

# Pottstown School District

## Chromebook Acceptance Information

Pottstown School District will be providing students needing a device with an opportunity to receive a Chromebook which can be used for schoolwork at home. More information is available in the “One to One Student handbook” which is accessible on the district website at <http://www.pottstownschoools.org>

Students are responsible to adhere to the Pottstown School Board of Directors’ Policy 815: Utilization of Technology located online: <http://www.pottstownschoools.org/BoardPolicies.aspx>

Students and Parents/Guardians are responsible to adhere to the guidelines and information outlined in the [One to One Chromebook Handbook for Students and Parents/Guardians](#) .

### Important Points to Remember

- If we do not receive the signed Chromebook Acceptance form, a device will NOT be issued.
- The Chromebook must stay in the district-issued case, if applicable.
- Charge your Chromebook each night so it is ready for school. Battery should last 10 hours if fully charged.
- Chargers should not be brought to school.
- When the Chromebook is collected, the collection includes the device assigned to the student, case, the charger block, and the charger cable.
- Chromebooks are on loan from the district and will need to be returned when requested.
- All repairs must be done through the Pottstown School District.
- The Chromebooks are attached to a serial number that will be associated with your student ID.
- The Chromebook can only be logged in with a valid Pottstown email address and password.
- The district maintains the ability to track, locate and lock a lost or stolen Chromebook.
- The Chromebook is the property of the school district and the user should have no expectation of privacy.

### Optional Chromebook Insurance

- The optional insurance fee is \$25/student/year.
- Online credit card payment for the optional insurance can be made through MySchoolBucks. The link is on the district website and instructions can also be found by [clicking here](#).
- This fee covers accidental damage repair to the Chromebook assigned to the student.
- This fee will not cover intentional damage, loss, theft or damage caused by spills. It will also not cover outright loss of the Chromebook or replacement of Chromebook cover, charger or cable.
- Intentional mistreatment caused by the assigned student user, or by an individual other than the assigned user, will result in disciplinary action to include the repair or retail replacement cost, as well as potential police involvement.
- By declining, or opting out of the accidental damage insurance, you agree to pay the repair or retail replacement charge for any damage caused when using the device in or out of school, which is the same requirement for any other school-issued material.
- In the event of an incident, any applicable charges must be paid before a replacement Chromebook can be issued.

# Pottstown School District

## Chromebook Acceptance and Optional Insurance Form

This Student Chromebook Acceptance Form (the "Agreement") ensures that equipment supplied by Pottstown School District (the "District") will be used and maintained in its original condition, reasonable wear and tear excepted, by the student who signs it ("Student"). By signing this form, the student will demonstrate reasonable care with respect to the security and physical well-being of the equipment assigned to his/her care.

I certify that the following student(s) does not have a sufficient computer for remote learning when not physically attending school.

- Sufficient Computer refers to a laptop, desktop or tablet that the student can use whenever they need to complete homework or attend online classes. A smartphone is not considered a computer.
- Remote learning includes off-campus educational activities while the student is not physically in a school building. Homework and virtual online classes are both considered remote learning.

I understand any computer device loaned to my student is the property of the School District, is expected to be returned undamaged and in working order, and I will notify the District immediately should the device be damaged, lost or stolen.

Your acceptance of a Chromebook acknowledges you read and understand:

1. Pottstown's School Board of Directors' Policy 815: Utilization of Technology
2. One to One Student handbook
3. That if the equipment is not returned to the District in its original condition (reasonable wear and tear excepted, as determined exclusively by the District), or if the equipment is damaged or lost due to Borrower's negligence or not using reasonable care, Borrower agrees to be financially responsible for the replacement value of the equipment.
4. That all information stored on equipment carries no expectation of privacy and is property of the District.

### Optional Insurance Selections: (must select one)

Please note if you wish to select different options for each student, then complete a different form for each, otherwise you can complete a single form covering all students in your household.

I opt out of the optional insurance program. I agree to pay the repair or retail replacement charge for any damage caused by your child when using the device in or out of school.

I want my child to receive a Chromebook and will pay for the optional insurance on the device at the cost of \$25/student/year.

List all students in household with Chromebook:

ID number \_\_\_\_\_ Student Name \_\_\_\_\_

ID number \_\_\_\_\_ Student Name \_\_\_\_\_

ID number \_\_\_\_\_ Student Name \_\_\_\_\_

ID number \_\_\_\_\_ Student Name \_\_\_\_\_

ID number \_\_\_\_\_ Student Name \_\_\_\_\_

Parent/Guardian Printed Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_