If a laptop is stolen or vandalised, contact the Police on 131 444. Then tell the school as soon as possible. If out of school hours, notify the TSO the next school day. The police will give you an official number which is required before a replacement laptop can be provided.

You will need to complete and sign a Laptop Incident Report which can be obtained from the TSO.

Computrace is the name of the anti-theft protection and tracking system used on the Lenovo s10e Laptop. If the laptop is stolen, follow the procedure of reporting it to the Police and TSO. The laptop uses wireless technology to report its status to Computrace. Once a laptop has been marked as stolen, it can be tracked in 5 minute intervals to ascertain its location. The laptop will also be disabled instantly once marked as stolen.

A laptop can only be tracked after a number of procedures have been followed to ensure your privacy.

If you report your laptop as stolen and later find it, notify the TSO immediately the next school day.