



St. Alban Roe School

Grades 3-8 Student Chromebook 1:1 Agreement

2021-2022

This Agreement is entered into between St. Alban Roe School, the student and the parent(s)/guardian(s) of the student.

- **Introduction:** St. Alban Roe School will provide each student in grades 3-8 a Chromebook, which the student is to use as a positive learning tool in coordination with the School's curriculum. Although this Agreement authorizes the student's use of the device for the year, the device is the property of St. Alban Roe School and must be returned upon the School's request or on the last day of the student's attendance for the school year.
- **Prerequisites to Receive:** To receive a device to use, the student's parent/guardian must sign and submit to this St. Alban Roe Student 1:1 Agreement.
- **Applicable Policies:** In using the device, the student is subject to and must comply with St. Alban Roe School's policies, Computer Use Procedure, and Student Handbook Policies addressing student discipline, harassment/bullying, and acceptable use of electronic network/technology and their associated administrative procedures and regulations. A violation of any of these policies could result in loss of network privileges, loss of right to use the device, or appropriate discipline decided by the administrative office.

Expectations

1. Students may not:

- a. Disrupt the educational process of the school through non-educational use of the device;
- b. Endanger the health or safety of themselves or anyone else through the use of the device;
- c. Invade the rights and privacy of others at school through the use of the device;
- d. Engage in illegal or prohibited conduct of any kind through the use of the device; or
- e. Violate the conditions and rules of acceptable use of electronic network/technology.

2. Students should:

- a. Protect the device by purchasing a case/sleeve - Grades 6-8 only;
- b. Not remove or write or draw on the school asset tag affixed to the chromebook;
- c. Not write or draw on the device or apply any stickers or labels that are not property of the school;
- d. Use only a clean, soft cloth to clean the device's screen. No cleansers of any type should be used;
- e. Insert and remove cords and cables carefully to prevent damage to connectors;

- f. Handle the device carefully and ensure others do the same;
 - g. Not leave the device in places of extreme temperature, humidity, or limited ventilation (e.g., in a car) for an extended period of time;
 - h. Secure the device when it is out of their sight. The device should not be left in an unlocked locker, desk, or other location where someone else might take it.
3. **Daily Use of the device.** Unless otherwise instructed, the device is intended for use at school every day. If students are permitted to use the device at home, they are responsible for bringing it to school every day, fully charged.
 4. **No Unauthorized Software or Data.** Only legally licensed software, apps, media, or other data is permitted on the 1:1 device. Students will not download software, apps, media or other data (including songs, photos, or videos) without a school employee's prior approval. Students will not replace the manufacturer's operating system with custom software (i.e., "jailbreak" the device), or remove or modify the school-installed device configuration.
 5. **No Right to Privacy.** The devices are St. Alban Roe School property; therefore, the School may examine the devices and search their contents at any time for any reason. Neither students nor parents/guardians have any right to privacy of any data saved on the device or in a cloud-based account to which the device connects.

Loss & Damage Terms

1. **Damage to or Loss of device.** Parent(s)/guardian(s) are responsible for their child's use of the device, including any damage to or loss of the device.
 - a. **Accidental Damage**:** In the event of accidental damage to the device the parent(s)/guardian(s) is responsible for the replacement cost or the cost of repair, if repair is possible.
 - b. **Loss or Theft**:** In the event that the device is lost or stolen, the parent(s)/guardian(s) is responsible to cover the replacement cost.

**The decision to assess a charge, as well as the amount of any charge, is at the sole discretion of the School Administration Office, but will not be greater than the full replacement cost of the device.

2. **Hardware or Functionality Problems.** If a problem arises with the functionality of a student's device, the student must notify his or her classroom teacher of the problem within 24 hours or on the next school day. Under no circumstances may the student or his/her parent(s)/guardian(s) attempt to fix or allow anyone but school staff to attempt to fix suspected hardware faults or the device's operating system. Do not take the device to any repair shop; the student should report the issue to his/her classroom teacher, who will report it to the school's Technology Department. The school will provide a "loaner" whenever possible.
3. **Failure to Return the Device.** If a student fails to return the device and any assigned accessories as directed, the school may, in addition to seeking reimbursement from the

student's parent(s)/guardian(s), hold records until the device is returned or the full amount of the replacement cost is paid by the parent(s)/guardians.

4. **Internet Filter Outside of School.** Although the School employs Internet filters and monitors students' Internet activity at school, it may not filter or monitor students' Internet access at home or off school grounds. By signing this Agreement, parent(s)/guardian(s) understand and acknowledge this and agree that their child's use of the Internet on the device at home or off of school grounds is at the discretion of, and should be monitored by, the parent(s)/guardian(s). Some sites accessible via the Internet may contain material that is illegal, defamatory, inaccurate, or offensive to some people. Parent(s)/guardian(s) assume complete responsibility for the Internet access beyond the network provided by the School. When using the device outside the School, students are bound by the same policies, procedures, and guidelines as in school.
5. **Data:** All student data should be saved to the student's Google Drive account. Any local data is not the responsibility of the School.
6. **Waiver of Device-Related Claims.** By signing below, you acknowledge that you:
 - a. have read, understand, and agree to follow all responsibilities outlined in this Agreement and agree to be bound by this Agreement.
 - b. agree that the device was delivered in good working order
 - c. acknowledge that it must be returned to the School in good working order
 - d. waive any and all claims you (and your heirs, successors, and assigns) may have against St. Alban Roe School, its Board of Education and its individual Board members, employees, and agents, from any and all claims, damages, losses, causes of action, and the like relating to, connected with, or arising from the use of the device or from this Agreement.
7. **Indemnification for device-Related Claims.** To the fullest extent allowed by law, you agree to indemnify, defend, and hold harmless St. Alban Roe School, its Board of Education, and its individual Board members, employees and agents from any and all claims, damages, losses, causes of action, and the like relating to, connected with, or arising from the use of the device or from this Agreement.

Agreement and Signatures

Use of devices on the St. Alban Roe School network is a privilege that supports school-appropriate learning. The consistent operation and maintenance of the computer network and equipment relies on users adhering to established guidelines.

By signing this agreement,

- users acknowledge that they have read the St. Alban Roe School Grades 3-8 Student Chromebook 1:1 Agreement 2021-2022 and understand the School's expectations and the student's responsibilities
- students and parent(s)/guardian(s) agree to abide by the restrictions outlined in the St. Alban Roe School Grades 3-8 Student Chromebook 1:1 Agreement
- student's parent(s)/guardian(s) understand they are responsible for monitoring their child's Internet access on the device beyond the St. Alban Roe School network.

I, along with my child(ren), have read, understand and agree to the St. Alban Roe School Grades 3-8 Student Chromebook 1:1 Agreement.

I hereby give permission for my child(ren) to utilize the St. Alban Roe School 1:1 Student device. I certify that the information contained on this form is correct.

Student Name:	Grade:

Parent Signature: _____

Date: _____