

Chromebook Take-Home Agreement

Grades 7-9 Student Device Program

1. Purpose and Ownership

The school provides Chromebooks to students in grades 7, 8, and 9 to enhance learning and digital literacy. Under this specific program, **the device is issued to the student to remain at their home** for the duration of the school year. While the device is kept off-campus, it remains the property of the School District. The school reserves the right to request the return of the device for inspection, updates, or if the student's enrollment status changes.

2. Proper Usage and Care

To ensure the longevity of the device while it is kept at home, students are expected to follow these care guidelines:

- **Home Station:** Designate a safe, flat surface for the Chromebook. Avoid using the device on beds or sofas where airflow to the vents may be blocked.
- **Storage:** When not in use, the Chromebook should be stored in a safe place away from pets, younger siblings, and high-traffic areas.
- **Screen Care:** Do not lean on or place heavy objects on top of the Chromebook. Use only a clean, soft cloth to wipe the screen.
- **Power:** Keep the AC adapter in a consistent location to avoid loss. It is recommended to charge the device overnight.
- **Environment:** Keep food and liquids away from the device. Avoid extreme temperatures.

3. Financial Responsibility and Costs

By accepting this device for home use, the parent/guardian and student acknowledge that the **family is financially responsible** for the device while it is in their residence.

Estimated Repair/Replacement Costs:

- Full Replacement: \$300.00
- Screen Replacement: \$125.00
- Keyboard/Palmrest Repair: \$75.00
- AC Adapter (Charger) Replacement: \$25.00

4. Accidental Damage vs. Device Failure

- **School Coverage vs. Home Responsibility:** Please note that the school has previously covered costs for repairs and damages that occurred during the school day on campus. However, **the school will not cover damages to devices sent home under this program.** All damages occurring while the device is at the student's residence are the sole responsibility of the family.
- **Hardware Failure:** If the device fails due to a manufacturing defect (verified by IT), the family should contact the school to arrange a repair at no cost.
- **Accidental Damage:** Includes cracked screens, spills, or broken ports occurring at home. These are the financial responsibility of the family.
- **Loss or Theft:** If the device is lost or stolen from the home, the family must notify the school office immediately. The family remains responsible for the full replacement cost of the device.

5. Replacement Policy

Crucial Notice: If a device is damaged or lost due to negligence or accident, a replacement device will **not** be issued to the student for home use until the repair or replacement costs have been paid in full or a payment plan has been established with the front office.

Student Name: _____ **Grade:** _____

Student Signature: _____ **Date:** _____

Parent/Guardian: _____ **Phone:** _____

Parent Signature: _____ **Date:** _____

Please return this signed form to the school office to receive your device.