



Dear Parents,

Clay Community Schools is proud to be starting our fifth year of the 1:1 Device Program for the 2018-19 school year. The Chromebook program includes students that attend Clay City Jr/Sr High School, North Clay Middle School, and Northview High School. You may follow the progress of the 1:1 Chromebook Initiative by visiting our website at [www.clay.k12.in.us](http://www.clay.k12.in.us) and clicking the Parent 1:1 Information tab. You will find many helpful resources located there, including the 1:1 Device acceptable use policy and guidelines and the Clay Community Schools' policy handout on Network/Internet Use.

Students will be issued their Chromebook beginning the first full week of the school year. There will not be a Chromebook roll out prior to the start of school. All students that attend Clay City Jr/Sr High School, North Clay Middle School, and Northview High School will receive a school issued Chromebook. The device is not optional and is a curriculum requirement of Clay Community Schools.

Students will take their Chromebooks home and will be responsible for any intentional or negligent damage or loss. The Chromebooks are covered by Clay Community Schools for accidental damage only; therefore, third party insurance is not required or necessary for you to purchase. Intentional damage or damage due to negligent behavior will be billed to the student's responsible party.

Should your child withdraw from Clay Community Schools it will be your responsibility to return the device within two business days to the main office of your child's school. If the device is not returned in two business days, it will be reported as stolen and criminal charges could be incurred.

Please sign and return the enclosed form. If the form is not returned within 5 school days upon receiving the Chromebook, the device will be locked. This will render the device unusable until the form has been returned.

Please contact your child's principal if you have any questions. We are very optimistic that this new device will be a great learning tool for your child.

*Sincerely,  
Clay Community Schools Technology Department*