

## NETBOOK POLICY

Immaculate Conception Catholic School (ICCS) provides you a netbook for instructional purposes. Like a school-issued textbook, you are liable for any damages to the netbook assigned you. Also, like a textbook, ICCS maintains ownership of the netbook.

There are a few simple rules to follow.

### The Simple Rules

- The school's *Acceptable Use Policy*, as stated in the *Parent/Student Handbook* is to be followed at all times.
- Netbooks are to be used in instructional areas only, unless instructed otherwise by a teacher.
- Netbooks are to be kept under your classroom desk while not in use or returned to your assigned netbook cabinet. This includes the netbook being placed under your classroom desk even if you are just going to the office or your locker.
- Care is to be taken when going from class-to-class with your netbook so as not to drop it.
- Netbooks are not to be left unattended outside of the classroom.
- Netbooks are to be returned to your assigned place in your assigned netbook cabinet at the end of every school day. It is to be turned off, or in a suspended or hibernated state; it should not be running. It is to be plugged in to charge.
- Any problems with your netbook are to be brought to the teacher's or Technology Director's attention as soon as possible.
- Disciplinary action will be taken for not following the rules.

Your netbook has been issued to you in good working order. Please list any noted problems or issues below (i.e. cracked case, missing key(s), non-working wifi, etc):

[ ] I, \_\_\_\_\_, have received a netbook in good working order, with any exceptions noted above.

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

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

Parent/Guardian Name Printed: \_\_\_\_\_

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