



Classical Academy Charter School 1:1 Technology Initiative

Student Name: _____

Device Serial Number: _____

My signature below indicates that I agree to the stipulations set forth in the Classical Academy Charter School Device Usage Agreement, Student Responsibility Pledge and the Board of Trustees Policy 2361: Acceptable Use of Computer Network/Computers and Resources.

Student Signature: _____

My signature below indicates that I agree to the stipulations set forth in the Classical Academy Charter School Device Usage Agreement, Student Responsibility Pledge and the Board of Trustees Policy 2361: Acceptable Use of Computer Network/Computers and Resources.

Parent/Guardian Signature: _____

NOTE: Pages 2 through 7 are posted on CACS website under Parents Chromebook AUP.

Classical Academy Charter School Device Usage Agreement

1. Use of this device is subject to the school's policy on [acceptable use of computer network/computers and resources \(2361\)](#) and related policies.
2. This device and account allows the student certain privileges and rights on the network. The student should in no way attempt to gain other privileges or to attempt to access resources on the network to which no explicit rights have been granted.
3. The student shall not, in any way, tamper with or misuse school equipment, either software or hardware. No form of tampering is acceptable.
4. The student may not disassemble any part of the device or attempt any repairs.
5. The student may not download copyrighted software, audio or video files, or any other copyrighted material from the internet not legally allowed to be used. Any such material found will be deleted without prior notification.
6. A district-issued device that is damaged or fails to work properly must be submitted to a district computer technician for evaluation. The school district is responsible for repairing a district-issued device that malfunctions as a result of non-malicious intent. A district-issued device that malfunctions or is damaged as a result of misuse or neglect will be repaired with associated repair costs charged to the student responsible for the malfunction or misuse. Fees will be issued in accordance with the following chart.

| Fine | Chromebook Cost |
|---------------------------------|-----------------|
| Repairable Damage (1st offense) | \$49 |
| Repairable Damage (2nd offense) | \$99 |
| Non-repairable Damage | \$259 |
| Loss or Theft | \$259 |
| Lost/Broken Charger | \$25 |

7. The student will be issued a temporary replacement device when the student's district-issued device is undergoing repair (if available).

8. Only licensed software/apps may be installed onto this device. If the student requires special or non-standard software to be installed on this device for school use, the installation must be cleared by the school beforehand. The student will be responsible for supplying licenses, media, and any documentation.
9. The device has been issued to each student with a charger. Students are responsible for the care and appropriate use of the charger. Students can purchase chargers to replace lost or damaged ones at whatever price it costs the District (approximately \$50). When the device is returned, a working charger must be returned along with it.
10. Any sticker, decal, writing, etc. placed on the case depicting guns, weapons, pornographic material, inappropriate language, alcohol, drug, and gang related symbols or pictures, are prohibited and will result in disciplinary actions.
11. Inappropriate media may not be used as a screensaver or background photo.
Screensavers/Background photos depicting guns, weapons, pornographic material, inappropriate language, alcohol, drug, and gang related symbols or pictures, are prohibited and will result in disciplinary actions.
12. The District provides no peripherals or accessories, such as mice, for the devices, but students may obtain and use them at their own cost, provided that the items are designed to be used with the device make and model issued by the District. However, in the event of an issue that requires troubleshooting, the student is responsible for removing all peripherals and accessories prior to giving the device over for repair. The District will not be responsible for any damage to peripherals and accessories that it did not purchase.
13. If a student requires accommodative hardware to use the device effectively in an instructional environment, the District will supply and support such hardware as required.
14. Software in use in the school is licensed in the correct and legal manner. The student should make no attempt to copy licensed or copyrighted material using this device.
15. This device may not be used for any form of personal financial gain.
16. This device and its contents remain the property of the school. No data stored on this device is personal or private and the student has no reasonable expectation of privacy in such data. Any application or data (apps, music, etc) will become property of the school district upon completion of the program.
17. The device is subject to inspection at any time without notice and remains the property of the Classical Academy Charter School.
18. Food and drinks should be kept well away from the device. The student should also take care when shutting down and closing the lid of the device to ensure that nothing is left lying on top of the device's surface. Resulting damage to the device may not be covered by warranties, and the student may be liable for repair costs.

19. While off-campus, the use of the device is subject to the school's policy on acceptable use of computer networks/computers and resources (2361) and related policies as well as the guidelines for student responsibility.

Classical Academy Charter School Student Responsibility Pledge

In order to maintain the privilege of using this device, I accept the following specific responsibilities:

I agree to:

- Keep this device in my possession at all times. I will not give or lend it to anyone except
- to return it to the school for repair in case it is damaged. If placed in a locker, the lock will be set and the combination will not be shared with anyone else. During Physical Education class & Recess, it is to be secured in a student backpack and placed on the stage not the gym floor.
- Bring the device to school daily and keep the device adequately charged for school usage.
- Carry this device in a secure manner to minimize the chances that it will be damaged or destroyed; this includes but is not limited to not carrying the device open in the hallways or stairwells.
- Immediately notify the school if the device is lost or stolen. In a case of theft, a police report must be filed.
- Return the device to the board office if I should leave the district. I further understand any applications, music, etc., loaded on the device become the property of the school district and will not be returned. All technology devices must be returned to Classical Academy Charter School located at 1255 Main Ave, Clifton NJ 07011. If you have any issues please contact the Main office at 973-278-7707.
- Only use the computing and information technology resources which I have authorization to use. Possible violations include:
 - Using someone else's account or password or sharing your account or password with someone else
 - Accessing files, data or processes without authorization
 - Purposely looking for or exploiting security flaws to gain system or data access
- Use computing and information technology resources only for their intended purposes. Possible violations include:
 - Misusing chat or other communication software that appears to allow students to hide their identity or to interfere with other systems or students

- o Using electronic resources for harassment, bullying, or stalking other individuals
- o Sending bomb threats or “hoax messages”
- o Sending chain letters
- o Sending forged email
- o Intercepting or monitoring any network communications not intended for you
- o Using computing or network resources for advertising or other commercial purposes to attempt to circumvent security mechanisms
- Protect the access and integrity of computing and information technology resources.
Possible violations include:
 - o Releasing a virus or worm that damages or harms a system or network
 - o Preventing others from accessing an authorized service
 - o Attempting to deliberately degrade performance or deny service
 - o Corrupting or misusing information
 - o Altering or destroying information without authorization
- Abide by applicable laws and school policies and respect the copyrights and intellectual property of others, including the legal use of copyrighted software. Possible violations include:
 - o Making more copies of licensed software/content than the license allows
 - o Downloading, using or distributing pirated software/content
 - o Operating or participating in pyramid schemes
 - o Distributing or viewing any pornography including child related on the device
 - o Uploading, downloading, distributing, or possessing any pornography included child related
- Respect the privacy and personal rights of others. Possible violations include:
 - o Running network sniffing/monitoring tools without authorization
 - o Accessing or attempting to access another individual’s password or data without explicit authorization
 - o Accessing or copying another student’s electronic mail, data, programs, or other files without permission

I understand that any breach of the acceptable use of computer networks/computers and resources policy and guidelines for student responsibility may lead to disciplinary action including the suspension of my use of this device. I understand that the school will fully cooperate with law enforcement and all relevant authorities in investigating and prosecuting any unlawful use.

