

Chromebook Care - Summer 2021

Barnstable Public School students in **grades K- 11 have the opportunity to utilize their district-issued iPad or Chromebook for learning during the summer months**. Students are encouraged to use their devices over the summer to complete district offered summer programs and to pursue other interests as long as those pursuits would be appropriate on a school-issued device.

Even if a student does not intend to use the device over the summer, families will need to store the device at home. **Please be sure your child brings the district issued device to school on the first day of the new school year.**

To assist you, the district is providing the following tips for summer Chromebook use.

Care & General Precautions

- No food or beverages should be near your iPad or Chromebook.
- Avoid liquids – beware of wet swimsuits and towels.
- Cords, cables, and removable devices should be inserted carefully into the device.
- Chromebooks should not be exposed to extreme temperatures (hot or cold).
- Do not leave Chromebooks in a hot vehicle.
- Do not leave Chromebooks outside or use near water such as a pool.
- Do not allow pets near your Chromebook and charger.

Screen Care

The device screens can be damaged if subjected to rough treatment and are sensitive to excessive pressure.

- Do not remove the protective cover on your Chromebook.
- Never carry your Chromebook while the screen is open.
- Do not lean on the top of the device when it is closed.
- Do not place anything on the keyboard before closing the lid (e.g. pens or pencils, flash drive, etc.)
- Clean the screen with a soft, dry cloth or anti-static cloth.
- Do not use commercial glass cleaners.

Battery Care

Do not let the Chromebook battery fully discharge over the summer, e.g. charge it at the beginning of each month. Even when a Chromebook is off, its battery continues to slowly lose charge. If left off long enough, the batteries might no longer function and can't be recharged.

Put Away For Safekeeping

If the Chromebook is not being used for summer classes please use the following guidelines for safekeeping:

- Remove any peripherals
- Remove items such as headphones, a wireless mouse dongle or USB and do not store your Chromebooks with power cords plugged in for a long period of time. This will help avoid damage to the peripherals and ports when they are moved.
- Charger - Unplug the charger from the wall.
- Storage - Store your Chromebook in a cool, dry place, away from direct sunlight. 65-75 degrees is your ideal range.
- Do not stack objects on top of your Chromebook

Repairs/Damages

There is limited IT/Technical support over the summer.

- Chromebooks that need repair the [The Student Account/Device form](#) must be filled out and technology will reach out to you about when to drop off the device. The devices will be repaired as quickly as possible.
- The family will be contacted by email when their device is ready to be picked up.
- The family will be contacted if there are any fees that must be paid before repairs are made.

Lost/Stolen Device or Leaving Barnstable:

A lost or stolen device must be reported immediately to the Technology Department.

IF you will not be enrolled as a student at Barnstable Public Schools next fall, you must return your Chromebook and charger to your school office.

Additional Requests:

For any questions (other than repairs) regarding technology use over the summer: Please fill out the [BPS Summer 2021 Technology Support form](#).