

# **Creve Coeur District # 76 Chromebook Student Handbook**

## **Repair of, Loss of, or Damage to Chromebook**

### **Damages & Repair**

Should a unit become damaged or stop working, the student must notify their teacher immediately. The building principal or assistant principal will examine the unit to determine the problem and repair costs of the unit.

### **Warranty**

Devices are under warranty for 4 years from date of purchase. Accidental damage is covered for one incident per year. Any additional damage beyond that is the responsibility of the student/parent/guardian. The repair deductibles are as follows:

1st Incident \$0 \*

2nd Incident \$50\*

3rd Incident \$75\*

\* Parents/students may be charged for full repair or replacement cost of a device that has been lost or damaged due to intentional misuse or abuse.

### **Accidental Damage vs. Negligence**

Accidents do happen. There is a difference, however, between an accident and negligence. After investigation by school administration and determination by the administration, if the Chromebook is deemed to be intentionally or negligently damaged by the student, the student may be subject to discipline and the cost of repair or replacement. Utmost care should be taken at all times. If a student accidentally damages their Chromebook, they may be responsible for the cost.

## **Replacement Value**

The total replacement value of the Chromebook varies by model. The table below lists the model and replacement cost.

HP 11 G9 CELN4500	\$ 290.00
Dell Chromebook 3110 05TGT	\$ 290.00
HP Non Touchscreen	\$ 290.00
IPAD	\$ 290.00
Chromebook Case	\$ 30.00
Chromebook Charger	\$ 25.00

## **Lost or Stolen Equipment**

Chromebooks that are lost or stolen should be reported to the school immediately. If the device was stolen off of school grounds, file a report with the local law enforcement agency and keep a copy of the report to provide to the school. This should be done by the student or parent within 48 hours. Parents/Students will be billed for damaged or lost equipment outside of the scope of the warranty.

## **Loaner Devices**

If a student's Chromebook is inoperable, the school has a limited number of spare devices for use while the student's Chromebook is repaired or replaced. Students are responsible for the care of the loaner while issued to them. The same rules and regulations listed in this document apply to loaner devices.

\* A limited number of "loaner" devices are available, so availability of a "loaner" is not guaranteed.

**Ownership of the Chromebook**

Creve Coeur School District # 76 retains sole right of ownership of the Chromebook. The Chromebooks are lent to the students for educational purposes for the duration of the academic year. Moreover, District 76 administrative staff and faculty retain the right to collect and/or inspect Chromebooks at any time, including via electronic remote access and to alter, add, or delete installed software or hardware. Paying for repairs or replacement of the device does not constitute a transfer of ownership from the district to the individual.

Student Last Name:

Student First Name:

Student ID#:

Student Signature and Grade: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

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

**For Office Use—**

Asset ID: \_\_\_\_\_

Notes/Chromebook Condition: \_\_\_\_\_