KOONUNG
Secondary College



1to1 Device Program

2027 Handbook

Excellence Through Endeavour

The Koonung Device Program

The 1 to 1 Device Program at Koonung Secondary College is a three-year program that provides students with 24/7 access to a personal digital learning device – a convertible laptop. The laptop is highly capable, enabling the full gamut of digital learning opportunities. In addition to a wide range of included educational software and internet access, the program includes warranty, insurance and exceptional support for the device and student, aiming to minimise technical difficulties.

Information and Communication Technology (ICT) forms a key component in 21st Century learning and is fully integrated into the classroom, right across our curriculum. This not only prepares students for the expectations of an increasingly technological world, it also helps to engage students in their learning, foster curiosity and creativity, and expand students' learning opportunities. The device is thus a primary tool in every student's learning at Koonung.

Students typically join the program at Year 7 and enter a new three-year program in Year 10. Students joining at other year levels may be offered a tailored option on a case-by-case basis.

Joining the program will provide the very best digital learning opportunities to your child, so we strongly recommend it for all students. We ask that you take the time to read this handbook thoroughly and consider all aspects of the program when making your decision.

Device Selection Criteria and Rationale

The College has selected the device after recommendation from the College's Digital Learning and Provisioning Team. In forming their recommendations, the team consulted teachers, parents and students and combined what was learned from these groups with information from vendors to determine the best options available. The team also spoke with other schools to learn of their experiences and drew on the experiences learnt in Koonung's past years of 1 to 1 Digital Learning.

It was clear from early in the selection process that a pen-enabled convertible device is by far the most suitable type of device for the program. This was reinforced by the success that earlier models of this type of device have had in the program since 2015.

Devices were evaluated on several criteria, including:

- Specifications (internals, screen, etc)
- Size and weight
- Pen and touch functionality
- Performance and battery life
- Form factor and use modes
- Portability and durability
- Price
- Support (warranty, insurance)
- Overall look and feel
- Connectors and interface



The ability to use a digital pen with the device has great impacts on learning outcomes. It allows the device to be applicable to a wider range of learning needs, and to become more deeply integrated with each student's learning.

"This difference in activity is really significant, it tells us that using a pen to take notes means that the brain is able to process learning in a much more effective way."

- Audrey van der Meer

2027 Device Option 1

(Most Recommended)

Lenovo ThinkPad 13W 2-in-1 Gen 3

Convertible Laptop



Specifications

Processor	Intel Core 5 120U - 10 Cores, 2 up to 5GHz	**Display**	13.3" (1920x1200) 400 Nits
Memory	16GB DDR5	**Interactivity**	Touchscreen
Storage	256GB Solid State Drive	**Keyboard**	Standard Keyboard
Battery	Up to 10.9 Hours	**Cameras**	Front facing and rear facing
Weight	1.45kg	**Stylus**	Garaged Pen

2027 Device Option 2

(Higher Performance Option)

Lenovo ThinkPad L13 2-in-1 Gen 6

Convertible Laptop



Specifications

Processor	Intel Core Ultra 5 225U - 12 Cores, 2 up to 4.7GHZ, AI NPU with 12 TOPS	**Display**	13.3" Full HD Anti-Glare (1920x1200)
Memory	16GB DDR5	**Interactivity**	Touchscreen
Storage	512GB Solid State Drive	**Keyboard**	Backlit spill-resistant Keyboard
Battery	Up to 11 Hours	**Cameras**	Front facing and rear facing
Weight	1..3kg	**Stylus**	Garaged Active Pen

2027 Device Option 3

(Suitable for general classroom use; however, students undertaking Digital Technologies or Visual Arts with Adobe Creative suite may benefit from selecting a higher-performance model)



Lenovo 500w 2-in-1 Gen 5

Convertible Laptop

Specifications

Processor	Intel N150 - 4 Cores, up to 3.6GHz	**Display**	12.2" (1920x1200)
Memory	8GB DDR5	**Interactivity**	Touchscreen
Storage	256GB Solid State Drive	**Keyboard**	Standard Keyboard
Battery	Up to 10 Hours	**Cameras**	Front facing and rear facing
Weight	1.33kg	**Stylus**	ThinkPad Garaged Active Pen

Service and Software

Warranty & Accidental Damage	3 Year Standard Lenovo Education Warranty (onsite at Koonung) Education warranty covers impact damage, liquid spills - if unit is deemed uneconomical to repair due to damage, the unit will be replaced, and damage coverage ends. No repair costs.
Support	College ICT Team provides full support for software, warranty & Insurance issues. Loan device available while support is being undertaken
Software	Includes Windows 11 Pro Academic, students are licensed for the Microsoft Office 365 suite, Adobe Photoshop, Illustrator, Creative Cloud, and a range of educational software.

Payment

The College has negotiated to secure an excellent deal for these devices and is pleased to be able to offer such well-equipped devices for the program at this price.

The price includes Windows 11 Pro Academic, 3 Year onsite Standard Education Warranty covering impact and liquid spill damage, setup & configuration of a wide range of school and state-licensed software.

Devices can be purchased through the LWT (Learning With Technologies) portal at:
https://koonung.orderportal.com.au

Portal orders must be placed by Sunday 13 December 2026, to meet the bulk delivery deadline. Ordering by this date ensures your devices are configured, delivered, and handed out to students in time for Week 1, Term 1, 2027. Ordering early is a great way to safeguard against potential price increases caused by current global supply challenges

Service

A key aspect of the program is the service and support provided to students for their devices. The College operates an ICT Centre staffed by a team of experienced technicians, offering a one-stop-shop for all ICT needs. Our team handles all software issues, hardware faults, and accidental damage personally.

The device is covered under warranty and accidental damage for the full three years of the program. The ICT Team will take care of any claims that may become necessary, liaising directly with Lenovo's authorised repairers. Although repairs typically take only a few days, in most cases students can be provided with a loan device to use while their own is being repaired.

Education Warranty & Accidental Damage

The included Lenovo Education Warranty covers typical mishaps at school and home, including drops and spills. Students should visit the ICT Centre as soon as possible if their device is damaged so that the team can assess it and begin the claims process. A form providing details of the incident will typically need to be filled out for Lenovo to approve the accidental damage repairs. If the problem is a warranty issue no form will be required.

There is no excess on accidental damage claims, but if the unit is deemed uneconomical to repair due to damage, the unit will be replaced, and damage coverage ends. In this instance the education warranty can be repurchased on the replacement device (Strongly Recommended) Full warranty terms can be viewed on the portal.

Please note that the charger and any peripherals are not covered by insurance.

The device is *not* covered for loss or theft. We recommend that families consider whether they would like to take out such insurance. The College is unable to recommend an insurer for this purpose.



Acceptable Use Agreement

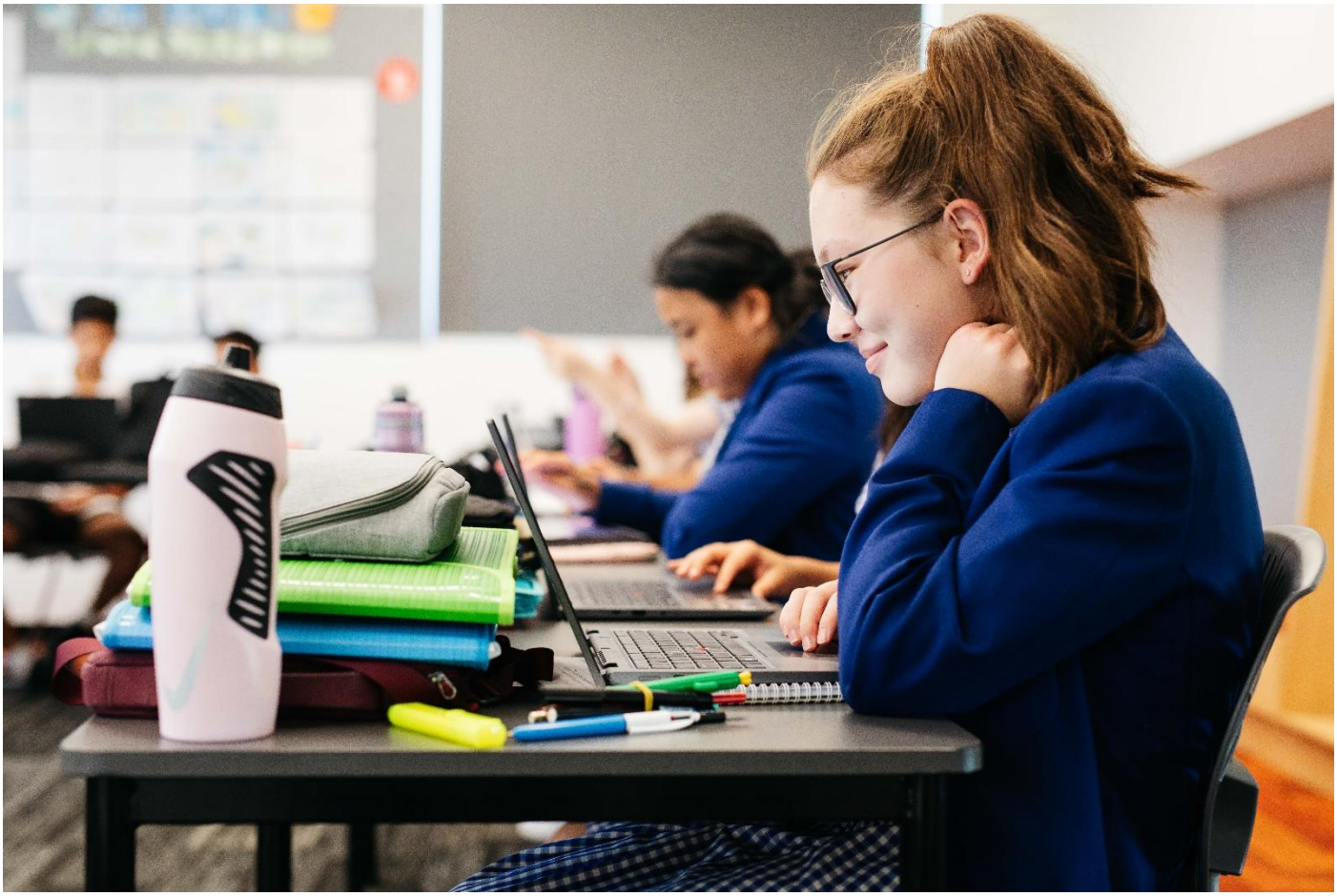
The use of ICT at Koonung Secondary College is conditional on acceptance of the *Acceptable Use Agreement* and *Guidelines for Ethical and Responsible use of Digital Technology*. These documents are contained in the overarching Digital Learning Policy.

This applies to all students, including, but not limited to, participants in the device program, BYOD users, and any student using a College-based device.

This policy exists as a set of guidelines to assist Koonung Secondary College to provide a safe and workable Device Program for student learning. It covers topics such as student responsibilities, ethical use of communications technologies, and conditions for participation in the program. It is designed to enhance self-discipline and respect for the rights of others and promotes an environment that maximises the opportunity for all students to achieve their potential.

All students are expected to abide by the Digital Learning Policy, the Acceptable Use Agreement and follow the Guidelines for the Ethical and Responsible Use of Digital Technologies. Any student who breaches the conditions stated in the agreements and policy will be issued with consequences in line with the policy.

The full text of these policies is provided during the Compass enrolment sign-up process.



Frequently Asked Questions

Can students bring their own independently supplied laptop, iPad or other device?
Yes, however there are some caveats to using an independently supplied device

- **BYOD devices *must* meet a *minimum* standard to be allowable for use in the classroom**

  Required device features:
  - Current gen x86 processor
  - 8GB RAM
  - 12" screen or larger
  - Windows 11 or above, OSX14 or above
  - 5 hours true battery life to last the school day
  - 256GB Storage (SSD or HDD)
  - Wi-Fi Connectivity
  - Headphones. carry case

  Highly recommended device features:
  - i5 Processor
  - 16GB RAM
  - Extended warranty & Insurance
  - Camera, webcam
  - Stylus & touchscreen
  - USB-C, 3.5mm headphone jack

- Please Note: iPads, Chromebooks and Android tablets *do not* meet the above standard
- OneNote access is required. Please be aware that Mac devices have limitations with this software
- BYOD devices have limited access to school network resources (internet and print only)
- Snapdragon processors *may* have compatibility issues with some titles. (Currently so with Illustrator)
- Windows should be the full access version, not restricted S-Mode
- Families are responsible for the maintenance and upkeep of the device
- Families are responsible for the warranty and insurance of the device, including any diagnosis, hardware repairs, software troubleshooting, and arranging for warranty repairs.
- Families are responsible for the provision and installation of properly licensed software, including the operating system, and any other software that may be required for the student's classes, Microsoft Office can be provided by the school with an instructional sheet on how to download and install.
- **The College and ICT Team are unable to provide support or service for BYOD devices**

Entering the supported device program has several advantages over independent BYOD, including:

- College provided service and support far exceeds typical retail service
- Bulk purchase rates bring the cost down versus retail for the same device
- Accidental damage coverage provides peace of mind and ensures prompt repairs
- All students in each cohort have the same device and software, removing confusion and incompatibilities when sharing ideas and work with teachers and other students
- Access to a loan device while support is being undertaken as well as OS re-image support.

It has been our experience that some students with BYOD devices have had difficulty in having their devices repaired after faults and damages, which do happen from time to time. These students have as a result had severely limited digital learning opportunities for considerable periods of time.

As such, we strongly recommend the Koonung 1 to 1 Device program over independently supplied BYOD.

When will students receive their devices?
Devices for students who have joined the program on schedule will be distributed to students in-person before they begin classes for the year. You will be advised of the exact details of this process toward the end of 2026.

How are repairs handled?
If a student's device develops any sort of fault, damage, or other problem, the student should take it to the ICT Centre as soon as possible (outside of class time). The ICT Team will assess the problem and begin the process to resolve it. Some issues can be resolved on the spot, while others can take a few days, so the team will keep the student informed. A form providing details of the incident will typically need to be filled out for Lenovo to approve the accidental damage repairs. Once the form is signed and returned the repair process can begin and an interim loan device may be offered. If the issue is assessed as a warranty problem no form will be required.

Will I have to buy textbooks?
The device is an excellent device for the use of eBooks, so where available, the eBook version of textbooks will be book listed. eBooks are cheaper than the print versions. These are purchased via the booklist supplier, who will provide a code to allow students to download their eBook directly from the publisher.

Who owns the Device?
The parent retains ownership of the device for the entire period of the program. Students must, however, treat the device responsibly as though it is their own as damage can cost quite a lot if too many claims have been made.

Is there a case provided?
A case is not provided; however, we recommend purchasing one for that extra bit of protection.

What happens if the battery goes flat?
Students are required to bring their devices to school fully charged every day. Students are not permitted to bring their charger to school; however, they are able to charge their device at a charging station located in the Middle Years Centre and the Senior Centre. Students who experience short battery life should report to the ICT Team for diagnostic assessment.

How much time will a student spend using the device?
The device is integrated into every subject in the curriculum but is one of many tools to be used as required. In practice, students will use the device for a part of every lesson. The device is critical to some tasks, and in many cases is used to view eBooks. Other tasks are designated device free, and at these times students are asked to put their devices away. This helps to deliver a broader learning experience.

Can students install their own software?
Yes. While the devices are pre-loaded with an extensive suite of software, students have full access to their own device to install any additional software they need (including drivers for home printers). It is a student's responsibility to ensure that their device remains free from malware and network settings remain unchanged – failure to do so may necessitate reimaging (wiping to original software) of the device. In addition to allowing flexibility in the use of the device, this policy helps to foster responsible computing practices.

Who is responsible for backing up data?
Students are responsible for ensuring that their data is kept backed up. The College does not have the capacity to offer automatic backups, so students are advised to back-up using a method of their own choosing. This may include USB flash or hard drives, or a cloud facility such as Microsoft OneDrive. If a student does not back up their work regularly, they run the risk of losing it if a problem occurs.

Is Internet access provided?
Access to the internet is provided while at school and is filtered to prevent access to inappropriate material. Families are responsible for providing internet access at home and should consult with their internet service provider regarding options for filtering while at home. The devices are compatible with all typical home Wi-Fi networks and public Wi-Fi hotspots, however detailed settings such as DNS servers must be left as *automatic* to ensure the device will work correctly at school.

How will teachers know what students are doing on their devices?
Teachers constantly move around the classroom and observe student learning. Non-educational games are not permitted while at school, nor is instant messaging and social networking software such as Steam and Discord. College wide management strategies will deal with students who develop patterns of misuse. Consequences for breaches of the ICT Acceptable Use Agreement are available on the College website.

Will students be able to access other school computers if they don't have a notebook computer of their own? Students will have limited access to other College based computers if they do not have their own notebook computer.

What happens if a student is exiting Koonung?
Any remaining warranty and insurance for the device will carry-over and still be valid if a student happens to be leaving Koonung. Once left, queries relating to warranty or accidental damage repairs should be directed directly to Learning With Technologies who will assist with the process. The device's serial number should be quoted as a reference.



2027 devices pictured in device specifications page

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