

Chromebook Guidelines

General Overview: All students in grades 6 through 12 have been assigned a Chromebook to be used during the school day for educational purposes.

Content Filtering: Porter Consolidated Schools filters and monitors online content via software installed on the Chromebook.

- Filtering is not guaranteed that 100% of inappropriate content will be blocked. Each student is to be responsible for his/her use of the internet and avoid objectionable sites.
- Attempts to bypass filtering or to hide internet activity is prohibited and will result in disciplinary action.
- Each student is assigned a Google Account that can be used at home as well as school.
- The district reserves the right to look into a student's account if there is a reason to believe that the student has committed any misconduct or violated PHS policies, or procedures.
- The district reserves the right to monitor student device use for inappropriate behaviors; inappropriate websites or app/extensions will be blocked. Disciplinary action will be taken.

Student use and Expectations:

- A. Chromebooks are not to be shared with another student without approval.
- B. Only use your Chromebook in the classroom on a clean surface.
- C. Chromebooks are not allowed in restrooms, cafeteria, or outside the building, (they should be placed in a locked locker).
- D. Sound should always be muted on Chromebooks unless being used with headphones as approved by the teacher.
- E. Stay on task and follow the teacher's instructions regarding when to use your Chromebook during class. When not in use make sure Chromebook is closed.
- F. Do not place any type of objects on top of your Chromebook such as books or binders. This could cause the screen to crack.
- G. It is recommended that each student purchase a protective sleeve to help protect the Chromebook while carrying from class to class.
- H. No food or drink allowed near Chromebook.
- I. All Chromebooks should be returned to their Home Charging Cart at the end of the day and plugged in for charging.
- J. Coming to class without your Chromebook will result in disciplinary action.
- K. If the device is missing from school, the district's tracking software will be activated. If the device is not located a police report will be filed.

Damaged Chromebooks: Like textbooks and other school property issued to students, there is a responsibility to take care of the valuable resource.

- To replace a keyboard (ie; pulling off keys, etc) the charge will be \$60.00.
- To replace a screen (due to carelessness or being dropped, knocked to the floor or placing a heavy object on top of it) the charge is also \$60.00.
- If a Chromebook is damaged beyond repair, the charge will be \$200.00 to replace.

I, _____(student name)

Have read the Chromebook Guidelines listed above, and I understand that I am responsible for my Chromebook.

Student Signature: _____ Grade: _____

As Parent/Guardian of the student listed, I have read the Chromebook Guidelines listed above, and I understand that I am responsible for my Student's Chromebook.

Parent Signature: _____ Date: _____

*****Not returning this from does not exempt student and/or guardian from chromebook responsibility. A chromebook is a school resource, just like a textbook.**