



FAIRFIELD PUBLIC SCHOOLS

Spring 2019

Dear Fairfield Families:

During the first year of the Fairfield Public Schools Innovative Learning Initiative, we completed a rollout of Chromebooks for students in Grade 7 at the middle schools and Grades 9-12 at the high schools. This initiative provided both students and teachers the tools to enable access to learning anytime and anywhere.

This letter is to provide information regarding End-Of-Year and Summer Procedures for families.

Grade 7

Option A: Parents would like their students to bring their devices home for the summer and the devices remain as “checked out” in the FPS management system. (Please review the Summer Care information below).

- There are a wide variety of online resources to extend their learning opportunities over the summer using these online resources. Students can access educational resources such as: Math summer packet, The Middle School Reading website, ClassLink, Library resources and Overdrive.

Option B: Parents who do not wish to have their students take the devices home over the summer should have their children return the devices to the library.

- Please click on the below form to let us know you would like your student to return the Chromebook, power adapter and case:
 - [FPS Chromebook Return Request \(Google Form\)](#)
 - If you plan to have your child RETURN their Chromebook, the Return Request Form must be completed no later than **Friday, June 7th**.
 - Chromebooks and power cords will be collected on **Wednesday, June 12th** for those students that wish to return their Chromebook.

Summer Care:

- Please review the [Student Chromebook Care Guidelines](#) to ensure that the devices are properly cared for over the summer.
 - Don'ts: Bring your device to the beach, leave it in hot parked car, or leave the Chromebook plugged in for extended periods of time.
 - Do's: Turn-off the Chromebook on a weekly basis so it may receive updates, store the device in a cool and dry location.
- **Summer Tech Help Desk**
 - July 1 - 26: Roger Ludlowe Middle School (Summer School Location)**
 - 9:00 am – 1:00 pm
 - Students are required to complete the [FPS Chromebook Service Request Form](#) prior to heading to the school.
 - July 29 - August 9: 501 Kings Highway East Suite 210 (Main FPS Offices)**
 - 9:00 am – 1:00 pm

- Students are required to complete the [FPS Chromebook Service Request Form](#) prior to heading to the school.

No technical assistance from August 12 - Start of School. Devices will still be monitored.

Thank you for your support of this initiative that promotes our Vision of the Graduate!

Sincerely,

Megan Tiley

Principal

Roger Ludlowe Middle School