Protection of Pupil Rights Amendment (PPRA), and the Children's Internet Protection Act (CIPA).

Student accounts and email

All students have a Google account through our domain, panthercountry.org. This connects them to their Google Drive and all associated apps, as well as an email account. Students can only send and receive email from accounts in our panthercountry.org domain with the exception of administration approved domains at the high school. Examples include AP and College Credit Plus domains.

Frequently Asked Questions

When will the school collect Chromebooks?

Students turn in Chromebooks and textbooks at the end of each academic year. Students withdrawing from the district for transfer purposes are required to turn in their Chromebook and textbooks before records are released. Chromebooks are assessed for damages and fines are assessed as needed.

Do all students receive a Chromebook?

No. While the district primarily uses Chromebooks, some students receive different devices due to specific academic programming or special needs. Also, students must actually attend classes in the building at least part of the day to be eligible for the device.

Can my child use their personal laptop or tablet instead of using the school Chromebook?

No, we are not allowing personal devices to be used during the day. There are many reasons for this decision that mainly relate to streamlining services, managing devices, and eliminating outside distractions or threats to security.

What are students loaned and required to turn back in?

Each eligible student is given a Chromebook, charger, and case. At the end of each academic year (or when a student leaves the district), the students are required to turn in the same Chromebook, charger, and case. If a student is missing any of these items, a fine is added to their student account and the parent/guardian is notified. If a student turns in a damaged Chromebook, charger, and/or case, its condition is evaluated by a member of our technology team. The device will be repaired (if possible), a fine will be added to their student account, and the parent/guardian will be notified.

Can I fix it myself or take it somewhere else to have it repaired?

No. Students and parents may not attempt to open their Chromebooks to complete any repairs as this will invalidate the manufacturer's warranty. The Manchester technology department is the sole agent for all tech support, repairs, or warranty claims for Manchester Chromebooks.

Can students access the Internet at home using their own Internet provider?

Students may connect to any Wi-Fi network, whether at home or in a public place.

Can my student install software on the Chromebook?

The Chromebook is a web-based device that does not allow for software to be installed by users. Students will access school-approved extensions and web-based applications at school and home, although some features are also available for use 'offline'. Teachers may instruct students to add an educational app or extension when necessary.

Chromebook insurance options

One of the suggested options that families will want to consider is third party insurance which usually covers breakage, theft, or loss. Manchester Local Schools does not offer an insurance policy, and purchasing insurance is optional.

However, we recommend contacting your insurance company and/or other third-party insurers to inquire about the policies they offer.

One cost effective insurance company which works with many families and school districts is:

Worth Ave Group - <https://www.worthavegroup.com/portal/manchestersdoh>
(Manchester Local Schools receives no payments or incentives for recommending this company.)

Questions?

Feel free to email Ms. Janice Nadeau, janice.nadeau@manchester-panthers.org

Updated July 2025