

### Chromebook Loan agreement

1. The Chromebook remains the property of St John's Primary School.
2. The school is lending the child the Chromebook in order for them to complete their online learning at home due to Covid-19.
3. By signing this agreement, the parent/carer agrees to take full responsibility for the loaned Chromebook issued to the child and they have read this agreement and understand the conditions of it.
4. The parent/carer and child understand they are responsible for the device at all times once it has left school.
5. If the Chromebook is damaged, lost or stolen, the parent/carer must immediately inform the school.
6. You are responsible for the reasonable cost requested by the school to repair or replace the device. If the device is stolen, you must inform the police immediately and give us the crime reference number.
7. Every care and consideration must be made by you and your child to look after and protect the Chromebook.
8. Your child must login using their school g/mail address and login details only.
9. Your child will only use the Chromebook to access their learning. They may not use it for anything else. They are only allowed to access things that their teacher has asked them to.
10. You agree to keep the Chromebook in a secure place when not in use.
11. You agree to not let your child eat or drink near the Chromebook.
12. You agree not to lend the device to anyone else as it is for the sole use of your child to complete their online learning.
13. You agree to allow the Chromebook to access your home Wifi. As the Chromebook will not be connected to our school Wi-fi the filtering will not be in place. It is your responsibility to filter your child's content.
14. You agree to return the Chromebook on \_\_\_\_\_. Failure to do so will result in an invoice being issued to replace the Chromebook.

Items loaned	Details	Date	Signed	Items returned	Date	Signed
Chromebook information including Serial number						
Charger						

I \_\_\_\_\_ agree to the terms stated in this agreement.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Member of staff issuing equipment: \_\_\_\_\_ Signed: \_\_\_\_\_

Member of staff collecting equipment: \_\_\_\_\_ Signed: \_\_\_\_\_