Rationale

Torquay College’s approach to teaching and learning emphasises a learning experience that actively engages our students. The introduction of a netbook program was guided by the introduction of a trial program by the State Government in 2009. Torquay College is committed and continues with the program for students in years 4-6.

The Torquay College community has supported the netbook program from its inception in 2009. The support has seen 93% of families opting to purchase a device for the learning needs of their children. Torquay College has further supported families to enter the Digi Learn program by offering flexible options to ensure all students in years 4-6 can access the 1:1 Digital Learning program.

The flexibility of a BYOD Netbook program enhances teaching and learning by:

- ensuring that technology is available to support student learning in every lesson
- allowing teachers to incorporate subject specific software whenever appropriate
- providing students with instant access to photos, music, podcasts and wikis
- allowing more student-centred learning
- allowing students to research, write, edit and publish work
- promoting greater communication and feedback between students and teachers
- increasing student motivation and engagement

Research has shown that students provided with their own personal device, compared to those without:
- spend more time involved in collaborative work
- participate in more project-based instruction
- produce writing of a higher quality and greater length
- have increased access to information
- improve their research analysis skills
- direct their own learning
- report a greater reliance on active learning strategies
- readily engage in problem solving and critical thinking
- consistently show deeper and more flexible uses of technology

Implementation

Netbook options
1. BYOD Torquay College Specified Device (Parent/ Student owned)
2. BYOD Non-specified Device (Parent/ Student owned)
3. Device Hire where eligible (Torquay College owned, solely assigned to student for 1 year)
4. Access to School Shared Device (Torquay College owned shared devices)

Students and Parent/Guardians must carefully read the BYOD Torquay College specified Device Managed, and or BYOD Non-specified Device which outlines the obligations and conditions of use. Any questions should be addressed to the school and clarification obtained before this agreement is signed.
Netbook options

1. **BYOD Torquay College Specified Device (Parent/ Student owned)**

   The Torquay College Specified Devices are chosen by Torquay College to fit the learning needs of the students in the classroom. The devices will have appropriate warranty coverage to last the full term of the program while at Torquay College.

   Purchasing Torquay College specified device gives you the following technical support:
   - Managed installation and support of DET provided EduStar software
   - Managed installation and support of school based software
   - Managed installation and support of operating system
   - Managed updates to Operating Systems
   - Managed Antivirus updates
   - Managed repairs through warranty suppliers on your behalf
     - Managed onsite warranty at Torquay College
     - Prompt/ quick turnaround repairs to reduce impact to students learning

   The device remains the property of the Parent/Guardian.

2. **BYOD Non-specified Device (Parent/ Student owned)**

   Under the following specifications you may bring your own ‘Similar and Suitable’ device to the College. The device must have minimum specifications to join the BYOD non-specified Device program:

   The minimum requirements will be reviewed over the course of the program to ensure the devices can maintain the desired learning outcomes.

   The Principal, along with the IT Technicians will advise suitability of devise to meet Torquay College requirements.

   Once your BYOD device has been approved as ‘Similar and Suitable’ and satisfies the requirements listed, Torquay College will supply the following:
   - Access to the Edustar catalogue including Office 365 and other DET recommended software
   - Access to wireless within the school
   - Access to printing and file storage
   - Access to DET EduStar Image.

   The device remains the property of the Parent/Guardian.

3. **Device Hire where eligible (Torquay College owned, solely assigned to student for 1 year)**

   Torquay College Hire Devices are chosen to fit the learning needs of the students in the classroom.
   - The device is fully owned by Torquay College and will be solely used by your child for the full year. Your child will be able to take home the device between Monday and Friday for learning.
   - A hire fee is forwarded to parents/guardians, this includes insurance.
   - The device has appropriate warranty coverage.
   - The device is managed by Torquay College.

   This option is determined on an individual needs basis and is subject to parents/guardian eligibility to CSEF, Health Care card and other similar services. Students enrolling into Torquay College for period less than 18 months could be eligible.

   Eligibility is at the discretion of the Principal of Torquay College. An appointment with the Principal or Principal nominee is required to discuss this option.

4. **Access to School Device (Torquay College owned shared devices)**

   Students will have access to a device for the activities that require ICT. These devices will be owned by Torquay College and stored in a central location for use across the college.
1. Torquay College Specified Device

Digital Learning Devices are a tool to assist student learning both at school and at home. Whether the device is purchased by the family or is the property of the school, it is done so in partnership with the College and it is thus expected that the device will be maintained in accordance with College ICT Policies so that the learning of the student is not interrupted or impeded in any way.

The Torquay College Specified Devices are chosen by Torquay College to fit the Learning needs of the students in the classroom. The devices will have appropriate warranty coverage to last the full term of the program while at Torquay College.

Purchasing Torquay College specified device gives you the following technical support:
- Managed installation and support of DET provided EduStar software
- Managed installation and support of school based software
- Managed installation and support of operating system
- Managed updates to Operating Systems
- Managed Antivirus updates
- Managed repairs through warranty suppliers on your behalf
  - Managed onsite warranty at Torquay College
  - Prompt/ quick turnaround repairs to reduce impact to students

The device remains the property of the Parent/Guardian.

The Student or Parent/Guardian is to notify the school of loss, damage or software faults requiring attention.

Equipment

1. Ownership
   1.1 The device is solely the property of the student/family.
   1.2 The device is expected to be brought to school on a daily basis by the student for use at school, and taken home each night.
   1.3 All material on the device, as well as material accessed using the College network, is subject to review by College staff.

2. Damage or Loss of Equipment
   2.1. Any warranty issues for the device is managed by the school and will be made through the warranty service provider on your behalf.
   2.2. Loss, accidental damage or theft of the device during school hours must immediately be reported to the child’s teacher. Cost to repair non-warranty faults will be forwarded to Parents/guardians.
   2.3. In the case of suspected theft or malicious damage caused by another person off-site from the College, a police report must be made by the family. This issue is a private one, and the College will not be involved in cases where a BYOD device has gone missing outside of school hours.
   2.4. Families will be required to replace a lost or damaged device, or other peripherals if supplied, within a maximum of ONE MONTH time frame to ensure that the learning is not impacted on negatively for the student.

3. Faulty Equipment
   3.1 Students who experience problems with either hardware or applications must notify the ICT Manager immediately. Devices will be repaired as quickly as possible and returned to the student.
3.2 Students who experience problems with either hardware or applications must notify the ICT Manager immediately.

4. Student Responsibilities
The student is responsible for:
4.1. Bringing the device fully charged to school every day
4.2. Adhering to the Torquay P-6 College Digital User Agreement Policy which is available on the College website or from the ICT Administration Office.
4.3. Backing up data at home on computers. The manner in which backup is performed is up to the student/family.
4.4. Ensuring that their device is clearly labelled so that it can be identified from other devices.
4.5. Ensuring that no file sharing or copyright infringement software or material is installed on the device.
4.6. Students will not bypass the proxy and other settings of the school network which are in place to protect the security of the students and staff.
4.7. Following appropriate safety and care procedures, such as: Not packing the device at the bottom of a bag under heavy objects that could cause damage.

Ensuring that food and drinks are kept well away from the device
Making sure that nothing is put on the device that is offensive, e.g. stickers etc.

A student who does not fulfil these responsibilities may have his/her rights disabled or altered, and a parent/student/teacher meeting will be scheduled to discuss the infringements and restore the situation.

5. Parent/Guardian Responsibilities
The student’s parents/guardians are responsible for:
5.1. Supervising the student’s device and Internet use at home to ensure that the student is using the device safely and responsibly and in accordance with the Digital User Agreement Policy.

6. Warranty Claims
6.1. The device will be covered only by warranties and insurance that the parent/guardian provides.

Repairs to any device can be quite costly, so we appreciate your support in ensuring that your child looks after their device appropriately and maturely.

IMPORTANT: any malicious damage will need to be paid for in full by the student who caused the damage. In instances whereby there is a dispute over the cause of the damage to a device, a Statutory Declaration stating the circumstances surrounding the loss or damage is required to be completed. Any decision concerning obligations under this Clause will be made by the Principal and will be based upon this Declaration.

7. Re-imaging of the Device and ICT Maintenance
7.1. Students will be required to remove any personal files and ensure they have appropriate backups as the data will be lost when a re-image occurs.
7.2. All data needs to be backed up regularly by the student/family.
Parent and Guardian, Student BYOD Torquay College
Specified Device User Agreement
(To be completed by students and Parents/Guardian)

Purpose:
To inform students and parents/guardians of their responsibilities in relation to the conditions of use of BYOD Specified Device at Torquay P-6 College.

Student BYOD user Agreement:
I have read and agree to comply with the Student BYOD Specified Device User agreement. I agree to comply with any changes to these policies which will be published on the Torquay P-6 College website.

I accept my responsibilities and the conditions regarding the use and care of the device and use the internet as detailed in the acceptable use agreement and associated policies.
I accept that failure to comply with the student BYOD Specified Device user agreement and Torquay College Acceptable Use agreement could result in disciplinary action including, but not limiting to, removal of device from Torquay P-6 College ICT network.

Please sign and return this page to the College Administration Office

The student BYOD Specified Device Agreement must be signed and returned to the school before the device will be allowed to be used at Torquay College

Date:___________________________________

Student Name:___________________________________________

Student signature:_________________________________________

Name Parent/Guardian:_____________________________________

Signature Parent/Guardian:__________________________________
2. BYOD Non-Specified Device

Digital Learning Devices are a tool to assist student learning both at school and at home. Whether the device is purchased by the family or is the property of the school, it is done so in partnership with the College and it is thus expected that the device will be maintained in accordance with College ICT Policies so that the learning of the student is not interrupted or impeded in anyway.

Under the following specifications you may bring your own ‘Similar and Suitable’ device to the College. The 2016 device must have the following minimum specifications to join the BYOD Non-specified Device program:

- 4GB Ram
- 128GB SSD or 320GB HDD
- At least 12” Screen
- Can support Windows 10 64 Bit
- Current and maintained anti-virus software
- Covered by warranty – (Documentation required to prove at least 2 years)
- Only one device per student - not interchangeable throughout the year
- Less than 3 years old.

The minimum requirements will be reviewed over the course of the program to ensure the devices can maintain the desired learning outcomes.

The Principal, along with the IT Technician will advise suitability of a device to meet the Torquay College requirements.

Once your BYOD device has been approved as ‘Similar and Suitable’ and satisfies the requirements listed, Torquay College will supply the following:

- Access to the Edustar catalogue including Office 365 and other DET recommended software
- Access to wireless within the school
- Access to printing and file storage
- Access to DET EduStar Image.

- Families will be responsible to load their child’s device with the required software supplied by Torquay College.

Equipment

1. Ownership
1.1 The device is solely the property of the student/family.

1.2 The device is expected to be brought to school on a daily basis by the student for use at school, and taken home each night.

1.3 All material on the device, as well as material accessed using the College network, is subject to review by College staff.

2. Damage or Loss of Equipment

2.1. Any warranty and insurance for the device is the responsibility of the student/parent/guardian. The device will not be repaired by the College, nor is it covered by any insurance at school.

2.2. Loss, accidental damage or theft of the device during school hours must immediately be reported to the child’s teacher.
2.3. In the case of suspected theft or malicious damage caused by another person off-site from the College, a police report must be made by the family. This issue is a private one, and the College will not be involved in cases where a BYOD device has gone missing outside of school hours.

2.4. Students will be required to replace a lost or damaged device, or other peripherals if supplied, within a maximum of ONE MONTH time frame to ensure that the learning is not impacted on negatively for the student.

3. Faulty Equipment

3.1 Students who experience problems with either hardware or applications must notify the ICT Manager immediately. If this issue is deemed to be one that is related to the College network and infrastructure, assistance will be provided.

3.2 Students who experience problems with either hardware or applications must notify the ICT Manager immediately. If this issue is deemed to be one that is related to a warranty issue or repair that is not related to the College’s infrastructure, the student/parent/guardian will be informed of the need for them to arrange for the device to be repaired.

4. Student Responsibilities

The student is responsible for:

4.1. Bringing the device fully charged to school every day
4.2. Adhering to the Torquay P-6 College Digital User Agreement Policy which is available on the College website or from the ICT Administration Office.
4.3. Backing up data at home on computers. The manner in which backup is performed is up to the student/family.
4.4. Ensuring that their device is clearly labelled so that it can be identified from other devices.
4.5. Ensuring the devise has a current virus software and that the settings for virus protection or spam filtering that has been installed are not disabled.
4.6. Ensuring that no file sharing or copyright infringement software or material is installed on the device.
4.7. Students will not bypass the proxy and other settings of the school network which are in place to protect the security of the students and staff.
4.8. Following appropriate safety and care procedures, such as: Not packing the device at the bottom of a bag under heavy objects that could cause damage. Handling the device carefully and taking care not to drop it.

Ensuring that food and drinks are kept well away from the device

Making sure that nothing is put on the device that is offensive, e.g. stickers etc.

A student who does not fulfil these responsibilities may have his/her rights disabled or altered, and a parent/student/teacher meeting will be scheduled to discuss the infringements and restore the situation.

5. Parent/Guardian Responsibilities

The student’s parents/guardians are responsible for:

5.1. Supervising the student’s device and Internet use at home to ensure that the student is using the device safely and responsibly and in accordance with the Digital User Agreement Policy.
6. Warranty Claims
6.1. The device will be covered only by warranties and insurance that the parent/guardian provides.

6.2. Repairs to any device can be quite costly, so we appreciate your support in ensuring that your child looks after their device appropriately and maturely.

IMPORTANT: any malicious damage will need to be paid for in full by the student who caused the damage. In instances whereby there is a dispute over the cause of the damage to a device, a Statutory Declaration stating the circumstances surrounding the loss or damage is required to be completed. Any decision concerning obligations under this Clause will be made by the Principal and will be based upon this Declaration.

7. Re-imaging of the Device and ICT Maintenance
7.1. Students will be required to remove any personal files and ensure they have appropriate backups as the data will be lost when a re-image occurs.
7.2. All data needs to be backed up regularly by the student/family.
Parent and Guardian, Student BYOD Non Specified Device
User Agreement
(To be completed by students and Parents/Guardian)

Purpose:
To inform students and parents/guardians of their responsibilities in relation to the conditions of use of BYOD non-specified device at Torquay P-6 College.

Student BYOD user Agreement:
I have read and agree to comply with the Student BYOD Non-specified device User agreement.
I agree to comply with any changes to these policies which will be published on the Torquay P-6 College website.

I accept my responsibilities and the conditions regarding the use and care of the device and use the internet as detailed in the acceptable use agreement and associated policies.
I accept that failure to comply with the student BYOD Non-specified device user agreement and Torquay College Acceptable Use agreement could result in disciplinary action including, but not limiting to, removal of device from Torquay P-6 College ICT network.

Please sign and return this page to the College Administration Office

The student BYOD Non-specified device Agreement must be signed and returned to the school before the device will be allowed to be used at Torquay College

Date:___________________________________

Student Name:___________________________________________

Student signature:_________________________________________

Name Parent/Guardian:_____________________________________

Signature Parent/Guardian:___________________________________
3. Hire Devices

Digital Learning Devices are a tool to assist student learning both at school and at home. Whether the device is purchased by the family or is the property of the school, it is done so in partnership with the College and it is thus expected that the device will be maintained in accordance with College ICT Policies so that the learning of the student is not interrupted or impeded in any way.

The Torquay College Hire device is chosen by Torquay College to fit the Learning needs of the students in the classroom. The devices will have appropriate warranty coverage.

Torquay College specified device have the following technical support:

- Managed installation and support of DET provided EduStar software
- Managed installation and support of school based software
- Managed installation and support of operating system
- Managed updates to Operating Systems
- Managed Antivirus updates
- Managed repairs through warranty suppliers on your behalf
  - Managed onsite warranty at Torquay College
  - Prompt/ quick turnaround repairs to reduce impact to students

The device remains the property of Torquay College.

The Student or Parent/Guardian is to notify the school of loss, damage or software faults requiring attention.

TERMS AND CONDITIONS

Definitions
In this Agreement, unless the contrary intention appears:

2 Acceptable Use Agreement means the further terms and conditions governing the use of the Equipment, as set out in the attached document titled “Acceptable Use Agreement”, and which forms part of this Agreement;

3 Agreement means this document, including any schedule or annexure to it;

4 Bond means the bond payable under clause Error! Reference source not found., in the mount stated in the Schedule

5 Equipment means the equipment described in the Schedule, and includes any software provided with the Equipment as described in the Schedule;

6 Rental Fee means the total monthly rental payment stated in the Schedule;

7 School means the school named at the beginning of this Agreement;

8 Schedule means the schedule at the beginning of this Agreement;

9 Student means the student named in the Schedule;

10 Start Date and End Date each have the meanings set out in the Schedule;

11 Term means the period between the Start Date and the End Date; and

12 You means the Parent(s) and/or Guardian(s) named in the Schedule.
Equipment

1. Ownership
1.1 The device is solely the property of Torquay College.
1.2 The device is expected to be brought to school on a daily basis by the student for use at school, and taken home each night only between Monday and Friday.
1.3 All material on the device, as well as material accessed using the College network, is subject to review by College staff.

2. Equipment rental
2.1 This rental Agreement is made between You and the School, commencing on the Start Date and ending on the End Date.
   The Term may be renewed on the same terms or extended to a new End Date at any time by agreement in writing between You and the School.
   The School will rent the Equipment to You on the terms set out in this Agreement during the Term.
   You will pay the Rental Fee, which must be paid in full by the due date stated in the Schedule.
   The Rental Fee does not include any consumables such as batteries, paper, ink or toner that may be required to be used with the Equipment.

3. Bond
3.1 If the Schedule specifies a Bond amount, then You must pay the Bond before the Equipment is provided.
3.2 The School will hold the Bond until the end of the Term, and will then return the Bond (or the balance of it) to You, subject to the rest of this clause.
3.3 The School will be entitled to draw down on the Bond if:
   1. Rental Fees (or part of them) are not paid, or
   2. An amount due for loss or damage to the Equipment is not paid.
3.4 If the School draws down on the Bond under clause 0 during the Term and the Bond is reduced to less than 50% of the amount specified in the Schedule, then You must if requested by the School top up the Bond to the full amount.

4. Ownership and Use
4.1 The Equipment remains the property of the School at all times, and must be returned to the School at the end of the Term, in a condition consistent with the proper performance of Your obligations under this Agreement.
4.2 The School and You acknowledge that the Equipment’s primary use will be by the Student in relation to his/her studies at the School and as such the Rental Fee is GST free.
4.3 You and the Student will operate, maintain and store the Equipment with due care and in compliance with the instructions and recommendations of the supplier and manufacturer of the Equipment, and pursuant to any directions given by the School, and ensure that the Equipment is maintained in the same condition as at the Start Date (fair wear and tear excepted).
4.4 You and the Student must not alter or replace any parts in the Equipment nor alter or load any software on the Equipment unless that software has been approved by the School.

4.5 You will, and will ensure that the Student will:
   1. always carry the Equipment in an appropriate backpack or case;
   2. keep the Equipment in a secure, locked cupboard or school locker when not in use;
   3. ensure that any data stored on the Equipment is backed-up appropriately, acknowledging that the School will not be responsible for loss of data if the Equipment fails or has to be wiped to fix a problem; and
   4. always use the Equipment strictly in accordance with the Acceptable Use Policy, to the extent it is relevant to the use of the Equipment.

4.6 This Agreement relates only to the Equipment, and in the event of its loss or damage, the School is under no obligation to replace the Equipment.

**Maintenance and repairs**

5.1 The School will provide routine maintenance to keep the Equipment in working order during the Term.

5.2 You acknowledges that Your obligations under this Agreement continue during any period of repair to the Equipment.

**Loss or damage**

6.1 If the Equipment is lost or damaged and the loss or damage to the Equipment is covered by an insurance policy in favour of the School, and the School elects to repair or replace the Equipment, You agree to pay to the School the lesser of the sum of $150 (inc. GST) or the actual cost of the repairs, in satisfaction of costs incurred by the School in repairing or replacing the Equipment.

6.2 Where loss or damage to the Equipment is not covered by an insurance policy in favour of the School, You agree to pay to the School:
   1. the actual cost of the repairs, where it is economically viable to repair the Equipment; or
   2. if it is not economically viable to repair the Equipment, or the Equipment is lost, the market value as at the time the loss or damage occurs, in satisfaction of costs incurred by the School as a result of that loss or damage.

**Termination**

7.1 The School may terminate this Agreement by giving notice to You before the End Date if:
   1. an event of default as defined in clause 0 occurs; or
   2. the Equipment is lost or damaged and the School elects not to repair or replace it.

7.2 Default occurs if:
   1. the Rental Fee is not paid by the due date stated in the Schedule;
   2. You continue to breach any term of this Agreement after the School gives You notice in writing of the breach;
   3. You are subject to bankruptcy or other proceedings which, in the School’s opinion, place the Equipment at risk of loss or seizure by others; or
   4. the Student leaves the School prior to the end of the Term.
8 General provisions and interpretation

8.1 This Agreement is the entire agreement and understanding between the parties on everything connected its subject matter and it supersedes any prior agreement or understanding.

8.2 Reference to:
   1. one gender includes the others;
   2. the singular includes the plural and the plural includes the singular;
   3. a party includes the party’s executors, administrators, successors and permitted assigns;
   4. a thing includes the whole and each part of it separately;

8.3 “Including” and similar expressions are not words of limitation.

8.4 Where a word or expression is given a particular meaning, other parts of speech and grammatical forms of that word or expression have a corresponding meaning.

8.5 If an act must be done on a specified day which is not a business day, it must be done instead on the next business day.

8.6 If a party consists of more than 1 person, this Agreement binds each of them separately and any 2 or more of them jointly.

8.7 An amendment or variation to this Agreement is not effective unless it is in writing and signed by the parties.

8.8 A notice may be given to You by means of any of the contact details provided by You in the Schedule or as notified to the School by You from time to time.

9. Student Responsibilities

The student is responsible for:

9.1. Bringing the device fully charged to school every day Monday to Friday. The device remains at Torquay College from Friday to Monday and all school holidays.

9.2. Adhering to the Torquay P-6 College Digital User Agreement Policy which is available on the College website or from the ICT Administration Office.

9.3. Backing up data at home on computers. The manner in which backup is performed is up to the student/family.

9.4. Ensuring that their device is clearly labelled so that it can be identified from other devices.

9.5. Ensuring that no file sharing or copyright infringement software or material is installed on the device.

9.6. Students will not bypass the proxy and other settings of the school network which are in place to protect the security of the students and staff.

9.7. Following appropriate safety and care procedures, such as: Not packing the device at the bottom of a bag under heavy objects that could cause damage.
   1. Handling the device carefully and taking care not to drop it.
   2. Ensuring that food and drinks are kept well away from the device
   3. Making sure that nothing is put on the device that is offensive, e.g. stickers etc.

A student who does not fulfil these responsibilities may have his/her rights disabled or altered, and a parent/student/teacher meeting will be scheduled to discuss the infringements and restore the situation.
10. Parent/Guardian Responsibilities
The student’s parents/guardians are responsible for:
10.1 Supervising the student’s device and Internet use at home to ensure that the student is using the device safely and responsibly and in accordance with the Digital User Agreement Policy.

11. Warranty Claims
11.1. The school will ensure the device is covered by warranty.
11.2. The school will ensure the device is covered by insurance.

Repairs to any device can be quite costly, so we appreciate your support in ensuring that your child looks after their device appropriately and maturely.

IMPORTANT: any malicious damage will need to be paid for in full by the student who caused the damage. In instances whereby there is a dispute over the cause of the damage to a device, a Statutory Declaration stating the circumstances surrounding the loss or damage is required to be completed. Any decision concerning obligations under this Clause will be made by the Principal and will be based upon this Declaration.

12. Re-imaging of the Device and ICT Maintenance
12.1. Students will be required to remove any personal files and ensure they have appropriate backups as the data will be lost when a re-image occurs.
12.2. All data needs to be backed up regularly by the student/family.
Parent and Guardian, Student Hire User Agreement

Introduction

The School has agreed to make the Equipment described in the Schedule available for use by the Student. The Equipment will be rented to the Parent and/or Guardian named in the Schedule on the terms set out in this Agreement.

SCHEDULE

Name and Address of Parent/Guardian

<table>
<thead>
<tr>
<th>Name:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>Email address:</td>
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</tr>
<tr>
<td>Contact phone number:</td>
<td></td>
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</tbody>
</table>

Name of Student

<table>
<thead>
<tr>
<th>Name:</th>
</tr>
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</table>

Description of the Equipment

<table>
<thead>
<tr>
<th>Make:</th>
<th>Model:</th>
<th>Serial No:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Included accessories:</td>
<td></td>
<td></td>
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</tbody>
</table>

Description of Software (if any)


Start Date and End Date of the Rental Agreement:

<table>
<thead>
<tr>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
</table>

Security Bond

<table>
<thead>
<tr>
<th>The amount of the Security Bond is:</th>
<th>$</th>
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</table>
## Rental Fee payable

<table>
<thead>
<tr>
<th>Description</th>
<th>GST</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monthly Equipment Rental</td>
<td>0</td>
<td>$</td>
</tr>
<tr>
<td>Monthly Insurance premium</td>
<td>0</td>
<td>$</td>
</tr>
<tr>
<td><strong>Total monthly payment</strong></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

**Due Date:** The first Rental Fee payment is due on the Start Date of this Agreement and, unless otherwise agreed, Rental Fees are payable on the same day of each month after that.

### Executed as an Agreement

Date: _____ / _____ / 20___

<table>
<thead>
<tr>
<th>Signature of Parent/Guardian(s):</th>
<th>Signature of the School's authorised representative:</th>
</tr>
</thead>
<tbody>
<tr>
<td>By signing below I acknowledge that I have read and understood the terms of this rental Agreement and I agree to be bound by its terms.</td>
<td></td>
</tr>
<tr>
<td>..........................................................</td>
<td>..........................................................</td>
</tr>
<tr>
<td>Signature of first Parent/Guardian</td>
<td>Signature of School representative</td>
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<tr>
<td>..........................................................</td>
<td>..........................................................</td>
</tr>
<tr>
<td>Print name of first Parent/Guardian</td>
<td>Print name of School representative</td>
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<tr>
<td>..........................................................</td>
<td>..........................................................</td>
</tr>
<tr>
<td>Signature of second Parent/Guardian</td>
<td></td>
</tr>
<tr>
<td>..........................................................</td>
<td>..........................................................</td>
</tr>
<tr>
<td>Print name of second Parent/Guardian</td>
<td></td>
</tr>
</tbody>
</table>
4. Access to School Device (Torquay College owned shared devices)

Students will have access to a shared device for the activities that require ICT. These devices will be owned by Torquay College and stored in a central location for use across the school.