



# Family Chromebook/Device Agreement 2019-20

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## Our Lady of the Presentation Bring Your Own Device

1. During the 2019-20 school year, lower and upper middle school students (5<sup>th</sup> – 8th grades) are expected to bring a personal **Chromebook device** to school once all BYOD documents are signed/returned and the device has Google Chrome Management installed by an OLP Staff member.
2. The student and his/her parent/guardian must sign and return this form before the student may participate in BYOD.
3. Students must bring a Chromebook device unless their current device has been grandfathered in during the 2018-2019 school year.
4. Students personal device battery should fully-charged before bringing to school each day. The student must take the personal device home at the end of each day to recharge its battery and to keep the device safe.
5. Students are expected to know how to operate their personal devices on their own. OLP teachers, staff, and Technology Department will provide technical support to the best of their ability and troubleshooting advice to students.
6. Students must use the OLP student wireless network (Wi-Fi) connection when accessing the Internet or online resources. Students are not allowed to create or join unauthorized wireless or wired networks to bypass OLP's filtered student wireless network. Students may connect **one** personal device to the OLP wireless network at a time.
7. Students may use personal devices in class for educational purposes only when permission is granted by their classroom teacher.
8. Students must comply with the *OLP Technology Code of Conduct and Acceptable Use Policy* as well as the *Bring Your Own Device (BYOD) Student Guidelines* (this document) at all times. Violations may result in disciplinary action including, but not limited to, referral to administration, the loss of network and/or wireless network privileges, confiscation of the device, and/or referral to law enforcement authorities.
9. Before recording audio or video or taking a photograph, a student must obtain permission from a teacher or administrator and from the person being recorded or photographed. The student must obtain the same permission before publishing, posting, disseminating, sharing, or transferring audio/video recordings or photographs/images. Recordings and photographs are allowed only for a teacher-approved project or activity.
10. Students may not take, publish, post, disseminate, share or transfer audio, video, photographs, or images that reveal private parts of the body that are ordinarily covered by clothing. Students may not possess pornographic images or video on any electronic device.11. OLP is not responsible for theft, loss, or damage to a student's personal Chromebook or content on the device while at OLP or while connected to the OLP network. OLP is not liable for content already on the student's personal Chromebook. OLP is not responsible for any monetary charges that may occur while the student is using the device.

**\*This page must be signed and returned on Device Drop Off Day in August along with the payment for Google Chrome Management. Additional communication will be forwarded late summer.**

**Google Management Component:**

All students in 5<sup>th</sup>-8<sup>th</sup> grade must bring their Chromebook to OLP on the specified day in August to have Google Chrome Management installed on the device by an OLP staff or school representative. Parent and student understand that student BYOD device must have Google Chrome Management installed for the student to use the device for school. In an effort to add another layer of security for students, OLP School Advisory Board adopted the policy that mandates any BYOD device to have Google Chrome Management installed on the device at the family's expense.

Board Policy:

***Beginning with the 2019-2020 school year, all 5<sup>th</sup>-grade students and new students in 6th-8th grades are required to purchase a Chromebook for school use. Parents and students will sign the OLP BYOD Agreement that will include allowing OLP School to install Google Chrome Management on the device at a date specified in parent communication. Google Chrome Management will remain on the device and will be managed by OLP for the duration of the student's attendance at OLP. Student's family is required to pay for the one-time installation fee of \$30.00 for Chromebooks. Any device, other than a Chromebook, that has been grandfathered in may incur a higher fee for the installation of Google Chrome Management. Google Chrome Management will be removed upon graduation or leaving OLP School.***

I have read and agreed to abide by all OLP BYOD and AUP policy and regulations regarding technology use at OLP.

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

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

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

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

**\*Updates to the OLP BYOD policy can occur at any time. The newest version of the BYOD policy always prevails and supersedes older versions of the policy. Updates will be communicated to parents and students in a timely manner.**