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**Use Agreement**

**Ardrey Kell High School**

**Purpose**

All students are *required* to check out a Chromebook for the school year. Students and/or parents will be held accountable for a CMS Chromebook and charging adapter cord for completing in-person and remote learning activities. Internet access is provided for free on any CMS campus or at any Charlotte-Mecklenburg Libraries.

**Student and Parent Responsibilities**

* For face-to-face learning, students are required to bring their devices to school fully charged each day.
* For virtual/remote learning, students are required to use their CMS device for school related learning activities.
* Do not apply drawings, stickers, labels, tape, or casing on or inside the Chromebook.
* Students are required to use the device responsibly. Chromebooks have strict filtering on and off the CMS Networks. Chromebooks can be monitored or tracked at any time.
* Students and parents are required to know and uphold all CMS Technology Guidelines & Acceptable Use Policies, the Student Handbook, and any other district or school governing documents. Failure to uphold technology and student conduct policies will result in, but not limited to, privileges revoked and/or financial obligations.
* No food or drink should be near the Chromebook.
* Never attempt to repair or diagnose a device yourself. Make an appointment with AK Technology Services for assistance.
* Only CMS emails can be used gain access to Chromebooks.
* Parents must report a lost/stolen Chromebook to the school immediately. Stolen Chromebooks require a police report.
* Students are expected to return the device and charging adapter cord to the school before/on **the last day of the school year** or financial charges will be applied. Students are responsible for paying for lost, stolen or damaged technology.
* Students have 5 days upon device check-out to notify AK Technology staff of inherited Chromebook issues.

**NEW Chromebook Damage/Repair Fees**

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| --- | --- |
| Situation | Cost |
| Charger   * Lost * Damaged | $25.00 |
| Case Damages   * Cracked * Broken * Scratched | $50.00 |
| Device Replacement | $245.00 |
| Missing Asset Tag/Device Label Pen, Marker, Pencil Marks | $5.00 |

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| --- | --- |
| Situation | Cost |
| Screens   * Cracked * Broken * Scratched * Discolored | $48.99 |
| Keyboards   * Missing Keys * Jammed Keys | $20.00  $47.99 |
| Hotspot   * Missing * Damaged | $80.00 |