



Chromebook FAQs

When do I need it?

You must have your Chromebook available to use in each lesson.

Can I take it home?

We expect you to take it home each night. If you need to, you may leave it (on charge) in the designated box in your registration class.

Can I charge it?

You must ensure it is fully charged for the start of each day. You should also carry your charging cable in your bag, in case you need it.

What happens if it stops working or is damaged?

You should tell your register teacher or Miss Smith.

Will they get mixed up?

Both the Chromebook and the Charger will be labelled with your name.

Can I put a cover on it?

You may wish to buy a cover for your Chromebook. This will allow you to protect it and personalise it.

Can I decorate it?

Stickers should not be stuck to the Chromebook itself, but can be added to covers. These should be appropriate for school.

Getting into a good routine is a skill for life and work. Use time in the morning, directed by your registration teacher, to check emails or send work to teachers.



Chromebook Agreement

In partnership with the Highland Council, Gairloch High School will provide every pupil in P6 – S6 with a Chromebook and a range of digital learning tools and resources to assist and enhance their learning at school and at home. Pupils will use their Chromebooks in school and are allowed to take their Chromebooks home.

In order for this to happen successfully and smoothly all parties involved (*pupils, parents/carers and the school*) must agree with all of the terms and conditions outlined in this agreement.

As a pupil, I:

- Agree to the Highland Council Acceptable Use Policy which can be found here and on our school website: https://www.highland.gov.uk/directory_record/374473/information_and_communications_technology_-_acceptable_use_policy_ict_aup/category/278/digital_and_technology
- Understand that my Chromebook is to help me with my learning;
- Agree to look after my Chromebook carefully at all times;
- Agree to charge my Chromebook every night and bring the Chromebook into school fully charged;
- Agree to always store my Chromebook in an appropriate school bag when outside my class;
- Agree to only use my Chromebook in lessons when instructed to by my teacher and close it or put it away when my teacher says so;
- Agree to only use programs on my Chromebook that my teacher has agreed I can use in the lesson;
- Agree to only use my Chromebook to record audio or video clips with the clear and explicit permission of everyone involved in the recording;
- Agree to never access inappropriate content on my Chromebook;
- Agree to not removing any security markings and not putting any graffiti on my Chromebook;
- Will immediately report any damage, loss or theft to the school;
- Agree to only use the Chromebook charger supplied to charge up my Chromebook;
- Agree to report any technical problems to the school.

As a parent/carer, I agree to:

- Ensure that my youngster cares for and respects their Chromebook;
- Allow my child access to a school GSuite account, the [GSuite apps](#) and other online tools deemed appropriate by staff;
- Immediately report any loss or theft which happens out of school, firstly to the police and then to the school;
- Ensure that the Chromebook is used solely by the pupil that the school has given it to;
- Ensure that the Chromebook is returned to the school if your child leaves the school, or at any other time upon the request of a senior member of staff;
- Monitor my youngster's use of the Chromebook on the Internet at home, to ensure that only appropriate websites are accessed and only appropriate apps are installed;

I understand and agree to the expectations of using a Chromebook in school and at home.

Pupil Name:	Year Group:
Signed (pupil):	Date:
Parent/Carer Name:	
Signed (parent/carer):	Date: