

Chromebook COMPUTERS 1:1 program

In the 2017-18 school year, ARMS 7th grade students will be assigned a chromebook computer, and may bring it to and from school everyday, subject to the guidelines below. In technology education this is known as a “1:1 program,” or “one-to-one,” which means “one student, one computer,” because we distribute one computer to every student.

PURPOSE

The Amherst-Pelham Regional School District aims to provide equitable access to technology to all students. Digital engagement supports new instructional strategies and cultivates responsibility as digital citizens. Starting in September 2016, we launched a 1:1 program to provide Chromebook laptop computers to ARMS 7th grade students to enhance teaching and learning. This is the second year of our 1:1 chromebook program.

PARTICIPATION

All 7th grade students in the Class of 2023 will participate in the 1:1 chromebook program! All students will be required to use chromebooks everyday in school.

TAKE HOME EVERYDAY. We have a chromebook computer for each student to check out, and borrow for the entire academic year. Students are encouraged to take the chromebook home everyday to complete homework and advance their digital citizen responsibilities. When students take the chromebook home everyday, they will charge it at home each evening. (We teach them to plug it in right after they brush their teeth). They can leave the charger at home.

WHAT IF I DO NOT WANT MY STUDENT TO BRING THE CHROMEBOOK HOME? It is not mandatory to sign up for the option to take the chromebook home, although we highly recommend students take it home for homework use. We understand why some families prefer that the chromebook remain in school. If the student does not sign up for the take-home-option, they will store the chromebook in the computer lab everyday at 2:20 pm. Each morning they will retrieve the chromebook for school-day use.

WHAT ABOUT PERSONAL DEVICES? We recommend that all students leave personal devices at home for a variety of reasons. We cannot guarantee security. Our curriculum and instruction is based in chrome/google classroom. Some personal devices do not support chrome. We can not provide service for personal devices.

SIGN THE AGREEMENT

All students and parents/guardians are required to please sign the usage agreement whether or not the student is using the take-home-option. This form and signature must be completed prior to a chromebook is assigned to your student. Families must agree that the computers will be used only for school purposes and adhere to the Amherst-Pelham Regional Schools **district acceptable use policy**. The current policy is available in the student handbook, and on the website. The off site usage agreement is ~~at~~ [attached to](#) the end of this document. Failure to abide by these rules may limit or prohibit use of the computer in the future, and subject the student to disciplinary action.

USAGE GUIDELINES AND RESTRICTIONS

The district recognizes that students may need or want to use the district's Chromebook computers offsite, after hours for school related reasons. While such usage is allowed, it is dependent on strict guidelines. Please refer to the Acceptable Use Policy in the ARMS student handbook and on the district web site for the guidelines on student use of the Chromebooks and other school resources.

RESPONSIBILITY

Families are ultimately responsible for the Chromebook computer they checked out. If it were to be lost, stolen, or otherwise damaged while in the student's possession, the family may be required to reimburse the school district for the replacement value of the computer.

**Information Systems
Amherst Public School District
170 Chestnut Street
Amherst, MA 01002**

OFFSITE USAGE AGREEMENT

This computer is made available for authorized use through the Information Systems Department (hereinafter "IS") of the Amherst-Pelham School District. The Agreement is in accordance with policy, and places full responsibility on the borrower for the safe operation and prompt return of the computer when requested. The borrower's signature will indicate acceptance of the terms of the Agreement.

1. Chromebook computers will be loaned for school use only.
2. The computer will only be operated by, or under the supervision of, the undersigned borrower.
3. No unlicensed software will be permitted on district owned computers.
4. No personal software will be permitted on district owned computers without prior written approval from the Information Systems Department.
5. The borrower must immediately report any mechanical problems with the computer to IS or the building Technology Integration Specialist. No attempt should be made to repair the computer by the borrower.
6. The borrower will assume full responsibility for the prompt return of the computer when requested in good condition.
 - a. If the computer is stolen or lost while in the borrower's possession, the borrower's parent or guardian must immediately file a police report and get the police case number. The borrower must also notify the school principal (413-362-1850 or dellamarcoj@arps.org).

- b. If the computer is damaged while in the borrower's care, the borrower shall immediately notify IS of the damage and how it occurred.
 - c. The borrower understands that the Amherst-Pelham Regional School District may hold the borrower financially responsible for the loss and may take necessary action to recover said loss.
7. Borrowers use of the computer must be in compliance with the district Acceptable Use Policy, no matter where it is used. Violations of the acceptable use policy with school owned equipment are subject to discipline, no matter where they occur.

Appendix A
From the Student Handbook:

XII. ACCEPTABLE USE POLICY - TECHNOLOGY

The Amherst-Pelham School District is pleased to bring access to the district networking facilities, including Internet and email access, to employees and students. Our goal in providing this network service to teachers, staff, and students is to promote educational excellence in our schools by facilitating resource sharing, innovation, and communication.

With access to the Internet, also comes the availability of material that may not be considered to be of educational value in the context of the school setting. We acknowledge the existence of inappropriate material on the Internet, including, but not limited to, any materials not in support of the system's curriculum, and shall do everything we can to actively restrict access to them; however, no combination of hardware and software can guarantee complete control of unacceptable material. It should be clearly understood by all employees that access to such material in any form is strictly prohibited.

The smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. Detailed guidelines are attached as an addendum to this employee handbook so that users are fully aware of the responsibilities of Internet/network use. In general this requires a commitment to efficient, ethical, and legal utilization of the network resources. If a user violates any of these provisions, his or her account will be terminated and future access could be denied.

Specific rules and guidelines regarding use of the Internet are attached to this Handbook as an Addendum and are subject to change as found on the www.arps.org website. Please read this Addendum carefully and abide by its' contents. Summary information about the Acceptable Use Policy is as follows:

- 1) Acceptable Use - The purpose of network and Internet access is to support research and education. The use of your account must be in support of education and research and consistent with the educational objectives of the Amherst-Pelham Regional School District. Use

for commercial activities is not acceptable. Installation of any personal software or instant messaging is prohibited as well.

2) Privacy - The district network, the Internet and the ARPS web pages are “public places” shared with other users. Because the information access is granted to users as a privilege and not a right, the ARPS hereby notifies all users that:

1. there is no right to privacy for communication, including email, and
2. any and all traffic on the district network and individual school local area networks shall be monitored to ensure that the network continues to function in a proper and appropriate manner for all users.

3) Liability - The Amherst-Pelham Regional School District shall make no warranties of any kind, either expressed or implied, that the functions or the service provided by or through the district’s networks will be error free or without defect. ARPS will not be responsible for any damage users may suffer, including but not limited to loss of data or interruptions of service. ARPS shall not be responsible for the accuracy or quality of the information obtained through or stored on the system. ARPS shall not be responsible for financial obligations arising through the unauthorized use of the system. ARPS shall not be responsible for any copyright violations or any other illegal use of the Internet.

4) Security - Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the ARPS network on Internet access, you must notify an administrator. Do not demonstrate the problem to other users. Do not use another individual’s account without written permission from that individual.

5) Vandalism - Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or other networks that are connected to the Internet backbone. This includes, but is not limited to, the uploading or creation of computer viruses and/or hacking.

Appendix B: COMPUTER CHECK OUT and USAGE AGREEMENT for Amherst Regional Middle School

() My student **is not** checking out a chromebook computer to take home. They will follow the usage guidelines to use the device in school only.

() My student **is** checking out a chromebook computer to take home. They will follow the usage guideline to use the device in school and off site.

Student's name (please print) _____

Parent/Guardian name (please print) _____

Home Address: _____

phone: _____ email address _____

Check out date: _____

a. Computer brand and ARPS Asset # _____

b. Please initial all accessories check out with computer

_____ A/C power supply/cord

_____ Carrying case

I have read the Usage Agreement Guidelines and I agree to the conditions and terms outlined in it. I also understand and will comply with all care and use guidelines expected by Amherst Regional Middle School.

Student signature: _____

Parent/Guardian signature _____

DATE: _____

School Staff Initials: _____

*******SECTION TO BE COMPLETED BY IS STAFF UPON RETURN (initial each one)*******

_____ Computer and all accessories returned

_____ Computer boots up properly

School Staff: _____

RETURN DATE: _____

Student signature: _____