

# PARENT/GUARDIAN AND STUDENT CHROMEBOOK RESPONSIBILITY AGREEMENT

Neenah Joint School District (NJSD) is pleased to provide students with a Chromebook computer to facilitate learning and communication. All Chromebooks, related equipment and accessories are property of Neenah Joint School District. The use of a NJSD Chromebook is extended to students for use inside and outside the school facility. Chromebooks are for use as an educational tool for education-related purposes. Signing this *Parent/Guardian and Student Chromebook Responsibility Agreement* in the spaces below provide the opportunity to participate in this program. Both students and their Parent/Guardian are required to sign where indicated as a condition of receiving a Chromebook.

## Internet Safety and Responsible Use of Technology Policy

- The Parent/Guardian and Student agree to comply with the NJSD *Internet Safety and Responsible Use of Technology Policy (RUP)* as a condition of using District Chromebooks and District provided Internet access. The terms of the *RUP* are incorporated by reference in this Agreement.
- Student use of a “proxy” website to access sites blocked by NJSD content filters is not allowed as a part of the *RUP*. Student use of “proxy” websites is a deliberate effort to circumvent content filtering software. Students using “proxy” websites for any reason, or otherwise purposely bypassing District content filters will be disciplined accordingly. This can include but is not limited to revocation of network access privileges, confiscation of student Chromebook and/or other school discipline procedures.
- General rules include, but are not limited to the following:
  - taking full responsibility for the general care of the Chromebook.
  - not leaving the Chromebook unattended.
  - not loaning out the Chromebook to other students or other individuals.
  - knowing where the Chromebook is at all times.
  - arriving daily at school with a charged Chromebook.
  - keeping food and beverages away from the Chromebook.
  - not disassembling any part of the Chromebook or attempting repairs.
  - protecting the Chromebook by storing it and transporting it securely and safely.
  - using the Chromebook in ways that are appropriate, meet NJSD expectations, and are educational.
  - refraining from downloading or installing apps other than those approved by the district.
  - not placing inappropriate or impermissible decorations (stickers, markings, etc.) on the Chromebook.
  - not disabling, tampering with, altering or otherwise rendering nonfunctional any district or manufacturer software or application installed on the Chromebook, including but not limited to firewalls, content filtering or other protective services.
  - accessing the internet at school only through the District’s wifi network and not using other services or internet access capabilities.
  - being personally responsible for all damage or loss caused by accident, neglect, or abuse.

## Ownership & Responsibilities

- Parent/Guardian and student understand that the Chromebook is NJSD property and that access to and use of a NJSD Chromebook inside and outside of the school facility is a privilege. Parent/Guardian and student agree to surrender the assigned Chromebook to NJSD immediately upon the request of authorized District personnel.
- Parent/Guardian understand and agree that the District does not warrant the fitness or performance of District Chromebooks and that the District shall not be responsible for the loss of any document, file or other information created on the Chromebook.
- Parent/Guardian and Student understand that because Chromebooks are public property of the District, appropriate District staff may read or look at any item on District Chromebooks; or students’ NJSD Google Drive profile; any G-Suite applications; NJSD provided email; or review computer activity logs and Internet history to ensure compliance with the *RUP*. Parent/Guardian and student will not attempt to alter or delete email, computer activity logs or Internet history files. The student, members of the student’s family or any other users have no privacy interest whatsoever in the Chromebook including any files saved in the student’s Google Drive profile.

## Parent & Student Responsibilities

- Parent/Guardian and student understand and agree that the District has taken reasonable and prudent attempts to ensure students that use school Chromebooks have access to and use the Internet in a safe and appropriate way while the Chromebooks are being used on school premises. Parent/Guardian and the student understand and agree that the parent/guardian is solely responsible for monitoring student use of District Chromebooks and access to the Internet outside of the school environment and to ensure that students access the Internet and use the Chromebooks in a safe and appropriate manner.
- Students have the responsibility to report to school administration, if they suspect another student has learned their password; if they think their account has been compromised (or hacked) in any way; if a student sees suspicious activity on their Chromebook or through any of their school accounts or digital applications.
- Parent/Guardian and the student understand that Internet filtering software is in use for Chromebooks when accessing Internet resources on school grounds. Chromebooks will also be filtered for content at home; however, NJSD is not responsible for student's use of proxy websites through home, personal or other public providers available in the community that may allow access to sites blocked at school through bypassing NJSD filtering. The Parent/Guardian and student are solely responsible for following the *RUP* even when accessing Internet providers through home or community resources.
- Parent/Guardian and student agree to assume full responsibility to the District for the theft or loss of District Chromebooks or damage to Chromebooks and computer equipment provided by NJSD, which is beyond normal wear and tear. **For damage sustained to NJSD Chromebooks through abuse or neglect, students/parents will be assessed a repair fee of \$50.00 for the first offense. Students/Parents will be assessed a repair fee of \$100.00 for the second offense and \$150.00 for the third. If District Chromebooks or computer equipment are lost or stolen or sustain damage beyond repair, the Parent/Guardian and student shall be responsible for full replacement cost.** Parent/Guardian and Student understand that all lost or stolen computer equipment will be reported to police for investigation and possible prosecution and agree to cooperate with any investigation.
- Parent/Guardian and student agree to indemnify, defend and hold the District, its employees, agents and representatives harmless from any and all claims relating to or arising out of the parent/guardian and/or student's use of the Chromebook regardless of whether such claims are caused, in whole or in part, by any act or omission of the District, its employees, agents or representatives.

Please sign below for your student to receive their Neenah Joint School District provided Chromebook.

**We have read the ten bullet points above and the Neenah Joint School District *Student & Staff Internet Safety and Responsible Use of Technology Policy* and agree to the terms of this agreement. Please contact the Director of Instructional Technology if you have question or concerns with this agreement.**

**Parent/Student Signatures:**

\_\_\_\_\_

Print Student Name

\_\_\_\_\_

ID Number

\_\_\_\_\_

Grade

\_\_\_\_\_

Student Signature

\_\_\_\_\_

Parent Signature