



The School arranges the purchase of a computer for every student in Year 5 to 12, enabling us to offer a consistent computing environment. For boys joining the school in non-standard entry years, we endeavour to provide them with the same computer as other students in their year level. Computers are distributed to students when they start at the school, Students take their computer home each night in the bag provided, placed inside their school bag.

The computer is supplied with an insurance-friendly carry bag, a rechargeable active stylus pen and two chargers (one for home, and one for school). The computer package includes all software that is required at school, including Microsoft Office 365 and Adobe Creative Cloud licences. A three-year education warranty is included in the cost, and all servicing and repairs are carried out at school. The computer is insured for accidental damage and total loss; full details are included below.

The costs for the scheme are added to fee accounts annually via a levy. The levy is the total computer package price (including the computer, stylus, second charger and the bag, insurance, extended warranty and servicing, software licencing and financing) divided by three. The annual levy cost for 2021 will vary depending on which year group a student enters but is no more than \$810. This levy is charged annually on the February fee statement. The School works hard to keep these costs as low as possible, and endeavours to provide parents with excellent value for money. Volume licencing of software means that we are able to achieve significant savings when compared to purchasing individual software licences.

The School Purchase Laptop Program has tangible educational benefits. Firstly, the program is backed up by a rapid in-house repair service with loan computers available. This means that students will have a device available to them for learning at all times. The approach also means that teaching staff have the same computer and software package as the students and are able to integrate instruction of how to use technology effectively into their curriculum. It also means that software previously unavailable due to licensing constraints is now affordable and accessible. All software, updates and anti-virus protection is managed by the school, giving peace of mind to parents.

### Program structure

Boys beginning Year 5 in 2021 are allocated a computer which they lease for two years until the end of Year 6. They then hand back the computer to the School, who reuse the computer for use as a class set of computers for Year 4 students (with the School paying the lease costs for the computer's third year of use). For this reason, boys are asked not to "personalise" the exterior of the computer or bag with stickers or similar.

At the start of Year 7 and Year 10, students are issued with a new computer which they lease for three years. (At the end of Year 9 and Year 12 families retain ownership of these computers, complete with operating system, but without any software, warranty, support or insurance). Unwanted computers may be returned to the school for recycling or charitable donation.

## Insurance, service and support

Should hardware or software problems arise with their school computer, boys should bring it to the Tech Centre for servicing. If the computer has suffered accidental damage, an insurance claim will be raised, and parents contacted to seek approval for an excess of \$100. Warranty and software repairs are carried out immediately as there is no need for approval. Insurance repairs are usually completed within 24 hours, often on the same day. In the case of theft or total loss, parents will be contacted to seek approval for an excess of \$100. In the event of a second total loss claim, an excess of \$250 will apply. In the unlikely event of any subsequent total loss claims, parents will be liable for the total cost of the computer. There is no increase in the excess for accidental damage, which always remains at \$100.

Under the terms of our insurance, computers must be managed in accordance with the School's instructions. While at school, computers should be transported in the bag provided. When not in use at school, computers must be locked in the student's locker. When travelling to and from school, the computer must be placed in the computer bag, which is then placed inside the school bag. Please note that the insurance does not cover overseas travel, nor damage caused when the computer is placed in the luggage hold of an aircraft.

## Software

Computers come pre-loaded with Windows 10 and the School's software image. The cost of all software is included in the computer levy. The licences for software on each computer are education licences which do not include manuals or discs. Software licences are valid for educational use only while students are attending Trinity and only for the three years of the Purchase Program.

## Computer support

The School has a Technical Support Centre (The Tech Centre) where staff employed by the School attend to any software problems on students' computers. A third party are contracted to carry out all hardware repairs for warranty and insurance claims on site, in the School's Tech Centre. When repairs are not able to be completed on the same day, loan computers are offered to students, allowing boys to continue working while repairs are carried out.

## Internet usage & wireless networking

The computer will be preconfigured to connect to Trinity's wireless system, and the computer allows for easy connection to most domestic wireless routers. While at school, internet usage is filtered and logged in accordance with school policy.

## Leaving trinity during the school laptop purchase program

If your son leaves Trinity before the end of a purchase program cycle, (i.e. at a time other than the end of Year 9 or Year 12), then the computer should be to be returned to the school for assessment. If the computer is deemed to be in an acceptable condition, then it will be accepted and used elsewhere in the program. Parents are responsible for costs associated with repairs to bring the machine up to an acceptable standard. Alternatively, parents may pay any remaining levy amounts to purchase the computer outright.

## Reasonable wear and tear

Trinity is obliged to maintain computers to a standard that the School's financier would describe as "in good working order". Boys assume this obligation while they are using the computer.

Examples of what is considered normal wear and tear over the three-year life of a computer include:

- Slight discolouration of casing and small, superficial scuffs or chips;
- Lightly soiled/worn keyboard, touchpad and slightly loose or sticking keys;
- Minor scratches to the screen surface;
- Minor markings to bag, with no tears or damaged zippers;
- A working power adaptor and a working battery.

Examples of what is not considered normal wear and tear include:

- Damaged screens, including bruising or substantial scratches;
- Damaged lid latches, hinges or other movable parts;
- Broken power adaptors, dead batteries and machines which do not power on;
- Deep or unsightly cracks in the casing;
- Keys moved/swapped around or missing from the keyboard;
- Missing or damaged components, e.g. stylus pens or AC adapter;
- Bags with cuts, tears, broken zippers or graffiti;
- Attempted removal of, or deliberate damage to the serial number or product registration stickers, or the addition of other adhesive stickers, writing or graffiti.

Should damage be sustained while using the computer, boys are required to return the computer to the School Tech Centre for repair as soon as possible.

## Laptop computer models in 2021

Year 5	HP ProBook 11EE G6 (i5, 8Gb RAM, 256Gb SSD)
Year 6	HP ProBook 11EE G4 (i5, 8Gb RAM, 256Gb SSD)
Year 7	HP EliteBook 1030 G7 (i5, 8Gb RAM, 256Gb SSD)
Year 8	HP EliteBook 1030 G4 (i5, 8Gb RAM, 256Gb SSD)
Year 9	HP EliteBook 1030 G3 (i5, 8Gb RAM, 256Gb SSD)
Year 10	HP EliteBook 1030 G7 (i5, 8Gb RAM, 256Gb SSD) (i7, 16Gb RAM, 512Gb SSD*)
Year 11	HP EliteBook 1030 G4 (i5, 8Gb RAM, 256Gb SSD) (i7, 16Gb RAM, 512Gb SSD**)
Year 12	HP EliteBook 1030 G3 (i5, 8Gb RAM, 256Gb SSD)

\*option only available to students enrolled at the time of purchase of computers in November in the previous year.

\*\*option not available to new enrolments to Year 11

We recognise that the School Purchase Computer Program removes individual consumer choice, however the educational benefits of the program vastly outweigh this drawback. The computers chosen are very robust and are backed up by a three-year education warranty. They have balanced technical specifications with a long battery life and solid performance. Students like the keyboard and trackpad, and they offer the option of stylus input in tablet mode for handwritten note taking, the drawing of diagrams, mathematical notation and artistic endeavours. They are also light in weight, making them convenient to carry from class to class at school, and easy to fit inside a school bag when travelling to and from home.

Further information about our Laptop Computer Program can be found at [trinity.vic.edu.au](http://trinity.vic.edu.au)