

## **THE CHROMEBOOK AGREEMENT: COMPLETE AND RETURN TO THE SCHOOL OFFICE**

By signing the below, the student and their parent/guardian agree to follow and accept:

- Student Computer and Internet Use Policies (Appendix A & B)
- This Chromebook Agreement in its entirety
- The Website and Social Media Guidelines (below)
- That Westside Consolidated School District owns the chromebook, software and issued peripherals
- If the student ceases to be enrolled in Westside Consolidated School District, the student/parents will return the chromebook in good working order or pay the full \$200.00 replacement cost of the computer. In addition, the student must also return both the chromebook and chromebook power adapter. Students may be charged for any piece that is not returned.
- In no event shall Westside Consolidated School District be held liable to any claim of damage, negligence, or breach of duty.

### **Part One: Website & Social Media Guidelines**

**Think before you act because your virtual actions are real and permanent!**

Student Initials		Parent Initials
	Be aware of what you post online. Website and social media venues are very public. What you contribute leaves a digital footprint for all to see. Do not post anything you wouldn't want friends, enemies, parents, teachers, future colleges, or employers to see.	
	Follow the school's code of conduct when writing online. It is acceptable to disagree with other's opinions; however, do it in a respectful way. Make sure that criticism is constructive and not hurtful. What is inappropriate in the classroom is inappropriate online.	
	Be safe online. Never give out personal information, including, but not limited to, last names, phone numbers, addresses, exact birth dates, and pictures. Do not share your password with anyone besides your teachers and parents.	
	Linking to other websites to support your thoughts and ideas is recommended. However, be sure to read and review the entire website prior to linking to ensure that all information is appropriate for a school setting.	
	Do your own work! Do not use other people's intellectual property without their permission. Be aware that it is a violation of copyright law to copy and paste other's thoughts. It is good practice to hyperlink to your sources.	
	Be aware that pictures may also be protected under copyright laws. Verify that you have permission to use the image or that it is under Creative Commons attribution.	
	How you represent yourself online is an extension of yourself. Do not misrepresent yourself by using someone else's identity.	
	Online work should be well written. Follow writing conventions including proper grammar, capitalization, and punctuation. If you edit someone else's work, be sure it is in the spirit of improving the writing.	
	If you run across inappropriate material that makes you feel uncomfortable or is not respectful, tell your teacher right away.	

### **Part Two: Student / Parent Information and Signatures**

☐ **Yes, I have received a copy of the Chromebook Handbook. I understand the program conditions and my responsibilities in using the Chromebook and chromebook power adapter.**

\_\_\_\_\_  
Student First Name

\_\_\_\_\_  
Student Middle Name

\_\_\_\_\_  
Student Last Name

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian First Name

\_\_\_\_\_  
Parent/Guardian Last Name

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Email Address

\_\_\_\_\_  
Best contact phone number