

Dear Parents,

On Wednesday, March 18th, we will begin loaning out ChromeBooks to students who need a device here at Westland Elementary. You may pick up your ChromeBook in the gym by entering the doors on the northwest. A few items will make this process easier. They are:

1. Please come only during your pick-up time (listed below).
2. Have your student and parent signatures on the Internet Use Agreement. Please print and sign the attached form and bring it with you.
3. Know the name of your student's teacher. We are going to attempt to give each student the Chromebook they are assigned in class.
4. Go to the login tables in the gym to ensure that you can login to the Chromebook. You will need to know your student's number and ID (your student should know this information or it can be accessed on Skyward).
5. Please have patience as we work through the process.
6. Exit out of the building through the Gym doors, as the school will be closed.

You may come and pick up equipment at the following times by last name:

Last Name Begins With	Pick Up Time
A-C	8 a.m. - 8:30 a.m.
D-H	8:30 a.m. - 9 a.m.
J-M	9 a.m. - 9:30 a.m.
N -S	9:30 a.m. - 10 a.m.
T-Z.	10 a.m. - 10:30 a.m.

ChromeBooks will be handed out at two per household. At the end of the day if we have extras and you require another device we will call you to come pick up one more.

Thanks!

Link to permission slip to be signed by students and parents.

[http://jordandistrict.org/wp-content/uploads/080\\_aa445\\_form.pdf](http://jordandistrict.org/wp-content/uploads/080_aa445_form.pdf)

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