



**ST MONICA'S COLLEGE
NOTEBOOK PROGRAM
MEMORANDUM OF UNDERSTANDING**

St Monica's College is committed to enhancing student learning outcomes through the appropriate use of Information Communication Technologies (ICT). As learning technologies are increasingly becoming more online and digital in nature the need for a computing device which students are able to use at school and home with internet access has become crucial. In keeping with our mission statement, "The College provides extensive well maintained facilities, resources and technologies which reflect an ongoing commitment to excellence and innovation", all students will receive a Notebook in Year 7 and again in Year 10 at no upfront cost to families. This will ensure that our students will have access to two devices over the six years of a Monican education.

In the interests of establishing a successful and practical Notebook program in the College there are a number of understandings, which require parent acknowledgement and agreement.

The Notebook computer will be distributed to parents who will pass it on to their child after having signed this Memorandum of Understanding. This will occur at the beginning of Year 7 and remain current for the time a student is enrolled at the College through to Year 12 or when they depart the College.

This Notebook is provided to students with the expectation that they will value it carefully and maintain it in an excellent working condition at all times. It is to be used for educational purposes only. When not in use it should always be kept and transported in the carry bag supplied and not simply carried around like a textbook.

In the event that a Notebook

- Is a total loss, a full replacement will be provided at a fixed price as per the Fixed Price Repair Service – see over the page for full details. A limit of three replacements applies.
- Is faulty, repairs and/or replacement will be undertaken as per the 3-year device warranty.
- Is damaged by the student but not a total loss, then parents will meet the expenses of the repair as per the Fixed Price Repair Service – see over the page for full details.
- Is damaged by another person, and this can be proven, these expenses will be met by the person who caused the damage. Parents are required to contact the relevant Year Level Leader to investigate the matter.

The student Notebooks remain the property of St Monica's College. They must be returned at the end of Year 9 and Year 12. Should your child leave the College prior to the end of Year 9 or Year 12 the Notebook computer must be returned to the College with its charger.

I acknowledge my responsibilities in regards to the Notebook program of St Monica's College as expressed in this Memorandum of Understanding. I also acknowledge that I have read and understood the terms of the Fixed Price Repair Service (over the page).

Parent Name: _____ (please print)

Signed: _____ Date: ____/____/____

Student First Name: _____ (please print) Year Level: _____

Student Family Name: _____ (please print)



St Monica's College Fixed Price Repair Service

The College has a Fixed Price Repair Service for Student Notebooks. Any repairs over \$100 will cost parents no more than the fixed price of \$99. This is made possible through a small fee increment. A financial reserve will be built up that will finance these large repairs.

For example, a broken LCD screen for a Year 7 Notebook typically costs \$154 to replace, and sometimes the LCD back cover is also broken costing \$130 to replace, for a total repair cost of \$284. The reserve means parents will only pay \$99 or \$185 less. This takes away bill shock and keeps repairs at a sustainable level. Repairs under \$100 will still be charged at the set cost e.g. replacement Notebook charger \$44.

Students in Years 7 and 10 receive new notebooks at no upfront charge to parents unlike other schools where typically at the end of the year or early in the new school year parents pay more than \$1000 for a notebook and accident insurance policy. Our College does neither. The fixed price repair service our College is providing will keep repair costs to a minimum. Any funds left in the reserve at the end of the school year are put towards sustaining our ICT infrastructure and 1:1 notebook program for all students.

Parents will be notified by mail of repairs undertaken outlining the detail of the damage and usual costs. Where the damage exceeds \$100 the figure of \$99 only will appear on the next Fees Statement. This fixed price service is in response to parent feedback of the high cost of repairs and has been endorsed by the College Board and its Finance Property and Works Committee.

Dr Fulvio Frijo
Deputy Principal – Innovation and ICT Leader