



Warrawong High School DEVICE LOAN AGREEMENT 2021

Student name _____
Family name _____ Given name _____

Parent/Carer name _____
Family name _____ Given name _____

Terms and Conditions:

Students and parents/carers must carefully read this agreement prior to signing it. Any questions should be addressed to the school and clarification obtained before the agreement is signed.

Device Loan Agreement

We have read the Device Loan Agreement.

We understand our responsibilities regarding the use of the device and the internet.

In signing below, we acknowledge that we understand and agree to the terms and conditions.

We understand that we accept responsibility for any costs associated with the repair or replacement if caused by any negligent act.

We understand that failure to comply with the device loan agreement may result in the device having to be returned to the school.

Signature of student: _____ date: / /

Signature of parent/carers: _____ date: / /

PLEASE SIGN AND RETURN THIS PAGE TO: Mr Brown (Technical Support Officer)



DEVICE LOAN AGREEMENT

1. Purpose

The device is to be LOANED as a tool to assist student learning both at school and at home.

2. Equipment

2.1 Ownership

- 2.1.1 The student must bring the device fully charged to school every day if required. **Chargers should be left at home.**
- 2.1.2 Access to a device on loan may be terminated if there is damage caused by negligence or if the student does not bring the device as required to school or return it by the due date.
- 2.1.3 The school retains ownership of the device.
- 2.1.4 All material on the device is subject to review by school staff. If there is a police request, NSW DEC will provide access to the device and personal network holdings associated with your use of the device.
- 2.1.5 Loans are based on school priorities and may vary from short term to long term loans to class groups or individual students.

2.2 Damage or loss of equipment

- 2.2.1 Devices that are damaged or lost by neglect, abuse or malicious act, will require reimbursement. The Principal will determine whether replacement is appropriate and/or whether or not the student is responsible for repair or replacement costs and whether or not the student retains access to device loans.
- 2.2.2 Any problems, vandalism, damage, loss or theft of the device must be reported immediately to the school.
- 2.2.3 In the case of suspected theft, a police report must be made by the family and an event number provided to the school.
- 2.2.4 In the case of loss or accidental damage a witnessed statutory declaration signed by a parent/carer should be provided.
- 2.2.5 Students will be required to replace lost or damaged chargers.

3. Standards for device care

The student is responsible for:

- i) Taking care of devices in accordance with school guidelines.
- ii) Adhering to the WHS use of digital devices and Online Services Procedures.
- iii) Backing up all data securely. This should be on the DEC online storage or for personal data including photographs or music, on an external storage device. Students must be aware that the contents of the device will be deleted, and the storage media reformatted in the course of repairs.



- iv) Never damaging or disabling devices, device systems and networks or establishing, participating in or circulating content that attempts to undermine or bypass device security mechanisms for either software or hardware.

4. Acceptable computer and internet use

4.1 Students are not to create, participate in, or circulate content that attempts to undermine, hack into and/or bypass the hardware and software security mechanisms that are in place.

4.2 Upon enrolment into a New South Wales Government school, parental/carer permission was sought to allow the student to access the Internet at school based on the [Online Communication Services: Acceptable Usage for School Students](#) policy. Extracts are provided below.

4.3 The [Online Communication Services: Acceptable Usage for School Students](#) policy applies to the use of the device and internet both on and off school grounds.

Extracts: [Online Communication Services: Acceptable Usage for School Students](#)

5. Monitoring, evaluation and reporting requirements

5.1 Students will report:

5.1.1 *any internet site accessed that is considered inappropriate.*

5.1.2 *any suspected technical security breach involving users from other schools, TAFEs, or from outside the NSW Department of Education and Communities.*