



STUDENT CHROMEBOOKS

STUDENT RESPONSIBILITIES



The best way to ensure you have a working, useful laptop when you need it is to follow these guidelines.



DO

- Charge your device each night and leave your charger at home.
- Keep your Protective case ON the device.
- Close your device before carrying it anywhere.
- Keep your hands on your own device only.

DON'T

- Draw on or put stickers on your device or the case.
- Slam the top down or drop the device to desks or floor.
- attempt to repair damaged hardware on your own.

THE REPAIR PROCESS

For issues that I cannot repair on my own, I must send the device away to a vendor we have contracted with. They pick up and deliver on Tuesdays. Once the device is repaired and returned, I return the device to the student.

IN THE MEANTIME...

When available, I issue the student a loaner to use while theirs is being repaired. If no loaners are available, students will have to use classroom spares that each teacher has. However, these spares must stay in the classroom.

IT'S DAMAGED; NOW WHAT?

There is a process students must follow to get their devices repaired. Each teacher has student work order forms that the student must fill out and bring to me. 4th period is the only time students can bring work orders to me.



CHARGES

Damage deemed to be accidental and not the fault of student neglect or abuse will be repaired. If it is determined the student caused irreparable damage, they must pay the replacement cost of the Chromebook (\$350)

LOST?



If a student loses a charger, they must pay a replacement cost of \$32.50 for a new charger.

If the Chromebook is lost, they must let me know as soon as possible so it can be put in recovery mode. If never found, students will be responsible for the \$350 replacement cost.