



JAMISON HIGH SCHOOL

LOAN LAPTOP AGREEMENT

Jamison High School
222 Evan St. South Penrith 2750
T. 4731 6150 F. 4721 2502
jamison-h.school@det.nsw.edu.au
www.jamisonhighschool.nsw.edu.au

Dear Parent/Caregiver & Student,

Please read the following information carefully and complete the form below to borrow a loan laptop from Jamison High School. Once completed please return this form to Miss Simpson.

Parent / Caregivers Terms of Agreement:

I am a parent/guardian of _____ in Year _____.

I wish to loan a laptop from Jamison High School for my child. I understand and agree to the following terms of this loan:

- This loan will be for a 1 term period after which the laptop, charger and case will need to be returned to the library so the loan can be renewed if required.
- My child must accept full responsibility of taking care of this laptop and will ensure that it is charged overnight at home and brought to school every day to be used for learning.
- My child must accept and abide by the Jamison High School ICT and BYOD Policy (<http://bit.ly/2LERUvw>)
- My child must return the loan laptop to the school before school holidays, and periods of extended leave.
- My child will back up all data securely. This should be on online storage (Google Drive or One Drive) or on an external storage device. All files saved on the hard drive will be lost in the reformatting of the laptop.
- Any problems, vandalism, damage, loss or theft of the laptop must be reported immediately to the school.
- I will be responsible for any damage that occurs to the laptop. I agree to the consequences of misuse or damage which might see my child's loan permissions revoked and/or a bill for repairs sent to me.

Parent Name: _____ Parent Signature: _____ Date: ___/___/___

Student Terms of Agreement:

I wish to loan a laptop from Jamison High School. I understand and agree to the following terms of this loan:

- This loan will be for a 1 term period after which the laptop, charger and case will need to be returned to the library so the loan can be renewed if required.
- I accept full responsibility of taking care of this laptop and will ensure that it is charged overnight at home and brought to school every day to be used for learning.
- I accept and abide by the Jamison High School ICT and BYOD Policy (<http://bit.ly/2LERUvw>)
- I must return the loan laptop to the school before school holidays, and periods of extended leave.
- I will back up all data securely. This should be on online storage (Google Drive or One Drive) or on an external storage device. All files saved on the hard drive will be lost in the reformatting of the laptop.
- Any problems, vandalism, damage, loss or theft of the laptop must be reported immediately to the school.
- I will be responsible for any damage that occurs to the laptop. I agree to the consequences of misuse or damage which might see my loan permissions revoked and/or a bill for repairs sent to my parent/carer.

Student Name: _____ Student Signature: _____ Date: ___/___/___

Yours faithfully,

Penny Simpson
ICT Coordinator

For office use only: Laptop Charger Case Date of loan: ___/___/___ Review date of loan: ___/___/___