Fall River Joint Unified School District Chromebook Agreement

Procedures and Information

Students enrolled in the Fall River Joint Unified School District (FRJUSD) will be issued Google Chromebooks for both in-school and home use (Grades 7-12). This document outlines essential information for students and their parents/guardians regarding equipment care, academic use, and responsible digital citizenship.

Please be advised that the use of District Technology is a privilege, not a right. All activities on District-owned computers, networks, or electronic communication devices may be subject to monitoring by school authorities. Misuse of District Technology can lead to various consequences, including, but not limited to, restricted or prohibited computer and wireless network access, disciplinary actions, course removal, loss of credit, failing grades, and/or legal action.

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1. Student Orientation

Students will receive instruction on Digital Citizenship using the Common Sense curriculum during class time. Parents are encouraged to utilize the abundant resources available on the Common Sense Media website (https://www.commonsensemedia.org/) to help their students navigate the evolving landscape of technology. We request that both students and parents review this Procedures and Information packet, along with the Acceptable Use Agreement for Students and the General Care for Chromebooks section. Each student will be assigned a specific Chromebook for the entirety of their enrollment at FRJUSD, and proper care is expected.

2. Returning Your Chromebook

- **End of Year** At the conclusion of each school year, students are required to return their Chromebooks and cases. Failure to return a Chromebook will result in a charge for the full replacement cost of the Chromebook and charging cord, or individual fees for missing components. Non-payment of replacement costs may lead to the filing of a stolen property report with local law enforcement and/or involvement of a collection agency. This process is consistent with the district's policy for textbooks and other school equipment.
- **Transferring/Withdrawing Students** Students who transfer out of or withdraw from the Fall River Joint Unified School District must return their Chromebooks and cases to the office on their last day of attendance. Failure to return the Chromebook will result in a charge for the full replacement cost. Non-payment may lead to the District filing a stolen property report with local law enforcement and/or involvement of a collection agency. This process is similar to the district's policy for textbooks and other school equipment.

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3. Sound

- Sound must remain muted at all times unless explicit permission is granted by a teacher.
- Headphone use is permitted at the discretion of teachers.
- For sanitary reasons, students should possess their own personal set of headphones. Please inform school staff if you are unable to afford headphones.

4. Logging into a Chromebook

- Students will log into their Chromebooks using their school-issued Google Workspace for Education account.
- Students must never share their account passwords with others.
- The Chromebook is designated for student use only and should not be used by family members or friends.

5. Managing and Saving Your Digital Work with a Chromebook

- The majority of student work will be stored in Internet/cloud-based applications and can be accessed from any computer with an Internet connection and most mobile Internet devices.
- Some files may be stored temporarily on the Chromebook.
- Students should save their work frequently when working on digital media offline.
- The school is not responsible for the loss of any student work.

6. Using Your Chromebook Outside of School

Students are encouraged to use their Chromebooks at home and in other locations outside of school. An Internet connection will be necessary for most Chromebook functions; however, some applications can be used offline. Students are bound by the Acceptable Use Agreement for Students and all other guidelines in this document regardless of where they use their Chromebooks or FRJUSD logins.

7. Operating System and Security

Students are prohibited from using or installing any operating system on their Chromebook other than the current version of ChromeOS, which is supported and managed by the district.

- **a. Updates** The Chromebook operating system, ChromeOS, updates automatically. Students are not required to manually update their Chromebooks.
- **b. Content Filter** The District employs Internet content filters in compliance with the federally mandated Children's Internet Protection Act (CIPA). Filtering is provided for all Chromebooks, irrespective of their physical location (in or out of school). Internet activity at school is protected and monitored by the district. If an educationally valuable site is blocked, students should contact their teachers or the office staff to request that the site be unblocked by the District Director of Technology.

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8. Software

- **a. Google Workspace for Education** Chromebooks seamlessly integrate with the Google Workspace for Education suite of productivity and collaboration tools. This suite includes Google Docs (word processing), Sheets, Slides, Drawings, Forms, and more. All work is stored in the cloud.
- **b. Chrome Web Apps and Extensions** Students are permitted to install approved Chrome web apps and extensions from the Chrome Web Store. Some web apps will be available for use when the Chromebook is not connected to the Internet.

9. 2025-26 Chromebook Parts / Replacements Costs

The following are the estimated costs for Chromebook parts and replacements for the 2025-26 school year:

2025-26 Chromebook Parts /Replacements	Cost
Device Replacement	$550.00
Display	$110.00
Keyboard	$70.00
Battery	$80.00
Charger	$25.00
Mainboard	$195.00
Case	$40.00

10. Optional Insurance (To Cover Theft and Damage)

- Some items may be covered by your homeowners/renters insurance policy. Please consult with your insurance agent.
- Third-party insurance is available to provide optional coverage. Information can be obtained from your student's school office or the school's website.

11. No Expectation of Privacy

Students should have no expectation of confidentiality or privacy regarding any use of a Chromebook, regardless of whether the use is for school-related or personal purposes, other than as specifically provided by law. The school may, without prior notice or consent, log, supervise, access, view, monitor, and record the use of student Chromebooks at any time for any reason related to the operation of the school. By using a Chromebook, students agree to such access, monitoring, and recording of their use.

Due to the evolving nature of technology, all policies herein are subject to change.

Acceptable Use Agreement for Students

The Fall River Joint Unified School District provides Internet/Computer access as part of your education. The network is intended for students to conduct research, complete assignments, and communicate with others. The following Acceptable Use Agreement outlines six conditions or facets of being a Digital Citizen.

1. **Respect Yourself:** I promise to demonstrate self-respect through my actions. I will select appropriate online names and refrain from using false identities. I will carefully consider the information and images I post online , including personal details, experiences, experimentations, or relationships. I will not post obscene content.
2. **Protect Yourself:** I promise to ensure that the information, images, and materials I post online will not jeopardize my safety. I will not publish personal or contact details, or a schedule of my activities. I will report any attacks or inappropriate behavior directed at me. I will safeguard my passwords, accounts, and resources. I will use my access for educational purposes only and not for any profit-making or unlawful activities. I will not visit sites that are degrading, pornographic, racist, or otherwise inappropriate.
3. **Respect Others:** I promise to show respect for others and their equipment. I will not use electronic mediums to bully, harass, or stalk other individuals. I will demonstrate respect for others by not using or altering their passwords or accounts. I will not abuse my access rights and will not enter other people's private spaces or areas. I will only use computers or networks for which I have been granted permission to access. I am responsible for the appropriateness of the material I send or post.
4. **Protect Others:** I promise to protect others by reporting abuse and refraining from forwarding inappropriate materials, images, or communications, including spam/junk mail. I will protect the private information of others (e.g., Email and Skype addresses, contact details, cell numbers).
5. **Respect Intellectual/Physical Property:** I promise not to plagiarize the work of others, properly citing all use of websites, books, media, etc. I will validate information. I will adhere to Fair Use rules (e.g., not exceeding my fair share of bandwidth) especially concerning audio/video/image files and will request permission to use the materials of others. I will use the school's computers, software, and other technology equipment with care and encourage others to do the same.
6. **Protect Intellectual Property:** I promise to request permission to use the software and media produced by others. I will use free and open-source alternatives instead of pirating software. I will purchase, license, and register all software. I will purchase my music and media, and refrain from distributing these in a manner that violates their licenses. I will act with integrity.

By agreeing to this acceptable use policy, I promise to always act in a manner that is respectful to myself and others, and to act appropriately in a moral and ethical manner. I agree to follow the principles of digital citizenship outlined in this agreement and accept that failure to adhere to these rules will have consequences. I understand that school administrators will determine what constitutes inappropriate use, take appropriate action, and determine consequences.

Consequences may include restriction of computer/network access, suspension/expulsion, reimbursement for damage/loss of property, and legal action.

Digital Citizenship (Website and Social Media Guidelines)

- Be mindful of what you post online. Website and social media platforms are very public spaces, and your contributions create a permanent digital footprint for all to see. Do not post anything you would not want friends, enemies, parents, teachers, future colleges, or employers to see.
- Adhere to the school's code of conduct when writing online. While disagreeing with others' opinions is acceptable, it must be done respectfully. Ensure that criticism is constructive and not hurtful. Behavior that is inappropriate in the classroom is also inappropriate online.
- Prioritize online safety. Never disclose personal information, including, but not limited to, last names, phone numbers, addresses, exact birth dates, and pictures. Do not share your password with anyone besides your teachers and parents.
- Linking to other websites to support your ideas is encouraged. However, thoroughly review the entire website before linking to ensure that all information is appropriate for a school setting.
- Produce your own work! Using other people's intellectual property without their permission is a violation of copyright law and FRJUSD's academic honesty policy to copy and paste other's thoughts. Be aware that pictures may also be protected under copyright laws. Verify that you have permission to use the image or that it falls under Creative Commons attribution.
- Your online representation is an extension of yourself. Do not misrepresent yourself by using someone else's identity.
- Online work should be well-written, adhering to proper grammar, capitalization, and punctuation. If editing someone else's work, ensure it is done with the intention of improving the writing.
- If you encounter inappropriate material that makes you feel uncomfortable or is disrespectful, immediately inform your teacher or another trusted adult.

General Care for Chromebooks

Students are responsible for the general care of the Chromebook they have been issued by the school. Chromebooks that are broken or malfunctioning must be brought to the school office as soon as possible for proper handling. School-owned Chromebooks should never be taken to an outside computer service for any type of repairs or maintenance. It is the student's responsibility to keep their Chromebook in a secure location. Students should never leave their Chromebooks unattended, except when locked in their hallway locker.

- Do not have any food or drinks near the Chromebook.

- Chromebooks must remain free of any writing, drawing, stickers, and labels.
- Cords, cables, and removable storage devices must be inserted and removed carefully.
- Avoid touching the Chromebook screen excessively or with force, as this can cause blurring or cracking. This includes using fingers, pens, pencils, or any other objects.
- Do not place your Chromebook on uneven surfaces where it might be subject to an accidental fall. While the Chromebook cases are sturdy, drops from heights can damage the outside of the Chromebook. Avoid placing or dropping heavy objects on top of the Chromebook.
- Chromebooks are sensitive to extreme temperatures. They should not be exposed to temperatures over 100 degrees Fahrenheit (37.8 degrees Celsius) or under 32 degrees Fahrenheit (0 degrees Celsius). Do NOT place your Chromebook under a blanket, on the dashboard of your car, etc.
- Do not block airflow when the device is on. While Chromebooks do not generate as much heat as traditional laptops, they still require ventilation.
- Chromebooks are labeled with an inventory tag. Do not remove this tag. Students may be charged up to the full replacement cost for returning a Chromebook without an FRJUSD identification tag.
- Damage, loss, or theft must be reported to the office immediately. A loaner Chromebook will be issued while the issue is being resolved.
- The District will repair or replace non-functioning equipment resulting from normal use. All other breakages will be the student's financial responsibility to pay.

Carrying Chromebooks

- Always keep your Chromebook in the provided case. Even when the Chromebook is in your backpack, it should be inside its case.
- Transport Chromebooks with care. Chromebook lids should always be closed and tightly secured when moving. Do not carry your Chromebook with the screen open.
- Unplug your Chromebook when it is not charging.
- Never move a Chromebook by lifting it from the screen. Always support it from the bottom with the lid closed.
- If carrying your Chromebook in your backpack, avoid sharp objects around it and prevent throwing your backpack or leaving it in places where it can be accidentally kicked.

Screen Display and Care

- Inappropriate media (e.g., content unsuitable for a school t-shirt) may not be used as Chromebook backgrounds or themes. The presence of such media will result in disciplinary action.
- Chromebook screens are fragile and easily damaged, particularly by excessive pressure.
- Do not lean or apply pressure on the top of the Chromebook when it is closed.
- Do not store the Chromebook with the screen in the open position.
- Do not place anything near the Chromebook that could exert pressure on the screen.
- Do not poke the screen with anything that could mark or scratch the surface.

- Do not place anything on the keyboard before closing the lid (e.g., pens, pencils, etc.).

A/C Power Adapter

- The port on the power adapter is delicate; insert and remove it with care every time.
- Do not carry your Chromebook with the power adapter plugged in.
- When not in use, wrap your Chromebook's power adapter to prevent tangled or knotted cords.
- Keep the power adapter you are issued at home. A charging cart will be available at your school site if your Chromebook needs a charge.

Charging and Bringing Your Chromebook to School

- The Chromebooks hold a charge for 6-8 hours. Ensure your Chromebook is plugged in each night to be fully charged for the morning. If your Chromebook is not charged for classroom use, you will receive an "unprepared for class" consequence, which carries the same weight as a tardy.
- If you forget to bring your Chromebook to school, you will receive an "unprepared for class" consequence and will be allowed to use a replacement Chromebook if one is available.

Keeping Your Chromebook Clean

- Never use any product containing alcohol, ammonia, or other strong solvents to clean your Chromebook.
- Do NOT spray or wipe your Chromebook with Windex, household cleaner, water, or cleaning cloths/wipes.
- Clean your Chromebook keys and screen with a lightly moistened soft cloth, or bring your Chromebook to the library to have it cleaned with a computer cleaning solution.

Fall River Joint Unified School District Chromebook Agreement

Parents/Guardians - This only needs to be completed, if you have not completed the online parent data confirmation process in AERIES.

My signature below indicates that I have received and acknowledge the FRJUSD Chromebook Agreement.

Print Student Name: _____ Grade: _____

Student Signature: _____ Dates: _____

Print Parent/Guardian(s) Name (s): _____

Parent/Guardian(s) Signature: _____`Date: _____

Please return this page to your school office.