

Westport Elementary School
Chromebook Care, Maintenance and Support Agreement

The Westport Community Schools has initiated a program to provide each student with a Chromebook while the student is actively enrolled in Westport Elementary School.

This agreement relates to the Chromebook issued to the student while enrolled at WES. By accepting possession of the Chromebook, software, and related peripherals such as cables and chargers, we hereby agree to the following terms and conditions. We understand that by signing this agreement, we agree to participate in the WES Chromebook Loaner Program.

As a student, I agree to:

1. Use the Chromebook as a tool for learning.
2. Bring a fully-charged Chromebook to school each day.
3. Follow the direction of teachers for when and if Chromebooks should be open and used in class.
4. Utilize the device for academic work only.
5. Abide by all provisions of the WES Acceptable Use Policy/Internet Safety Policy (AUP/ISP).
6. Use streaming media at school only when authorized by a teacher to do so.
7. Get permission from all people involved before making audio or video recordings.
8. Make my own backups of the data on the Chromebook on external storage devices or network-based backup services.
9. Only download large files and software updates while at home.
10. Keep my Chromebook with me or in a secure location at all times.
11. Keep the Chromebook in an appropriate protective case at all times.
12. Close my Chromebook and carry it in a protective sleeve or backpack when moving. I understand that walking with an open Chromebook is more likely to cause damage and loss of data.
13. Not mark the Chromebook in any way with markers, stickers, etc. School issued Chromebook case may be personalized on the top portion of the case without covering the identification information.
14. Not insert foreign objects (paperclips, pens, etc.) into the ports (openings) of the Chromebook.
15. Not eat or drink near the Chromebook, or use it with food or drink nearby, as it may cause damages.
16. Not leave the Chromebook in a car or any other location in conditions of extreme heat or cold which can damage the Chromebook.
17. Not use water or other cleaning solutions on the Chromebook. I will wipe the surfaces lightly with a clean soft cloth. I will avoid touching the screen.
18. Not loan my Chromebook to someone else.
19. Not damage, degrade the performance or abuse my Chromebook or anyone else's Chromebook in any way.
20. Not try to repair it myself. I will bring Chromebook problems to the WCS Tech Department.

As a parent or guardian, I agree that:

1. I am responsible for supervising my student's Internet and computer use at home.
2. I understand that school filtering services are active 24 hours per day, 7 days per week for the entire calendar year inside and outside of the school building, and that monitoring software on the Chromebook will continue to monitor and record Internet history.
3. I am responsible for allowing my student to locate access to Internet service. A low-cost internet service can be found at www.internetessentials.com.
4. I will ensure my student will abide by the terms of this agreement and the WJSHS Acceptable Use Policy/Internet Safety Policy.

Together, as student and parent/guardian, we agree that we:

1. Have read, understand, and agreed to adhere to the WJSHS Acceptable Use Policy/Internet Safety Policy and the above WJSHS Chromebook Care, Maintenance and Support Agreement.
2. Understand that only the student has the right to use the Computer System while enrolled at WJSHS.
3. Understand that the student must comply with the software license agreements for the software installed on the computer.
4. Agree to return the Computer System, including all peripherals, to WJSHS in the same condition as when we took possession, accepting reasonable wear and tear, by the deadline established by the school if we transfer from WJSHS or withdraw before graduation. This means that the Chromebook and charger must be fully operational with no cracks, dents or breakage of the case. They must be free of markings other than those made by Westport Community Schools District. We understand that WJSHS may charge a late fee equivalent to the cost of the remaining lease value of the Computer System and/or seek any other appropriate remedy.
5. Will not sublease, sell, or otherwise grant any individual or business any right or security interest to the Computer System, or otherwise encumber Westport Community Schools District's lease or ownership of the equipment.

**Westport Elementary School
Computer Care, Maintenance and Support Agreement**

Terms and Conditions Statement:

I (we) have read the **WES Computer Care, Maintenance and Support Agreement** and agree to abide by the terms and conditions herein. Specifically, I (we) acknowledge that the computer is on loan and remains the property of the Westport Community School District. If the student leaves WJSHS for any reason, the computer must be returned in good working condition showing only reasonable wear and tear.

STUDENT
NAME: _____ GRADE: _____

PARENT/GUARDIAN
NAME: _____

PARENT
EMAIL: _____ PHONE: _____

PARENT/GUARDIAN
SIGNATURE: _____

Date: _____