GLEESON COLLEGE STUDENT LAPTOP LOAN SCHEME AGREEMENT 2020

STUDENT SURNAME: _____ **STUDENT GIVEN NAME:** _____

1. Finance

Gleeson College will be facilitating a Laptop loan arrangement for families who request it. This device will incur a loan fee of $100.00 per annum, payable **prior** to receiving the device. Please contact Reception to arrange payment, then a receipt and this form can be presented to the IT Department for provision of equipment.

2. Equipment

I confirm that I have received the following:-

Laptop Name/Model: _____

Laptop Serial Number: _____

Charger Serial Number: _____

Gleeson College Barcode: _____

3. Conditions/Agreement

3.1 We have read, understood and agree to the conditions as set out in the **Computer/Network Policy** available to students via the Student Information Pack on SEQTA and also published on the College website https://www.gleeson.sa.edu.au/college-expectations---policies.html

3.2 We understand and agree that failure to comply with these conditions could result in recall of the laptop and/or loss of access for home use and/or costs associated with repairs or replacement of the laptop while in the care of the student.

3.3 **The Student will bring the laptop to each lesson, daily, fully charged.**

My responsibility as a Parent/Caregiver includes:

- Reading the Computer/Network Policy (link provided above) carefully and discussing it with my child so we both have a clear understanding of our roles in using computing devices in learning.
- Ensuring this Agreement is signed by my child and by me and returned to the school.
- Encouraging my child to follow the cyber-safe strategies.
- Enquiring as to whether my personal home contents and car insurance will cover equipment on loan to my child, in the event of loss and/or damage to such loaned equipment while in the care and custody of my child.
- Acknowledging this laptop will not be covered by Gleeson College for loss and/or damage and that I may be liable for the replacement cost of the laptop.
- Contacting the school if there is any aspect of the Computer/Network Policy or this Laptop Loan Agreement I would like to discuss.

Parent/Caregiver Agreement *(please tick boxes at left)*

☐ I have read, discussed and agree with the conditions of the Computer/Network Policy and the Laptop Loan Scheme Agreement with my child, incorporating cyber-safety. I am aware of the school's initiatives to maintain the care, use and management of computers in a cyber-safe learning environment. I understand that the failure of my student to comply with this Agreement could result in behaviour management processes of the school being invoked.

☐ I have ensured that this Contract has been signed by my child and we are aware that any costs associated to repairs and/or replacement of Information and Communication Technology (ICT) equipment while in the care and custody of my child may be borne by me, the parent/caregiver.

☐ I have contacted my insurer and my personal home and contents will cover equipment on loan to my child, in the event of loss and/or damage to such loaned equipment while in the care and custody of my child.

☐ I am aware that signing and returning this form constitutes a commitment to pay in the event that there are costs associated with repairs, replacement or loss of on-loan computing devices while in the care and custody of the student. Gleeson College's policies relating to the recovery of debts will apply.

Student Name: _____ Student Signature: _____ Date: / /

Parent/Caregiver Name: _____ Parent/Caregiver Signature: _____ Date: / /