



# CABOOLTURE

## STATE HIGH SCHOOL

*Making the difference today ... for tomorrow*

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### Laptop SRS 2025

Dear Parents and Carers

Under the Education (General Provisions) Act 2006 (Qld) (Section 50(2)), the cost of 'instruction', 'facilities and 'administration' are met by the State. State funding for schools does not extend to individual student resources such as textbooks, equipment for personal use and items used/consumed by the student in the classroom. Parents are responsible for supplying these resources to support student learning. The SRS provides parents with a convenient and cost-effective alternative to individually sourcing:

- curriculum resources
- personal computing devices
- other educational programs.

Caboolture State High School is offering an additional SRS Scheme for students in Year 7-12 for the hire of a laptop device.

The school currently still runs the BYOD option where students purchase or bring their own device and onboard to be able to use at school. The Laptop SRS does not replace the BYOD program it is just another option we are offering our families.

The fee has been calculated by dividing the cost of the laptop and accessories over 4 years, which is generally the maximum life of a laptop at Caboolture State High School. The fee also includes a protective carry bag, general maintenance and administration of the Loan Scheme.

Please note this fee is additional to our annual Student Resource Scheme (SRS) fee.

#### **Agreed Terms of the Loan Scheme**

Caboolture State High School hereby makes an offer to the student for use of a laptop and accessories at school during school hours and outside school hours off school premises in accordance with the Parent/Carer Responsibilities and Student Responsibilities outlined in this Agreement and with such additional policies and procedures identified in this Agreement and set by the school, for the 2025 school year. The annual loan fee payable is \$300.00.

The Equipment remains the property of Caboolture State High School.

Opting in to participate in the Loan Scheme for 2025 indicates agreement to loan the Equipment for a full school year. Pro-rata refunds of the loan fee will only be provided for Students who leave part way through the school year.

Students have use of the Equipment during the school year whilst they are enrolled at Caboolture State High School. At the end of each school year, or in the event a student leaves the school part way during the year, all equipment provided under the Loan Scheme will be required to be returned to the school in good order and condition. If opting to participate in the Loan Scheme again for the following year, equipment will be reissued at the start of that year.

In the event that the Equipment is not returned in good order and condition on or before the student's final day at the school, the school will issue an invoice for the replacement cost of equipment not returned. The school has the right to commence debt collection proceedings if payment is not received within our payment terms.

The Equipment must be made available for return to the school at any time requested by the school. The parties acknowledge that the school may be entitled to the immediate return of the Equipment where the student is in breach of their responsibility of use with the laptop.

The student will not remove any labels and identifying marks or change the way the Equipment has been labelled or configured by the school. In addition, the student will not mark, graffiti or add any stickers to the Equipment.

Parents and caregivers will be financially responsible for the repair or replacement of equipment that is damaged, lost or stolen at home. Parents and caregivers will also be responsible for the repair or replacement costs due to malicious damage, negligence or abuse of equipment. A school invoice will be issued for costs incurred.

All loan equipment must be carried to, from and around the school in the protective carry case provided.

### **School Responsibilities**

#### **The school will provide:**

- information to support the deployment and implementation process
- instruction for Students in the maintenance and use of their laptop and its accessories
- a system and process to address repair or replacement issues
- provision of a protective carry case to support the care and use of the Equipment in accordance with this Agreement

### **Parent/Carer Responsibilities**

Parents agree to pay the \$300.00 annual loan fee. A laptop will not be issued until the first payment has been made.

- \$200.00 - 3 February 2025
- \$50.00 - 28 April 2025
- \$50.00 - 21 July 2025

If the instalment/s have not been paid, the laptop will be returned to the school.

Parents are encouraged to supervise proper usage of the Equipment at home, especially whilst Students are using the internet.

The Equipment is not intended for use by other members of the family.

Parents acknowledge and agree that all content stored upon, and all internet browsing carried out while at school using the laptop, may be monitored by the school from time to time and that the school may collect and record personal information about any user (whether authorised pursuant to the document or otherwise) of the laptop. The Student and the Parents/Caregivers consent to the collection of any personal information in relation to them through the use of the laptop and in accordance with the school's monitoring of use, as well as to the collection and maintenance of data and any records associated therewith. The school may use such information to enforce this Agreement and other requirements and policies of the school in respect of computer and internet usage (as in the SRS Laptop Scheme Agreement).

Parents/Caregivers acknowledge that they are responsible for:

- any improper conduct of their child resulting from using their laptop, including for use outside school hours; and material stored on the laptop, including where used at home or outside of school hours.
- encouraging and impressing upon their child the importance of the safe keeping of the laptop and its accessories
- the return of the Equipment in a condition compliant with this agreement if departing the school, surrendering possession prior to departure;
- encouraging and impressing upon their child that the SRS Laptop Scheme Agreement should be incorporated into their usage habits at all times of their interaction with the laptop and confirm to them that the laptop is for educational purposes; and
- co-operating with the school to promote cyber-safety for all students.
- Supervising the use of the laptop after school hours and in other circumstances (where the parent has a duty of care). Supervision could either be a physical presence in an open, highly-visible living space or via electronic means through appropriate computer activity logging software.

### **Student Responsibilities**

- students (and parents) will be responsible for the overall care of the Equipment
- students must comply with all school policies, including those that specifically support the use of electronic devices and the internet
- students are responsible for keeping their laptop secure
- students are to bring their laptop and its accessories to school each day
- students must carry their laptop (and its accessories) in its protective carry case at all times
- laptops are to be kept clean and free from graffiti and stickers
- students are not to remove any identification labels from the Equipment
- The Equipment is to be treated with care and stored in its protective carry case when not in use
- students are expected to exercise caution if using the Equipment in public places and should keep in mind that they are responsible for any loss, damage or theft of the Equipment.
- applications and games outside of what is prescribed by the school may not be downloaded onto the laptop or accessed via the internet through use of the laptop, except with the prior written consent of the school
- laptops should be recharged at home each night ready for the next school day
- the laptop can be used to access the internet from any location. It is recommended that only secure connections are used

If you have any enquiries regarding the 2025 Laptop Loan Scheme, please email [admin@cabooltureshs.eq.edu.au](mailto:admin@cabooltureshs.eq.edu.au)

## CABOOLTURE STATE HIGH SCHOOL LAPTOP LOAN SCHEME AGREEMENT 2025

**PLEASE RETURN THIS PAGE TO THE SCHOOL OFFICE BY *Monday 29th January 2025* (or scan it and email to [admin@caboolturehs.eq.edu.au](mailto:admin@caboolturehs.eq.edu.au))**

### Parent/Carer Acknowledgment – Laptop Loan Scheme 2025

The parent/carers agree that the student only uses the laptop in accordance with the terms and conditions listed in the Laptop Loan Scheme Agreement information letter provided by the school, and that the Student Responsibilities have been read and acknowledged by their child.

The parent/carers accept the terms of this agreement for and on behalf of the student and, in addition to accepting the parent/carers responsibilities, accepts all obligations of the student set out herein, both on their own behalf and on behalf of the student.

<b>Student Name</b>	
<b>Student Signature</b>	
<b>Year Level</b>	
<b>Parent Name</b>	
<b>Parent Signature</b>	
<b>Date</b>	

<b>PAYMENT OPTIONS</b> - Please Tick <input checked="" type="checkbox"/> payment method and record receipt number below		
<input type="checkbox"/> I have made payment via the school QKR App	Receipt Number:	
<input type="checkbox"/> I have made payment directly to the school account BSB: 064-405   ACN:00090188 (Reference: Students Full Name)	Receipt Number:	
<input type="checkbox"/> Other payment method	Details:	

<b>OFFICE USE ONLY</b>	<input type="checkbox"/> ID ATTEND	<input type="checkbox"/> ONESCHOOL	<input type="checkbox"/> STAFF
<b>EQUIPMENT ISSUED: I ACKNOWLEDGE THE COLLECTION OF THE FOLLOWING</b>			
<input type="checkbox"/> LAPTOP	<b>EDQUIP NUMBER</b>		
<input type="checkbox"/> CHARGER	<b>USERNAME</b>		
<input type="checkbox"/> CASE	<b>DATE</b>		<b>SIGNATURE</b>