

Accidents happen!

But to keep your laptop or tablet safe we have given you some guidelines below, as it is your responsibility to keep your device safe.



TAKING CARE OF YOUR LAPTOP OR TABLET:

- Laptops must be in a protective case when they are not in use.
- Tablets must be in a case at all times, whether you are at home or in school.
- Always store your device somewhere it will not get knocked or crushed and out of public view when not in use.
- Make sure you are sitting down when using your tablet.



- When moving around, always fasten your bag and do not walk around with your device in your hands.
- Water bottles must not be carried in the same bag as your device unless it has a separate waterproof compartment.

If you have any questions, please contact your school representative.