



Sussex Montessori School
Technology Device Agreement and Acceptable Use Agreement
2020 – 2021

Sussex Montessori school has invested in technology (Chromebooks) to support the learning needs of our students in K – 3rd grade. The objective of this program is to allow access for each child to their teacher, their classroom activities, project development and research when engaged in remote learning. Chromebooks can be used by the student to engage with their teacher, view lesson videos, participate in class meetings, one on one lessons, to submit assignments and for assessments. We ask that you reach out to the school if your child does NOT have access to a laptop or other device (not including a phone) with which to engage in remote learning

School Responsibilities:

- We will provide students in K – 3rd grade a Chromebook for remote and/or hybrid learning use. Chromebooks can be picked up at school and will be returned to school at the end of the school year or when the child returns to school for face-to-face engagement and/or when remote learning is no longer required.
- Students will be required to participate in a Chromebook training session with their teacher either in person or through zoom.
- We will provide all students with digital access to all lessons and resources at school via zoom, Seesaw and the school website. (www.sussexmontessoricharter.com)
- We will provide internet filtering capabilities in accordance with the Children’s Internet Protection Act.

Student/Family Responsibilities:

- I will sign and return the Technology Device Agreement and the Acceptable Use Agreement prior to the device being issued.
- At all times when using my Chromebook, I will follow the Technology Device Agreement, Acceptable Use Agreement and Internet Safety Policy and abide by all local, state, and federal laws.
- I will notify my homeroom teacher and my parents/guardians of any damage to the device as soon as possible.
- I will not try to repair my Chromebook myself.

- I will treat my device with care by not dropping it, not letting it get wet, not leaving it in extreme weather conditions, and not using it with any food or drink nearby.
- I will not put anything heavy on top of the Chromebook in order to protect its screen.
- I will keep my Chromebook clean.
- I understand that the device assigned to me is on loan from Sussex Montessori School.
- I will not lend my Chromebook to anyone. This includes family members and friends.
- I will be held responsible for any inappropriate content on the school-issued Chromebook.
- I will keep all passwords assigned to me secure.
- I agree not to search for, download, display, post or distribute any offensive material or images.
- I will return the device when requested.

Parent/Guardian Responsibilities:

The student named below is being issued a Chromebook to improve and personalize their education this year. It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of this Chromebook.

- My child and I will sign and return the Technology Device Agreement and Acceptable Use Agreement before the Chromebook will be issued.
- My child and I will be responsible for all damage or loss of the device due to neglect or abuse. The replacement cost of the Chromebook is \$250.00.
- We will discuss at home the acceptable and unacceptable uses of the device according to school policies.
- I understand that the school has the ability to monitor my child's use of the device at all times and communications, files, internet search activities and any other actions using the device are not considered to be private.
- I understand that the school has made reasonable attempts to provide a safe computing environment for students within the school's network. I also understand that it is impossible to guarantee students will not gain access through the internet to information and communications that they and/or parents/guardians may find inappropriate, offensive, objectionable or controversial.
- I will sign and return the Technology Device Agreement and Acceptable Use Agreement.

Parent/Guardian and Student Technology Device User Agreement and Acceptable Use Agreement

(Must be signed before issuance of Chromebook)

By signing this document, my child and I agree to the following:

- I agree to adhere to the parent's responsibilities outline in the SMS Technology device Agreement and the Acceptable Use Agreement.
- My child agrees to adhere to the responsibilities outlined in the agreement.
- I understand that one Chromebook, power adapter, and case are being lent to the student and are in good working order. It is the student and parent/guardian's responsibility to care for the equipment and ensure that it is retained in a safe environment.
- I understand that the Chromebook, power adapter, and case is, and at all times, remains the property of Sussex Montessori School and is herewith lent to the student for educational

purposes for the 2020-2021 academic year. I must return the Chromebook at the end of the school year or at the time of withdrawal. (whichever occurs first)

- I agree to not deface or destroy this property in any way. Inappropriate use of the school property may result in the student losing their right to use the Chromebook.
- I understand that identification labels have been placed on the Chromebook. These labels are not to be removed or modified. Additional stickers, labels, tags, or markings of any kind are NOT to be added to the device.

Student Printed Name

Student Signature

Date

Parent/Guardian Printed Name

Parent/Guardian Signature

Date

Chromebook ID#

Teacher's Name

Date