



'Finding the Light Within'

In the event of Remote Learning in 2021

St Mary's Primary School – Loan of Asset for Remote Learning (Chromebook) Information and Request Form.

This Operoo eform is valid for the whole of the 2021 school year.

In preparation for any period of Remote Learning, we would like to ensure all students have access to a device to complete the assigned work.

If your child does not have access to a device and you wish to borrow a school device during the event of a lockdown in 2021, please complete this eform.

DEVICE COLLECTION & RETURN

1. Device Collection - between 4-6pm on the day of a Government announcement or between 8-10am of the next school day.
2. Device Return - handed to the classroom teacher on the first day of returning to onsite learning. The classroom teacher will acknowledge the device as returned, when both the Chromebook and charger are returned and if the Chromebook is in the condition it was when loaned to the student.

If you wish to loan a device, please read and sign the following information below.

Please discuss the following protocols with your child:

- Once this Operoo eForm is signed, devices will automatically be allocated to students in the event of any lockdown in 2021.
- Devices to be signed out by a parent/carer on collection.
- Chromebook devices to be stored safely once at home.
- **No** social media usage is to occur using school devices.
- Students must adhere to previously signed eLearning Policy, Agreement and Contract 2021.
- Chromebook settings are to remain as they are. Any changes to the school account settings will affect all devices and this will have an impact on other students' learning.
- Parent's have the responsibility to filter content when the device is connected to home wifi (as school filtering software would be reduced when devices are connected to networks other than the school)
- School devices to be used for school work and not personal use e.g. no downloading games or any other apps etc.

In accordance with the Department of Education, the Loan of Assets Agreement is a receipt and record for the school to ensure the following has been documented prior to the loaning of equipment:

1. *Record of the item being borrowed, along with serial number.*
2. *Signature of parent borrowing the equipment for their child, acknowledging its current condition as well as acceptance of taking possession of the equipment.*
3. *Ticking the box to acknowledge that any loss or further damage (if applicable) to the equipment falls under the insurance by the borrower or their own personal out of pocket expenses.*

PLEASE NOTE: Any loss or damage of a device or charger cord will be at a cost (replacement for like) to the parent loaning the device for their child.

Please read and tick the boxes below.

Yes, I give permission for @Profile_Name to loan a device for the purpose of Remote Learning and I have read the St Mary's Primary School – Loan of Assets Agreement for Remote Learning.

By ticking this box, the borrower acknowledges and understands that all liability to any loss or damage from the time of possession falls directly to the borrower, either through their own insurance purposes or out of pocket expenses.

By ticking this box, the borrower understands that the existing St Mary's eLearning Policy, Agreement and Contract 2021 applies to the use of this school equipment. Along with this, **no** social media sites are to be used on school equipment and responsibility of filtering content in its use falls directly on parents/ carers.