

BISHOP



RAMSEY

Church of England School
Executive Head and CEO: Dr Hilary Macaulay

30th September 2021

Dear Parents/Carers,

Devices for Students in Year 7

I am writing again to let you know that as a family with a child who is currently in receipt of the Pupil Premium grant, we are able to supply a small laptop (Lenovo 100e) and case for their use whilst at Bishop Ramsey and that these are now set up and ready to collect.

We use a wide range of digital tools in school. The laptops can be kept at home to use for homework, accessing the BR student portal and homework on Arbor throughout Year 7. In Year 8, they are small and portable enough for students to bring them into school to use in their lessons.

The devices should be signed for by parents and we are able to offer collection between 8.30am and 3.30pm:

Thursday 30th September - Friday 8th October

Once signed out, the device will become the student's responsibility. Please make sure your child informs IT support (opposite the school library) if it does not work or it breaks; the school can repair or replace the devices, if required.

Office will already be installed for the students and the initial unlock password (set to 'Ramsey123') can be changed to something unique to them. Students should use OneDrive to store any documents, so they can be accessed at home and at school. There are no restrictions on the laptops, so we recommend you turn on Windows Defender (the anti-virus software that comes free with Windows) and ensure that you have reviewed your broadband settings at home, to monitor or limit the sites that can be accessed. The device belongs to the student, but it is still recommended that they use the internet in a shared space, so you can monitor them online.

We do find that not all families need the laptops. If you do not require the laptop provided from school, there are issues with the laptop collected, or you are unable to visit school to collect, please contact me by email on cwells@bishopramsey.school and we can organise an alternative or reallocate the device if it is not needed.

Yours sincerely,

Ms C Wells
Assistant Headteacher

Address: Hume Way, Ruislip, Middlesex, HA4 8EE ∞ **Telephone:** 01895 639227
Email: office@bishopramsey.school ∞ **Website:** www.bishopramseyschool.org