



Howard Primary School

20-01-2021

Dear Parents and carers,

Re: Loans of devices for remote learning

You will no doubt have heard that the Department for Education (DFE) are providing devices to schools to support pupils who do not have access to a device at home. We would like to clarify a few key points to help you to understand how the system will work once it is up and running.

What is available?

The DFE are not providing a device for every child that needs one. Every school is allocated a fixed number of devices based on the total number of pupils on roll and what percentage of those pupils are classed as financially disadvantaged. For our school, the DFE has allocated a total of **48** devices.

How will we decide who we loan a device to?

Many of you will remember that in October a survey was sent out to get information about your access to the internet and device availability. As a first step, we will be prioritising pupils for eligibility based on the responses to that survey but we also recognise that your circumstances may have changed or you may not have seen the survey. If you did not complete the survey in October or your circumstances *have* changed please follow the link and complete this form as soon as possible: <https://forms.gle/2rpQzvzdqm3brjv37>.

How will we prioritise?

We will be prioritising pupils for device loans as follows:

1. Those with no access to a device (those currently receiving paper packs of work).
2. Those who only have a smartphone for access to google classroom.
3. Those who have a tablet or laptop but must share with 2 or more other children.
4. Those who have a tablet or laptop but must share with 1 other child.



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Whilst we would like to offer a device to more of our pupils, we hope that you will understand that our resources are limited and that the most disadvantaged pupils must take priority. **If you do not hear from us to confirm that you have been prioritised to receive a device, this unfortunately means that we have not been able to offer a device to you at this time.**

When will my child get a device?

Once delivered to the school, there are several steps that must be completed before a device can be loaned to you. When the device is ready for collection you will be asked to sign a loan agreement which will contain the serial number and school registry number of the device. Any device loaned will remain the property of the school and must be returned undamaged and in good condition when we return to full on-site education.

What will my child be able to do with the device?

A loaned device must only be used by a child who attends Howard Primary School. Nothing other than accessing remote learning is permitted on the device (for example the device **cannot** be used for browsing the internet, watching movies, accessing social media or for any online shopping). The Government supplies these devices pre-configured with security features - **internet browsing history cannot be permanently removed.**

We thank you for your continued support during these challenging times. If you have any concerns, worries or questions please feel free to contact your child's class teacher or a senior leader at SLT@howard.croydon.sch.uk.

Yours sincerely,

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Miss J Handley

Mr G Govinden

Senior Leadership Team

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