Government of South Australia
Department for Education

LUCINDALE AREA SCHOOL
School and Community Working Together

LAPTOP PROGRAM LETTER

Dear Parent/ Caregiver,

Students from Year 7 and upwards are encouraged to participate in our successful laptop program. Families can opt to purchase a new HP ProBook 4 G1a 14" Touchscreen or hire or borrow an older laptop through the school library.

PURCHASING

- The outright purchase cost is $1300.00 including a laptop sleeve – device cannot be issued without prior payment.
- 3 Year Payment Plan Total Cost $1320.00. This equates to $110.00 per term, this amount is to be paid at the start of each term for 3 years. – device cannot be issued without prior payment.
- Direct Debit or other payment arrangements for the remaining amount can be made by contacting our finance department during office hours
- All new laptops are covered by a three-year manufacturer's warranty and batteries are covered by a one-year warranty.
- The warranty covers manufacturer defects but does not cover negligence, abuse, malicious or accidental damage (eg cracked LCD screens are not covered under warranty). Where damages occur or repairs are needed for non-warranty claims, all costs will be at the student's expense. Families are encouraged to cover this laptop with their own insurance policies.

TERM HIRE

- The term hire cost is $100 per term.
- No device can be issued without payment being made
- The device, all cords, bags etc must be returned to the library at the end of each term.
- Laptops must remain in allocated bags when not in use. Students are not permitted to walk around with laptops in their hands.

DAILY BORROW

- Laptops and bags are to be borrowed from the library prior to lesson 1 each morning and returned to the library at the end of each day
- Laptops are inspected upon return and any damage due to negligence will be billed to the family. No re-issue of laptop will be given until payment for damages has occurred.
- Laptops must remain in allocated bags when not in use. Students are not permitted to walk around with laptops in their hands.
- There is no fee allocated to daily borrowing

GENERAL INFO

- All laptops have the required software for classes and access to online textbooks. These devices will be fully supported by the school.
- Powering or charging of devices at school is not possible due to WHS compliance advice.
- Any damage incurred whilst the laptop is being purchased, hired or borrowed, will be at the student's expense. Families are encouraged to cover this laptop with their own insurance policies.
- The purchased laptop remains the property of the school until the student leaves the school and all payments have been finalised.
- Upon leaving, the student will need to bring their laptop to the front office for removal of the school image. This will put the device back to factory settings.

Please indicate on the Laptop Program Contract, if you will be purchasing. hiring or borrowing a laptop and return to the school at your earliest convenience. Alternatively, you can email the front office with your name, student name, and whether you would be opting to purchase, hire or borrow a laptop from 2026 onwards: dl.0749.info@schools.sa.edu.au

If you have any further questions or queries about this program, or payment arrangements, please do not hesitate to contact the school.

Regards
Louis de Jager
Principal