



OHS 1:1 Device User Agreement

Congratulations! This year, we can offer you a Chromebook, case and charger for use at school and home. You will be issued these learning tools once you review this agreement with your parents, sign the agreement, return it to school and pay your Technology Use Fee (see separate document).

As part of this agreement, please review the information carefully. The following FCPS regulations apply while using an FCPS Chromebook.

1. [Responsible Use of Digital Technology - Students](http://www.fcps.org/boe/documents/400-73.pdf) (<http://www.fcps.org/boe/documents/400-73.pdf>)
 - A. Access will be provided for instructional use and school-related activities only.
 - B. Students will communicate only in a respectful and appropriate manner, being mindful of digital citizenship.
 - C. Students will not divulge their passwords to, or otherwise allow access to their network accounts by anyone other than authorized teacher or administrator for the purpose of maintaining the network. Students will safeguard their own personal data and information.
 - D. Students will not circumvent or disable filtering or other technology protection measures put in place by system administrators without proper authorization.
 - E. Violations of this regulation will subject the violator to disciplinary action in accordance with FCPS disciplinary policies ([Regulation 400-8 Discipline](#)) and may include loss of access to resources covered under this regulation and/or criminal sanctions. In addition, any illegal activities will be reported to the appropriate agencies.

2. [Damage of Instructional Materials Regulation](http://www.fcps.org/boe/documents/500-32.pdf) (<http://www.fcps.org/boe/documents/500-32.pdf>)
 - A. The student shall be held responsible for the careful use and protection of the equipment assigned to him/her. Upon the request of the principal, the student shall return these items in good condition.
 - B. Chromebook serial numbers, identifications labels, and internal components will not be altered.
 - C. Damaged Chromebooks will be reported immediately to the Help Desk, located in the Media Center.
 - D. Failure of the student to comply with this procedure may require the principal to assess the loss or damage and have the student pay the money to the school.
 - E. Coverages provided through the Technology Use Fee are outlined in separate documentation.

3. [Electronic Devices-Student Use](http://www.fcps.org/boe/documents/400-18.pdf) (<http://www.fcps.org/boe/documents/400-18.pdf>)
 - A. School system staff reserves the right to revoke privileges associated with this use under any of the following conditions:
 - Disrupts the learning environment or approved school activity.
 - Poses a threat to academic integrity.
 - Violates confidentiality or privacy rights of others.

- Electronic devices with camera and recording functions may not be used to take or transfer any image or recording at any time on school premises without teacher permission.
- Creates safety concerns.
- Violates criminal laws.
- Classroom use without teacher permission

Responsibilities for Chromebook, charger and case:

I acknowledge the Chromebook, charger and case issued to me are the property of Frederick County Public Schools. I understand my role is to safeguard the Chromebook, case and charger from damage and take reasonable steps to prevent theft. Upon request, I will return the Chromebook in proper working condition on the designated date at the end of the school year.

If I transfer from this school before the end of the school year, I will return my Chromebook on the last date of enrollment or may be subject to my student records being retained.

I have read and agree to comply with FCPS regulations stated above.

Technology Use Fee Options (check one):

- I will remit the \$60, or prorated fee, as outlined in the Use of Technology Fee document.
- I am choosing not to pay the Use of Technology Fee and will assume full responsibility for any loss or damage of the Chromebook issued to me. I understand that the student will not be issued another device until the damage or loss fees are remitted. These fees are considered an obligation and may affect a student's access to end of year activities, homecoming, Prom or the issuance of school transcripts.

Student Name Printed: _____ Grade: _____

Student Signature: _____ Date: _____

Parent/Guardian Name Printed: _____

Parent/Guardian Signature: _____ Date: _____