



## Digital Device Policy 2022

Complete and return to the Administration Office

Student Name:	Year: _____
I have read and understood the following policies found in my student diary: <ul style="list-style-type: none"><li>• The Care of Device Policy for Kearnan College students and</li><li>• The Digital Acceptable Use Policy</li></ul>	
I understand that: <ul style="list-style-type: none"><li>• A contribution levy in 2022 will be paid in my school fees for the use of the laptop. Any damages to the laptop will be taken out of the contribution levy. If damage is incurred, further discussion between student, parent/guardian, the school Principal or Head of Secondary will be required in order to pay for these damages.</li><li>• I must not attempt to repair or take the device elsewhere for repairs. Any damages to the laptop, must be reported immediately to the IT Department.</li><li>• The laptop must always be carried in a case, to and from every classroom. This case will be purchased from the Uniform Shop and charged back to the annual school fees. (Year 11 and 12 students will provide their own case)</li><li>• The laptop needs to be fully charged at the start of each day.</li><li>• If I would like to use a mouse, I must supply and maintain my own as this will no longer be the responsibility of the school.</li><li>• The laptop must be treated with respect.</li><li>• The laptop will be continuously monitored via school software.</li></ul>	
I understand that by signing this form, I agree to the rules stated above. I understand that if I break these rules or use the school's laptop inappropriately, consequences will apply as stated in the school Behaviour Management Plan.	
By not signing this document it <b>does not exclude</b> me from following the rules outlined in this Digital Device Policy. I must return this form to the front office before getting access to a school online account and collecting a laptop.	
Student Signature:	Date:     /     /
Parent Information We/I have read the above information and confirm that my child has read and understood the Digital Device Policy. We are also aware of the expectations regarding use of school devices.	
Parent Signature:	Date:     /     /