

Hanson Memorial Technology Agreement

School-owned technological devices are checked out to students individually. Each student is held responsible to care for and use the device according to this agreement and all associated school guidelines and policies. Personal devices are not allowed for use in the classroom. ***All online activity is closely monitored by Go Guardian, which is a web filtering program for K-12 schools.***

Use

- **School-owned devices are to be used for educational purposes only.** Software, websites, apps, and programs must be approved or assigned by a teacher before use. (Unapproved games are never allowed.)
- Login credentials (username and password) are assigned to each student at HMS and are the only credentials to be used on the device (inside and outside of school hours.) Never attempt to change or use other credentials on the device.
- Never loan the device or cord to another student unless requested to do so by an authorized adult.
- Use only the device assigned and keep hands off a device assigned to another student.
- Use email appropriately. Emails and the use of the device are monitored. There is no expectation of privacy while using a school-owned device.
- Understand the device can be taken away and inspected at any time.
- Failure to comply with this agreement may result in the suspension of use.
- I agree to return the device in good-working condition if I withdraw from HMS.

Care

- **Parents, guardians, and the student are responsible for all costs associated with damage, loss, or theft of the device. This also includes damage my child may cause to another student's device. Notify administration within 24 hours of incurring damage to a device.**
- Never leave device unattended on the floor or near the edge of the desk.
- Never stack books or other objects on top of the device and don't close the device with items on the keyboard (pens, pencils, papers, etc.)
- Keep food and drink far away and always use the device with clean hands.
- Never tamper with or destroy the serial number or other identifying information such as barcodes, stickers, or markings on the device. Do not add stickers or marking either.
- The device should be charged overnight and brought fully charged to school daily.
- A padded sleeve is recommended to protect the device when not in use.

I will accept responsibility for the use and care of the school-owned technological device (Chromebook) issued to me or my child.

Student signature _____ grade _____

Parent/guardian's signature _____ date _____

Parent/guardian's name printed _____

Date _____ ECF No. _____ Library barcode # _____