



Hanover Public Schools Chromebook Loan Agreement

Students in the Hanover Public Schools (HPS) Chromebook Loaner Initiative are issued a Chromebook and charger. The Chromebook and charger are on loan and remain the property of HPS. Students will keep the Chromebook until the last day of school June 2027.

STUDENT: I have read this Hanover Public Schools Chromebook Loan Agreement. I understand and will abide by the [Student Technology and Online Acceptable Use Guidelines](#) found on the HPS website and the policies in the Student Rights and Responsibilities Handbook. I further understand that with any violation of the guidelines outlined below, school disciplinary or legal action may be taken.

PARENT/GUARDIAN: As the parent or guardian of this student, I have read this Hanover Public Schools Chromebook Loan Agreement. I understand that the laptop access is designed for educational purposes. I recognize it is impossible for HPS District to restrict access to all controversial materials and I will not hold HPS responsible for materials acquired on the network. Further, I accept full responsibility for supervision when my student's use is not in a school setting. I hereby give permission to issue a device intended for my child and certify that the information contained on this form is correct.

BOTH STUDENT & PARENT/GUARDIAN: Damage/Repairs: If a chromebook is lost or damaged beyond repair due to misuse, we understand that we will be held responsible for paying fair-market value for a replacement. Loss or damage should be reported to the high school main office immediately so administration can work with us on a replacement and minimize interruption to learning.

Theft/Vandalism/Fire: In cases of issues due to theft, vandalism, fire and other criminal acts: parent/guardians should report to the schools office. The principal will connect the family to a youth officer that can help file a police, or fire, report. This report **MUST** be filed by the parent/guardian in order for a replacement laptop to be requested.

Student Pledge for Chromebook Use:

1. I will take care of my Chromebook by protecting it from extreme hot and cold temperatures, keeping food and beverages away from it, and transporting it safely to and from school.
2. I agree to the terms and conditions of the [Student Technology and Online Acceptable Use Guidelines](#) and the policies in the Student Rights and Responsibilities Handbook.
3. I agree to follow the guidelines in the Chromebook Loan Agreement
4. I will be the primary user of the Chromebook and never loan it to other individuals.
5. I will make every effort to have a charged Chromebook ready for the school day. If I do not, I may request a daily loan from a limited supply in the main office which must be returned by the end of the day. It is my responsibility to make up work that is missed due to not having my Chromebook or charger.
6. I will never leave my Chromebook unattended in an unsecure location.
7. If my Chromebook is not working properly, I will bring it to the designated help desk at the school. I will not attempt any repairs on my own or through someone other than the HPS.
8. I will not place decorations (such as stickers, markers, etc.) on the HPS Chromebook.
9. I understand that my Chromebook is subject to inspection at any time without notice.
10. I understand that loss or damage caused by misuse will be reviewed and subject to a replacement fee.

Student Name: _____ Grade: _____

Parent or Guardian's Name: _____
(please print)

Parent Signature: _____ Date: _____

For Hanover High School, this contract must be completed and returned to Mrs. McHugh in the HHS Library before the student will be issued a device. For technical issues with school-issued device, please return to Mrs. McHugh.

CHROMEBOOK NUMBER _____

NOTES ON CONDITION OF DEVICE _____

DATE ISSUED _____

STAFF MEMBER SIGNOFF _____