



St. Saviour High School Technology Agreement

Goal

The goal of Saint Saviour education is for every young woman to learn skills and gain confidence and discipline through action, collaboration, experience and learning. As part of meeting this goal, Saint Saviour High School (SSHS) is providing computer technology as we seek new ways to improve our student learning environment. As a high school student, we encourage you to take advantage of this opportunity to explore the power of these tools. With great power comes great responsibility.

Device Ownership

Students own and are responsible for the physical Chromebook device and charger. Saint Saviour High School (SSHS) owns each respective end-user license for four years from the start of a student's freshman year which includes all software, applications, and operating system components. **If a student transfers, is expelled, or is asked to leave SSHS prior to graduation the Chromebook and charger must be returned.** Upon graduation device licenses will be released and students may continue to use the Chromebook as a personal device. **It is imperative that each student take quality care of their Chromebook throughout their SSHS experience to realize the full value of the device in high school and beyond.** Technology devices are issued for educational use only; use of a technology device for any other purpose may result in consequences, up to and including loss of device privileges or other consequences as permitted by the Student Code of Conduct until a student graduates.

Financial Responsibility

The technology fee is collected each year for rendering technology resources and services to enhance student learning experience. If a technology device is lost, stolen, or damaged the student and respective parent(s) or guardian(s) are responsible for the cost of repair or replacement given the device's yearly unit value. **Once a replacement device has been purchased and unboxed the physical Chromebook (sans license) is the student's property and responsibility.** Replacement devices are subject to return based on the licensing and device ownership policy described above. The following serve as guidelines on device replacement criteria:

- **Lost or stolen devices** – a device which has been lost or stolen must be replaced within two weeks of the initial incident. Should a student, parent, or guardian find the original device after purchasing a replacement device you may choose to donate the original to the school, but cannot return an unboxed device.
- **Water damage** – devices with identifiable water damage or with positive liquid intrusion indicators are not subject to repair or warranty and must be replaced entirely.
- **Irreparable devices** – a device with stripped housing screws, cracked or damaged housing, or dysfunctional on-board electronic components including ports must be replaced entirely.

The cost of a replacement device based on vendor relationships and price-per-unit for the 2024-2025 school year is \$333.00 (Dell Chromebook 3110).

Loaner Laptop Policy

The Technology Department offers loaner devices should a student forget their Chromebook on a particular day or require a loaner Chromebook while a device is being repaired or replaced. **Loaner devices are limited to two-week leases from initial sign in. If a loaner device is lost, stolen, or damaged throughout the duration of the lease the school reserves the right to charge a \$150.00 replacement fee.**

Purpose

SSHS is supplying each student with a Chromebook device. The device will provide each student access to educational materials and applications required for the student to be successful. The Chromebooks allow each student access to Google Apps for Education and many other useful resources. The device is an educational tool and not intended for other activities.

Social Media & Cyberbullying Clause

Each student is a representative of SSHS throughout their entire high school experience, inside and outside of the school. **Students will be held accountable for content posted on social media which does not align with SSHS core values and principals.** This includes, but is not limited to, the following:

- Posted or shared content which includes foul or offensive language.
- Posted or shared content which depicts use of cigarettes, vapes, drugs, alcohol, or other illicit substances.
- Posted or shared content which constitutes cyberbullying or digital harassment.

Cyberbullying is defined as any disparaging, repeated action involving a technology device which targets a student or group of students. The school administration reserves the right to investigate cyberbullying incidents on a case-by-case basis and determine if consequences are necessary based on the Student Code of Conduct.

Student Guidelines & Responsibilities

- I will make sure my equipment is carried safe and used only when permitted by a teacher for uses approved by the school. I will store the device securely when not in use and at no time will leave it unattended. I will make sure the device is charged prior to arriving at school and be responsible for bringing my charger if and when needed.
- I will never respond to any online communication that makes me feel harassed, uncomfortable or threatened in any way. I will immediately tell a trusted adult if such a case should arise.
- I will respect other people's rights online while using this device. I will conduct myself with integrity and in a manner consistent with the values and principals of Saint Saviour High School
- I will be responsible for having the device ready and in working condition for class prior to arriving at school in the morning. This includes charging the device overnight and taking reasonable precautions for the safety and security of my Chromebook.
- I will treat the administration, my teachers and peers with respect and never take or publish pictures, videos or audio of them without permission of both the student and a St. Saviour faculty member.

- I will keep my identity private and never share personal information such as names, mailing addresses, phone numbers, the name of school or any other information that could help determine someone else's actual identity. I will always ask the permission of parent, teacher, guardian or fellow student before posting media (pictures, video, audio, etc.) online.

Consequences for Violation of Agreement

Saint Saviour High School (SSHS) reserves the right to inspect a school-issued device at any time to ensure compliance with the terms stated in this agreement. School-issued devices are monitored at all times to ensure compliance with school policy.

The Chromebook and any of its accessories are the responsibility of the student and parent.

I understand and will abide by the above Technology Agreement. Should I commit a violation, I understand that the consequences of my actions may include removal of the device from my possession, suspension of other computer privileges as well as disciplinary actions as deemed appropriate by the Saint Saviour administration.

Student Name: _____

Student Signature: _____ Date: _____

Parent or Guardian

As the parent or guardian, I have read the Technology Agreement. I understand that computer access is provided for educational purposes in keeping with the academic goals of Saint Saviour and any other purpose is inappropriate. I also understand that by signing the Agreement my student will be held responsible for abiding by the spirit and the letter of the rules contained in it when leveraging the school's technology capabilities. I recognize that it is impossible for Saint Saviour to restrict access to all controversial materials, and I will not hold the school responsible for materials inappropriately acquired by students. I understand outside of school, parents/guardians bear responsibility for providing guidance on Internet use. Parents/Guardians are responsible for monitoring their child's use of the Internet and access to technology resources, including online learning spaces, collaboration tools and educational resources.

I hereby agree to abide by all terms and conditions set forth in the Agreement.

Parent or Guardian's Name: _____

Parent or Guardian's Signature: _____ Date: _____