



District Information Technology Office

Township of Union Public Schools

Dear Parent/Guardian/Student,

Union High School provides a 1:1 Chromebook program. In order to take full advantage of the benefits these devices can provide, you and your child will be required to sign a Chromebook User Agreement. This will allow your child to keep possession of the device both in and out of school. Google Chromebooks combined with Google Apps for Education create an opportunity for the teachers to develop educational experiences that go beyond the walls of the traditional classroom. We strongly encourage you to take full advantage of the commitment our town and school district have provided.

If you have decided not to sign the Internet/Chromebook agreement your student will still be eligible to receive a Chromebook during the instructional day. The procedure for borrowing a Chromebook is below:

- To borrow a Chromebook for the day, the student can go to the IT Office between 7:00 a.m. - 7:45 a.m.
- An IT staff member will have the student sign for the Chromebook with the date and time. The student will then be given their assigned Chromebook to use during the instructional day.
- At the end of the instructional day, the student **MUST** return the Chromebook to the IT department by 2:45 p.m. The device will be recorded as returned.
- If during the day the Chromebook is broken, there will be a **damage fee of \$25**.
- If the Chromebook is lost during the day, there will be a **replacement fee of \$300**.

Please be aware that you are eligible to opt into the complete 1:1 program at any time throughout the school year. An Internet/Chromebook Agreement can be obtained in the IT Office and will need to be completed.