



Barnwell County Career Center

Chromebook Responsible Use Procedures

Dear Parent or Guardian:

Barnwell County Career Center ("BCCC") encourages students to use a variety of technologies to enhance their learning. To ensure the privacy and safety of our students, and to protect their data and our resources, we ask parents and students to become familiar with policies and regulations that have been established for technology use at BCCC. BCCC's Acceptable Use Policy is available on the BCCC website www.bccc80.com. The guidelines outlined here are for the use of Chromebook devices and associated BCCC issued student email accounts.

Students Must:

1. Respect and protect their own privacy and the privacy of others.
 - a. Use only assigned accounts.
 - b. Keep personal information such as: name, address, phone numbers, etc. offline.
 - c. Keep passwords secret – **DO NOT** share with others.
 - d. Must have permission by a teacher or administrator to photograph or videotape other students or individuals
 - e. **DO NOT** post any photographs or videos online for any reason.
2. Respect and protect the integrity, availability, and security of all electronic resources.
 - a. Observe all proper network security practices.
 - b. Conserve, protect, and share electronic resources with other students and Internet users in a responsible way.
 - c. Treat digital technologies with care, report any damages, security risks or violations to a teacher or administrator.
3. Respect and protect the copyrighted / intellectual property of others.
 - a. Follow all appropriate copyright laws for data, information, audio, video, etc.
 - b. Cite all sources found online appropriately when used in conjunction with school assignments.
 - c. Use all Chromebook devices appropriately to assure academic integrity.
4. Respect and practice the principles of electronic communications.
 - a. Communicate only in ways that are kind, responsible, respectful and lawful.
 - b. Use Chromebook devices for school work **ONLY**.
 - c. Under **NO** circumstances should Chromebook devices be utilized for personal uses.
 - d. BCCC issued student email addresses should only be used for school-related emails and projects. **Any violations of this will be handled according to the penalties outlined in the general "Student Acceptable Use Policy".**

Terms and Conditions of the Chromebook Responsible Use Procedures:

- It is imperative that the device the student is issued be maintained and handled in a responsible way.
- Students will be held responsible for any subsequent damages due to misuse or neglect.
- The cost of any such repairs/replacement parts or device replacements must be paid by the student.
- Failure to comply with the guidelines outlined above could result in the loss or limited use of the student's access to a Chromebook device and/or the BCCC issued student email account.

My child and I have read, discussed and agree to the Barnwell County Career Center Responsible Use Procedures (RUP) and Terms and Conditions for Device Usage.

Student Name (print): _____ Teacher: _____

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____



By checking this, the above agrees to use electronic signatures.
Furthermore, they agree this is the equivalent of their manual/handwritten signature.