



Computer - Home Loan Agreement

We are loaning you this computer for the benefit of your child in supporting and developing their education and to enable them to access remote learning. With this computer your child will be able to build on and enhance their skills, knowledge and understanding.

1. The loan agreement exists between the school and the Named Person who has signed this loan agreement.

Pupil Name:

Parent/Carer's Name & Address:

2. The computer will be loaned to the named person for the duration of the period in which the child is engaging in remote learning.

Computer Serial Number:

Sim Card information:

When the remote learning period has ended, you will have to return the computer. We will inform you of the dates by when or on which the computer must be returned.

3. Should you move address from the location you have given us, it is essential that you inform your school at the earliest opportunity.

4. You will be issued with a laptop and power supply. These remain the property of The Blessed Sacrament Catholic Primary School.

5. The computer and the connectivity equipment must not be used for any illegal and/or antisocial purpose.

6. There may be occasions when we need you to return the computer to school for upgrades and maintenance. Please note that because of these upgrades, it may be necessary to completely remove all information contained on the computer. The Blessed Sacrament Catholic Primary School cannot be held responsible for the loss or damage of any data on the computer during this process. It is your responsibility to return the computer to school.

7. During this process, technical members of staff may view data or programmes on the computer. You will be held responsible to the acceptable use policy at this point. You may want to remove personal data from the computer before its return.

8. All technical support and maintenance must go through The Blessed Sacrament Catholic Primary School.

9. If your computer is stolen you must immediately report it to the police and get a crime reference number. Immediately report this to us; we will make every effort to replace the computer when we are able.

10. If your computer is accidentally damaged, immediately contact us. We will do our best to repair the damage. Should the equipment be damaged, parents will be charged for repair.

Responsibilities you have to care for your computer

11. You have a responsibility to take reasonable care to ensure the security of the computer and connectivity equipment.

12. You must not decorate or change the external face of the equipment provided in any way, including affixing stickers.

13. Reasonable health and safety precautions should be taken when using a computer. The school is not responsible for any damage to person or property resulting from the computer or equipment loaned.

14. The school is not responsible for any costs resulting from the use of the computer and the connectivity equipment, including electricity, printer cartridges, paper or any cost occurring from an internet service not provided by the school.

I, the parent/carer, have read or had explained and understand the terms and conditions in the home loan agreement. I understand that by breaching the conditions the loan of the computer may be withdrawn by the school.

Signed _____ Date _____

Printed Name _____