

**St. Malachy Catholic School**  
**Chromebook Policy and Agreement**  
**Grades 5–8**

**Mission Statement**

*St. Malachy Catholic School forms saints in the doctrine and traditions of the Catholic faith by learning, loving, and living in Christ.*

**Purpose**

In keeping with our mission and the values of stewardship and responsibility, St. Malachy Catholic School provides each 5th–8th grade student with a school-issued Chromebook to support academic excellence and responsible digital citizenship. Devices will be used on campus only and are to be treated with respect and care as shared resources belonging to our school community.

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**Student Responsibilities**

As a student of St. Malachy, I understand that the Chromebook assigned to me is a gift of learning and a tool for growth. I agree to the following:

Learning in Christ

- I will use the Chromebook for schoolwork and educational purposes only.
- I will stay focused and on-task when using the device in class.
- I will access only websites, apps, and tools assigned or approved by teachers.

Loving in Christ

- I will use technology to support and respect others, not to harm, bully, or exclude.
- I will honor my teachers' and classmates' time by being a responsible and prepared user.
- I will not share my login credentials and will only use my school-assigned account.

Living in Christ

- I will use the Chromebook in a way that reflects Christian values.
  - I will respect the property of the school and the trust placed in me.
  - I will report any damage or misuse honestly and promptly.
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**Care & Stewardship of the Device**

As a steward of the school's resources, I will:

- Carry the Chromebook in the carrying case that came with it.
  - Keep the Chromebook clean and dry—no food or drinks near the device.
  - Return it daily to the assigned charging station at the end of each school day.
  - Not deface or remove labels, stickers, or school property tags.
  - Not add stickers, decals, paint, or writing to the Chromebook or laptop case.
  - Immediately report any problems to my teacher or a staff member.
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**What Not to Do**

The following actions violate both school rules and our values:

- Tampering with software, settings, filters, or hardware
- Downloading or installing apps, games, or extensions without permission
- Accessing inappropriate content or using the device for non-school purposes
- Messaging, emailing, or chatting during class without permission
- Damaging or vandalizing your Chromebook or another student's device

## Repairs and Replacement

Students are expected to care for their Chromebooks and use them responsibly at all times. If a device becomes damaged or is not working properly, the student should report the issue immediately by submitting a Technology Service Ticket.

If a Chromebook is damaged, the student's family may be held responsible for the cost of repairs. Typical repair costs may range from \$50 to \$250, depending on the nature and extent of the damage.

If a Chromebook is lost or damaged beyond repair, the student's family is responsible for the full replacement cost, which may range from \$300 to \$500.

If a Chromebook bag is damaged or lost, the student's family is responsible for the replacement cost, which may range from \$10 to \$20.

All decisions regarding damage, negligence, and responsibility will be made by school administration and the technology department. It is important that students treat their devices with care.

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## Student Agreement

I understand and agree to follow the Chromebook Policy as a responsible student of St. Malachy Catholic School. I will treat this device as a tool for learning and as a shared resource that I care for in the spirit of Stewardship.

**Student Name:** \_\_\_\_\_

**Grade:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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## Parent/Guardian Agreement

As the parent/guardian, I understand the guidelines for Chromebook use and will support my child in being a responsible, respectful user. I understand that I may be held responsible for damage, misuse, or loss caused by neglect or intentional behavior.

**Parent/Guardian Name:** \_\_\_\_\_

**Grade:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_