



**HENLEY
HIGH SCHOOL**

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2022 LAPTOP PROGRAM

YEAR 7 STUDENT INFORMATION

Dear Parent/ Caregiver,

Our school community has made a commitment to be a digital school. All students are supported to have access to a computer and are then helped through their learning to become digitally adept.

- As part of the laptop program students will have the option to purchase two laptops over their six years of secondary schooling. A new laptop will be provided in Year 7 and then a further new laptop can be purchased for Year 11-12. This will ensure that laptops are performing at the optimal level when students are entering their senior years of schooling. We strongly recommend the purchase of a second laptop as the maximum warranty period available is 4 years. After the warranty period, limited support will be available for these devices including the availability of parts and the accidental damage protection policy.
- The cost of each laptop is \$1350. This amount can be paid for in full or 2 payments of \$675 payable over two years. The first payment of \$675 is required in full prior to collection of the laptop. For those that choose to opt in, the second laptop will be issued for Year 11 & 12. These will be purchased towards the end of Year 10 and issued at the end of the Year, ready for Year 11. Please be aware the optional second laptop will not be issued if there are outstanding laptop related debts owed to the school. There are Payment plans available that can be negotiated through the Finance Office on 8355 7011.
- A daily borrowing option will be available to students whose parents do not wish to participate in the laptop program and a laptop will be provided for daily use within school hours only.
- All laptops are covered by a four year manufacturer's warranty. The warranty covers manufacturer's defects and normal use of the laptop. It does not cover negligence, abuse, malicious or accidental damage. (e.g. cracked LCD screens are not covered under warranty).
- All laptops have text books and the required software for classes loaded (to a value in excess of \$3000). These devices will be fully supported by the schools IT staff.
- Powering or charging of devices at school will not be possible due to WHS compliance advice.
- The laptop remains the property of the school. The laptop may however be offered to the student at the completion of their studies as a part of the school's disposal of asset policy.
- **Please note – as per DfE requirements, non-school or privately purchased laptops are not permitted to be used at school due to licensing and software agreements.**

Student's responsibilities:

- Given that students will have responsibility for an expensive electronic device it is expected that when not in use it will be locked securely in their locker.
- Laptops must be brought to school fully charged to last out a full day of learning.
- Students leaving the school before the full term of the laptop contract have the choice of either returning their financially up to date laptop to the school in good working condition or paying off the remaining contract fees and retaining the laptop, at which point an invoice will be generated.

It is recommended that parents and students refer to our laptop program booklet on our website www.henleyhs.sa.edu.au for further detailed information.

Please read and sign the contracts overleaf and return this form to the school as soon as possible. If you have any further questions or queries please do not hesitate to contact IT Services via email ICTservices@henleyhs.sa.edu.au

Regards,

Eddie Fabijan
Principal

Greg Pascoe
Assistant Principal of ICT



Government of South Australia
Department for Education



2022 YEAR 7 LAPTOP PROGRAM CONTRACT AND AGREEMENT TO PAY

| | | |
|---------------------|-----------------|------------------|
| STUDENT NAME | Office Use Only | |
| | OPTION | INV # |
| | COM | COLLECTED |

Please confirm by signing this agreement that:

1. I have read the Laptop Program Handbook found at www.henleyhs.sa.edu.au and agree to the 'ICT Acceptable Use' policy.
2. I understand that this is an optional program which provides a student with access to a laptop which is the property of the school for their exclusive use at school and at home over the duration of the student's schooling at Henley High School.
3. I understand that if I do not wish for my student to be involved in the take home access, a daily borrowing option will be available where a laptop will be provided for daily loan use within school hours on the school grounds only.
4. I understand that by signing the agreement that this constitutes a commitment to pay either:
 - (a) \$1,350 upfront full payment of laptop (due by 27/1/2022 prior to collection of laptop)
 - (b) 2 payments of \$675 payable over 2 years for the laptop collected in Year 7.
5. I understand that where payment has not been received by the due dates specified that Henley High School's debt recovery policy will apply.
6. I understand that outstanding invoices for laptop repairs are also included in the debt recovery policy.
7. Payments can be made via the Qkr app on your phone or iPad, the school website www.henleyhs.sa.edu.au, Student Services either in person or by phone 8355 7014 / 8355 7015 or by ringing the Finance Office on 8355 7011.

Payments will be able to be made from early January 2022 via the Qkr app. Payment of the first instalment must be made prior to collecting the laptop.

I confirm that I have read and understand the above terms and that I agree to pay either an:

- Upfront payment of \$1,350 (due by 27/1/2022 prior to collection of laptop).
- 2 payments of \$675
First payment due by 27/1/2022 prior to collection of laptop with a subsequent payment due on the last day of Term 1 the following year.
- Daily Borrowing Option only.

- I understand my responsibilities regarding the use of the laptop and the Internet.
- In signing below, I acknowledge that I understand and agree to the Laptop User Contract.
- I understand that failure to comply with the Laptop User Contract could result in recall of the laptop and loss of access for home use.

The details below must contain the signature of at least one enrolling Parent / Caregiver. If two parents are responsible for the student, they both MUST sign below.

| | | |
|----------------------------------|--------------------------------------|-------------|
| | | |
| Student Name | Student Signature | Date |
| Parent / Caregiver 1 Name | Parent/ Caregiver 1 Signature | Date |
| Parent/ Caregiver 2 Name | Parent/ Caregiver 2 Signature | Date |