



1:1 Chromebook Loan Agreement

Swanton Local School District (hereinafter referred to as “district”) agrees to lend to the student one HP 14” Chromebook (hereinafter referred to as “Chromebook”), charger and case in good working order. It is the student’s responsibility to care for the equipment and ensure that it is retained in a safe environment. This equipment is, and at all times remains, the Property of the District and is herewith lent to the student for educational purposes only.

A: Laptop Loan Arrangements

1. The Chromebook will be provided to students on a “loan-for-use-basis” from the district for the duration of the school year.
2. The students will have personal access to the Chromebook, during and outside of school hours for the duration of the loan period.
3. The Chromebook and accessories remain the property of the district and will be returned at the end of loan period.
4. The Chromebook may be checked by the district at any time for content that contravenes the Acceptable Use Policy, or other district policies for any material deemed not suitable.
5. No personalization of the device, case, or charger is acceptable under this agreement. Device will remain in district provided case at all times.
6. Replacement Chromebook power supplies will not be provided as part of this agreement.

B: Termination

This agreement will cease:

1. Where the student leaves Swanton Local School District prior to the end of the school year. If a student ceases to be enrolled at the school, he or she is to return the laptop to the school in full working order, including all accessories and components.
2. Where the student uses the device for inappropriate and/or offensive purposes.
3. At the district’s written request to do so.
4. Identification labels have been placed on the Chromebook. These labels are not to be removed or modified. If they become damaged or missing, contact the school to arrange for payment and placement of a new sticker. Additional stickers, labels, tags or markings of any kind are not to be added to the machine or the protective case.

C: Preparation

1. It is an expectation that the laptop is available to be used throughout the school day. Students are required to bring their Chromebook to school each day, charged and ready to use.

D: Data Protection

1. Each student is entirely responsible for maintaining the confidentiality of information held in the user’s account, including the user’s password and for any activity that occurs under the user’s account as a result of failing to keep this information secure and confidential.

E: Access to Wireless

1. Access to the district’s wireless system will be provided to students.

- 2. The Chromebook may be used at home and connected to home networks and Internet services for out of school hours use. It is the student’s responsibility not to access or download any inappropriate material from the Internet.
- 3. The Chromebook will have CIPA compliant internet filtering installed. Students will not utilize any system that will bypass this filtering. Any attempts to do so will result in disciplinary action.

F: Insurance and Damage

- 1. The Parent/Guardian/Student is responsible for making an annual payment of \$25 (Grades K-12) to the Insurance Protection Fund (IPF). This fund is established in order to fund repairs in the event of accidental damage to a student's Chromebook.
- 2. All 1:1 participants are required to make the IPF payment by September 15th of each school year.
- 3. The IPF payment is not refundable nor prorated for partial years of student enrollment.
- 4. The IPF covers bonafide accidental damage, as determined by the district.
- 5. If equipment is found to be faulty, then it must be returned immediately to the school for repair.
- 6. Damage caused by a deliberate act of the student is not covered by this protection fund. If a Chromebook is lost or damaged due to neglect, the Parent/Guardian/Student may be liable for the full purchase price of the device.
 - An excess of up to \$500 will apply, payable by Parent/Guardian.
 - A loss notification must be accompanied by the appropriate police report.

G: Parental Responsibilities

- 1. Parents are responsible for managing laptop use and care outside of school. A SwantonSchools.org account is necessary to log into the laptops. **No one other than the issued student will be allowed to log into the Chromebook.**
- 2. Additional programs, apps, or other content may not be installed on the laptop by anyone other than approved School personnel. The district reserves the right to remove any content which interferes with learning or is otherwise deemed inappropriate (e.g., creates unacceptable risk to the student, property or the District). If a student violates our AUP, they will be placed in a “penalty box” that will strictly filter their internet.

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I have read the above information concerning the arrangements for the use, by my child, of a Chromebook for the duration of the loan agreement. *I understand and accept the terms and conditions of this addendum to the district’s Acceptable Use Policy (7540.03).*

Student Name : _____ Grade Level: _____

Student Signature: _____ Date: _____

Parent/Guardian’s Name: _____ Signature _____

OFFICE USE:	Insurance Protection Fund Payment Type		
Cash	Check #	Other	Initials