

This form must be received prior to issuing the device.

**Chesapeake Public Schools
Virtual Electronic Equipment Loan and Use Agreement (2020-2021 School Year)**

Chesapeake Public Schools (CPS) is providing a Chromebook and charger (herein referred to as the device) to your child (a CPS student) for use during the period of virtual instruction in the current (2020-2021) school year. The device is to be used to support instruction. It is important that parents/guardians read and understand their responsibilities associated with the loan and use of the CPS-issued device and agree to the terms stated below.

1. The device and accessories loaned under this agreement
 - a. Are the property of Chesapeake Public Schools, and shall be immediately returned to CPS upon any of the following conditions
 - The withdrawal or separation from the Chesapeake Public Schools
 - The termination of this agreement due to non-compliance
 - At the sole discretion of CPS but no later than the end of the virtual instructional period or the current academic school year - whichever occurs first.
 - b. May only be used for school/educational activities and in accordance with applicable local, state, and federal laws, School Board policies and regulations, CPS Acceptable Telecommunications and Internet Use policy (AUP), CPS Emergency Closure Electronic Device Loan and Use Agreement, and CPS Student Code of Conduct
2. Student and Parent/Guardian responsibilities include, but are not limited to:
 - a. The responsible, legitimate, and appropriate use and care of the device.
 - b. The immediate reporting to appropriate CPS authorities of any/all incidents of inappropriate electronic communications transmitted
 - c. Taking reasonable steps to ensure the device
 - If functionality (on the device) changes notify CPS via email to ithelpdesk@cpschools.com
 - Is stored in a secure space and is kept away from pets, young children, etc.
 - Is only accessed by student for school work and parent/guardian for oversight and compliance
 - Settings are not altered from the CPS-installed settings at the time of issuance
 - Internet content filtering software (installed by CPS in compliance with legal requirements) is not turned off, by-passed, or attempted to be by-passed
3. In the event of theft, vandalism, malicious, or criminal acts, the parent/guardian must file a timely police report; the report must be provided via email to ithelpdesk@cpschools.com immediately upon receipt
4. Upon notification of a damaged, defaced, lost, or stolen device or accessory, an assessment of circumstances and evaluation of equipment (if available) will be made, and the following fees may apply. If fees for repair and/or replacement are levied, they will be the responsibility of the parent/guardian; warranty coverage may affect fees:

Chromebook:	\$250.00	Power Cord/Adapter/Charger:	\$37.00
Screen Replacement:	\$102.00	Keyboard:	\$44.00
Case (if applicable):	\$ 20.00	Hotspot:	\$35.00

Acknowledgement and Acceptance:

By signing below, I acknowledge, understand and agree that my child will abide by the terms of this document. I further understand that my child may be subject to disciplinary action including the confiscation of the device and/or financial penalty (parent/guardian) should they fail to honor their responsibilities under this agreement, including the school division's use of third-party monitoring tools to help ensure student safety. Furthermore, my signature acknowledges my receipt of the below listed CPS-owned technology.

Grassfield High School

STUDENT'S FULL NAME (PRINTED)	STUDENT SCHOOL	STUDENT ID#
PARENT / GUARDIAN'S NAME (PRINTED)	PARENT / GUARDIAN'S SIGNATURE	DATE