Imagine a school in which the students – all of them – are so excited about school that they can hardly wait to get there. Imagine students totally engaged in their studies. Imagine having parents calling, sending notes, or coming up to the school to tell teachers about the dramatic changes they are witnessing in their children: newly found enthusiasm and excitement for school, a desire to work on projects, research and write after school and on weekends. Imagine students continually improving their basic skills in reading, writing, speaking, listening, researching, scientific explorations, maths, multimedia skills and more!
One Laptop – Many Possibilities

“Our schools today are more like 1980 than unlike 1980”

<table>
<thead>
<tr>
<th>20th Century Classrooms</th>
<th>21st Century Classrooms</th>
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<tbody>
<tr>
<td>Textbook-driven</td>
<td>Research-driven</td>
</tr>
<tr>
<td>Passive learning</td>
<td>Active Learning</td>
</tr>
<tr>
<td>Learners work in isolation – classroom within 4 walls</td>
<td>Learners work collaboratively with classmates and others around the world – the Global Classroom</td>
</tr>
<tr>
<td>Teacher-centred: teacher is centre of attention and provider of information</td>
<td>Student-centred: teacher is facilitator/coach</td>
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**Why do students need 21st century skills?**

Every child in Australia needs to be ready for today’s and tomorrow’s world. To successfully face higher education coursework, career challenges and a globally competitive workforce, our schools must align classroom environments with real world environments by fusing the three Rs and four Cs.

- Critical thinking and problem solving
- Communication
- Collaboration
- Creativity and innovation

**Why is this initiative essential for our students?**

Having “anywhere, anytime” access to a personal laptop allows each pupil greater diversity for learning, providing a space for personalised, flexible learning beyond the classroom walls. This allows students to live locally whilst learning globally - through the use of external resources accessed via the world wide web. *(Personalising Education: from research to policy and practice) – Victorian Department of Education and Early Childhood Development - 2007*

Typically students experience improvement in areas such as organisational and technological skills, revision, writing and editing work. With the development of presentations and other multimedia projects students experience subsequent improvement in analytical, presentation and speaking skills.

Involvement in “virtual classrooms” using MNlive creates opportunities for collaboration and communication, improving relationships in the classroom through a greater level of interaction between students, their peers and their teachers. A networked environment where it is easy to share work in progress and research with peers and teachers is the environment students will live and work in during their future.
Laptop Specifications

The device selected for the 1:1 program is a commercial-grade, high-end laptop with superior durability and extended battery life. The cost of the device has been minimised through a bulk purchase arrangement by the Catholic Schools Office and represents excellent value for money.

- Intel Core i3 processor
- 13.3” HD Anti-glare display (1366x768 pixels)
- 4GB RAM, 250GB hard drive
- Integrated webcam and wireless-N net working
- 9-cell total battery
- Rugged, portable design (steel hinges, tri-metal casing)
- 3 year ‘Next Business Day’ onsite warranty
- 3 year accidental damage protection
- Dimensions: 335mm (W) x 28mm (H) x 223mm (D) approx. 1.95Kg
- Carry bag and charger
- RETAIL PRICE: Over $2,000

Note: 2013 laptop hardware may be subject to change pending final vendor negotiations.

SOFTWARE

Each laptop will be pre-loaded with a range of productivity and education software packages. Additional applications will also be available on the school network.

Included software:

- Windows 7 Enterprise
- Microsoft Office 2010 Professional Plus including:
  - Word
  - Excel
  - PowerPoint
  - Outlook
  - OneNote
  - Publisher
  - Access
  - Interactive classroom and mathematics add-ins
- Microsoft Live Movie Maker, Math and PhotoStory
- Google Earth and SketchUp
- Audacity Audio Editor
- Smartboard Notebook
- Education apps such as GeoGebra, Periodic Table, Earth’s Core
- Utilities such as AntiVirus, Acrobat Reader, Flash, Shockwave, Apple QuickTime, iTunes
Laptop Ownership & Annual Parent Contribution

The 1 to 1 laptop initiative will involve a shared-cost model between the school and parent. In this model, the laptop will be owned by the school, and parents will be asked to pay a “take-home” fee in exchange for 24/7 access. The benefits of the shared-cost model include:

- Access to Digital Education Revolution (DER) funding
- Reduced cost of software through school licensing agreements (e.g. Microsoft Office)
- Consistent laptop and software platform leading to simplified management and support
- Volume purchase discounts negotiated with laptop vendor

The parent contribution:

- Assists the school to provide a sustainable laptop initiative
- Increases student responsibility with reduced instances of loss/damage
- Contributes to costs other than the laptop device (e.g. carry bag, software, insurance)

The school retains ownership of the laptop until the student completes year 12. At this time ownership of the laptop will be transferred to the student (subject to full payment of the laptop contribution and outstanding school fees). Students that leave the school prior to the completion of year 12 must return the laptop to the school.

ANNUAL PARENT CONTRIBUTION

The annual parent contribution has been set as low as possible to enable all families to take part in the program. This contribution must be paid in full before the laptop is provided to your child. If your child leaves the school during the year a pro-rata refund will be calculated and the laptop must be returned to the school.

<table>
<thead>
<tr>
<th>Annual Contribution – Students in Year 10 2013 (per student)</th>
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<tbody>
<tr>
<td>2013 (Year 10)</td>
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<tr>
<td>$120</td>
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LAPTOP SECURITY AND CARE

The security of the laptop will be the responsibility of the student. As with books, pens and school bags, it is anticipated that students will have their laptops with them at all times except under special circumstances (e.g. PE lessons). Arrangements will be made for laptops to be stored in a secure location during such circumstances.

Students will be required to take their laptop home each night and to bring it to school with 100% charge each day.
ACCIDENTAL DAMAGE

A benefit of the 1:1 program is that the laptop is covered for accidental damage as part of the warranty package. All laptop damage will be logged with the school IT helpdesk and the device will be presented to the IT support staff for repair. Wilful damage and negligence is not covered under the accidental damage policy. If, after an investigation, wilful damage or negligence is substantiated, parents will be responsible for full repair or replacement costs.

STOLEN AND LOST LAPTOPS

If the laptop is stolen, the parent/guardian must report the incident to the police as soon as possible. The parent/guardian must obtain from police an incident number and complete an incident report form at the school. An insurance excess of $250 will be charged to the parent/guardian prior to replacement of the laptop.

Lost laptops and theft incidents not reported to the police will not be covered by insurance. The parent/guardian will be required to cover the full cost of replacement.

LAPTOP ACCESS DURING SCHOOL HOLIDAYS

In general, students will be able to keep the laptop with them over school holiday breaks. At certain times the IT support staff may need to load updated software onto the laptop and this may be arranged during a school holiday period. Students may be asked to return their laptop to IT during a holiday break for this to occur.

Frequently Asked Questions

Q. What are the benefits of the 1:1 take-home laptop program?
The laptop provided to your child will be equipped with the latest software and connected to the school wireless network. The laptop is covered by a comprehensive 3 year, next business day warranty and is insured against accidental damage and theft. The laptop is business grade, durable and configured to a high specification. Each student will also be able to keep their laptop at the completion of year 12 (subject to full payment of the laptop contribution and outstanding school fees). The laptop and installed software has a commercial value in excess of $2,000 and is far superior to netbooks being used by other schools.

Q. Will every student in year 10 in 2013 be required to take part?
Yes. For the success of the initiative and the student’s educational achievement all families will be required to take part in the program.

Q. The Federal Government has supplied the school with funding for each student in year 9 to 12? Isn’t that enough to purchase the laptop without a parent contribution?
The National Secondary School Computer Fund (NSSCF) provides an amount towards the purchase of a computer for each student in years 9 to 12. Whilst this would be sufficient to provide in-school only access, there are additional costs associated with a take-home program. Insurance, bags and software costs are higher in a 1:1 take-home approach and these are some of the costs being passed on to parents in the annual contribution. The laptop being provided is also substantially more powerful than netbooks on offer in other schools.

Q. What if I cannot afford the annual parent contribution?
The annual parent contribution has been kept to a bare minimum to assist all families to take part in the program. Additional Government funding (e.g. ‘Schoolkids Bonus) may also assist families to meet their funding commitments. Negotiated payment options may also be available by exception through direct approach to the school Principal or their delegate.
Q. Students in years 10, 11 and 12 now have take-home laptops. Why aren’t year 9 students included?
Under the guidelines of the Digital Education Revolution (DER), students in years 9 will still have 1:1 access, but the computers will remain in school.

Q. What happens if my child leaves the school during the year?
A pro-rata refund of the annual parent contribution will be arranged and the laptop will be returned to the school. The exception is where your child transfers to a secondary school within the Maitland-Newcastle Diocese. Students transferring in such circumstances will be allowed to take their laptop to their new school subject to completion of a sign-out process and payment of all outstanding fees. Ownership of the laptop will only pass to the parent/student at the completion of year 12 following the full payment of all outstanding laptop levies and school fees.

Q. Can my child hand back his/her device at the end of the year and receive a new one the following year?
No. The laptop is provided to the individual student and will remain with that student until they complete year 12 or leave the school.

Q. Will my child receive a new laptop if it is replaced (e.g. loss or theft)?
Replacement laptops will be of similar age and specification to those in use by others in your child’s school year and may not be new. The laptop will however always be in full working order and suitable for use. Replacement due to theft will incur a $250 excess. Replacement due to loss or negligence may incur full replacement costs.

Q. I had intended to purchase a laptop for my child. Should I proceed?
All students in years 10, 11 and 12 will have access to a high quality, high performance laptop preloaded with the latest applications and antivirus software. The 1:1 laptop program will benefit your child both at home and at school. Privately owned laptops cannot be connected to the school network and cannot have software owned by the school loaded on to them.

Q. Can I choose another laptop model (e.g. Apple Macbook)?
No. The school has conducted extensive research to select the laptop model best suited to the needs of our students, that can best be supported by our IT staff and represents premium value. Only the model selected by the school will be offered.

Q. I have just purchased my child their own laptop. Why can’t this be used at school?
A student-owned laptop is not permitted to have the ‘managed operating environment’ or school software installed due to licensing restrictions. Technical support and teacher assistance is more readily available with the standardisation of devices and cannot be extended to student-owned devices. Insurance of devices at school is also a consideration.

Q. Can a student be removed from the 1:1 take-home program?
All parents/guardians and students will be required to sign a participation agreement prior to the distribution of laptops. This agreement will outline acceptable use guidelines and policies that the student and parent must abide by. The breaking of this agreement may result in the Principal revoking the student’s right to a take-home device.

Q. Can my child install their own personal software on the laptop?
Yes. Students will be able to place music, licensed/freeware software, pictures etc. onto the laptop provided they do not conflict with any other applications that are pre-loaded by the school and are suitable to a school environment. All files/applications must adhere to national copyright guidelines. Students must not remove any preinstalled software and must not install applications that support illegal/inappropriate activities (e.g. file sharing applications such as Limewire or hacking tools). Periodically the school will randomly audit student devices and check all files and software stored on the laptop. If any of the preinstalled software has been uninstalled or the laptop is not functioning correctly a format and re-image may be performed.
Q. **Who is responsible for the data on the laptop?**
Students are responsible for the data on their laptop at all times. It is their responsibility to make regular backups to protect their work from loss. Any laptop presented to IT support for repair may be formatted and restored to original software condition as a normal part of the diagnostic process. IT support staff will not be responsible for the backup or reloading of any files or applications installed by the student.

Q. **Is wireless network/internet connectivity available at school?**
Yes. The school has installed a wireless network in all student areas and this network will be available for student laptop use. Student access to the internet will continue to be filtered at school. The laptop will also have the ability to connect to home wireless networks if made available by the parent. The internet will not be filtered when accessed from any other connection other than that provided by the school inside the school grounds.

Q. **Will students be able to recharge their laptop at school?**
No. Students are expected to bring their laptop to school fully charged each day. The long-life battery supplied has sufficient power to run the laptop for a full school day during normal use.

Q. **Will my child be expected to bring his/her laptop to school every day?**
Yes – except specific days as advised by the Principal (e.g. swimming carnival). Teachers at the school are transforming the way they teach to take advantage of students having unlimited use of computing devices. Daily access to the laptop is required to assist with curriculum implementation anywhere, anytime.

Q. **Will my child be using the laptop all day in every lesson?**
No. The use of the laptop will depend upon the nature of the subject and curriculum being delivered at the time. The laptop is a learning tool and will be incorporated at appropriate times to facilitate the student’s education. The benefit of the take-home program is that the student can continue with their learning and access software and curriculum resources out of school hours.

Q. **Will there be a help desk for students to access technical support?**
Yes. Students will be advised of the support arrangements in place on receipt of their laptop. The IT support team will assist through fault diagnosis and arrange repairs such as re-imaging or warranty repair.

Q. **Will the IT support team assist me with home internet settings, software or network settings?**
No. School IT support staff support operation of the laptop in the school only. Please direct your home enquiries to a private computer technician or your home ISP.
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