



Clayfield College

Dear Parents and Caregivers,

For Lower Primary Students, we understand that laptops and iPads contribute significantly to the weight of school bags. Other families find the device a distraction at home and would prefer staff to control the use of them throughout the week. With this considered and to support families, the College has lockable trolleys for student devices in Years 1-5. As the devices are your property it is still the College's recommendation that devices be taken to and from school every afternoon.

However, if you would like to take up this opportunity, **prior to commencement of this arrangement, could you please *acknowledge your acceptance of the following agreement in Parent Lounge – Device Arrangement & Agreement, and email [primaryadmin@clayfield.qld.edu.au](mailto:primaryadmin@clayfield.qld.edu.au) with your child's name to confirm completion.***

- I agree to waive any liability for damage or theft of my personal electronic device if I choose to leave it overnight at Clayfield College.
- I will supply another charger (charging plug and cable clearly named) for the device, which will be kept in the trolley and remain at school, for ease of charging and use.
- Staff will lock the trolley at 3:10pm every afternoon and over the weekend. If a student requires their device, it is their responsibility to take it home.

**Devices are not permitted to be left overnight at the College without your acceptance in Parent Lounge of this agreement.**

Kind regards,

**Audrey Fellowes**  
Deputy Principal-Pastoral | Head of Primary

Let your light *shine*

P: +61 7 3262 0262 23 | Gregory Street Clayfield QLD 4011  
PO Box 387 Clayfield QLD 4011 [clayfield.qld.edu.au](http://clayfield.qld.edu.au)

**A School of the Presbyterian and Methodist Schools Association**  
A.B.N. 83 986 300 603 | CRICOS Code: 00493G

