



Chromebook/Tablet User Agreement

In exchange for Community Academy of Philadelphia, CS allowing the Student to use and possess a CAP-owned Chromebook/Tablet, or any loaner or replacement Chromebook/Tablet provided at the discretion of the school, I agree to the following:

1. The Student and Parent/Guardian understand and agree the Chromebook/Tablet and charger are the property of the Community Academy of Phila. and the Student has no right to alter, install, or remove any hardware or non-approved apps or extensions on the Chromebook/Tablet.
2. Student and Parent/Guardian acknowledge the Acceptable Use Policy and understand and agree to abide by the procedures and rules set forth in these Policies and this Agreement.
3. The Student will not permit individuals other than school personnel to access the Chromebook/Tablet. Student passwords may not be shared with others. The Student must follow all copyright laws. The Student shall not use or allow the Chromebook/Tablet to be used for any illegal reasons.
4. The Student and Parent/Guardian agree the Chromebook/Tablet is deemed to be in the custody of the Student from the time the Student receives the Chromebook/Tablet until the time the Chromebook/Tablet is returned to a designated school representative. If the Chromebook/Tablet is lost or stolen, the Parent/Guardian and Student must immediately notify the Dean of Students of the incident along with all relevant details. In addition, a police report will be filed by the Dean of Students or an Administrator within 48 hours of the occurrence.
5. Student and Parent/Guardian understand and agree they are not to attempt any repairs on the Chromebook/Tablet and that a damaged Chromebook/Tablet must be returned to CAP for repair and/or service. For technical assistance, email chromebook@communityacademy.org.
6. The Student understands and agrees that at the end of the school year or upon request from any school official, the Chromebook/Tablet will be returned to CAP in the same condition the Chromebook/Tablet was originally provided, except for normal wear and tear as determined by CAP. Any failure to return the device to CAP in a timely manner or the continued use of the Chromebook/Tablet for non-school purposes without CAP's written consent may be considered unlawful possession of CAP property and CAP may pursue legal remedies to obtain the Chromebook/Tablet or its value.
7. Student and Parent/Guardian understand and consent that CAP reserves the right to monitor any user's utilization of CAP's technology resources. Users have no expectations of privacy while using CAP technology resources whether on or off CAP property. CAP may monitor, inspect, copy, and review any and all usage of CAP technology resources including information

transmitted and received via the internet to ensure compliance with this and other CAP policies, and state and federal law. All e-mails and messages, as well as any files stored on CAP technology resources may be inspected at any time for any reason. CAP may decrypt and inspect encrypted internet traffic and communications to ensure compliance with this policy.

8. Student and Parent/Guardian understand and agree if CAP determines the Student failed to adequately care for the Chromebook/Tablet or violates CAP rules, policies, or this Agreement, CAP may terminate the Student's ability to use the Chromebook/Tablet outside of school, if applicable, or even the use of the device at all and the CAP may immediately repossess the Chromebook/Tablet. CAP may refer the matter to the appropriate authorities for civil, criminal and/or juvenile proceedings and/or impose consequences as per the Student Code of Conduct. Parent/Guardian will be notified if the Student fails to adequately care for the Chromebook/Tablet or violates CAP rules, policies, or this Agreement.

9. Student and Parent/Guardian understand that all communication within the G Suite apps, including email, must be limited to CAP teachers and students. CAP provided apps and email must not be used to communicate with parties outside of CAP unless for a pre-approved educational reason.

10. Withdraw: Students who withdraw or leave CAP and do not return a CAP issued Chromebook/Tablet will be subject to a fine and possible reporting to the local law enforcement as having possession of school property. The Chromebook/Tablet will be remotely disabled and all functionality removed.

Repair/Replacement Fees	First Claim	2+ Claims
HARDWARE ISSUE or ACCIDENTAL PHYSICAL DAMAGE	\$25	\$50
INTENTIONAL DAMAGE	Full Cost to Repair	Full Cost to Repair
THEFT (with Police Report)	\$25	Full Cost to Replace
LOST Chromebook/Tablet	\$150.00	Full Cost to Replace

Chromebook Model	Serial Number	Asset Identifier

Student Name	Grad Year	Homeroom

Parent/Guardian Signature _____ Parent/Guardian Name (printed) _____ Parent/Guardian email address _____ Language other than English _____
