



# Second Hand Laptop Scheme



Pimlico SHS has implemented a Bring Your Own Device program for students. In order to enable students and families with limited resources to engage with the program, Pimlico is releasing second-hand classroom devices.

Please note, these devices are at least 4 years old with a shorter battery life, intended on bridging device while families make arrangements for a more suitable device.

To be eligible for this program, students must apply to the relevant year level Deputy Principal and complete this form. The device will be provided free of charge to approved families and students. The applicant will gain possession of the laptop and become responsible for its care and maintenance.

Students and families/caregivers are asked to lend their support to this very valuable program. Strong support from families and caregivers is paramount to ensure the program is successful and that students are connected anytime, anywhere to their learning.

## DEVICE

The devices that have been released by Pimlico State High School under the second hand laptop scheme are previous classroom laptops. These devices have all been checked by our I.T. staff and meet the minimum requirements for the BYOD program. They are not 2-in-1 tablet devices.

An example device is the Dell Latitude 5400, with the following specifications:

- Intel Core i5 8th-generation CPU
- 8GB RAM
- Condition: Used (*Worn*)
- Device at least 4 years old

## PROVIDED DEVICE

To participate in the Equitable Access Program, families are required to complete this form

Students and families will obtain the following:

- Second hand Dell Latitude Laptop
- Power Adaptor
- Windows OS & license

The following items are **not included** and students should obtain for themselves:

- Mouse
- Carry Case / Bag
- Subject Specific Software
- Accidental damage protection insurance

## EQUIPMENT OWNERSHIP

All devices provided through the Equitable Access scheme will be written off from the school's asset register, and ownership of the device will transfer wholly to the allocated student.

## DEVICE CARE

The student is responsible for taking care of and securing the device and accessories. Damage to the device or hardware are the student's financial responsibility. Software errors may be able to be solved with the support of the Pimlico SHS IT support & help desk on a case-by-case basis.

There is no warranty availability for provided devices. Each device is outside of its warranty period and repairs must be sought at the cost of the student. If the device fails shortly after being provided (i.e., is a "Lemon") the IT help desk will attempt to identify the cause of the problem, and may help arrange minor repairs or updates.

Students may apply for an additional device, but there is no guarantee that a replacement will be provided.

## DATA SECURITY AND BACK UPS

Students must understand the importance of backing up data securely. Should a hardware or software fault occur, assignments and work that has taken a considerable time to prepare may be lost.

The student is responsible for the backup of all data. While at school, students are able to save data to their device, or over the internet using school-provided Microsoft OneDrive services. The backup of this data is the responsibility of the student.

Students should also be aware that, in the event that any repairs need to be carried out, the contents of the device may be deleted and the storage media reformatted.



# Second Hand Laptop Scheme



Student Name: \_\_\_\_\_ CARE Class: \_\_\_\_\_

The Second Hand Laptop Scheme agreement form must be signed and returned to the school before the device is issued.

The student and family/caregiver must carefully read this form before signing it. Any questions should be addressed to the school and clarification obtained before signing.

In signing below, we acknowledge that we,

understand and agree with all of the conditions detailed in the form

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Family / Caregiver's Name

\_\_\_\_\_  
Family / Caregiver Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Designated School Representative Name

\_\_\_\_\_  
School Representative Signature

\_\_\_\_\_  
Date

**PLEASE RETURN THIS COMPLETED SHEET TO THE SCHOOL OFFICE**