



Student Chromebook Care Policies and Rules Regarding Use

Student Responsibilities

You have been issued a Chromebook as a part of the SPS Digital Transformation Initiative. It is essential that you read the SPS Chromebook Handbook and follow the policies and rules set forth to ensure that you receive the maximum benefit from the use of the device and that the device is used in a safe, efficient, and ethical manner.

- I will ensure the safety of the Chromebook and prevent negligent damage and/or drops and will not leave it unattended/unsecured in a manner so as to increase a risk of theft.
- I will not attempt to repair the device, nor will I attempt to clean it with anything other than a soft, dry cloth.
- I will report to the library / Chrome Depot any problem with the device as soon as possible.
- I agree to make sure the Chromebook and charger is returned to the District in good condition when requested.
- When using the Chromebook at home, school, or anywhere else I may take it, I will follow Sapulpa Public Schools policies and rules (including acceptable use policy), and abide by all local, state, and federal laws.
- I will not loan the device to anyone, not even friends/family.
- I understand that violation of any of these rules will result in disciplinary action.
- **If I deliberately damage, or through gross negligence, allow damage or theft to my Chromebook, I may be liable for replacement or repair and/or face disciplinary action up to and including loss of computer use privileges.**

_____ I have reviewed the SPS Chromebook Brochure and am aware that I must follow all guidelines in the Chromebook Handbook available on the SPS website.

_____ I agree to abide by policies and rules set forth by Sapulpa Public Schools in regards to Chromebook usage.

Signed this _____ day of _____, 20____.

Student Printed Name

Student Signature

Parent Printed Name

Parent Signature



CHROMEBOOK CARE AGREEMENT

Student Name (print): _____

Grade: _____

School: _____

Item Loaned

Description: Chromebook

Asset Tag Number: _____

Check Out Date: _____

The above listed item is being lent to borrower in good working order. It is borrower's responsibility to care for this equipment and ensure that it is retained in a safe environment.

This equipment is, and at all times remains the property of Sapulpa Public Schools and is herewith lent to the student for educational purposes for the time period listed. Student must sign and abide by the computer loan policies and rules regarding use at all times. The equipment will be returned to the district when requested .

The district property may be used by borrower only for non-commercial purposes, in accordance with the district's policies and rules, the acceptable use policy, as well as local, state, and federal laws.

Borrower agrees not to make any unauthorized use of or modifications to the device.

The district is not responsible for any computer or electronic viruses that may be transferred to or from borrower's data storage mediums and borrower agrees to use best efforts to assure that the district property is not damaged or rendered inoperable by any such electronic virus while in borrower's possession.

Sapulpa Public Schools maintains the right to obtain reimbursement from, or on behalf of, student/parents for any intentional damage to, loss of, or failure to return school property. Borrower acknowledges and agrees that borrower's use of district property is a privilege and that by borrower's agreement to the terms hereof, borrower acknowledges borrower's responsibility to protect and safeguard the district property and to return the same in good condition and repair upon request by the district.

Signed this _____ day of _____, 20__.

Student Signature

Print Name

Parent Signature

Print Name