



No.2061

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POLICY: DISPOSAL OF IT

1. Rationale:

This policy applies to the disposal of Chilwell Primary School (referred to below as CPS) computer and technology hardware and software (referred to below as IT asset) owned by CPS, where:

- that IT asset has been owned by CPS for four or more years or if less than four years ownership then school council unanimously deems the IT asset to be at end of life for CPS purposes, and
- that IT asset has appeared on a CPS asset register at any stage during its ownership by CPS, and
- the market value of that IT asset has been determined based on independent advice received by CPS or determined via majority vote by the School Council.

2. Aims:

The objective of the disposal of the IT asset is to raise funds for CPS where that IT asset has a monetary market value.

3. Implementation:

Nil Monetary Market value:

Where there is no monetary market value of that IT asset then that IT asset is to be firstly offered for Nil consideration to any Public State Primary School on a discretionary basis at the unanimous agreement of the Principal and Assistant Principal and School Council President with a 14 day public school operating day acceptance period. Once two public state schools decline the IT asset offer or do not accept within the stated timeframe the IT asset is to be promptly disposed of for material recycling.

Monetary Value:

Where there is a monetary value of the IT asset it is to be offered **for purchase at the** determined market value in the following order:

Firstly, to family's currently receiving CSEF where the family does not have that type of IT asset available for use by the CPS student in the following demographic category order:

- where that CPS student is at a year level where Bring IT 2 Chilwell program is operating, then
- where that CPS student is at a year level where Bring IT 2 Chilwell will apply to them within 12 months, then
- based on the longest duration as a CPS student where that student has not previously received an IT asset from CPS

If greater CSEF families than ipads available then a random draw will decide who is allocated/offered the units.

The cost must be paid in full within 28days of accepting the offer or the offer lapses.

The Principal may determine that IT assets can be traded for credit where applicable. Eg Apple trade products for credit.

4. Ratified:

This policy was ratified by School Council – 2021

Review: 2023