

Laptop Device Levy - Bremer State High School



Version: July 2026

Attention: Parent/Caregiver

RE: Laptop Device Levy

Bremer State High School requires all students to bring an approved laptop device to school every day to access curriculum, assessment and school communications. To support this requirement, the school mandates an all-inclusive laptop device levy program, to all new Year 7 enrolments.

What's included?

The Laptop program provides Year 7 students with:

- A new school-owned laptop Acer TravelMate 14" Touchscreen (P214-55T-G2-Core 3) and portable charger
- Laptop bag with protective hardcase
- 4-year warranty (including battery replacement)
- Accidental damage protection insurance – one free claim per calendar year, subsequent claims will incur fees
- Microsoft Office 365 suite, including OneDrive Cloud-Storage
- Network onboarding, printing and onsite internet access

When will my student be issued a laptop and accessories?

Students are issued a laptop and accessories in Term 1 2027:

1. The school receives a completed Laptop Device Levy participation agreement and payment agreement.
2. Laptop and accessories are available.
3. You have to ensure that at least half of the Laptop Device Levy is paid by the end of Term 1 2027.

How much does the program cost and when are payments due?

The Laptop Device Levy costs \$1552 in total, over 4 years, Yr 7 payment of \$350 - 2027, Yr 8 payment of \$350 - 2028, Yr 9 payment of \$350 – 2029, Yr 10 payment of \$350 - 2030 and at the end of Yr 10 a take ownership of the device payout amount of \$152. If you do not wish to take ownership, the device is to be returned on the last day of Term 4 in 2030.

Payment	Due	Amount
1. 2027 Year 7 Laptop Device Levy price incorporates Insurance, Warranty and IT Support	50% due end of Term 1	\$350.00
2. 2028 Year 8 Laptop price incorporates Insurance, Warranty and IT Support	50% due end of Term 1	\$350.00
3. 2029 Year 9 Laptop price incorporates Insurance, Warranty and IT Support	50% due end of Term 1	\$350.00
4. 2030 Year 10 Laptop price incorporates Insurance, Warranty and IT Support	50% due end of Term 1	\$350.00
5. 2030 Transfer of ownership to student at end of Year 10	Ownership Fee	\$152.00

How do parents/caregivers pay?

Parents/caregivers will be invoiced through our finance department at the start of each year. BPoint is the preferred method of payment using your invoice number and customer reference number (CRN). Other payment methods include:

- Cash (onsite at finance office)
- Electronic Funds Transfer (BSB: 064-444 / AccNo: 00090172) – with invoice reference
- EFTPOS (onsite at finance office)
- QParents
- Qkr
- Payment plans

What happens if I miss a payment?

When a Laptop Device Levy invoice has not been paid

- the family will be contacted about making a payment
- the school will take possession of the laptop and accessories on the last Wednesday of Semester 1 until the payment is received

Parents and caregivers will be provided with clear timelines and communication for payments.

In the case a laptop and/or accessories are not returned following contact, the asset/s will be deemed stolen and reported to Queensland Police Service (QPS), including parent/carer details to assist QPS with asset recovery.

What happens if the laptop or accessories are damaged?

It is the responsibility of the student/family to notify the school of any technical issues or damage to a school-issued laptop device or accessories as soon as possible. In the case of damage, the school will require students to submit their device to the IT team for an assessment. The following process occurs:

1. Student submits device/accessories to IT Team in Library (B Block).
2. IT Team provide the student with a temporary loan device.
3. IT Team assess the laptop and/or accessories for damage and inoperability. This may include a specialist manufacturer's assessment.
4. IT Team works with manufacturer and/or insurance provider to evaluate whether the damage/issue is covered by the device's **warranty** or **accidental damage insurance**.
 - a. In the case that the identified device repairs **are covered by warranty or accidental damage insurance**, the school will arrange for replacement/repairs to take place as soon as practicable and re-issue the device to the student.
 - b. In the case that the identified device repairs **are not covered by warranty or accidental damage insurance**, a schedule of repair costs as quoted by the manufacturer will be invoiced to the family for payment. For example, where the device or accessories were deliberately misused or damaged or the laptop was used in an unsafe way beyond reasonable use cases.

What happens if the laptop or accessories are lost or stolen?

The school will take reasonable steps to recover lost or stolen assets. All assets are marked with individual identifiers and can be digitally traced.

- **Lost:** In the case a student/family has lost a device or accessories, they will be invoiced the remaining cost of the laptop, parts, components and/or accessories and be invited to enter into a new agreement for a new device and payment arrangement where possible.
- **Stolen:** In the case a device or accessories have been stolen, a police report must be submitted by the parent/carer and shared with the school. Arrangements for payment and recovery will be negotiated on a case-by-case basis as determined by the school.

What happens if my student leaves the school or exits the Laptop Device Levy program?

If leaving or exiting prior to the end of Year 10, you will be required to return the device and accessories to the IT Team in B Block and the school will process a pro-rata refund of the payment for that year based on the following formula: (yearly payment amount ÷ number of school weeks in year) x remaining school weeks for that year. For example, if there are 18 of 40 school weeks remaining of 2027 Year 8, you would be refunded ($\$300 \div 40$ weeks) x 18 weeks = \$157.50 refund.

We can transfer ownership of the laptop if all remaining fees are paid in full and the \$140 transfer of ownership fee is paid.

Who can I contact for more information?

For further information about the program, please make contact with the following teams:

- Program information – enrolments@bremershs.eq.edu.au
- Finance – finance@bremershs.eq.edu.au
- IT support – it@bremershs.eq.edu.au

Teams can be phoned on school days during office hours via reception on (07) 3810 9333.

Parent/Carer Agreement	
• I have read and completed the LDL participation agreement. • I agree to the above LDL fee payment arrangement.	
Parent/Carer name	
Parent/Carer signature	
Date	