

One 2 Web Chromebook Guide



The purpose of the One-2-Web Chromebook program in SD27J is to provide a collaborative and creative environment for all learners. Our goal is to help students develop the necessary skills to live and work successfully in an increasingly advanced, technology-driven world. These skills are expanding and redefining how they live, learn, work, and play. The equipment referenced in this document is currently a Chromebook and a charger. Your school may set consequences for failure to follow these terms, including the loss of this privilege.

EXPECTATIONS:

Ownership: Chromebook and charger are property of 27J and on loan to you during the school year. Whether transferring to another District 27J school or leaving the district, you are expected to return the Chromebook and charger in good condition to your school as part of the process. All Chromebooks will be remotely disabled and rendered inoperable when you leave 27J.

Privacy: This Chromebook belongs to 27J therefore schools have the right to review the content or user history at any time per Board Policy <https://bit.ly/2mG3fOV>.

Lost/Stolen: If the Chromebook is lost, students are expected to let their school know immediately and to provide information to help recover it if possible. If the device is stolen, please complete and submit a police report to the school within 14 days.

Parent support: Parents/Guardians should be proactive in establishing home guidelines around appropriate use regarding student access to content and materials as well as Internet safety. The 27J content filter works outside of 27J buildings and will apply filtering no matter who is logged in and on what network. We encourage parents/guardians to set boundaries, safeguards, and expectations for technology use at home that align with family values. You have the right to monitor your student's use of the device.

It is expected that Parent/Guardians be proactive in ensuring their student and the device is ready for academic use.

Chromebook care: Students are responsible for the general care of the Chromebook they have been issued by the school. Chromebooks that are broken or fail to work properly must, be taken to the designated Help Desk at their respective school as soon as possible in order to begin the repair process. Chromebooks owned by the district should not be taken to any outside computer service for any type of repairs or maintenance. Students or parents should not attempt to complete any repairs to a Chromebook.

General Precautions:

- No food or drinks are allowed next to your Chromebook while it is in use.
- Cords, cables, and removable storage devices must be inserted carefully into the Chromebook and removed carefully.
- Never transport your Chromebook with the power cord plugged in.
- **Chromebooks must remain free of any writing, drawing, or stickers UNLESS the Chromebook is protected with a plastic cover or removable skin.** Vents CANNOT be covered.
- Chromebooks are labeled with a School District 27J property tag. This tag must not be removed or altered in any way. Removal of the tag may result in disciplinary action.
- Chromebooks should never be left in a car or any unsupervised area.
- Students are responsible for bringing a completely charged Chromebook for use each school day.

TYPE OF FEE	AMOUNT	PER	PURPOSE OF FEE
DAMAGED / LOST CHROMEBOOK	\$ 260	PER INSTANCE	IN PERSON LEARNING REPLACEMENT FOR DAMAGED/LOST ITEMS
DAMAGED / LOST CHROMEBOOK	\$ 710	PER INSTANCE	OLA LEARNING REPLACEMENT FOR DAMAGED/LOST ITEMS
DAMAGED / LOST CHROMEBOOK CHARGER	\$ 30	PER INSTANCE	REPLACEMENT COST
DAMAGED / LOST CHROMEBOOK CASE	\$ 30	PER INSTANCE	REPLACEMENT COST
DAMAGED CHROMEBOOK KEYBOARD	\$ 40	PER INSTANCE	REPAIR COST (FOR MISSING KEYS OR REMOVED GRID)
DAMAGED CHROMEBOOK LCD SCREEN	\$ 50	PER INSTANCE	REPAIR COST

- For detailed information regarding district fees refer to the **district fee schedules**
- **1 accidental damage** claim is permitted, per student, per year. After the accidental claim is recorded, all fees are applicable for future replacements for the student in that school year. This excludes manufacturer defects.
- Cosmetic damages are not covered by the warranty

Missing Keys: If a Chromebook has keys missing and they do not bring the keys to you with the Chromebook that is considered intentional damage.

Using Your Chromebook:

- Chromebooks are intended for use at school each day.
- Students are responsible for bringing their Chromebook to all classes unless specifically advised not to do so by their teachers

Policies regarding electronics conduct and expectations:

- Student Code of Conduct <http://bit.ly/2Ng80dR>
- JICJ - Student Use of Cell Phones and Other Personal Devices <https://bit.ly/2McZifB>

REPAIRING AND REPLACING YOUR CHROMEBOOK

Repair and Replacement: You are responsible for the care of your device and accessories. If they are broken or lost, you must report it to your school and may be responsible for the cost of repair or replacement(see below fee structure).

Accidental Damage: There will be no fee for accidental damage to a Chromebook. A letter may be sent to the parent/guardian if deemed necessary. Repeated accidental or careless damage to a Chromebook will be addressed by school administration and can result in a full fee assignment for the Chromebook.

Repairing Damaged Chromebook: Repair to a Chromebook irresponsibly or intentionally damaged may be charged at the actual cost of repair parts and labor. The school administrator will determine if the Chromebook has been irresponsibly or intentionally damaged.

One2Web Fee Structure

	Missing	Stolen	Broken
Chromebook	Full price charged on student account \$260 For Online Academy students: replace fee is \$710	No charge as long as a police report is submitted within 14 days.	1st replacement in school year: no charge (insurance deductible paid by tech fee) Additional replacements in same school year: full price is charged to student account when device returned unrepairable ***Documented, intentional student breakage or damage can lead to a full charge or assessment of fees below for the 1 st replacement
Chromebook screen	N/A	N/A	\$50
Chromebook keyboard	N/A	N/A	\$40

**Chromebook charger
(should have a Dell label
and be 65w)**



Full price charged on
student account
\$30

No charge as long as a
police report is submitted
within 14 days

\$30 charge for each replacement
\$30 charge for non-Dell charger returned