

# Contract for Chromebook Laptops (8/14/2018)

## Basic Rules for Students to Check Out a Chromebook

**Chromebooks must be returned by the end of the school day.**

1. **Contract:** Before initial checkout, you and your parent/guardian must sign & return this contract.
2. **One Day Check out:** Students may check out a chromebook from the library for the duration of a school day. There will be a librarian or trained aid/volunteer to assist students before school and during lunch daily.
3. **Responsibility:** You are responsible for the Chromebook you check out. Do not leave it lying around. Keep it clean. Treat it well. Put it away if you are eating. **If a Chromebook is lost, stolen, or damaged while in your possession, you must pay for its replacement (\$300).**
4. **Return:** At the end of the school day you MUST return the laptop to the library. If the library is closed, leave your laptop with an adult in the front office.
5. **Service Opportunity:** You may join the volunteer crew to help with check-out and receive Service Hours. See Mrs. Hansen for details.

## Student Chromebook Contract (Return to Library)

Your Name (Please print neatly) \_\_\_\_\_ Today's Date \_\_\_\_\_

By checking out this Chromebook I acknowledge my responsibility to:

- Carry it carefully, handle it gently, keep it with me at all times, and return it to the library at the end of the day.
- Keep it clean and put it away if I am eating.

I understand that if I **fail** to do these things I will

- First time: receive a warning.
- After that: lose my privileges for one week.
- After that: receive a referral.
- Further, I understand that, **if the Chromebook is lost or damaged while in my possession, I will be responsible for replacing it.**

Your Signature \_\_\_\_\_

## Parent/Guardian

My student has my permission to use a Chromebook as stated above. I understand that if my student loses, abuses, or destroys a Chromebook, they will be responsible for replacing it. This does not include normal wear and tear.

Your Name \_\_\_\_\_ Today's Date \_\_\_\_\_

Your Signature \_\_\_\_\_