

## **GLOBE UNIFIED SCHOOL DISTRICT #1 CHROMEBOOK CHECKOUT AGREEMENT & INSURANCE UNDERSTANDING**

- This agreement is provided to both the student and parent/guardian information concerning both new and used Chromebooks provided by GUSD. The Chromebooks used by GUSD meet expectations and will provide a solid base for a one-to-one learning environment for Globe students.

**Please note the checkout of a Chromebook is for a student that does not have the needed technology available to the student at home. With limited quantity of Chromebooks on hand, we ask if the student(s) has access to a computer, preferably a laptop, Chromebook, iPad or desktop computer to please consider using this instead of checking out a Chromebook from GUSD.**

As an enrolled student of GUSD I understand and will comply with the following guidelines while having a Chromebook in my possession during the 2020-2021 school year. My parent/guardian has also reviewed this document and agreed to the same expectations outlined.

- I will take good care of my assigned Chromebook.
- I will report any Chromebook technical issues to main office ASAP.
- I will never leave my Chromebook unattended in an unsecured or unsupervised location at any time.
- I will never loan out my Chromebook to other individuals and will know where my Chromebook is at all times.
- I will keep food and beverages away from my Chromebook to prevent damage to the device.
- I will not disassemble or attempt to disassemble any part of my Chromebook or attempt any repairs.
- I will protect my Chromebook by always carrying it in a secure manner to avoid damage.
- I will use my Chromebook in ways that are appropriate for education, following all copyright laws. I will not load or attempt to load or use any file-sharing programs using the Chromebook.
- **I will not place decorations (stickers, markers, writing, etc.) on the Chromebook/case. I will not remove the Globe Unified School District GUSD asset label from my Chromebook.**

- I understand that the Chromebook I am issued is subject to inspection at any time without notice and **remains the property of Globe Unified School District (GUSD)**. If I leave the district, I know I must return the Chromebook prior to leaving.
- I will follow the policies outlined in District Acceptable Use Policy while off campus property.
- I will file a police report in case of theft or damage caused by fire. I will let school office know immediately if I need a loaner Chromebook so that GUSD I.T. Department can process an Insurance claim and provide a loaner Chromebook(s).
- I agree to return the Chromebook, power cord/charger in good working condition at the end of each school year, or in the event I withdraw from GUSD early.

## **SECTION 2**

### **GLOBE UNIFIED SCHOOL DISTRICT INTERNET ACCEPTABLE USE POLICY UNDERSTANDING**

- **STUDENTS:**

I have received/reviewed the Globe Unified School District's Internet Acceptable Use Policy outlined in the student enrollment packet and agree to abide by the terms and conditions contained in them. I further understand that violation of the policy and regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be suspended or revoked, and school disciplinary action and/or appropriate legal action may be taken.

#### **PARENT OR GUARDIAN:**

As the parent or guardian of this student, I have received/reviewed the Globe Unified School District's Internet Acceptable Use Policy outlined in the student enrollment packet. I understand that this access is designed for educational purposes. However, I also recognize it is impossible for the Globe Unified School District (GUSD) to restrict access to all controversial materials and I will not hold them responsible for materials acquired on the network. In consideration for the privilege of using the District's computer network and in consideration for having access to public networks, I hereby release the District, its operators and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my child's use, or inability to use, the Network and for Internet. I hereby give my permission for my child to access the Internet using the Chromebook device and certify that the information contained on this form is correct.

## GOOGLE EDUCATIONAL ACCEPTABLE USE POLICY

- Students must read and sign the following agreement to gain access to their Google account.

### Acceptable Use Policy:

GUSD computer use and Google Drive use: I understand that I may not:

- Use the Internet at school to connect to sites which are inappropriate, obscene, offensive, etc.
- Send, display or save offensive messages or pictures via email, instant messaging or any other means
- Use inappropriate language in any form of online communication
- Harass, insult or attack others via email, instant messaging, or any other online/Internet means
- Use another person's email account or any other account belonging to another person
- Share personal information about others without their permission. This includes photos and videos.
- Share school passwords with other students
- Pose as another person while using any form of electronic communication (email, chat, text, etc.)
- I understand that these rules apply whether I am using a school computer or a personal laptop that I have brought from home or if I am accessing my school account from home.
- My computer use will be suspended if I use it inappropriately.

GUSD Student Gmail account: I understand that:

- My school Gmail account is to be used only for school-related work; the purpose of having this account is to help me learn how to use email effectively to communicate with my teachers and classmates in order to accomplish my schoolwork
- I may not use my student Gmail account in any way that could be hurtful, harassing or disruptive to anyone else
- I may not share the password for my student Gmail account with anyone else because I will be held responsible for how my email account is used
- Messages with inappropriate or offensive language that are sent or received through the student Gmail system may be read by a teacher or administrator if there is reason to believe that there is misuse of my account
- My student Gmail account will be suspended if I use it inappropriately