

Dear Parents,

Education technology is an extremely valuable part of students' learning experiences and we require all students from Year 5 to Year 8 to have their own Chromebook, which they will continue to use into the Senior School.

While we note that some parents would prefer their child to bring a different personal device (e.g. tablet, laptop, iPad, etc.), it is extremely important that the teachers are able to deliver accessible and equitable learning experiences for each student in their lesson, which cannot always be guaranteed with varying devices, models, and operating systems. As part of this requirement the School runs a Chromebook scheme through Getech to offer affordable, good quality devices and accessories.

Option 1:

Chromebook Bundle: This is £596.84 and includes:

Lenovo 500e Gen4 Chromebook device (Auto Update Expiry June 2034), Chrome Licence, Spare Lenovo Charger, Configuration, 1 set of iClever HS19 Kids Headphones, Neoprene Sleeve, Lenovo 3 year Warranty and Insurance. Within this, the device will be repaired as many times as needed with genuine Lenovo parts by certified technicians. If the unit cannot be repaired it will be replaced with an equivalent model once. A copy of the 3 years extended warranty is available on request by emailing prepltsec@felsted.org if you would like to read it. We highly recommend this option as previous experience shows that accidents can, and do happen! Please note that only accidental damage is covered under the insurance.

Option 2:

Chromebook + Licence £403.20

You can order a Lenovo 500e Gen4 Chromebook device (Auto Update Expiry June 2034) with Google Chrome Licence via us from Getech. This option comes with 1 year warranty, but does not come with any accidental damage insurance, so you will need to arrange repair or replacement yourself if the device is damaged.

Option 3:

Purchase/provide your own device.

Our recommendations for what to look for are given below. The only additional cost will be a one off charge of £33 for the Google Chrome Management licence which will be added to your summer bill. (Please note that this licence is specific to the device, so if your chromebook is replaced at any time you will need a new licence, unless you purchase an identical model.)

Minimum Chromebook Specifications:

- 8GB of RAM minimum
- Ideally, quad core processor (4 threads) or better
- 64GB of local storage
- USB-C charger connection
- 11" screen (touchscreen)

Other requirements:

- Sturdy headphones

Other key points to consider:

- Check the 'Auto Update Expiry' (UAE) date for the device and model you are thinking of buying. Operating Systems and security updates from Google will be applied until then. You can look this up by manufacturer and model on the following page: <https://support.google.com/chrome/a/answer/6220366>

- beware of cheap devices they may not have long left (if you think your child will look after the device carefully, a device with a UAE of Summer 2034 would see them through to the end of Year 11.)

- Multi point or stylus enabled touchscreen
- Buying additional warranty and accidental damage insurance on the device, as the responsibility for repairs and insurance is with the owner of the device.
- Look for a toughened case (sometimes referred to as 'school grade') with keys that will not pull off easily
- A protective case/sleeve

You do not need to buy any specialist software as each student is provided with a Google Workspace for Education account by Felsted School.

Using Chromebooks at school and for any school work

We will provide storage space for these devices in school, however, any damage or loss of device will be the pupil's responsibility. We expect the student devices to:

- be clearly named in permanent marker or permanent labels for identification
- be charged and ready to use in school each day, but then returned home for the weekend and/or exehats/holidays, and returned back to school at the start of the week.
- be upgraded regularly in terms of operating system software and security releases.
- be password protected
- be insured under a personal/household insurance scheme in case of damage or loss.

The IT department will be ready to connect the Chromebooks to the school system during the first week of the Autumn term.

The individual subject teachers will make clear when and how these devices are to be used in lessons. The expectation is that students will abide by the School rules, the Pupils' Computer / Device Usage Agreement and the [Online Safety and ICT Acceptable Use Policy](#) whenever using school systems. We recommend that parents are familiar with the policy and encourage their child to comply both at home and at school. As explained in the transition meetings the protection the Managed Chromebook scheme provides is for the @felsted account and has limitations if pupils login to personal accounts. **It is your responsibility to add your own safe controls also.**

If you would like to purchase the Chromebook device via Felsted School please kindly complete this [Google Form](#) by Friday 6th June, to advise us of your selection, and complete your payment (via the Flywire link in the form) if that is the option you choose.

Should you have any technical queries, please email our Head of IT, Mr Steve Rands (satr@felsted.org) to discuss the matter further.

Ms G Paine
Head of Year 5&6

Ms Thorogood and Mr Gray
Heads of Year 7&8