

Student Technology Loan Agreement

Purpose

Aurora College is committed to supporting student learning experiences within a highly functioning environment. Our classrooms are reliant on a range of leading-edge technologies from devices to cloud services. We will work with Partner Schools to ensure students have access to suitable technology for Aurora College classes. The Technology Loan Agreement outlines the rights and responsibilities of students in relation to use of Aurora College devices for use in their Aurora College studies.

Usage

Students must not use these devices to connect to Adobe Connect Virtual Classrooms. Aurora College cannot guarantee quality of service for devices not managed through regular processes by the NSW DoE. Suitable technology has been made available for students of Aurora College to connect to Adobe Connect Virtual Classrooms by arrangement with the Partner School.

Terms

For the purposes of this document, the following terms are defined:

Device: refers to any technology that students are loaned by Aurora College as part of their studies.

Partner School: refers to the school that the student physically attends.

NSW DoE: refers to the New South Wales Department of Education.

NSW DoE Policies

Students must be aware of the following NSW DoE policies:

Communication Services: Acceptable Usage for School Students

(https://www.det.nsw.edu.au/policies/general_man/general/accep_use/PD20020046.shtml)

Aurora College Bring Your Own Device Policy

(<http://www.aurora.nsw.edu.au/school-policies/>)

The Aurora College Student Technology Loan Agreement should be read in conjunction with the above policies.

Related Resources

The following resources have been provided by the NSW DoE for parents and students to understand technology use in schools:

Digital Citizenship (<http://www.digitalcitizenship.nsw.edu.au>)

Cyberbullying (<http://www.schoolatoz.nsw.edu.au/technology/cyberbullying>)

Agreement (Version 13/01)

1. Purpose

- 1.1. The device is to be loaned as a tool to assist student learning both at school and home.

2. Equipment

2.1. Ownership

- 2.1.1. The school retains ownership of the device.
- 2.1.2. The student must bring the laptop fully charged to school every day if required. Chargers should be left at home.
- 2.1.3. Access to a device on loan may be terminated if there is damage caused by negligence or if the student does not bring the device as required to school or return it by the due date.
- 2.1.4. All material on the device is subject to review by school staff both of the Partner School and Aurora College. If there is a police request, Aurora College, Partner Schools, and the NSW DoE will provide access to the device and personal network holdings associated with your use of the device.

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 device. It does not cover negligence, abuse or malicious damage.
- 2.2.2. Any problems, vandalism, damage, loss or theft of the device must be reported immediately to Aurora College through your Aurora College Coordinator.
- 2.2.3. In the case of suspected theft, a police report must be made by the family and an event number provided to Aurora College through your Aurora College Coordinator.
- 2.2.4. In the case of loss or accidental damage, a witnessed statutory declaration signed by a parent/carer should be provided.
- 2.2.5. Devices that are damaged or lost, whether by neglect, abuse, malicious act, or any other means will require reimbursement. The Principal will determine:
 - whether replacement is appropriate
 - whether or not the student is responsible for repair or replacement costs
 - whether or not the student retains access to device loans.
- 2.2.6. Students will be required to replace lost or damaged chargers and accessories.

3. Standards for device care

- 3.1. The student is responsible for:
 - 3.1.1. Taking care of devices in accordance with school guidelines.
 - 3.1.2. Adhering to Online Communication Services: Acceptable Usage for School Students policy. A link to this policy can be found on the first page of this agreement.
 - 3.1.3. Adhering to the Aurora College Bring Your Own Device Policy. A link to this policy can be found on the first page of this agreement.
 - 3.1.4. Backing up all data securely. This should be in no less than two separate locations.



Student Technology Loan Agreement

Agreement for the loan of Aurora College devices

By signing this agreement, you verify the following:

- I have read and understand the:
 - Aurora College Student Technology Loan Agreement.
 - NSW DoE Communication Services: Acceptable Usage for School Students policy.
 - Aurora College BYOD Policy.
- I understand my responsibilities regarding the use of the device.
- I understand that I accept responsibility for any costs associated with the repair or replacement of the device.
- I understand that failure to comply with the Student Technology Loan Agreement could result in loss of future loan permission.

Name of Student: _____ Year: _____

Signature of Student: _____ Date: _____

Name of Parent/Guardian _____

Signature of Parent/Guardian _____ Date: _____

Please sign and return this page to your Aurora College Coordinator.

For more information, please contact:

Ben Hillsley

Learning Technology Support Officer

support@aurora.nsw.edu.au

1300 610 733

Retain the rest of the policy for your records