



### Ohio County Schools

#### 1: 1 Lenovo Chromebook Loan Agreement 2019-2020

##### STUDENT RESPONSIBILITIES:

Your Chromebook is a privilege and an important learning tool. It is to be used for educational purposes. You must be willing to accept the following responsibilities:

- The student will abide by and understands that digital citizenship includes the responsible use of social media, web sites and general adherence to District policies and procedures.
- The student understands that District filters are in place while on campus and connected at home. The filters are designed to connect to the District Network limiting access to materials that may be considered harmful to children.
- When using the Chromebook at school, at home, and anywhere else, the Student will follow the policies of Ohio County Schools, especially the Acceptable Use Policy, and will abide by all local state and Federal laws and statutes.
- The student will treat the Chromebook with care by not dropping it, getting it wet, leaving it outdoors or in an unsafe area, or submit the Chromebook to extreme conditions/temperatures.
- The student will keep the Chromebook in the school issued protective sleeve when not in use.
- The student will not lend the Chromebook to anyone, not friends or family; it will be kept in a secure place at all times.
- The student will not delete or alter District owned programs or files from the Chromebook.
- The student will not add software Apps from a personal account or add programs not authorized by the district.
- The student will bring the Chromebook to school each day. The Chromebook will be charged and ready for use.
- The student will agree that any electronic communications should be used for legitimate, appropriate, and responsible reasons.
- The student will keep all passwords, personal identifications, and accounts secure and will not share or provide the information to others.
- The student will not attempt to repair the Chromebook and will follow district support procedures.
- The student will not remove the asset tag from the Chromebook.
- The student will not deface, alter, or change the appearance of the Chromebook.
- The student will return the Chromebook whenever requested and specifically upon withdraw or departure from the district.
- The student will abide by and comply with any parental restrictions on their child's use of the Internet or Chromebook during non-school hours. The student is responsible for complying with the parents' or guardians' instructions.