



Student 1 to 1 Laptop Programme Contract

It is the responsibility of each student to ensure that student-loaded files and applications do not consume disk space needed for instructional or educational requirements.

1. Only school-issued computers are to be used at school.
2. Students MAY NOT modify or delete files, applications or system preferences on the laptop unless directed to do so by a staff member. Students may add programs, files or applications under parental instruction. Parents should be aware, however, that should a program cause an operating conflict, then the laptop may need to be re-imaged and data will be lost.
3. The following are prohibited:
 - Pornographic, obscene, racist or vulgar content.
 - Downloading, uploading, sending, or importing inappropriate content.
 - Illegal use or transfer of copyrighted materials to a school owned computer.
 - Sharing of any passwords for any reason, other than with staff members.
 - Sending of 'chain emails' or 'spam' using a school email address.
4. Breach of the above rules may result in removal of access to ICT privileges.
5. Students may only carry one laptop at a time, in its case, and must store it safely when not in use.
6. Students who damage equipment intentionally will be responsible for its repair or replacement.

Responsible Use of ICTs

Cyber Bullying is bullying which is carried out through an Internet service such as email, chat room, discussion group or instant messaging; or through mobile phone technologies such as short message services (SMS). It may also include inappropriate use or distribution of images, videos or audios of another person. (<http://www.netalert.gov.au>)

1. Any form of cyber bullying will not be tolerated under any circumstances.
2. If a student accidentally accesses inappropriate content, they should inform the teacher immediately. This includes emails.
3. Students will not access chat-rooms or social networking sites and will not give out any personal details over the Internet.
4. Students will be respectful of others when using computers or other audio-visual equipment. Use of headphones is recommended for all audio-based activities.
5. Parents, together with students, will be responsible for home laptop use.
6. Each student is responsible for his/her own laptop. The following guidelines should be observed:
 - a. Laptops must be brought to school, fully-charged, every day of the school week.
 - b. Lost laptops must be replaced as soon as possible.
 - c. If a student damages someone else's laptop, they shall be responsible for replacing or repairing the broken hardware/software. Hence, students will not use someone else's laptop without their permission.
 - d. All laptops will require a password log on, and, for security purposes, class teachers must be kept informed of what this password is. Changes must be notified immediately. Parents should also know this password.
 - e. **Any lost or intentional damage costs will be incurred by parents (eg charging leads)**
 - f. All devices, chargers and case must be returned to school at the completion of the programme. **Failure to do so will incur a charge.**

g. Be mindful - safety is important for all laptops eg don't leave in hallways, roof of cars.

By acknowledging this Contract, both parents/guardians and students are agreeing to the terms of access as set out in the Student 1 to 1 Laptop Programme booklet and acknowledge that they will be responsible in the event of any breach and that appropriate disciplinary steps may result.

Any queries in relation to this material should be directed to the Principal.

User Acceptance

I agree to comply with all requirements as set out in the Student 1 to 1 Laptop Programme and all other relevant laws and restrictions in my access to the various information and communication technology resources through the BCE and St Agatha's School network.

Parental Acceptance

As the parent or legal guardian of the student, I grant / do not grant (*circle*) permission for (*student's name*) to participate in the program and to access the various information and communication technology resources (including email and the internet).

I understand that access is granted to students subject to the restrictions contained in the *Student 1 to 1 Laptop Programme* and that if breached, appropriate consequences may follow.

I acknowledge that some material available on the Internet may be objectionable. I have discussed appropriate restrictions for the student when accessing or sharing information or material over the Internet.

I agree to pay the additional costs for the laptop which will appear on the school fees for the years 2020, 2021 and 2022 for Yrs 4,5 and 6 students. (Or shorter terms as negotiated for students remaining at St Agatha's less than 3 years).

Fees	\$40 initial set up fee (once off) \$120 per term for each term until end of 2022
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I agree that if the **charger, case and device are not returned to the school at the completion of the programme or if my child leaves St Agatha's School before the end of 2022, I will incur a charge.**

I agree to abide by the conditions of the Student 1 to 1 Laptop Programme Contract:-

Student Name: _____ Student's Signature: _____

Parent name: _____ Parent Signature: _____