



OURIMBAH PUBLIC SCHOOL

121 Pacific Hwy, OURIMBAH NSW, 2258
Email: ourimbah-p.school@det.nsw.edu.au
Website: www.ourimbah-p.schools.nsw.edu.au

Phone: 4362 1033
Fax: 4362 2531

Student Device – Loan Agreement

Student learning devices are loaned to students who are learning from home for extended periods of time. Please complete this form providing details of the device being loaned and the student who is borrowing it. The student's parent needs to sign the form and return it to the front office prior to receiving the device. Due to the ongoing demand of devices being borrowed, a limit of one (1) device per family is applicable.

Student Agreement for Device Use

- I understand that the care of my Device is my responsibility.
- I will not place decorations (such as stickers, markers etc.) on my Device.
- I will never loan out my Device to other individuals.
- I will keep food and beverages away from my Device since they may cause damage to the device.
- I will avoid using objects that may scratch the screen.
- I will not expose my Device to extreme temperatures and direct sunlight.
- I will not deface the serial number on any Device.
- I will not delete any school installed applications or software.
- I will not disassemble any part of my Device or attempt any repairs.
- I will use my Device in ways that are educational and appropriate, as directed by my teachers.
- I understand that my Device is subject to inspection at any time without notice.
- I understand that my Device remains property of the Department of Education.
- I will notify my parents and the school of any theft, vandalism or damage to the Device.
- I will be responsible for all damage or loss caused by neglect or abuse.
- I agree to return my Device, case, power cords and accessories in good working condition.
- I will know where my Device is at all times.

Parent Agreement for Device Use

- I understand that this device will be used to support my child's learning at home and allow my child to complete school work
- My child's teacher(s) will contact my child through school-provided communication services to deliver lesson content and homework
- Teaching staff have the right to look at any application or file on the Device at any time.
- Students must not put a password on their Device without first registering the password with their classroom teacher.
- Devices must remain free of any writing, drawing, stickers or labels.



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- Students are not permitted to add or delete apps.
- The school recommends that when using the Device at home it is used in a family or common area and not in the bedroom.
- If the device fails to function correctly, is damaged, lost or stolen, I will report it to the school immediately.
- I understand that lost or damaged devices are to be repaired and, or, replaced, by the borrower.

Loan Device Details – Office Use Only

BRAND: _____ MODEL: _____

SERIAL No.: _____ SAP ASSET ID: _____

ACCESSORIES INCLUDED: _____

DEFECTS (SCRATCHES ETC): _____

DATE LOANED: ___ / ___ / _____ DATE RETURNED: ___ / ___ / _____

ALL COMPONENTS RETURNED? YES / NO

COMMENTS: _____

Device Borrower's Details – Parent / Carer to complete

STUDENT NAME: _____ CLASS: _____

PARENT/GUARDIAN NAME: _____ PHONE: _____

ADDRESS WHERE DEVICE WILL BE KEPT: _____

I agree to the guidelines set forth in the Student and Parent Agreement for Device Use.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____