



## City of St. Charles School District Chromebook Opt Out Form

Please fill out this form **ONLY** if you are using your own device for the entire school year.

**Cell phones are not considered a home device. It must be an updated/current laptop, Chromebook or tablet device. Please be aware that Google Apps and Classroom do not work as well on the iPad. Google Chrome must be installed on the device.**

- I will take good care of my home device so that it is in working order for school.
- I will never leave my home device unattended in an unsecured or unsupervised location.
- I will know where my home device is at all times.
- **I will charge my home device battery to full capacity each night and bring it to school daily.**
- I will protect my home device by always carrying it in a secure manner to avoid damage.
- I will use my home device in ways that are appropriate for education while at school.
- I have read and will follow the policies outlined in the District Acceptable Use Policy while at school as well as outside the school day.
- I will file a police report in case of theft.
- I will be responsible for all damage or loss caused by neglect or abuse.

**\*\*PLEASE FILL OUT THIS FORM ELECTRONICALLY THROUGH REVTRAK OR PRINTOUT AND RETURN TO THE MAIN OFFICE FINANCE SECRETARY\*\***

Student Name: \_\_\_\_\_ (Please Print)

Grade Level: \_\_\_\_\_

What device are you bringing (type, model, year)? \_\_\_\_\_

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

Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**IMPORTANT: PLEASE SEE THE BACK SIDE OF THIS FORM!**

**In the event that you would need to borrow a Chromebook for the day from the City of St. Charles School District, please read the information below and sign the agreement. Without a signature below, you will not be able to borrow an SCSD device for any reason.**

- I will take good care of the Chromebook.
- I will never leave the Chromebook unattended in an unsecured or unsupervised location.
- I will never loan out the Chromebook to other individuals.
- I will know where the Chromebook is at all times.
- I will keep food and beverages away from the Chromebook since they may cause damage to the device.
- I will not disassemble any part of the Chromebook or attempt any repairs.
- I will protect the Chromebook by always carrying it in a secure manner to avoid damage.
- I will use the Chromebook in ways that are appropriate for education.
- I will not place decorations (stickers, markers, writing, etc.) on the Chromebook.
- I understand that the Chromebook I am issued is subject to inspection at any time without notice and remains the property of City of St. Charles School District.
- I have read and will follow the policies outlined in the Chromebook Policy Handbook and the District Acceptable Use Policy while at school as well as outside the school day.
- I will file a police report in case of theft or damage caused by fire.
- I will be responsible for all damage or loss caused by neglect or abuse.
- I agree to pay the full replacement cost of my Chromebook, power cord/charger, bag & ID tag in the event that any of these items are lost or intentionally damaged.
- I agree to return the Chromebook and case in good working condition at the end of each day. I understand that, without insurance, I am not able to take this Chromebook home at any time.
- **I do hereby understand that I am waiving my right to purchase insurance for this device. By waiving this right, I will be 100% responsible for any costs assigned to damage or loss/theft that is incurred while under my care, including the cost of the case if lost/stolen.**

**Student Name:** \_\_\_\_\_ (Please Print)

**Grade Level:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**\*\*PLEASE FILL OUT THIS FORM ELECTRONICALLY THROUGH REVTRAK OR PRINTOUT AND RETURN TO THE MAIN OFFICE FINANCE SECRETARY\*\***