

STUDENT LAPTOP PROGRAM

ICT USER AGREEMENT

This agreement must be read in conjunction with the **'Responsible Use of ICT Resources'** document, which is found on the Temple Christian College website. Visit the Laptop Program Page via the Enrolments Menu Tab.

Temple Christian College acknowledges and embraces the educational advantages for student learning in a digital environment. It is expected students will use the school's ICT resources responsibly at all times to assist and enhance learning in their courses. Responsible use is in keeping with the accepted philosophy and standards of the school and the laws of the Commonwealth of Australia. This extends to acknowledging digital information sources in accordance with copyright laws by using school guidelines for reference lists and bibliographies.

It is the school's expectation that student use of digital resources will always be related to the school curriculum and authorised school activities.

To support learning using digital resources, the school will endeavour to provide students with:

- Access to school online digital learning resources.
- Access to digital equipment, according to learning needs.
- An individually assigned laptop computer, as determined by the school, according to current school policy.

Students are expected to maintain a positive and productive learning environment, by:

- ✓ Keeping personally assigned laptop computers secure and in good order at school and at home.
- ✓ Ensuring individually assigned laptop computers are:
 - stored and carried in school-provided bags
 - fully charged overnight
 - available for study at school every school day
 - securely locked in lockers when not in use during the school day
 - stored safely at home when not in use.
- ✓ Protecting personal network passwords and especially not sharing the passwords with other people, in or out of school.
- ✓ Following teacher instruction with regards to appropriate and timely use of the digital equipment and resources.
- ✓ Promptly informing the ICT Department of damage to, breakdowns or loss of, digital equipment or resources:
 - informing the ICT Department as soon as possible, along with providing an explanation of the problem
 - giving the ICT Department access to any digital equipment in question as soon as possible.
- ✓ Communicating with others and publishing material online in an appropriate and ethical manner at all times.
- ✓ Adhering to Temple Christian College, SACE Board, State, and Federal Government laws regarding plagiarism, defamation, access to and use of illegal software, sites and materials.

Parents/guardians are required to pay an excess in the event of accidental damage to the laptop computer. The excess for accidental damage is \$100. Accidental damage includes the breakage of the laptop screen.

There is also a requirement to pay an excess for a lost or stolen laptop. The excess for theft or loss is \$300.

Deliberate damage or accidents caused by pets or animals are not covered by insurance and will be charged the full cost of repairs.

This responsibility is acknowledged when parents/guardians and students sign the Temple Christian College ICT User Agreement. Access to the school's digital resources, including individually assigned laptop computers, is enabled when this agreement is signed and returned to the school.

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IMPORTANT - The signed agreement must be returned to the college before the student can receive an individually assigned laptop computer.

PARENT / GUARDIAN AND STUDENT

- Having carefully read the conditions in the **‘Responsible Use of ICT Resources’** document, which is found on the school’s website and the summary provided on this agreement, we understand our responsibilities with regard to student access to and use of school ICT resources and agree to comply with and support the school in these matters.
- I/We acknowledge that the laptop remains the property of Temple Christian College.

Parent/Guardian Name(s)

Signature

Date



PLEASE PRINT FULL NAME

PLEASE PRINT FULL NAME

Student Name

Signature

Date

PLEASE PRINT FULL NAME

Office Use: MILE END CAMPUS	
Yr 7	
Yr 8	
Yr 9	
Yr10	
Yr11	
Yr12	