

Purpose of School-Issued Devices and Wi-Fi Access

As an essential component of the intermediate, middle and high school programs at Chattanooga School for Liberal Arts (CSLA), we will issue to each student, grade 5-10, a Lenovo or Dell ChromeBook; capable of allowing the student to:

- download class materials, tasks and rubrics
- upload (submit) completed assignments to be graded
- complete necessary research in all subject areas
- prepare presentations utilizing a variety of software options
- share learning in multiple modalities
- fully participate in the CSLA curriculum

Responsibility for the Device

Each CSLA student and his or her parents or guardians are personally responsible for the device issued to them and must safeguard it against damage, theft or loss. **If the device becomes damaged, stolen or lost, the CSLA student is personally responsible for notifying the school administration immediately.**

- Estimated Replacement cost of ChromeBook is \$402.00-\$500.00 (depending on model)
- Replacement cost is \$25 for ChromeBook power adapter
- Replacement cost is \$35 for case
- Insurance for the ChromeBook is available and described fully under the heading “Electronic Device Insurance”, but does not include the described accessories or case.
- By declining the offered insurance, the CSLA student and parent(s)/guardian(s) assume personal responsibility for the total replacement if device is lost or stolen.
- If a CSLA student fails to reimburse CSLA for costs associated with repairing or replacing the school-issued device after loss or damage occurs, CSLA/HCDE reserves the right to:
 - remove the student from the magnet program,
 - and treat the outstanding obligation as a debt.

As with any school property, your child’s report card will not be released and PowerSchool access will be denied until payment is received and the matter is resolved.

Electronic Device Insurance

HCDE has identified **SmartTech** as the district approved vendor for insuring school-issued electronic devices. The insurance has no deductible and protects the device for the full replacement cost if it is lost or stolen. CSLA students and their parents or guardians are encouraged to insure the school-issued devices against loss or theft. Parents or guardians are

prohibited from attempting to repair the device themselves. All repairs will be made by the school district.

Use of the Device

CSLA students are prohibited from using school-issued devices to access social networking sites or sending any electronic communications to any person that are disparaging, abusive, harassing or discriminatory. CSLA students are prohibited from utilizing their school issued devices in any fashion that would violate the HCDE Acceptable Use Policy, a copy of which is attached to these Terms and Conditions.

This device is intended to be an “educational tool,” not a source of entertainment or social networking. In order to participate in the school curriculum, **each student is required to bring his or her school-issued device to school every day, fully charged and ready to operate.**

Devices WILL NOT be charged at school.

CSLA, like every other HCDE school, has a filtered Wi-Fi network that requires a password. The device has been setup for student access to Wi-Fi at CSLA. Parents and guardians of students become responsible for monitoring use of the device outside of school and to access Wi-Fi networks and websites that are questionable or might be deemed a violation of the HCDE Acceptable Use Policy. If a student accesses a Wi-Fi network outside of school, the device will still connect to the CSLA/HCDE Wi-Fi if the original connection has not been deleted (“forgotten”).

Only Apps and updates to Apps selected by grade level teachers will be allowed on the device and installed automatically through our Google Chrome Management system. Devices that reflect changes to content will be re-imaged and held in the classroom for school use only.

Passcodes will be set prior to device assignment and reported to the homeroom teacher and parent/guardian. The homeroom teacher will keep a log of the passcodes in case students forget. Additional changes will occur on a case by case basis and only after permission is given by the homeroom teacher.

Case must remain on the device at all times.

Standards of Student Conduct

Each CSLA student is expected to understand and comply with the Hamilton County Department of Education’s Code of Acceptable Behavior and the CSLA Student Code of Conduct. Any use of electronic devices that interferes with classroom instruction, including inappropriate use of the device camera, will be deemed a violation of the Code.

Consequences for violations to the CSLA School-Issued Device Policies include but are not limited to the following:

- Student will receive a written WARNING
- Student will be asked to complete a self-discipline card
- The device will be assigned to in-school (limited use only) status
- Student will no longer have access to the device.

Devices will only be issued to students with Acknowledgement and related insurance forms completed and submitted to CSLA.

Student Name

Homeroom Teacher Name & Grade

Acknowledgement

I have read these Terms and Conditions as well as the HCDE Acceptable Use Policy, Code of Acceptable Behavior and the CSLA Student Code of Conduct. I understand what is expected of me as a Chattanooga School for Liberal Arts (CSLA) student, and I agree to be bound by these Terms and Conditions.

Date

Student's Signature

I have read these Terms and Conditions as well as the HCDE Acceptable Use Policy, Code of Acceptable Behavior and the CSLA Student Code of Conduct. I understand what is expected of my student enrolled at the Chattanooga School for Liberal Arts (CSLA), and I agree to be bound by these Terms and Conditions.

Date

Parent or Guardian's Signature

Insurance

I have read the Terms and Conditions set forth regarding Responsibility for and Use of the Device and have completed and submitted the related paperwork. Parents or guardians will be notified if repairs are required, but understand that repairs will only occur through authorized vendors, and administered by CSLA. *(Choose ONLY 1 Option)*

_____ I will purchase Electronic Device Insurance with SmartTech Insurance after my student is assigned a device. **(keep copy for your records)** I understand this policy only covers device replacement if lost or stolen.

_____ I decline Electronic Device Insurance and understand the total cost of replacement, including accessories, Estimate is my responsibility if the device is lost or stolen.

Date

Signature of Parent or Guardian