



Twinsburg City School District
Student Device Acceptable Use Policy
Model: HP CHROMEBOOK 11 G5
Updated: 2/13/18*

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Student Device Acceptable Use Policy

The Chromebook and any accessories that have been issued to students are the property of the Twinsburg City School District. The device is on loan to the student and must be used in accordance with the following policies & procedures as well as those outlined in the **Student Acceptable Use Policy (7540.03)**.

- Parent/guardians may be given the child's login name and password so that they can supervise the student's use of the computer.
- The District has the right to randomly inspect any Chromebook, laptop, application, or peripheral device. This random inspection could be done on site or remotely. This includes but is not limited to browser history, email, media that has been accessed, downloaded or created, documents, pictures, and all files. The District has the right to review these items for appropriateness and to limit or revoke a student's access to them. In the case of remote access, no notification will precede this type of remote access. However, if it becomes necessary for a school technology official to remotely access the device, the official will include an additional district administrator prior to remotely accessing the device. The technology official will notify the parents / guardians of the student after a remote access connection has taken place.
- Each Chromebook is assigned to an individual student. Students should never "swap" or "share" their device with another student, friend, or sibling. Chromebooks are District property and should not be used for personal use by anyone.
- Keep your login and password private; use by anyone other than yourself creates a security risk to your files. If you forget your password, please see your teacher.
- Students should bring the Chromebook to school fully charged.
- Use of the device for anything other than teacher-directed or approved activities is prohibited during instructional time. This includes but is not limited to internet or computer games and other entertainment activities, email, instant messaging, chat, and use of the internet for anything other than school-related research.
- Pornographic, obscene, or vulgar images, sounds, music, language or materials, including screensavers, backgrounds, and/or pictures are prohibited. District policy will be followed.
- Students are not allowed to download or install any software or other materials. District technology staff will perform all approved software installations.
- Computers are not to be used to take pictures or videos without the consent of all persons being photographed. Taking photos or video at school should only be done for instructional purposes as directed by the teacher.
- Students will not use the device for illegal purposes. Students will not deliberately use the device to personally attack, annoy, harass, or bully others. Any such activities will be reported to the appropriate District personnel as well as local authorities (if necessary).
- Appropriate and responsible use is expected of all users. Violation of any policies or procedures outlined in the Technology Acceptable Use Policy or the Device Acceptable Use Policy will be subject to the appropriate disciplinary action/loss of technology privileges as outlined in the student code of conduct.

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**Twinsburg City School District
Student/Parent/Guardian AUP Agreement Form
Model: HP CHROMEBOOK 11 G5**

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Student Agreement:

I agree to the following: I have read the Student Acceptable Use Policy. I will abide by the Student Acceptable Use Policy while at school or otherwise. I understand I am responsible for any damage, vandalism, loss, or theft of the Chromebook, power adapter, and accessories whether due to accident, neglect or intent. I will notify the media center assistant, technology support staff or administration in case of damage, theft, vandalism, and loss of device within 24 hours. I agree to return the District Chromebook, power adapter and any accessories provided by the District in good working condition upon the designated return date or when withdrawn from the Twinsburg City School District. I understand my parent or guardian will be responsible for all fines associated with the damage of my Chromebook, power adapter, and protective case.

Parent/Guardian Agreement

I agree to the following: I have read the Student Acceptable Use Policy. I will hold my child accountable to these policies and regulations. I understand that this Chromebook is designated for educational purposes and therefore my child's violations of this agreement may be cause for the removal of his/her Chromebook privileges. I assume financial responsibility for any damage, vandalism, loss, or theft of the Chromebook, power adapter, and accessories whether due to accident, neglect, or intent. Further, I understand that if my child accidentally or purposefully damages or breaks another student's Chromebook, power adapter, or accessories, I am financially responsible for all expenses related to repairs or replacement. I understand the Twinsburg City School District requires an annual break/fix Chromebook fee. This fee covers the cost of one break/fix issue per school year. I will assume full responsibility for any harmful or illegal content on the Chromebook and will monitor my child's use of the device at home. I understand that the Chromebooks are District-owned devices and all content stored on the Chromebook is subject to review at any time. I accept these responsibilities when I accept a Chromebook on loan from the District. The Chromebook, power adapter, and protective case must be returned (in good working order) on the return date or upon withdrawal from the Twinsburg City School District. If my student fails to return these items to the District, I will pay the replacement cost of the Chromebook, power adapter, and protective case. Failure to do so will result in an assigned school fine and/or further measures.