



Name _____ Date _____ Grade _____

Care and Responsibility Form Hot Spot Check-Outs Wrightstown School District

This form is to help students understand the responsibilities that they have for the care of the Hot Spot that is being checked-out. **Loss or damage to the Hot Spot will result in full- financial responsibility to the parent/guardian of \$250.00.** This form must be completed prior to checking- out a Hot Spot.

Wrightstown Schools

- Provide a Hot Spot for students to check out (based on availability)
- Provide the students with internet access while at school
- Provide the students with internet access while at home if they don't have it
- Provide internet filters of inappropriate materials on the WCSD student network, while at school
- Notify the parent/guardian if any inappropriate digital content is found on the Chromebook after their student checked it out
- Provide guidance to aid the student in the use of the device and help assure the student complies with the District's acceptable use policy
- Provide the student with a district email and Google Account

Parent/Guardian's Responsibilities

- Supervise the student's use of the Chromebook at home
- Discuss family values and expectations regarding the use of the internet and email at home
- Report any problems with the Hot Spot to: baeten@wrightstown.k12.wi.us
- Discuss the importance of taking care of the Hot Spot, knowing that if it is damaged or stolen, the parent/guardian may be responsible for paying the replacement cost

Student's Responsibilities

- Treat the Chromebook and Hot Spot with great care, refraining from the following:
 - Dropping the devices
 - Getting the devices wet
 - Leaving the Chromebook outside or in extreme weather conditions
 - Using the Chromebook when food or drink is nearby
 - Defacing the Chromebook in any manner
 - Walking around with the Chromebook open
 - Placing heavy objects on top of the Chromebook
- Secure the devices at all times; if lost or stolen (even on school grounds) the parent/guardian may be responsible for paying the replacement costs
- Do not allow anyone else to borrow the Hot Spot while it is checked out to you. Loss or damage occurred by someone else will be the student's full responsibility
- Use the computer in an ethical manner, following the WCSD Technology Acceptable User Policy
- Back up all personal data using Google Drive
- Turn in the devices by the due date. Parents will be notified, and participation in this program may be impacted, if a student does not turn in the devices on time.
- Follow the guidelines below:
 - Follow guidelines set out by parent/guardian
 - Use the Chromebook & Hot Spot for educational purposes
 - Do not participate in cyber-bullying or online harassment
 - Do not load/remove applications onto the Chromebook
 - Do not provide personal information when using the Chromebook
 - Keep all usernames and passwords private

Above all, use common sense when utilizing the Chromebook & Hot Spot and be careful with it. While the Chromebook is a useful learning tool, it is expensive, so care must be executed when using it. Failure to use or the misuse of the Chromebook or Hot Spot may result in a loss of privileges.

I understand the guidelines established and agree that if loss or damage occurs while the Chromebook and Hot Spot are checked out to me, I will be held responsible for repair/replacement costs.

Student's Printed Name _____ Grade _____

Student Signature _____ Date _____

Parent Signature _____ Date _____