

Chromebook Agreement

This document provides information about Chromebooks, procedures relative to loss or damage to the Chromebook and other expectations. Use of a Chromebook, like any other use of School Technology, is governed by the Diocese of Trenton's Acceptable Use of Technology Policy, which students and their parents/guardians are responsible for reviewing and understanding.

TCA students and their parent/guardians must sign the Chromebook Agreement and return the completed form in order to receive a Chromebook device and power cord. These items will not be issued without a student and parent/guardian signature. Inappropriate use of School technology may result in limited or banned computer use and/or disciplinary action, as outlined in the Student Handbook.

Chromebook Understandings

- The Chromebook 1:1 Learning device is the property of TCA.
- TCA has the right to collect, inspect and/or alter the device at any time.
- Students may not use a personal computing device in lieu of the school provided Chromebook.
- Users of TCA technology have no rights, ownership, or expectations of privacy to any data that is, or was, stored on the Chromebook, school network, or any school-issued applications. There are no guarantees that data will be retained and may be destroyed.
- Student data is hosted in the Google cloud; TCA is not responsible for data loss.

Chromebook Care and Responsibilities

Students must:

- make sure he/she has a fully operational Chromebook while at school.
- comply, at all times, with the Use of Technology Policy as described in the Student Handbook when using their Chromebook.
- bring their Chromebook fully charged to school every day.
- not "loan" out their Chromebook to others.
- protect their passwords.
- keep their device clean, treat their device with care and never leave it in an unsecured location.
- promptly report any problems with their Chromebook to Mr. Russo.
- not attempt to install any software or operating system on the Chromebook.
- not remove or deface the serial number and other identification tags.

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-not attempt to change the physical structure of the Chromebook.

Theft / Loss / Damage / Repair

If a student's Chromebook is stolen, they must notify Mr. Petrilla, Mr. Russo and file a police report. The police report must be returned to school to file an insurance claim. If a Chromebook has been stolen and no police report obtained full replacement costs may be charged to the student and his/her parent/guardian.

Charger/AC Adapter is not covered by loss/theft insurance or accidental damage insurance.

Replacement Charger Cost - \$40.00

All students are required to pay a yearly 50.00 insurance payment to cover accidental damage / and loss or theft of the Chromebook. Please return the below section by 9/6 along with the 50.00 insurance payment (payable to Trenton Catholic Academy) to receive your device.

Chromebook Agreement

By signing below, the student and his/her parent/guardian agree that they have read and understood the TCA Chromebook agreement, that they agree to follow and be bound by the guidelines above as well as all other applicable School policies and procedures. The student and his/her parent/guardian agree that TCA owns the Chromebook, management software and peripherals and that if the student ceases to be enrolled in TCA for any reason, the Chromebook and issued peripherals must be returned to the School in good working order or full replacement cost may be charged to the student and his/her parent/guardian.

Student Name _____ Grade _____ (please print)

Student Signature _____ Date _____

Parent/Guardian Name _____ (please print)

Parent/Guardian Signature _____ Date _____

Office Use Only Date Received: _____ Initials: _____
