



**HARRISTOWN
STATE HIGH**

341-367 South Street, Toowoomba Q 4350
PO Box 156, Drayton North Q 4350

Phone: (07) 4636 8700

Fax: (07) 4636 8777

Student Take Home Device Charter Information

In 2016, Harristown SHS is offering a limited supply of laptops to students wishing to take up the offer, and all students currently in possession of an existing device (laptop or tablet) may choose to continue their arrangement. The devices are provided at a cost of \$90 per school year or part thereof.

The devices are an excellent resource for your student. Along with all the software required for school (including some software that would normally cost more than \$90 per year on its own), the devices also enable your student to access the school network and school Internet wirelessly.

Please see the attached charter and agreement for more information.

It is important that the devices are not left at home on school days. They should be **brought to school every day**, and should be charged each night.

Instructions for obtaining student laptop or continuing to use an existing student laptop:

1. Read the charter.
2. Detach the back page and fill out the details.
3. Take the completed back page to the P&C Shop and pay the fee, and keep the rest of the charter paperwork for your records.
4. If you already have a device, keep that device for the 2016 school year. If you are getting a device for the first time, when your device is ready for pickup, a notice will go on student notices and it can be collected from the library front counter.

If you have any queries, please contact Mr Richard Kelly (Head of Department ICT & Resources) at the school.

National Secondary School Computer Fund

The equipment referred to in this charter is:

- Acer Iconia W701 tablet and power pack; protective carry bag; and DETE's standard suite of software (including Microsoft Office 2013) plus Adobe Creative Suite and other specific Harristown SHS software
or
- Acer 1830T laptop and power pack; protective case; 3G connectivity; and DETE's standard suite of software (including Microsoft Office 2013) plus Adobe Creative Suite and other specific Harristown SHS software

Each device is:

- protected by anti-virus tools and automated updates
- covered for defects (not intentional or accidental damage)
- able to be connected to the school network and filtered internet and email
- able to be used at home and at school for student learning

Equipment ownership

At the end of the loan period, all devices will be returned to the school. The devices will have all licensed software and data removed and will be restored to their original factory state. If the student completes their schooling or transfers from the school, the device must be returned to the school. If the device is not returned, reimbursement will be sought. It is also a requirement of using the device that students provide authorised school staff with access to the device and personal holdings associated with the use of the device if requested.

Fee for provision of device

To participate in the device home-use program parents and/or caregivers will be required to make a \$90 per school year (or part thereof) contribution. This covers the costs incurred by the school in providing and supporting the device.

Damage or loss of equipment

All devices are covered for manufacturing defects through normal usage, and will be repaired free of charge if a defect causes the device to become unusable. There is no cover for negligence, abuse or damage. Students will be required to replace lost or damaged chargers (available for purchase from the P&C Shop).

If a device is damaged, the device must be returned to the school immediately, and the school will arrange the necessary repairs. The **actual cost** of the repairs will be invoiced to the parents / caregivers of the student, and must be paid before the repaired device is returned to the student. **Indicative fees** are approximately \$150 for a broken screen, \$150 for broken casing and \$55 for a damaged keyboard (including missing keys).

If the device is stolen outside of school, the parent / caregiver will need to report the incident to the police and inform the school, and provide the school with the police crime number and a statutory declaration (usually completed with the police). A replacement fee will be charged.



National Secondary School Computer Fund

Charter agreement

Device Number (starts with NDL or NEO)

The charter agreement form must be signed and returned to the Harristown SHS P&C shop with payment before the device is issued / reissued. The student and parents / caregivers must carefully read this charter before signing it. Any questions should be addressed to the school and clarification obtained before signing.

In signing below, we acknowledge that we

- understand my responsibilities regarding the use of the device and the internet
- acknowledge that I understand and agree with all of the conditions detailed in the charter
- agree to the provision of **medium** (access to social media sites) Internet filtering with the assignment of the device
- understand that failure to comply with the charter could result in recall of the device and/or loss of access for home use
- understand that students must maintain a minimum school attendance of 95% to maintain possession of the device (limited variation in this expectation may be considered if absence is explained through documentary medical evidence)
- agree to pay \$90 for the school year or part thereof
- understand that no refunds are available for any reason at any time
- **agree to return the device by the last day of February (or the week before graduation for year 12 students) should I choose not to continue participation in the NSSCF program in any given school year** - failure to return the device will result in the \$90 annual fee being charged for the use of the device for another school year
- agree to the fees associated with damage included in the charter
- agree to return the device immediately when I am no longer enrolled at Harristown SHS
- agree to pay any outstanding money for repairs or overdue annual contributions upon returning the device

After reviewing and understanding the responsibilities outlined in the *NSSCF charter*, we **agree** with the conditions.

Student's name

Signature of student

Date

Parent / caregiver's name

Signature of parent / caregiver

Date

KEEP THIS COPY FOR YOUR RECORDS



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Signature of student

Date

Parent / caregiver's name

Signature of parent / caregiver

Date

SIGN AND RETURN THIS PAGE TO THE SCHOOL

