



One2One Laptop Program Contract

The Palm Beach Currumbin One2One program grants each student with the opportunity to receive a laptop for their individual use. Palm Beach Currumbin SHS is able to purchase commercial-grade computers that are designed to survive the rigours of school environments while remaining well below the retail cost of the same or similar devices.

Please note that this Contract is to be read in conjunction with the [One2One Learning Program information booklet](#).

What **can** I use the computer for?

- √ assigned class work and assignments set by teachers
- √ developing appropriate literacy, communication and information skills
- √ writing and reading school emails
- √ composing text, artwork, audio and visual material for publication on the Intranet or Internet for educational purposes as supervised and approved by the school
- √ conducting general research for school activities and projects
- √ communicating or collaborating with other students, teachers, parents or experts in relation to school work via approved EQ platforms
- √ access online references such as dictionaries, encyclopaedias, etc.
- √ researching and learning through the Department's e-learning environment
- √ being sustainable and reducing paper use

What **can't** I use the computer for?

- × downloading, distributing or publishing offensive messages or pictures
- × insulting, harassing or attacking others
- × deliberately wasting printing
- × committing plagiarism or violating copyright laws
- × using unsupervised internet chat
- × using online email services (e.g. Hotmail), sending chain letters or spam e-mail
- × knowingly downloading viruses or any other programs capable of breaching the Department's network
- × non curriculum approved online games during class time
- × playing games at lunchtime in the playground
- × filming or photographing other students or school staff
- × altering software or security systems
- × changing the computer name



Student Conditions

I also understand that...

- 1 I will attend an induction lesson with school staff before I am issued my laptop.
- 2 I am responsible for the regular backup of all data using Microsoft OneDrive or a personal SD card, USB flash drive, external hard drive.
- 3 The Laptop battery is capable of lasting a normal school day on battery power alone. The power supply must remain at home in a safe place. I will need to recharge the Laptop overnight ready for the new school day.
- 4 If the computer comes to the IT Office for any repairs, it may be **reimaged** and **all data** and **programs** will be **lost**. Technicians will **not** retrieve any files from the hard drive on the computer.
- 5 Subject to availability, a loan computer of similar model and age will be issued to me if I am to be without a device for more than 48 hours.
- 6 If the computer is stolen or lost, I will inform my parent/caregiver and the school as soon as possible.
- 7 The IT office will not assist me with connecting the computer to my home internet or printers.
- 8 The IT office is based in the Library and is open before school, lunch 1 and lunch 2.
- 9 I am required to bring the computer to every lesson and in working condition.
- 10 When the laptop is used in class it is to be used under the direction of the teacher. The web camera and recording features on the laptop are not to be used at school unless instructed by the teacher.
- 11 I will not apply stickers to the computer or personalise the computer with labels or graffiti. This is considered malicious damage and charges will apply.
- 12 The device is issued to me but remains the property of Palm Beach Currumbin SHS.
- 13 I will never share my password with anyone, including friends and other students.
- 14 I will never use another student or staff member's user account to access network resources, files or the internet.
- 15 It is my responsibility to take care of the computer and charger, to store it in a hard case and treat it respectfully.
- 16 I will not use my laptop in the school playground.



Parent Conditions

In addition to the student's conditions, I also understand that...

- 1 I will attend a parent information session either in person or online in relation to the use of laptops at PBC and at home prior to the laptop being issued to my child.
- 2 This is a three year hire agreement in which I will pay three instalments over three years for total cost and service. Families enrolling at PBC in Year 8 or 9 will receive a laptop of similar age and condition to the cohort and so will enter into either a two or one year agreement.
- 3 Parents are discouraged from supplying other laptops as these may not meet the specifications needed, may not be compatible with Department of Education network and will lack curriculum related software licensing and thus creating teaching and learning issues for students and teachers.
- 4 If my child leaves PBC prior to completing three years the laptop must be returned to PBC or any remaining payments must be paid out in full.
- 5 The laptop is installed with anti-virus software and Bluecoat which is an internet filtering product. Palm Beach Currumbin SHS does not control internet filtering. This is managed by Department of Education and PBC cannot disable or alter this. I agree to have the filter level set to *medium*, which will allow access to more websites outside of the school network and accept the associated risks (YouTube, Social Media Platforms etc.).
- 6 There may be consequences for my child using IT inappropriately as outlined in the PBC Student Code of Conduct. This may include suspension or a permanent ban from the One2One laptop program.
- 7 Palm Beach Currumbin SHS is not responsible for students' access to information through their computer that is illegal, dangerous or offensive.
- 8 The laptop has a three year warranty. Any warranty repairs are arranged through the PBC IT department. No other repair service is allowed to handle the school devices. Under no circumstances should the laptop be taken apart or opened internally.
- 9 Screen repairs are not covered under warranty.
- 10 The costs of minor accidental repair not under warranty (including screen repair) is shared by myself and PBC SHS. I may be required to pay up to \$350 towards the cost of repair and PBC SHS will incur the remainder. The cost for repair of wilful damage will be passed on in full.
- 11 If the laptop is stolen, I will call Police Link 131-444 and provide PBC the event number.
- 12 If the laptop is lost or damaged requiring permanent replacement it is my responsibility to pay pro-rata as listed here for a replacement device. I will notify the Junior Secondary Office as soon as possible.

Age of Laptop	Pro Rata Value
Less than 1 year	90%
1 to 2 years old	80%
2 to 3 years old	50%
- 13 Software installed by PBC is copyright and must not be distributed or deleted. Altering or modifying the original pre-set software image is prohibited.
- 14 I will provide my child with a sleeve to store their laptop in.
- 15 I will complete the Online Consent Survey when I am sent the link by the school.