

Oakbank School requires all students from Year 7-12 to have a laptop computer each day at school, charged and ready to learn, as a part of our Bring Your Own Device (BYOD) program. Details, laptop purchasing options at oakbank.orderportal.com.au from our partner **LWT** and minimum specifications for devices are available in our BYOD Handbook.

When the unforeseen happens, to support eligible students with access to devices for learning Oakbank School offers day loans and:



Laptop Access Scheme for School Card Families (LAS)

For families who apply for and are eligible for School Card – see separate form



Special Circumstances Loan (SCL)

Applications are based on merit and availability and approved at the discretion of the school.

\$50

Short Term Loans (up to 4 weeks) - \$50 refundable deposit*

Available while repairs/replacement occur, awaiting delivery of machine etc.

\$100

Long Term Loans (4 weeks to end of the year) - \$100 refundable deposit*

Available for financial and family situations and other special circumstances.

Laptops may be taken offsite only when this form is signed, approved and deposit paid.

Device Loan Agreement

By signing this Device Loan Agreement:

Students agree:

- To follow the **Oakbank School Cybersafety ICT Policy Agreement** both onsite and offsite, showing good digital citizenship
- To use the device for school use only
- To treat the device with respect and reasonable care & report any problems or damage to the school as soon as possible.

Parents / Caregivers agree:

- To provide adequate supervision for your child when using this device, and understand that the school internet filter **does not** apply at home, and that you will be responsible for your child's e-safety.
- To pay a ***\$50 or \$100 refundable deposit to school**. Deposit will be refunded when the device is returned.
- That any **willful or negligent damage** of the device will be investigated and parents may be liable for repair – the deposit may be retained by the school to go towards any repair costs. Parents may be invoiced for the difference.

If any of the above agreements are not met, access to the device may be refused or removed. Failure to return the device at the end of the loan agreement or at the request of the school may result in a report to SAPOL.

Student Name

Year / Form

Student Signature

Date

Parent / Guardian Name

Signature

Date

Address

Post code:

Contact Ph:

Please turn over – Page 1/2



To be filled out by Parent / Carer

- Current School Card**
Please indicate if you have applied for and are eligible for School Card for this year. If so, you may qualify for the **Laptop Access Scheme – School Card** – see separate form.

Please describe your reasons / special circumstances for applying for a loan laptop. This will remain confidential and viewed only by Leadership & Administration Staff.

Leaving this section blank may result in the application not being approved. Please contact one of our Leadership team if you have any questions or would like to talk to someone directly.

Program Overview



\$50 (Short Term) or \$100 (Long Term) refundable deposit to paid to the school before collection of device (payment options below)



When borrowing a device, log in with your student username and password before leaving the school grounds. Students can then log in at home with these details.



Devices remain the property of Oakbank School and must be returned at the school's request. when the student is no longer enrolled at the school, or the end of the school year. Failure to do so may result in a report to SAPOL.



The school is not responsible for any data loss due to the failure of devices. Students are encouraged to use OneDrive app to sync and backup their files.

Payments Options



Qkr!
App or qkr-store.qkrschool.com



Cash or card
In Person at the School Finance Office



BPoint Direct Credit
bpoint.com.au/pay/oakbankas



Phone payments
8398 7200 option 2 via card

Office Use Only

Loan Approved by Date

Loan Type / Period Entered in to Daymap

Laptop Provided Borrowed Returned

Payment Details

Payment confirmed Date Deposit Returned Date

Incidents

Incident Details Date

Actions

Cost Associated? Amount Paid



oakbank.sa.edu.au/guides
dl.0762.icthelp@schools.sa.edu.au

8398 7200



Government of South Australia
Department for Education