



# EAST AURORA UNION FREE SCHOOL DISTRICT

## Student 1:1 Chromebook Assignment Form

All students in the East Aurora Union Free School District (EAUFSD) are issued a laptop computer, known as a Chromebook, exclusively for educational use. Students are expected to follow the specific guidelines listed below and take any additional common sense precautions to protect and secure the Chromebook assigned to them.

### Ownership

- The Chromebook and its accessory equipment are the property of the East Aurora Union Free School District and will be returned fully functional, in like-new condition.
- Chromebooks must be promptly returned upon any request from the school administration, including but not limited to summer recess.
- Situations involving the failure to voluntarily return student assigned equipment upon request and/or departing the East Aurora Union Free School via graduation or transfer will be considered theft.

### Condition

- The student is accountable for the reasonable daily care and maintenance of the Chromebook. Any damage (either willful or unintentional), loss or theft must be reported to the main office immediately.
- Students will be held accountable for any damage caused intentionally or through a lack of reasonable care or precaution. These situations may result in disciplinary action and will be left to the discretion of the administration.
- Do not modify the Chromebook (including but not limited to):
  - Do not apply labels, decals or stickers, etc. to the Chromebook. Do not mark, draw, paint or otherwise modify the physical appearance of the Chromebook.
  - Do not disassemble or modify the Chromebook, its components or accessories. This includes but is not limited to the keyboard, touchpad, buttons, charger, etc.
  - Do not modify the labels/stickers/decals on your assigned Chromebook. While any label or sticker can be removed, none of them will peel or come off if they are not purposefully disturbed. Do not pick, peel or otherwise alter any sticker or label on your assigned Chromebook.

### Care & Maintenance

- Carry the Chromebook carefully at all times. If you are transporting the Chromebook in a bag, box or container, please take the reasonable and appropriate amount of care to ensure the safe transport of the Chromebook within.
- Remove all objects from under the lid before closing the Chromebook lid. Close the lid gently, and do not stack items on top of the Chromebook.
- Unplug all cables (including the power cable) and devices (including USB drives and wireless keyboard and/or mouse adapters) from the Chromebook before transporting it. Devices and cables left connected to the Chromebook can damage the device when transported.
- Keep the Chromebook physically secured with the lid closed when not attended. Do not allow another person to use your Chromebook as you are accountable for the condition of the Chromebook assigned to you.
- Connecting the school issued Chromebook to your home network (also home internet, mobile phone, mobile hotspot, or any other form of internet access), while extremely helpful to each student's ability to learn, is optional and entirely at the discretion of the parent(s)/guardian(s). If your personal internet connection is metered and you are charged incrementally for the amount of data you consume over a specified time period, please be aware the school issued Chromebook will consume data at an unpredictable and uncontrollable rate. The EAUFSD will not be financially liable or provide any reimbursement for personal internet or other fees associated with the use of the school issued Chromebook.
- School issued Chromebooks need to be charged and will consume electricity when connected to a home power outlet. The EAUFSD will not be financially liable or provide any reimbursement for electricity or other fees associated with the use of the school issued Chromebook.

Please indicate one of the following:

- I **DO** consent to my child taking his/her school assigned Chromebook off school grounds.
- I **DO NOT** consent to my child taking his/her school assigned Chromebook off school grounds and wish for it to remain in school at all times.

By signing my name below, I certify that I have read and have reviewed this Student 1:1 Chromebook Assignment Form with my child. My signature also certifies my understanding of and agreement with the contents of this agreement. I understand that violation of this agreement may be grounds for disciplinary action.

Student Name (please print clearly): \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Updated 08/01/19