

Central Islip Union Free School District

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Dear Parents, Guardians, and Caregivers,

The Central Islip Union Free School District is committed to supporting student learning both in school and at home. As part of this effort, students in grades 3–12 are provided with Chromebooks to enhance their educational experience. To ensure continued access to learning opportunities, please note the following guidelines regarding Chromebook use:

Chromebook Use by Grade Level

- **Grades 7–12:** Students are expected to bring their Chromebooks to school **daily**.
- **Grades 3–6:** Students may bring their Chromebooks home **as needed** for virtual learning days, specific projects, or assignments.

All students must bring their Chromebook to school **fully charged and ready for instruction each day**.

Home Care Guidelines

To ensure the longevity and functionality of the devices, please follow these care instructions:

- Keep Chromebooks away from pets and small children.
- Avoid exposure to heat, direct sunlight, and liquids (e.g., wet towels or swimsuits).
- Use a surge protector when charging the Chromebook at home.
- Turn on the Chromebook for at least one hour each week to allow for updates.
- Lost chargers must be replaced by the family. Chargers can be purchased online or locally.
- If a Chromebook is lost or stolen, report it to the school's main office immediately. A replacement will be provided.
- Lost or stolen Chromebooks will be locked and rendered unusable once a replacement is issued. Please report lost/stolen Chromebooks to the main office as soon as possible.
- Chromebooks remain the property of the Central Islip School District. All activity on the device is monitored and recorded.
- Families are responsible for the proper care and use of the Chromebook while at home.
- Repeated incidents of damage, loss, or theft may result in a replacement fee. Details are available at www.centralislip.k12.ny.us/fees.
- For technical issues or damage, bring the Chromebook to your child's school for repair. **Do not attempt to fix the device at home.**

If you have any questions, please contact the main office at your child's school or speak with the building principal. Thank you for your continued support in helping our students succeed.