

BYOx Program Temporary Loan Laptop Policy



We Believe. We Strive. We Achieve.



Rationale

At Bremer State High School, we are committed to incorporating digital technology into the classroom to support and enhance learning experiences. We recognise that the BYOx program raises a financial cost on students and their families in supplying a device. At the same time, the program can only function if all students have access to appropriate technological resources in all of their classes. The release of a school supplied device is temporary. **The intention of the program is to allow sufficient time so that students and families can prepare their child with their own device for learning.**

Actions

Bremer State High School will:

1. Ensure the BYOx Program's Minimum Device Specification is designed so that a range of devices in varying capability and cost are offered and meet the minimum specifications.
2. Assess applications for assistance on a case-by-case basis.

Due consideration will be given to all the facts of the matter, including:

- The level of assistance requested
- If the student is part of the shared resource scheme
- The year level of the student
- The subjects the student undertakes
- The technology already available to the student at school and at home.
- If the school has made it an expectation that the students has a device for their classes

Students and Parents/Carers:

1. Consider options for the purchase of equipment that meets the minimum device specifications.
2. Bremer State High School will not purchase a device to assign to your student. Bremer State High School has **limited devices it can provide for short-term loan**. On approval by the Principal (or delegate), a device will be loaned to your student for the negotiated period.

Inappropriate use of Temporary Loan Devices

The following are examples of irresponsible use of devices by students:

- Intentionally damaging any devices, accessories, peripherals, printers or network equipment
- Leaving the device in a classroom or in the playground
- Losing the device at school

Misuse, Damage and Loss

Students should be aware that they are held responsible for their actions while using a Temporary Loan Device. Students will be held responsible for any misuse, damage, loss or theft of a Temporary Loan Device.

Bremer State High School reserves the right to restrict/remove access of Temporary Loan Devices to ensure the integrity and security of the program and the school. The misuse, damage, loss or theft of a device may result in disciplinary action which includes, but is not limited to, the withdrawal of access to Bremer State High School supplied services. The misuse, damage, loss or theft of a device may also result in a monetary cost to replace device. This monetary cost will be determined on a case-by-case basis.

Acknowledgment

The equipment described at all times remains the property of the Department of Education and is issued on loan to the parent/guardian for the benefit of the student subject to the following conditions:

- The equipment should be used only by the student to whom it is lent and by no other person.
- The student and their parent/guardian has read and understood the school's behaviour and educational requirements (attached).
- Every care and attention should be given to the equipment during the period of loan and the student fully complies with the school's behaviour and educational requirements when the student is using the equipment.
- Microsoft Defender software is installed and maintained on the machine and the student will ensure the equipment is scanned for viruses after home use and prior to re-connection to the departmental network.
- The equipment is returnable upon demand from the school at any time for inspection, repair, adjustment or for any other cause.
- Loss or damage of any equipment on loan must be immediately reported to the school.
- If, in the opinion of the school teacher or staff member, the student is not meeting the school's behaviour and educational requirements with the equipment, this equipment loan may be terminated.
- Equipment must be returned by the student to the school by the date specified in this loan agreement or, if this agreement is terminated earlier than the date specified as the date of equipment return, then the date of the termination of this loan agreement.

Temporary Loan Device Application

An application for a temporary loan of a school device is a short-term loan.

Return form to Year Level Hub (Dean).

Section 1: Student Details			
First Name		Last Name	
Year Level			
Section 2: Parent Details			
First Name		Last Name	
Address			
Home Phone		Mobile Number	
Section 3:			
Is your student currently participating in the Bremer State High School <i>Shared Resource Scheme</i> ?			Yes/No
Section 4: BYOx Temporary Loan Device Application			
Select the period of time you are applying for a Temporary Loan Device:		1 Week	
		1 Month	
		1 Term	
Section 5: Reason for Application			
Please provide sufficient details as to the reason for the need to borrow a school device.			
Student Signature			
Parent Signature			
Date			

This section is for school use only

Section 6: Principal (or delegate) Notes

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Section 7: Agreed Period of Temporary Loan Device

The period of time agreed to by the Principal, Parent and Student is:	1 Week
	1 Month
	1 Term

Principal's Delegate Name	
Principal's Delegate Signature	
Date	