



Randolph County Schools Chromebook Policy

TERMS

You will comply at all times with the Randolph County Schools Acceptable Use Policy (AUP).

PROPERTY

Chromebooks are property of Randolph County Schools. Students will be issued Chromebooks 32721parent signature will be required on this agreement.

LOSS OR DAMAGE

If the property is lost, damaged, or stolen, the student is responsible for the reasonable cost of repair or its value. Loss or theft of property must be reported to the Office of Technology (304.636.9150x135) within 48 hours after occurrence, along with any accompanying police reports. Estimated pricing for a variety of repairs and replacement is included in this handbook.

RETURN POLICY

On the scheduled date set by Randolph County Schools, the issued Chromebook will be returned to the student's home school. Failure to return the Chromebook at the set date will result in Randolph County Schools declaring the student to be in default and all legal options will be implemented for the return of said property.

GENERAL RULES

- Must follow all Randolph County Schools' Acceptable Use policies and guidelines.
- Do not leave the Chromebook unattended anywhere, even with a friend.
- Chromebooks remain the property of Randolph County Schools' and are subject to audit by county staff at any time.
- Students will return the assigned Chromebook, case and charger in good working condition at the scheduled return date.
- Students will be responsible for keeping their Chromebooks secure and in good condition.
- Students will demonstrate responsible and safe use of the Internet
- Students will not loan their Chromebooks to peers or family members.
- Any inappropriate content found on a Chromebook by the Office of Technology will be for disciplinary action.
- DO NOT LOAN, BORROW, or SHARE your Chromebook, G-Suite or Microsoft Office365 login credentials with any other student.

USE AND FEES

REPLACE CHROMEBOOK SCREEN \$50 REPLACE LOST CHARGER \$30
REPLACE CHROMEBOOK \$300

- In case of theft, vandalism, and any other criminal action, a police report MUST be filed by the student or parent within 48 hours of the occurrence and a copy of the report be provided to Randolph County Schools.
- If the property is lost, stolen, or damaged, the student and/or parent will be responsible to pay for the value of the Chromebook for a replacement machine.
- Students and/or parents are responsible for the reasonable cost of repair for damaged property that is not covered under manufacturer warranty.

- STUDENT CHROMEBOOKS**
- Student Chromebooks must be transported in the RCS issued Chromebook case at all times. Student should contact the Office of Technology in the event of a broken, torn, or lost case.
 - **DO NOT** over stuff the Chromebook cases. Any damages due to over stuffing Chromebook cases will be subject to repair fees and is not under warranty.

SCREEN CARE

- The Chromebook screens can be damaged if subjected to rough treatment. The screens are particularly sensitive to damage from excessive pressure on the screen.
 - Do not lean on the top of the Chromebook when it is closed.
 - Do not place anything near the Chromebook that could put pressure on the screen.
 - Do not place anything in the carrying case that will press against the cover.
 - Do not poke the screen with sharp objects.
 - Do not place anything on the keyboard before closing the lid (e.g. pens, pencils, or disks).
 - Clean the screen with a soft, dry cloth, anti-static cloth or stop at the RCS Help Desk for support.
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Chromebook Agreement

I hereby agree to comply with the Randolph County Schools Chromebook Policy and the Randolph County Schools Acceptable Use Policy (AUP).

Student Name (please print) _____

Student Home School _____

Parent/Guardian Full Name (please print) _____

Parent or Guardian Signature _____

Date _____