

Library Contact

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Chromebook and Day Loan Policies have been moved into the [AOMS Library Policies](#) document and are found in the AOMS Student Handbook received during the

Quick Links

[Library Books, Textbooks, and Class Novels](#)
[Chromebooks](#)
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Chromebooks and Damage

All 5th through 12th grade students will be issued a Chromebook for educational use at school and at home. The Chromebooks will be treated like a textbook and students will be issued at the start of the school year for the entirety of their CUSD school career. Providing individual devices that they are responsible for operating and maintaining will equip students with 21st Century Skills including collaboration, critical thinking, communication, and creativity.

[Digital Citizenship Resources](#)

[AOMS FAQ for Chromebooks](#)

If damage or software problems occur, students need to bring their Chromebook to the library as soon as possible for our Tech Assistant to look at. Some damages may result in a fine. Do not try to fix your Chromebook yourself, use key shortcuts, or power wash it. You may damage the Chromebook further. While we try to keep costs to students low, some damages will result in a repair charge up to full replacement cost.

[Chromebook Fine Schedule](#)

For this reason, we encourage families to purchase a case for your Chromebook. Like a cell phone case, it will protect against some, but not all damage.

Chromebook Models:

6th Grade: Lenovo 100e Chromebook - 4th Generation

7th Grade: Lenovo 100e Chromebook - 2nd Generation

8th Grade: Chromebook HP G8 EE

If students would like to decorate their Chromebook with stickers, they must use a case. **Stickers are not allowed on any part or the Chromebook.**

Tips for avoiding damage to your Chromebook:

- Keep water bottles and food containers tightly closed while in your backpack.
- Never drop your Chromebook or backpack on the ground.
- Always carry your Chromebook closed or by the keyboard portion. Never carry it by the screen.
- Be aware of where your cord is while charging and only use your issued charger.
- Do not try to override or jailbreak the software. This is a violation of the CUSD Technology Agreement you received in Aeries.
- Remember that you will get the same Chromebook back if a repair is needed. Please take good care of it.
- Stickers are not allowed on your Chromebook. Please purchase a case for decorating.

Please check out this handy [slide presentation](#) by the Tech Support Team.

While at PE, students must place their Chromebooks along the wall as instructed by teachers to avoid being stepped on or falling when not in use. We do not waive fines due to PE damage.

Financial Responsibility

Students are financially responsible for all materials issued to them by the library. This is in the [CUSD Acceptable Use Agreement](#) provided at the Signature Verification of Receipt of Documents/Release of Information during the Aeries Registration.

"Damaged, Lost, or Stolen Devices

- The student is responsible for the device. Take-home devices owned by CUSD are considered instructional material. When materials are lost, stolen, or so damaged that they are no longer usable, the student shall be responsible for reparation equal to the current replacement cost of the materials. Failure to pay school fines may result in the withholding of grades, extracurricular activities, or transcripts.
- The district strongly encourages students and their families to review current insurance coverage to verify adequate protection in the event of loss, theft, or damage. In the event of inadequate coverage, the district strongly encourages families to consider supplementary insurance options."

Students should not loan Chromebooks or chargers to other students. Students will be responsible for anything their friends do, including losing or breaking items.

Here is a [Chromebook Insurance Opportunity](#) (Not affiliated with CUSD).
[Discounted Internet Opportunity](#) (Not affiliated with CUSD)

Lost or Stolen Items

If an item is lost or stolen, students will be fined for the replacement cost of the item and will have another item issued.

If an item is stolen, the parents must provide a police report number. Please contact the librarian, Mrs. Krissy Otten, at 760-331-6188 kristina.otten@carlsbadusd.net.

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At the end of the year, if fines due for lost or damaged materials are not paid then report cards, yearbooks, next year's schedules, and end of the year activities will be withheld. The high schools will not issue schedules or materials if a student has outstanding items or fines.

This is a part of our shared responsibility of taking care of property that does not belong to us.

Day Loans and Detention - Important

(Starting 1/29/2023)

Students are expected to bring a charged Chromebook to school everyday. If they forget their Chromebook or have a dead battery, they may check out a Day Loan Chromebook from the library. Excessive use of Day Loans will result in detentions. Our goal is to help students learn the responsibility of being ready for school each day.

Consequences for Day Loan Check Outs include:

1st Day Loan: Warning

2nd Day Loan: Parent Phone Call/Email

3rd Day Loans: After-School Detention with Demerits

4th + Day Loan: Referral to the Assistant Principal with progressive consequences

Day Loan Consequences will reset at the beginning of each semester.

If your student calls asking you to drop off their Chromebook, it must be dropped off at the front office. Do not hand items to students through the gates. If a student checked out a Day Loan, it still counts regardless if a parent dropped off their Chromebook.

It is better to focus on remembering to bring a fully charged Chromebook and charger than to drop off items after school has started.

Students are responsible for Day Loan and Repair Loans the same as their regular issued Chromebook and need to take good care of them until returned to the library.

Repair and Day Loan Chromebook Models:

Chromebook HP G6

Chromebook HP G5

Returning the Chromebook or Keeping It Over Summer

If you are leaving CUSD, you will be required to return your Chromebook and charger on your last day of school. If the school is closed for vacations, you may drop off Chromebooks, chargers, and any library materials to the District Office at 6225 El Camino Real, Carlsbad, CA.

Otherwise, students will renew their Chromebook and charger at the end of each school year and keep it over the summer. All 8th graders will take their Chromebooks to high school and receive a new Chromebook during 9th Grade.

Library Book and Textbook Policies

Please see our [Chromebook and Day Loan Policies Here](#).