



# Marsden State High School

## iPad Charter

2024

## Welcome to the Future of Learning: Marsden State High School's iPad Program

As Marsden State High School continues to ensure that superior opportunities are available for our students. We are excited to announce the launch of our school-managed iPad program in 2024. This initiative represents a significant step forward in equipping our students with the tools and skills they need to thrive in a rapidly changing world.

**Developing Future-Focused Learners** - At Marsden State High School, we believe in nurturing students who are adaptable, innovative, and technologically savvy. The iPad program aligns perfectly with this vision. By providing every student with a personalised learning device, we empower them to:

- Access information instantly: Imagine the freedom of having a vast library of resources at your fingertips.
- Create engaging learning experiences: From interactive presentations and simulations to collaborative projects and multimedia creations, iPads unlock new avenues for learning
- Develop essential digital literacy skills: In a world increasingly reliant on technology, these skills are crucial for future success. The iPad program equips students with the confidence and expertise to navigate the digital landscape effectively.

**Positioning Our Students for Success** - The iPad program is not simply about providing devices; it's about integrating technology seamlessly into our curriculum and fostering a culture of digital learning. We understand the importance of responsible and purposeful technology use. Our dedicated team of educators will guide students in utilising their iPads effectively, ensuring they become powerful learning tools.

Marsden State High School is looking forward to embarking on this exciting journey towards a future where technology empowers our students to reach their full potential and become the successful, adaptable learners of tomorrow.

Marcus Jones  
Executive Principal  
Marsden State High School

## COST

### 2024 iPad kit cost breakdown

iPad 9 <sup>th</sup> Gen 64Gb	\$483
Apple Pencil (1 <sup>st</sup> Gen)	\$133
AppleCare+ (2 years)	\$80
Case (incl. 1 year warranty)	\$192
Screen Protector	\$8
IT Admin Fee	\$4
Subtotal (replacement cost)	\$900
2024 Discount @50%	-\$450
Total (includes GST)	\$450

### Payment Options

The iPad kit has 2 payment options available to families.

#### Option 1 – Full Payment

1 x \$250 1<sup>st</sup> Year + 1 x \$200 2<sup>nd</sup> Year invoice including GST paid in full – invoiced upon lodgement of paperwork

#### Option 2 – 2 year payment plan

1 x \$250 1<sup>st</sup> Year invoice \$50 deposit due on sign up, \$200 due before the end of term 3!

1 x \$200 2<sup>nd</sup> Year invoice generated in the following year and due before end of term 3!

Payments plans can be set up via BPoint, QParents or Centrelink! (Less than \$10 per fortnight over 2 years)

Private treaty payment of \$10 including GST – Paid at the end of the hire terms for transfer of iPad ownership to the student.

iPad Program invoices will be added to school accounts and can be paid via any of the payment options provided by our finance team. Please contact our finance team on 07 3299 0508 or email [finance@marsdenshs.eq.edu.au](mailto:finance@marsdenshs.eq.edu.au) if you have any questions regarding payment options.

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# PAYMENT OPTIONS

## **1. ONLINE OR BY PHONE: BPOINT – preferred method of payment**

**BPOINT Online** via any Computer or Smart Phone by **Credit Card** at any time 24/7. Just click on the link on an invoice or statement and it will redirect you to the BPOINT option. A receipt will be emailed direct to you at time of payment

**Phone payment** This option allows you to pay by **Credit Card** at any time 24/7. Details will be taken by Interactive Voice Response. Visa, MasterCard or Bankcard are accepted. Please have your invoice and credit card details ready when you call **1300 631 073**.

**Note:** It is now a requirement that all phone payments be made using this secure BPOINT line, phone payments will no longer be accepted by the school. If you call the school wanting to pay, you will be transferred to the secure BPOINT line. Details are on the bottom left-hand corner of all Invoices and Statements.

## **2. Automatic DIRECT DEBIT:**

**BPOINT eDDR (Electronic Direct Debit Registration) payment plan:** Parents/customers are provided a link to register their debit/credit card or bank account for direct debit regular payments. Please contact the payment office if you would like the link emailed to you. Ph 07 3299 0508 or email [finance@marsdenshs.eq.edu.au](mailto:finance@marsdenshs.eq.edu.au)

## **3. QPARENT:**

Payments can be made through QPARENT sign in. This is also a good way to track invoices and payments history at any time. You can also see – attendance details, student timetable and report cards of students. Please contact the parent foyer Ph 3299 0555 or email [enquiry@marsdenshs.eq.edu.au](mailto:enquiry@marsdenshs.eq.edu.au) for an invitation to be sent.

## **4. INTERNET BANKING:**

This allows parents/guardians to pay 24/7 over the internet for any outstanding debts listed on your School Debtors Statement. Our school bank account payment details are as follows: -

<b>Bank Account Name:</b>	Marsden State High School General A/C
<b>BSB Number:</b>	064-168 (Commonwealth Bank, Logan Central)
<b>Account Number:</b>	00090685
<b>Reference Details:</b>	Please use <b>STUDENT EQID NO.</b> (Found on Student ID Card and invoices).

## **5. CENTREPAY:**

- Centrepay is a free direct bill-paying service offered to customers receiving payments from Centrelink. Through Centrepay you can choose to have a regular amount deducted from your Centrelink payment.
- Minimum amount is \$30.00 per fortnight per student or more if you would like to include other fees such as excellence programs. Once account is in credit you can use that money for excursions.
- **PLEASE NOTE** when filling out Centrepay form please include all student names.
- For further information or a Centrelink form to be emailed, contact the School's Payment Office on 07 3299 0508.

## **6. IN PERSON:**

Opening hours Monday to Friday each week between 8:00am to 3:00 pm to pay over the counter and receive a receipt immediately. You can pay either by Cash or Eftpos with Debit/Credit Card. **Note:** Finance is closed the last day of the term and last week of the year.

## What's Included?

Our iPad Program in 2024 will consist of:

- Apple iPad 9<sup>th</sup> generation
- Apple Pencil 1<sup>st</sup> Gen
- Logitech Rugged Folio iPad case with keyboard
- Tempered glass screen protector
- iPad charger and charging cable

## How to apply for the iPad program

Please read and sign the iPad charter, then return it to the Marsden finance office.

Once processed, the Marsden IT department will contact parents via email to complete an EQ11 loan agreement and issue an iPad kit to the assigned student.

## Hire term

2 years hire / purchase terms with potential life expectancy to be 3 years (7-9) and (10-12). Devices can leave the school managed program early, if payments have been completed.

## End of life / end of hire term

At the end of the hire term the device will be locked and required to be returned to Marsden State High School's IT Department.

## Transfer of Ownership

If all school fees (including the cost of the iPad) have been paid in full, students can elect to keep the iPad as a personal device. A \$10 private treaty fee is required to transfer ownership of the iPad and must be paid to the school payments office before IT can remove the device from the school management system.

Once proof of payment has been confirmed the device will be erased & removed from the school systems, then returned to the student to keep as a personal device. Removed devices will be issued back to the student in the same condition they were collected in including any existing damages, wear, or missing accessories.

Once removed from the school system, the iPad and accessories become the property of the student and remain the responsibly of the student. **The school is not responsible for any damages or faults that occur to the iPad or its accessories after ownership has transferred.**

Personal devices can be reconnected back to the school network via the BYOD enrolment program. Please refer to BYOD Charter for details on the BYOD program

## Leaving school

Upon early departure (i.e., student intends to leave the school before the hire term has completed) the iPad and accessories must be returned to the school's IT department. Students will be required to pay for any outstanding repair and replacement costs for any missing accessories.

Leaving students can still elect to transfer the iPad into their ownership however, standard end of hire term process will apply. Please see the end of hire term / transfer of ownership section of this iPad Charter for more details.

## Device care

The student is responsible for taking care of and securing the device and accessories in accordance with school policy and guidelines. Responsibility for loss or damage of a device at home, in transit or at school belongs to the student.

## General precautions

- Food or drink should never be placed near the device.
- Plugs, cords and cables should be inserted and removed carefully.
- Devices should always be carried within their protective case.
- Ensure the battery is fully charged to last each school day.
- Only clean the screen with a clean, soft, dry cloth or an anti-static cloth.
- Don't clean the screen with a household cleaning product.

## Data security and back-ups

Students must ensure they have a process of backing up data securely. Otherwise, should a hardware or software fault occur, assignments and the products of other class activities may be lost.

**The student is responsible for the backup of all data.** Students are provided a departmental OneDrive account that can be accessed via the OneDrive app on iPad. This is the recommended method for safely storing data. Students should also be aware that, in the event that any repairs need to be carried out the service agents will not guarantee the security or retention of the data. For example, the contents of the device may be deleted and the storage media reformatted.

## Passcodes

Students will be required to set up a passcode to prevent unauthorised use of their iPad

## Apple IDs, App Store, and App installation

Students **will not require** an Apple ID in order to use the iPad.

School Managed iPads will not have access to the Apple App Store. Apps needed for school use will be made available to be installed via the Department's Company Portal.

Apps available via the Company Portal will be "load on demand" meaning users can choose to install or uninstall at their discretion. Student's will not be required to have every app listed in the Company Portal installed on their device at all times. However, a student's teachers may require selected apps appropriate to their subjects to remain installed.

## Misuse of Technology

The school reserves the right to remove students from the iPad hire program. Repeated intentional damages and misuse of the school managed technologies, or failure to comply with the responsibilities mentioned in this document, will result in the device being disabled and the student removed from the hire program.

## Repairs and Maintenance

While the device remains the property of Marsden State High School all maintenance and repairs for the iPad must be reported to the Marsden IT Department located in E Block (Near the canteen). Devices are not permitted to be repaired by a 3<sup>rd</sup> party as it will void the AppleCare warranty. Depending on demand, limited loan devices may be available from the IT Department for use while repairs are in progress.

**Warranty repairs**

Any technical malfunction of the device that occurs during the AppleCare warranty period and deemed to be caused by a manufacturing defect or device fault will be repaired (or replaced) by an Apple-authorized technician at no cost to the student.

**Accidental Damage**

Any damage to the device deemed as accidental damage, that occurs during the AppleCare warranty period, will be covered under AppleCare at the service fee cost as determined by Apple\*. Students will be responsible for paying the service fee.

*\*Service fees are determined by Apple and may be subject to change. Refer to AppleCare+ section of this document for Apple Terms and Conditions including fees.*

**Intentional Damage**

While the device remains the property of Marsden State High School any damage to the device that is deemed non-accidental will incur a full repair or replacement cost as quoted by an Apple-authorized technician. Students will be responsible for paying the repair or full cost of a replacement device in the event the device is deemed non-repairable.

Please note: any unexplained damage to the device or accessories will be deemed non-accidental.

**Out of warranty repairs**

Any fault or damage that occurs to the device outside of the AppleCare+ warranty period will incur a repair or replacement cost as quoted by an Apple-authorized technician. Students will be responsible for paying the full cost for an out of warranty repair.

If a device outside of the AppleCare+ warranty period is damaged and deemed uneconomical to repair, students will have the option to payout the remaining cost of the iPad hire program instead of the repair cost. The damaged device will then be written off and safely disposed of by the school. Students will have the option to transfer the damaged / unrepaired iPad to their ownership instead of disposal however, standard end of life process will still apply. Please see end of life section of this iPad Charter for more details.

**Lost / Stolen devices**

Any lost or stolen iPads should be immediately reported to the student's Year level Head of Department and IT. Devices stolen from outside the school grounds will additionally need to be reported to QLD Police.

School managed iPads have limited tracking services available so it may be possible to recover a missing device. Students are responsible for the care and safe storage of their device and will be required to payout the remaining cost of the iPad in the event a school managed device goes missing and is unable to be recovered.

Any outstanding / unreturned school managed devices will be classified as lost / stolen. Any devices reported as lost or stolen will be remotely locked/disabled and cease to function. Locked devices can be returned to Marsden's IT department to be unlocked.

## AppleCare+

AppleCare+ for iPad provides expert technical support and additional hardware coverage for iPad, Apple Pencil and an Apple-branded iPad keyboard from Apple, including unlimited incidents of accidental damage protection. AppleCare+ provides repair or replacement coverage, both parts and labour, from Apple-authorized technicians. Service coverage includes:

- Your iPad
- The battery
- Apple Pencil
- Included USB cable and power adapter

AppleCare+ provides claims for unlimited incidents of accidental damage protection, each subject to a service fee of A\$65\* for iPad, or A\$45\* for Apple Pencil. Please note: that AppleCare will not cover devices or components that are lost, stolen, or intentionally damaged.

*\*Service fees are determined by Apple and may be subject to change.*

The AppleCare+ warranty period is 2 years from the purchase date.

Latest AppleCare Terms and Conditions can be found at <https://www.apple.com/au/legal/sales-support/applecare/applecareplus/au/>

## Questions?

If you have any questions regarding the iPad program, the Marsden IT team can be contacted via email at: [iPads@Marsdenshs.eq.edu.au](mailto:iPads@Marsdenshs.eq.edu.au)



## Responsible use of iPad - Signoff

Our goal is to ensure the safe and responsible use of facilities, services and resources available to students through the provision of clear guidelines.

### Responsibilities of stakeholders involved in the iPad program:

#### School

- program induction — including information on (but not responsible for) connection, care of device at school, workplace health and safety, appropriate digital citizenship and cybersafety
- network connection at school
- internet filtering (when connected via the school's computer network)
- technical support and repairs
- school-supplied software e.g. Adobe, Microsoft Office 365 via the Company Portal app
- printing facilities

#### Student

- acknowledgement that core purpose of device at school is for educational purposes
- care of device
- appropriate digital citizenship and online safety (for more details, see [esafety.gov.au](https://www.esafety.gov.au))
- security and password protection — as detailed in the ICT Acceptable use Policy
- maintaining a current back-up of data
- charging of device
- abiding by intellectual property and copyright laws (including software/media piracy)
- internet filtering (when not connected to the school's network)
- ensuring personal login account will not be shared with another student, and device will not be shared with another student for any reason
- understanding and signing the iPad Charter.

#### Parents and caregivers

- acknowledgement that core purpose of device at school is for educational purposes
- internet filtering (when not connected to the school's network)
- encourage and support appropriate digital citizenship and cybersafety with students (for more details, see [esafety.gov.au](https://www.esafety.gov.au))
- Provide a safe environment for the student to store the device at home
- Register for QParents
- understanding and signing the iPad Charter.

### The following are examples of responsible use of devices by students:

- Use devices for:
  1. Engagement in class work and assignments set by teachers
  2. Developing appropriate 21<sup>st</sup> Century knowledge, skills and behaviors
  3. Authoring text, artwork, audio and visual material for publication on the Intranet or Internet for educational purposes as supervised and approved by school staff
  4. Conducting general research for school activities and projects
  5. Communicating or collaborating with other students, teachers, parents, caregivers or experts as part of assigned school work

6. Accessing online references such as dictionaries, encyclopedias, etc.
  7. Researching and learning through the school's eLearning environment (QLearn)
  8. Ensuring the device is fully charged before bringing it to school to enable continuity of learning.
- Be courteous, considerate and respectful of others when using an electronic device.

**The following are examples of irresponsible use of devices by students:**

- using the device in an unlawful manner
- creating, participating in or circulating content that attempts to undermine, hack into and/or bypass the hardware and/or software security mechanisms that are in place
- disabling settings for virus protection, spam and/or internet filtering that have been applied as part of the school standard
- downloading (or using unauthorised software for), distributing or publishing of offensive messages or pictures
- using obscene, inflammatory, racist, discriminatory or derogatory language
- using language and/or threats of violence that may amount to bullying and/or harassment, or even stalking
- insulting, harassing or attacking others or using obscene or abusive language
- deliberately wasting printing and Internet resources
- intentionally damaging any devices, accessories, peripherals, printers or network equipment
- committing plagiarism or violate copyright laws
- using unsupervised internet chat
- sending chain letters or spam email (junk mail)
- accessing private 3G/4G networks during lesson time
- knowingly downloading viruses or any other programs capable of breaching the department's network security
- using the device's camera anywhere a normal camera would be considered inappropriate, such as in change rooms or toilets
- invading someone's privacy by recording personal conversations or daily activities and/or the further distribution (e.g. forwarding, texting, uploading, Bluetooth use etc.) of such material
- using an electronic device (including those with Bluetooth functionality) to cheat during exams or assessments
- take into or use devices at exams or during class assessment unless expressly permitted by school staff.

Information sent from our school network contributes to the community perception of the school. All students using our ICT facilities are encouraged to conduct themselves as positive ambassadors for our school.

- Students using the system must not at any time attempt to access other computer systems, accounts or unauthorised network drives or files or to access other people's devices without their permission and without them present.
- Students must not record, photograph or film any students or school personnel without the express permission of the individual/s concerned and the supervising teacher.
- Students must get permission before copying files from another user. Copying files or passwords belonging to another user without their express permission may constitute plagiarism and/or theft.

- Students need to understand copying of software, information, graphics, or other data files may violate copyright laws without warning and be subject to prosecution from agencies that enforce such copyrights.
- Parents and caregivers need to be aware that damage to mobile devices owned by other students or staff may result in significant consequences in relation to breaches of expectations and guidelines in the school's Responsible Behaviour Plan.
- The school will educate students on cyber bullying, safe internet and email practices and health and safety regarding the physical use of electronic devices. Students have a responsibility to incorporate these safe practices in their daily behaviour at school.

## Responsible use agreement

The following is to be read and completed by both the STUDENT and PARENT/CAREGIVER:

- I have read and understood the ICT Acceptable Use Policy and the school Responsible Behaviour Plan.
- I agree to abide by the guidelines outlined by both documents.
- I acknowledge that I am responsible for paying the costs associated with this program in full including any incidentals or repairs that may occur during the hire term.
- I am aware that non-compliance or irresponsible behaviour, as per the intent of the ICT Acceptable Use Policy and the Responsible Behaviour Plan, will result in consequences relative to the behaviour.

Student's name: \_\_\_\_\_ Year: \_\_\_\_\_

(Please print)

ID No: \_\_\_\_\_

Student's signature: \_\_\_\_\_ Date: / /

Parent's/caregiver's name: \_\_\_\_\_

(Please print)

Parent's/caregiver's signature: \_\_\_\_\_ Date: / /