

skipton girls' high school



an engineering specialist school

Enhanced Learning using Laptops 2020 Home School Agreement

We believe that our enhanced learning scheme will give your daughter the opportunity to learn more effectively, to work at a pace and with a structure which best suits them, to share with teachers and fellow students, and to take full advantages of the latest resources. The scheme is a partnership between parents, students and the school, and the school is grateful that parents have agreed to contribute financially in order to make it happen.

As a school we will provide all of the back up and resources needed to make the scheme work, but we also need the commitment of parents and students. As you read through this leaflet you will see a summary of the e-learning commitment that the school is making to your daughter and to you as parents. It also outlines the commitment needed and responsibilities placed on you and your daughters.

When you have read the document please sign it and return it to the school. If you have any queries please make sure that they are answered before you sign it.

THE SCHOOL

As a school we will...

- Provide a laptop computer for the duration of the scheme, with ownership passing to home at the end of the 3 year period.
- Make sure that the laptop is kept working and that repairs are dealt with as quickly and effectively as possible
- Provide technical support and advice in school to students to allow them to use their laptops well.
- Provide initial training to parents at the start of the scheme
- Provide technical support to parents and carers from within school to enable the laptop to be used successfully at home (please note that our support team will not be able to go out to homes to provide support and will not normally be able to provide specific support for wider home computing issues such as broadband Internet connection, home networking or printing)
- Provide accidental damage and theft insurance cover for the laptop for the three year period
- Provide a range of software to allow for educational use of the laptop
- Continue to develop our Virtual Learning Environment to enable students to take full advantage of the opportunities the laptop offers
- Provide protection as far as possible from computer viruses
- Continue to provide a locker to each student to allow for secure storage of the laptop when not in use at school
- Provide access to the school network to students' laptops in line with the school's network Acceptable Use Policy, including filtered Internet access
- Carry out a regular "health check" on the laptop
- Provide "administrator access" to the laptop until October 2020 so that software can be added and settings changed where necessary by parents and students to allow the laptop to be used effectively at home. After this period programs will only be able to be added or removed by prior arrangement with the school. Programs which have been added which have no educational value may be removed by the school

PARENTS AND CARERS

As parents or carers we will...

- Work with our daughter to care for her laptop and keep it safe. We will reinforce strongly the need for her to keep her laptop in the protective case provided at all times when not in use.
- Report any loss or damage to the laptop or other equipment provided to the school promptly
- Report any faults in hardware or software to the school promptly
- Continue to make the agreed monthly contribution for the duration of the 3 year period of the scheme. In the event of my daughter leaving the school before the end of the scheme (i.e. the end of Year 9) to return the laptop and other equipment provided or to pay the balance of the contributions outstanding.
- Work with the school in enforcing and supporting any sanction which has to be imposed following misuse of the laptop by our daughter
- Load onto the laptop in the first month only those programs which have educational value or which are needed to make the laptop work effectively at home. Further guidelines are available separately
- Ensure that the laptop is not used at home for any purpose which is illegal or anti-social or which would put other students or the school network at risk when the laptop is brought into school
- Ensure that the laptop is not left unattended in a vehicle unless it is out of sight in a locked boot (or it will not be covered by our insurance). The laptop will also not be covered if it has been lent by your daughter to a "third party". This means that it should not be taken away from your home by anyone other than your daughter.

STUDENTS

As a student I will...

- Bring my laptop to school each day fully charged (you should not bring the charger to school)
- Start each lesson by going to the appropriate directory for the lesson so that work can start as quickly and efficiently as possible
- Keep my laptop in the case provided whenever not in use to avoid damage to the laptop.
- Make sure I do not leave my laptop unattended in school (lockers should be used when the laptop is not needed)
- Look after my laptop carefully, making sure that I avoid the possibility of careless or malicious damage
- Make sure that I follow the school's Acceptable Use Policy when I am in school.
- Only try to connect to the Internet through the school's filtered Internet connection, without attempting to bypass the filtering
- Only use the webcam on my laptop in school when my teacher asks me to as part of a lesson
- Not lend my laptop to other students or give them details of any passwords which would allow access to it.
- Take care when I am transporting my laptop to and from school, never leaving it unattended
- Not "decorate" the laptop with anything which cannot be removed completely
- Make sure that I do nothing with my laptop at home which is illegal or anti-social or which would put other students or the school network at risk when I bring my laptop into school
- Report any faults or suspected viruses to the school before I connect my laptop to the school network
- Back up my files regularly as instructed onto the school network

**Enhanced Learning using Laptops
Home School Agreement
COPY FOR PARENT**

School

I agree on behalf of the school to provide a laptop computer on the terms contained in our Home School Agreement and in our Acceptable Use Policy.

Signed _____

Date _____

Parent / Carer

I agree to my daughter having the use of a laptop on the terms contained in the Home School agreement and in the Acceptable Use Policy which I have already signed.

Signed _____

Date _____

Student

In my use of the laptop I agree to abide by the terms in the Home School Agreement and in the Acceptable Use Policy which I have already signed.

Name _____

Tutor Group _____

Signed _____

Date _____

**Enhanced Learning using Laptops
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COPY FOR SCHOOL**

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