

Braymer C-4 One-to-One

Student Expectations:

Procedural Expectations

- Each student will be assigned a specific device, numbered and labeled
 - Property of Braymer C-4 School District – Issued to [Student Name]
- Check-Out: Students will check-out their device from their advisory teacher between 7:45 AM and 8:00 AM. All students are expected to be in their first hour class with their Chromebook by 8:00.
 - Being tardy for 1st period because a student was late getting their Chromebook, or showing up without a Chromebook because a student didn't have time to get it will not be excused and the student will be counted tardy.
- Vo-Tech students will check-out and check-in in the library.
- Check-In: Students will check-in Chromebooks in advisory in the afternoon. Teachers will check to see that all Chromebooks have been turned in. If students leave or attempt to leave school with their Chromebook they may be subject to office discipline including loss of privilege.
- Students leaving early for the day will check their Chromebook into the HS office (individual students leaving sick, doctor, dentist, etc.).
- Groups of students leaving early for activities will return to their advisory class to check-in their device before leaving.

Expectations for Student Use

- Students are responsible for their devices. New devices will be issued to freshmen and are expected to last a student for four years. Students, this will be your device

for 9-12 grade in Braymer, take care of it. *7th & 8th grade will receive older (great condition) Chromebooks, and will be issued new Chromebooks entering 9th grade.

- Students are expected to follow all expectations established in the Braymer C-4 School District Acceptable Use Policy.
- Students should only log-in to and work on their assigned device.
- Students using their device to access inappropriate content, games, movies or other non-educational content, or who disregard teacher directions may receive discipline up to in-school suspension (ISS), out of school suspension (OSS) or loss of technology device privilege.
- Students should make it to their 1st period class on time with a charged Chromebook. Students are responsible for ensuring their Chromebook is plugged-in to a charger when they check-in their Chromebook in the afternoon.
- Chromebooks should be put away when students enter class. Chromebooks should remain put away until instructed otherwise by the teacher, and should be put away when directed by the teacher.
- While issued to individual students, Chromebooks remain the property of Braymer C-4 School District and student misuse may result in disciplinary action in-line with district policy.
- Chromebooks are intended for educational purposes and students should use devices accordingly. Devices are not intended to be a tool for students to distract themselves or avoid classroom lessons.
- Damaged, lost or stolen devices may result in student discipline or student fees for fixing/replacing a device.
- Students are allowed to download school-related apps.
- Students must never intentionally damage the device in any way; including, carving, scratching and excessive roughness.
- Students should only login to the device under their assigned username and password.
- Removal of the device identification is prohibited.
- Only the Braymer C-4 School District and its employees are authorized to troubleshoot, diagnose, or repair the device.

- Students are responsible for all media, internet usage, downloads, file creations, file deletion, file sharing, file storage, and other actions that involve all software or applications accessed on their assigned device.

Common Language

- Students can expect to hear the following in regard to expectations for device use in the classroom.
 - Chromebooks Away: Completely put away off of tables or desks (under seats or placed in bags).
 - Chromebooks Closed: Lids completely closed, but devices may still be out on desk/table.
 - Screens Down: Students devices are in use but the teacher would like the classes attention momentarily. Students are given the direction of screens down and close the lids to their devices $\frac{3}{4}$ of the way.
 - Chromebooks Open: Students are using/working independently on devices.

Device Care

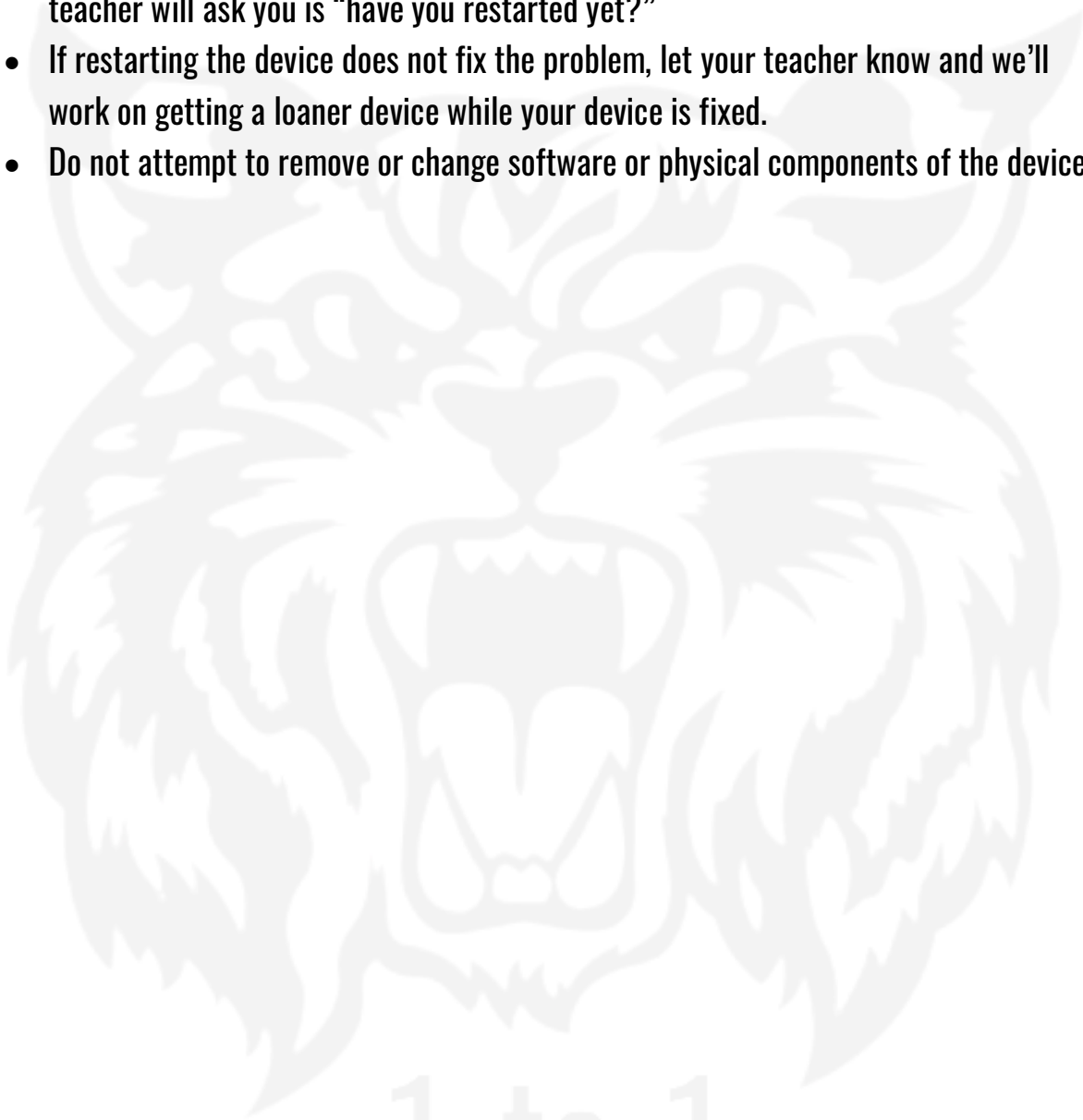
- Keep the Chromebook away from food and liquids.
- Only use microfiber cloth to clean the screen of your Chromebook.
- Don't place anything between the screen and keyboard when closing the device.
- Do not place heavy objects on top of the device.
- Be careful about how the device is placed in bags or backpacks.
- Only use the school provided charger with the device.
- Do not walk from one location to another with an open device.

To Maximize Battery Life

- Turn down the device volume.
- Turn down the screen brightness.
- Exit any applications not in use.
- Shut down the device completely when not in use.

Device Problems

- Restart the device. If you are having issues with your device the first thing your teacher will ask you is “have you restarted yet?”
- If restarting the device does not fix the problem, let your teacher know and we’ll work on getting a loaner device while your device is fixed.
- Do not attempt to remove or change software or physical components of the device.



1-to-1