LAPTOP FACT SHEET
Information and Learning Technologies

MacBook: Apple’s latest MacBook:
MacBook Air 11” - Years 5 - 8
MacBook Pro 13” – Years 9 - 12

Term: Maximum two (2) year rotation

Support: Onsite school support:
1. One Degree (based in Senior, Middle and Junior School Libraries):
   - Information and Learning Technology Coaches to assist students 1 on 1
   - Small group training for software and technical issues
   - Extension to include Parent training
2. Software Download Centre – Self Service:
   - Students download the applications they need
3. Collaboration services.
4. Onsite Technicians with rapid turnaround times and loan laptops available if needed.

End of Term: Laptops are subject to a lease arrangement and therefore need to be in a condition for sale by the financier at the conclusion of the 2-year rotation. The financier requires the laptop to be in a suitable condition, allowing for fair wear and tear to achieve fair market value. Any reduction to the fair market value will be advised to you and charged to your Fee Account.

Repairs / Replacement:
We have the services of an on-site authorised Apple Service Technician. Turnaround time should be reduced in most instances.

Any one repair / replacement part equal to or less than $250 will be charged to the Fee Account. Please note that a laptop repair / replacement may include the repair or replacement of more than one part and therefore the total charged to the Fee Account may exceed $250.

Insurance: There must be a valid accepted claim for this section to apply. You are expected to abide by the decision to accept or deny a claim and indemnify the College.
Excess: $250 (basic)

Exceptions: The excess for a second LCD screen replacement claim is $500 and at cost (approximately $700) for a third LCD screen claim within the two-year rotation.

The excess for a first claim in relation to damage caused by liquid or food spills is 50% of Scotch’s replacement cost and at Scotch’s full replacement cost for any subsequent claim.

Coverage: - Anywhere in Australia
- International insurance coverage is at your cost and to be included on your Travel Insurance or Home and Contents Policy.

Inclusions: - Fire, theft and accidental loss or damage to the equipment.
- Accidental damage is physical damage, which occurs as a result of a sudden, unforeseen and/or unexpected event.
- Theft includes forcible entry into buildings / residences and ‘taking’ by force, intimidation or physical confrontation.
- Loss in transit if not left unattended in a public place or vehicle

Exclusions: 

Excess payable
- Theft when left unattended in public areas, including motor vehicles, and reasonable precautions (i.e. left in supervision of responsible person) have not been taken to safeguard the laptop.
- Damage or loss as a result of negligence, fraud or not meeting reasonable duty of care responsibilities.
- Damage as a result of liquid or food spills onto the laptop
- Damage as a result, or during air, sea or train travel unless the items are carried as personal cabin luggage.
- Normal wear and tear.
- Consequential loss (loss of information or records). Frequent data backups can mitigate this.
- Damage caused by excessive exposure to sunlight, heat, corrosion, contamination, pollution, animal or temperature variations.
- Acts of terrorism and normal policy exclusions in relation to war, invasion etc.

Claims: - Operating / software matters should be taken 1º.
- Physical damage to hardware should be taken to the ILT department located in the lower BRC and at specified times in the Middle School Library.
- Claim forms must be completed by parent and student.
- Loan laptops will be available and will be subject to the same terms and conditions as this agreement.
Guidelines in relation to *fair wear and tear*:

(a) Must be suitable for condition of re-sale without diminishing the value below the normal fair market value for an asset of similar age and make.

(b) Example of normal wear and tear, include and are not limited to:
   (i) Light scratches on laptop casing
   (ii) Light wear on laptop palm rests
   (iii) Faded lettering on keys
   (iv) Removable stickers / labels
   (v) Slight plastic colour fading

(c) Examples of normal wear and tear would NOT include and are not limited to:
   (i) Missing keys
   (ii) Cracked casing, frame or lid
   (iii) Broken hinges or latches that do not close
   (iv) Non-removable stickers / labels
   (v) Etching, excessive scratching and abnormal markings
   (vi) Pressure patches, burns and scratches on screens
   (vii) Major equipment discolouration, paint – including liquid paper, blood or radioactive substances requiring more light cleaning for safe handling and process for re-sale.
   (viii) System does not boot up or systems passwords that prohibit diagnostic level program execution or testing
   (ix) Removal of serial number identification / product tags.

(d) Damage that disfigures the laptop from its normal appearance and function would be deemed to diminish the value compared to a model of equal age and make without disfigurement.