

DIAMOND ELEMENTARY SCHOOL

Chromebook User Agreement

Congratulations! This year you will be assigned a Chromebook for use at school. Please review this agreement with your parent/guardian, sign the agreement, and return it to school by Monday, October 3, 2022.

The following MCPS regulations apply while using any MCPS Chromebook device. Please note, any device that connects to the MCPS wireless network is subject to MCPS regulations. Please review the information carefully.

1. [Responsible Use of Technology](#) - Student Expectations
 - A. Access will be provided for instructional use and school-related activities only.
 - B. Students will communicate only in a respectful and appropriate manner, being mindful of digital citizenship.
 - C. Students will not divulge their passwords or otherwise allow access to their network accounts by anyone other than an authorized teacher or administrator for the purpose of maintaining the network. Students will safeguard their own personal data and information.
 - D. Students will not circumvent or disable filtering or other technology protection measures put in place by system administrators without proper authorization.
 - E. Violations of this regulation will subject the violator to disciplinary action in accordance with [A Student's Guide to Rights and Responsibilities in MCPS](#) (page 6 under Technology) and may include loss of access to resources.

2. [Student Responsibilities](#) (IGT-RA)
 - A. The student shall be held responsible for the careful use and protection of the equipment assigned to him/her.
 - B. Chromebook serial numbers, identification labels, and internal components may not be altered.
 - C. Damaged Chromebooks must be reported immediately to any teacher, administrator or the Library Media Specialist.
 - D. Failure of the student to comply with proper care and procedures will require the principal to assess loss or damage and issue an obligation.
 - E. Staff reserve the right to revoke privileges associated with any of the following conditions:
 - Disrupts the learning environment or approved school activity.
 - Use without teacher permission.
 - Poses a threat to academic integrity.
 - Violates confidentiality or privacy rights of others during the school day and/or after-school activities.
 - Electronic devices with camera and recording functions may not be used to take or transfer any image or recording at any time on school premises without teacher permission.
 - Creates safety concerns.
 - Violates criminal laws.

This chart identifies the costs associated with fixing or replacing a Chromebook due to accidental damage, intentional damage, theft, or loss.

Tier:	Examples:	Cost:
1: Device Problems	<i>If your device is missing keys If your device has its trackpad peeled up If your device has minor chassis/casing damage If your device has a broken camera If your device's charger is broken</i>	\$25
2: Device Problems	<i>If your device has moderate chassis/casing damage If your non-touchscreen device has a damaged screen Combined Tier 1 damage</i>	\$50
3: Device Problems	<i>If your touchscreen device has a damaged screen If your device has major chassis/casing damage Combined Tier 1 and Tier 2 damage</i>	\$75
4: Device Problems	<i>Device replacement due to fluid damage Device replacement due to destruction Combined damage due to Tier 1, Tier 2, and Tier 3 damage Device replacement due to loss Device replacement due to theft</i>	\$150

Please keep this page for your records and return the signature page.

Chromebook User Agreement Signature Page

Responsibilities for Issuance of a Chromebook:

I acknowledge the Chromebook issued to me is the property of Montgomery County Public Schools. I understand my role is to safeguard the Chromebook from damage and take reasonable steps to prevent theft. Upon request, I will return the Chromebook in proper working condition on the designated date at the end of the school year.

If I transfer from this school and out of MCPS before the end of the school year, I will return my Chromebook on the last date of enrollment or may be subject to my student records being retained.

I have read and agree to comply with MCPS regulations stated above.

Student Name Printed: _____ Grade: _____

Student Signature: _____ Date: _____

Parent Name Printed: _____ Date: _____

Parent Signature: _____

***Please return this signature page to your classroom teacher by Monday, October 3, 2022.**