

Haslingden High School & Sixth Form Centre

iPad Insurance Policy Summary

June 2016

**Applicable to students starting at Haslingden High School from
September 2016**

Please read the updated terms of our insurance policy below and watch the short YouTube clip.

Insurance - loss or damage to school iPads

The school will work with parents and students to minimise incidents of loss or damage to iPads as the economic sustainability of the iPads for Learning scheme is dependent on us doing so. It is essential that students treat all iPads with care so that any financial loss is limited.

We expect breakages to be the rare exception. The cases we have bought are very strong; please see our drop testing video on YouTube for a demonstration.

<https://youtu.be/0Oqz2jVi8xA>

We have asked parents to pay a £40 upfront refundable deposit. The deposit works as follows:

- Parents can buy the iPad Mini from the school when the first part of the scheme finishes after 30 months (this is called 'Transfer of Ownership') and pay a further £40 deposit for the second 30 months.
- Return the iPad Mini to school after the first 30 months is up and use the deposit to cover the second device.
- Buy the second iPad from the school after the full 60 months is up.
- Return the second iPad and receive a refund.

Please note we will only provide refunds if the iPad Mini is returned to us in good condition. If a device is returned to us after the first part of the scheme ends at 30 months and is found to be defective, we will charge £40 before a second device is issued.

Accidents do happen. However, we expect breakages to be rare. The cases we have selected are very strong and protect the iPad from significant drops and impact. **The iPad must be kept in its protective case at all times and should never be removed.** When not in use, the protective lid must be in place.

Please have a look at the YouTube video (<https://youtu.be/0Oqz2jVi8xA>) to see how hard it is to damage an iPad with the case on. We will therefore question any circumstances where the iPad appears to have been damaged at home. The following pictures are examples of where the iPad case has been removed without permission and where the full cost of repair has been passed to parents:



Case has been forced off using a pointed instrument leaving marks on the corner of the device.



Clasps on the case have been prised upwards.



Clasps on the case have snapped off.

If a school iPad is accidentally damaged and requires repair, it should be given to the Learning Resource Centre Manager and, subject to availability, a replacement device will be loaned to the student until the repair is completed. **We will charge a £30 excess per repair to help cover costs.**

If the damage is so extensive that repair is not possible, the student will be issued with a replacement device of a similar age. If, following investigation, the iPad is deemed to have been intentionally or negligently damaged by the student, the **full** cost of replacement or repair will be billed. A claim form will be provided which must be completed by the parent and monies must be paid before the repaired device is returned to the student.

Cosmetic wear and tear such as scratches and minor damage to the iPad will not normally be repaired providing that the function of the iPad is not significantly affected.

If the device needs to be sent away for repair, the school will provide you with a replacement device (if there is one available) whilst the repair is carried out.

The school will replace the iPad with a device of similar age if it is stolen. **Any theft outside of school must be reported to school and the police as soon as possible. We require the crime number before a replacement is organized.**

We will also replace the device with one of a similar age if it is **genuinely** lost provided reasonable steps have been taken to find the device – please note we can track the location of

any device via our MDM system. We can also render the device unusable ('brick' the device) if necessary. **For lost iPads, including iPads left on the bus, we will charge a £100 excess.**

We will not cover the cost of any additional items that were damaged, lost or stolen at the time when the iPad itself was damaged, lost or stolen. This includes devices such as earphones or headphones.

Parents will be asked to cover the full cost of repair or replacement if:

- There is clear evidence that the device has been tampered with or of wilful misuse, or abuse
- Reasonable care has not been exercised in its use, or there is clear evidence of neglect or negligence
- The iPad was not in the protective case at the time of any damage taking place
- A repair was attempted by someone not authorised by the school

If another student is responsible for loss or damage to an iPad, the school may contact that child's parents to request a contribution to the cost of repair/replacement or payment for the repair/replacement in full.

Students are responsible for ensuring that their iPad is regularly backed up to iCloud or Google Drive. The school is not responsible for any content that is lost or deleted.

Please note – the school is not responsible for any damage, loss or theft of any privately owned devices that are brought into school. We strongly advise parents allowing their child to bring their own iPad into school to make their own arrangements for insuring the device.

Lost or damaged chargers and cables

The school will not be responsible for chargers and leads that are lost or go missing since these should be kept at home. Replacement leads can be bought cheaply in school for around £3.00. Please ensure that genuine Apple chargers are used at all times as cheap variants have been known to overheat. We have a stock of replacement plugs and we will replace faulty plugs free of charge.

Lost or damaged Otterbox case lids

Replacement lids can be purchased from Student Reception at a cost of £5. Replacement cases are available for £45.

SIGNIFICANT EXCLUSIONS:

We shall not be liable in respect of Accidental or Malicious Damage:

- To any iPad that was not in its protective case or did not have the protective lid in place when not in use.
- Caused through the neglect, deliberate or willful act of any user.
- Caused by use of the iPad by any user for anything other than its intended purpose.

We shall not be liable in respect of Theft or Loss of any Equipment:

- From any unattended motor vehicle between 22.00hrs and 06.00hrs.

- From any property or premises where there has been **no** evidence of forced or violent entry to gain entry or exit and where the School has not been provided with a police crime number.

The iPad remains the property of Haslingden High School throughout the lease period:

- The iPad cannot be sold, nor attempted to be sold, nor exposed for the purpose of sale, loan or disposal, nor used for collateral purposes.

THE POLICY DOES NOT COVER:

- Consequential loss of any kind. For example any additional costs you incur above the actual repair or replacement cost of the equipment.
- Replacement charging leads or Otterbox cases and lids.
- Items not owned by school e.g. personal earphones, Bluetooth keyboards or other personal iPad accessories.

DURATION

The policy duration is 60 months from receipt of the iPad

CLAIM NOTIFICATION

To make a claim, parents should contact School 01706 215726. Parents must complete a claim form outlining the reasons for damage.

The school will be the final arbiter in all claims.