

Inwood Christian School Chromebook Policy

Goal: Use of the Chromebooks will be for the purpose of improving students' computer skills and providing opportunities for enriching classroom curriculum.

Chromebook Lab – Responsible and Respectful Behavior:

Students will:

1. Use Chromebooks only when there is teacher permission and supervision. No exceptions.
2. Use Chromebooks with clean hands. No food or drink while using a Chromebook.
3. Carry Chromebook with two hands and the lid shut.
4. Use Chromebooks on the desk, not lap. Open case from center. Wait for instructions from the teacher – only login with permission.
5. Always stay on the assigned task and access only your files/email.
6. Close Chromebook and place in the correct spot.

Home Use:

Students may be able to bring their laptops/Chromebooks home with them.

1. Storing Your Chromebook:

Nothing should be placed on top of the Chromebook when stored in the locker or backpack. Students may take their Chromebook home with them at night. Chromebooks should never be stored in a vehicle.

2. Storing Chromebooks at Extra-Curricular Events:

Students are responsible for securely storing their Chromebook during extra-curricular events.

3. Chromebooks Left in Unsupervised/Unsecured Areas:

Under no circumstance should a Chromebook be stored in unsupervised areas. Unsupervised areas include the school grounds and campus, the cafeteria, unlocked classrooms, library, locker rooms, dressing rooms, hallways, bathrooms, extra-curricular bus, in a car, or any other entity that is not securely locked or in which there is not supervision.

4. Chromebooks Left at Home

Since Chromebooks are used almost every day in class, a student who forgets his or her Chromebook at home will not be able to participate in the class and may receive a zero for the day.

Consequences of Misuse:

1. **Misuse of a Chromebook** (ex. – using without permission and without a teacher present, logging into another students' account, mishandling a Chromebook)
 - a. First infraction: Reminder of the rules
 - b. Second infraction: Taking away student use of computer for the day
 - c. Third infraction: Denial of student computer use for 1 week plus Detention

In addition, if a student is seen handling a Chromebook carelessly, placing it carelessly on an object where it could or does fall, the second or third infraction begins immediately. In addition, if this behavior causes damage to the Chromebook, the student will be required to pay for any repairs the laptop may need because of the careless handling. Losing the Chromebook will also result in payment for a replacement.

2. **Internet Misuse** (ex. - on a site looking at information not teacher approved, using the Internet for non-school related assignments, unauthorized use of Internet/computer beyond the school day)
- a. First infraction: Denial of student privilege of computer use for 1 week
 - b. Second infraction: Denial of student privilege of computer use for 2 weeks plus Detention
 - c. Third infraction: Denial of student privilege of computer use for the remainder of the school year plus Detention

Student

I understand and will follow the Inwood Christian School Chromebook Policy.

Signed _____ Date _____

Parent

I understand and support the Inwood Christian School Chromebook policy.

Signed _____ Date _____