

PARENT OWNED DEVICE AGREEMENT

By joining the Churchlands Senior High School ICT network/Wi-Fi, you are agreeing to the terms below & the terms stated in the Churchlands acceptable use policy & the acceptable use policy as set by the Department of Education Western Australia.

Churchlands SHS has investigated a model of learning where parents are invited to purchase a computer through our nominated partner (Stott and Hoare) for a “full service” model approach. This unit will have the pre-loaded software required by the School. Parents also have the option after evaluating the risks, to purchase a minimum specification device from any vendor (Minimum specification can be found on the Churchlands website). Please read the information on the Churchlands website regarding the different options to decide what is best for you.

Since this is a parent owned device, students and parents will be administrators on the device. It is essential that the school software is correctly installed and not tampered with, as this may impede your child’s learning if they do not have correctly functioning software. The school expects students to utilise all ICT resources in a responsible and sensible manner at all times.

Students and parents/carers must carefully read this agreement and the school’s Acceptable Use Policy. Any questions should be addressed to the school and clarification obtained before using the School’s ICT facilities (including internet). This agreement is to be used in conjunction with the Department of Education Students Online Use policy and the school’s Acceptable Use policy.

1. Purpose

The device an educational tool to assist student learning both at school and at home.

2. Equipment

2.1 Ownership

- 2.1.1 All material on the device is subject to review by school staff. If there is a request, by staff or police, Churchlands SHS will provide access to the device and personal network holdings associated with the use of your device.
- 2.1.2 Only approved devices meeting the minimum specifications should be connected to the school wifi.
- 2.1.3 Latest version of the Microsoft Office Suite.
- 2.1.4 The device is owned by the parent.
- 2.1.5 A corporate grade antivirus must be installed on the device and be kept up to date.

2.2 Damage or loss of equipment

- 2.2.1 All devices are covered by a manufacturer’s warranty. The warranty covers manufacturer’s defects and normal use of the laptop. It does not cover accidental, negligence, abuse or malicious damage. Before any claim is made against warranty, it may be beneficial to “factory restore” the device to rule out software corruption. **Any costs associated with the repair not covered by insurance or warranty will be paid for by the parent /carer.**
- 2.2.2 Any hardware warranty issues must be logged with the vendor. Either Stott & Hoare for the “full service” model or the store where the device was purchased.
- 2.2.3 Any problems, vandalism, damage, loss or theft of the laptop must be reported immediately to the school’s Student Services team and relevant authorities.
- 2.2.4 In the case of suspected theft a police report must be made by the family and an incident number provided to the insurance company.
- 2.2.5 In the case of loss or accidental damage a witnessed statutory declaration signed by a parent/carers may be required.

3. Standards for laptop Use

The student is responsible for:

- 3.1 Bringing the laptop fully charged to school every day. Chargers should be left at home.
- 3.2 Ensuring they have a school locker and use the locker for safe storage of the laptop when not in use. (E.g. No devices should be taken to Physical Education classes).
- 3.3 Adhering to Department of Education Students Online policy.
- 3.4 Adhering to Churchlands Senior High School Acceptable Use Policy both at school and at home.
- 3.5 Ensuring the device is used appropriately in an educational setting.
- 3.6 Making sure the required school software is correctly installed and not tampered with.
- 3.7 Taking “reasonable care” of the device to reduce the risk of damage or loss. Students must not remove any stickers or decals from their devices as this may void licensing agreements.
- 3.8 Ensuring any additional software does not interfere with the operation of the school software.
- 3.9 **Backing up all data regularly.** Students must be aware that the contents of the device may be deleted and the hard drive reformatted in the course of repairs.
- 3.8 Ensure all patches and updates are installed regularly. This includes the latest anti-virus definitions.
- 3.9 Ensuring they are the only person to log into their device.