



One to One Computer Policy

1 Rationale

Information Communication Technologies have become a ubiquitous part of modern society. St. Patrick's College recognizes the power of such technologies to foster higher level thinking in its students. Interfacing with ICT's on a meaningful level requires both specific hardware and curriculum design. To keep pace in a rapidly progressing world; students and staff must be afforded the opportunity to access these technologies as well as be confident in their use as teaching and learning tools.

2 Application

Teaching staff, parents and students.

3 Policy Statement

The College will provide a portable computing device to all students at the College.

3.1 The Device

- a) This device remains the property of St. Patrick's College Shorncliffe.
- b) Use of device will be subject to all relevant College policies and procedures.
- c) The device is provided for educational purposes only and should not be used for any other reason.

3.2 Responsibilities

- a) Students are responsible for:
 - I. maintaining the device in good order;
 - II. ensuring the device is charged and accessible during lessons;
 - III. the security of the device itself and the data stored on it;
 - IV. informing the College immediately in case of damage, theft or loss of the device;
 - V. loss or damage in the case of non-compliance with College guidelines or negligence.
- b) The device may not be personalised by altering its external appearance in any way. Stickers already on the device at the time of deployment are for administration and identification purposes and may not be removed.
- c) Parents/Guardians are responsible for:
 - I. informing the College immediately in case of damage, theft or loss of the device (in the cases of theft or loss a police report will be required);
 - II. a portion of the repair or replacement value in cases of theft, loss or damage (including a compulsory excess fee of \$100 for all accidental damage repair claims, payable to the College before repair work begins);
 - III. monitoring the use of the device, particularly internet browsing, outside school hours. Email and Internet content is filtered whenever the device is connected to the College network however, the College will not be responsible for content accessed through a home internet service. Parents need to be vigilant of their son's browsing habits.
- d) The College will be responsible for:
 - I. all software and hardware maintenance;
 - II. technical support for software or hardware malfunction;
 - III. providing access to facilities for storing files.

- e) The College reserves the right to collect the device at any time during the school day, without notice, for inspection and or maintenance.
- f) The College will provide opportunities for students, staff and parents to become familiar with the operation and capabilities of the Mobile computing device computer. In order to gain the maximum educational benefit from this program it is the responsibility of each stakeholder to ensure that they avail themselves of these opportunities.

3.3 Software and File Management

- a) Each device will be supplied preconfigured with a College approved suite of software including Microsoft Windows and Virus Protection.
- b) Software will be updated and upgraded as required.
- c) Software supplied may not be altered or copied.
- d) No new or personal software may be loaded onto the device without permission from the College IT Department.
- e) Files or software not in keeping with College policies or procedures may be erased and appropriate disciplinary action enacted.

Responsible Officer			
Review			
Associated Documents			
Version	Authorisation	Approval Date	Effective Date
0.2			