

Newton County School System

Student Device User Agreement SY20-21

Newton County School System (NCSS) will assign a Chromebook upon request (with certain limitations) to students upon in grades K – 12 for use during the academic year (SY 2020 – 2021). Chromebooks and all provided accessories remain the property of NCSS and must be returned upon withdrawal from the District and/or end of the year collection process.

Parents and students are required to read and follow the guidelines within this document, as well as all school, classroom, and School District policies and procedures regarding behavior and technology use.

Contact Person: If you have questions or concerns please contact the principal at your school.

Ownership:

The Chromebook and all accessories are the property of the Newton County School System. NCSS retains sole right of possession of the Chromebook and grants permission to the student to use the Chromebook according to the guidelines set forth in this document. Moreover, NCSS administrative staff retains the right to collect and/or inspect the Chromebook at any time, including via electronic remote access; and to alter, add or delete installed software or hardware.

In order to possess and use the borrowed device, students must adhere to all district policies and guidelines, including Policy JCDAG Bullying, Policy JCDA Student Code of Conduct, Policy IFBG Internet Acceptable Use and the Student Handbook. Failure to comply with these policies and those outlined in the device loan agreement may result in the loss of device privileges.

There is no expectation of privacy in use or data stored on any district-owned device. All NCSS Chromebooks will have a content filter and device location services installed. This software allows district personnel to monitor all student Chromebook activity.

Receiving the Device:

Parents or adult student must sign and return this agreement prior to being issued a device.

Returning the Device:

Devices will be returned to the school at the end of the school year. The use of devices provided by NCSS is not transferable to anyone and terminates when a student is no longer enrolled at the issuing school.

Students who transfer, withdraw, leave, or terminate enrollment at the school for any reason must return their device on the date of withdrawal/termination.

Any student who fails to return the device by the last day of the school year shall be subject to paying up to the full replacement cost of the device and any accessories and may have report cards, transcripts, diplomas or certificates of progress withheld until restitution is made.

Theft, Damage, and Loss:

Students and/or parents must immediately report any lost, stolen, or damaged device and/or its associated accessories to the designated school personnel. If a device is damaged, lost, or stolen during the time that it is issued to the student, whether intentionally or due to negligence, the student and the student's parent/guardian will be responsible for paying the fines outlined in this document.

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Responsible Device Use:

All users of district-issued devices must follow the expectations outlined including Policy JCDAAG Bullying, Policy JCDA Student Code of Conduct, Policy IFBG Internet Acceptable Use and the Student Handbook. Failure to follow these expectations will lead to applicable student disciplinary consequences. All District policies can be found at www.newtoncountyschools.org.

While off school grounds parents/guardians are solely responsible for monitoring student's use of the device. Students may not exhibit inappropriate behaviors, or access prohibited materials with the device, at any time, at any location. Students will be subject to disciplinary and/or legal action if they use the device for inappropriate activities, whether on or off school grounds.

Privacy:

District-issued devices remain the property of NCSS. As such, anything done on the device is not private and no person using a device issued by NCSS shall have any expectation of privacy, no matter where the device is used. This means NCSS staff may, at any point, confiscate and search the contents of any District-issued electronic device. In the event of loss or theft, the Chromebook will be de-activated.

Newton County School System recognizes all aspects of the Children's Online Privacy Protection Act (COPPA), the Children's Internet Protection Act (CIPA), and the Family Education Rights and Privacy Act (FERPA).

Newton County School District does not monitor student's home networks, devices or internet connection. The District does monitor the use of District-issued devices. Also, NCSS may track the location of District- issued devices in the event of loss or theft of the device.

Applications:

Newton County School District has researched key applications that will be preinstalled on each device. Throughout the year, additional applications may be added to support learning.

Students will only be able to install Chrome apps and extensions that have been approved by the District and are made available from the district's customized Chrome Web Store.

Stickers and other markings on the outside of the Chromebook will not be allowed and could result in fines. If students wish to purchase a protective snap-on case for their Chromebook stickers are permitted to be placed on the case.

No one other than an authorized school official may delete applications from a District-issued device.

"Jailbreaking" and hacking of devices is not permitted.

Fines for Device Damage, Loss or Theft:

Lost/Stolen/Damaged beyond Repair	<ul style="list-style-type: none">Up to \$350.00 full replacement fee
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Damaged- Repairable	<ul style="list-style-type: none"> Damaged devices will be assessed by the NCSS team to determine if in-house repair is an option. If damaged beyond repair the full replacement fee will be required. See above.
Accessories Only	<ul style="list-style-type: none"> Charger: \$25.00 Laptop Sleeve: \$7.79

*Full replacement cost for devices includes the device, all accessories, software licenses and setup.

Theft:

If the device is stolen during the time that it is issued to the student, the student and parent/guardian will be held responsible for:

- Notifying School Administration
- Filing a police report and providing the case number to school administration
- Paying full replacement fee

Failure to Return a Device or Accessories upon Transfer/Withdrawal from the School:

A student who transfers or withdraws and fails to return a device or any accessories will be responsible for payment replacement fees.

STUDENT EXPECTATIONS:

- I will take care of my school-issued device.
 - Cords and cables must be inserted carefully into the device to prevent damage.
 - Devices must never be left in an unlocked locker, car or any unsupervised area.
 - Report any software/hardware issues to your teacher or school administrator.
 - Keep the device in a well-protected, temperature-controlled environment when not in use.
 - Keep the device clean and in the protected sleeve
- I will never loan out my school-issued device to other individuals.
- I will keep food and beverages away from my device.
- I will not disassemble, "jailbreak" or hack into any part of my or any school-issued device.
- I WILL NOT attempt to make any repairs to my device.
- I will protect my school-issued device by carrying it in the case provided.
- I will use my school-issued device in ways that appropriate and meet the school's expectations- whether at school, home, or anywhere else. If I use my device in an inappropriate way, I will be subject to disciplinary actions by my school.
- I WILL NOT place decorations (such as stickers, markers, etc.) on the school-issued device. I will not deface the serial number sticker on any school-issued device.
- I understand that my school-issued device is subject to inspection and auditing at anytime without notice. NOTHING I do to or on the device is private.
- I will not share my password(s) with anyone other than a teacher or adult from my school or my parent/guardian.
- I understand Chromebooks remain the property of NCSS and must be returned upon withdrawal from the District and/or end of the academic school year during the collection process.
- I understand that if I damage or lose my device, or it is stolen, I am subject to the cost of replacing the device.

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PARENT/GUARDIAN PERMISSION AND RELEASE:

By signing this agreement, you indicate that you have read and understand the guidelines in this document and accept the issuance of a device to your student. You understand Chromebooks and all accessories remain the property of NCSS and must be returned upon withdrawal from the District and/or end of the year collection process. You understand that your student is responsible for damage, loss or theft of the device and accessories while in his/her care and agree to the fines outlined in this document.

You understand and agree that, while off school grounds, you are solely responsible for monitoring the student's use of the device and the content that is accessible through any wireless network. You understand that students will be subject to disciplinary action if they use the device for inappropriate or prohibited activities, whether on or off school grounds.

You agree that the Newton County School District is not responsible for intentional or nonintentional damage due to misuse, abuse, tampering, hacking or defacing of equipment. Any student user not complying with the Newton County School District's Internet Acceptable Use Agreement shall be subject to disciplinary measures imposed by the local school administration. Student infractions may also result in appropriate disciplinary action in addition to suspension or termination of access privileges.

School: _____

Student Name: _____

Parent/Guardian/Adult Student Name
(Please Print): _____

Parent/Guardian/Adult Student Signature: _____ Date: _____