



Let Your Light Shine

Nagle College Laptop Program

Nagle College's one-to-one laptop program provides each student with a laptop, protective case, charging unit and the licenced software they'll require throughout their education. This is included as part of their enrolment at the College.

Laptops - The Laptops have a College usability life (and warranty) of three years during which time they are insured (**for one accidental damage claim per year only**). At the end of the three-year laptop cycle (Year 9) students will receive a new laptop for their remaining time at the College. The old laptop may be kept for private use. This distribution model ensures that our students have access to a safe, standardised, quality learning environment.

Software - All software required by students for educational purposes is provided as part of the program, with updates as required. All software is fully licenced to Nagle College. Students must not install software that is not required for their educational needs. Further, the installation of copy/pirate software or movies is illegal and not permitted.

Training - New students are taught how to use their laptop, including file management and eSafety.

Day to day school use of laptops - Students are required to:

- Bring their laptop fully charged to school each day
- Keep their laptop in good condition and in the provided bag when not in use
- Use their laptop for educational purposes only
- Access the internet for approved educational purposes only
- Store their data in a secure system (with backup capability)

Students must not:

- Carry their laptops around school unless in the provided case
- Install unapproved software, including software which assists them to bypass Nagle security systems
- Mistreat their laptop - insurance does not cover non-accidental damage and repairs are chargeable
- Put their name (or other wording) in a permanent way on the laptop (i.e. scrape or carve)

Details of Nagle's expectations for students using the systems provided can be found in the Computer Use Policy (www.nagle.vic.edu.au).

The **Student Laptop Computer Agreement** included in this letter must be completed and signed by both the Student and Parent/Guardian and returned to the College prior to your child receiving their laptop.

Should you have any questions regarding the Laptop Program, please contact me.

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