



FCPS MOBILE DEVICE TAKE HOME USAGE AGREEMENT

Dear Student and Parent(s)/Guardian(s):

Congratulations! You have been issued a Frederick County Public Schools mobile device. The mobile device is an important part of your school's curriculum and will be used in school to support your learning. The device can be taken home once you and your parent/guardian read and agree to the terms listed on this form. If you and your parent/guardian do not agree, you will use the device in school, but school building administrators reserve the right to deny permission to take the device home.

PLEASE READ AND REVIEW THE PROCEDURES AND REGULATIONS LISTED BELOW **[1:1 CHROMEBOOK TAKE HOME PROCEDURES & INFORMATION](#)**

- Students will abide by the [Student Code of Conduct 402R](#), [Regulation 439P](#), and [Regulation 323R - Computer Network and Internet Use](#).
- Students acknowledge that any issued device is the property of Frederick County Public Schools.
 - The device is to be used for instructional purposes. It must be returned to Frederick County Public Schools when a student withdraws from the school system, at the end of the school year, or immediately upon a request from a school division official.
- Students will make available for inspection by any school administrator or teacher any messages or files sent or received on their FCPS issued device.
- Students will report to school personnel any incidents of inappropriate communications received in any form using FCPS owned technology.
- Students agree to transport the issued device in the case if one is provided, by Frederick County Public Schools.
- Students will not deface the device or the case.
- Students will bring their issued device fully charged to school each day, along with their AC adaptor.
- Students will adhere to these terms each time the device is used, including when it is not on school property.

Lost, Stolen, or Damaged Devices:

- Repeated or irresponsible damage to a Chromebook will be addressed by school administration. letter may be sent to the parent/guardian if deemed necessary and charges for repairs may be assessed.
- Repeated repair to a Chromebook or irresponsible damage will be charged at the actual cost of repair.
- Chromebooks damaged beyond repair will be treated as a lost Chromebook.
Note: The school administrator will determine if the Chromebook has been damaged beyond repair.
- Lost or Stolen Chromebook
 - New Chromebook - A Chromebook that has been in use 24 months or less will be charged full replacement cost.
 - Old Chromebook - A Chromebook that has been in use more than 24 months will be charged half price of the replacement cost.
- A fee of \$25 will be charged for lost, stolen, or-damaged AC adapters.
- Parents should notify law enforcement when an issued device is lost or stolen outside of school. copy of an official report should be provided to the school administration. A student or parent/guardian must pay the replacement cost for a new mobile device before being issued a replacement. The student may be provided with a loaner to be used only on school property. Refunds will be granted for devices found and returned.
- If the device is reported lost or stolen, the device will be locked down and will be unusable.

Student: I have read, understand and agree that if I do not honor all the terms in this agreement my FCP issued mobile device may be confiscated.

Student name (print) _____

Student signature _____

Date _____

Parent/Guardian: I have read and understand this agreement and give permission for the school to allow my child to use the FCPS issued mobile device under the terms and conditions set forth above.

Parent/Guardian name (print) _____

Parent/Guardian signature _____

Date _____