

# P U P I L   D I G I T A L   D E V I C E S C H E M E



## **T H E   V I S I O N**

In September 2023, we launched a 1:1 digital device scheme so that every pupil has access to a school-managed device for all their lessons. The 1:1 programme is part of a wider 'Digital Strategy' to ensure that pupils and teachers benefit from the most effective digital support for teaching and learning.

The School makes use of Office 365 and devices which allow users to write on the screen. These devices are provided by the School, but will be the property of the pupil as parents are charged for the cost of the laptop. The School take responsibility for the management of the device, provision of software and technical support for pupils, as well as the means to ensure that the device is used responsibly and safely in the interconnected world.

We undertook a comprehensive programme of classroom refurbishments and infrastructure upgrades in preparation for launching the scheme, which created universal classroom environments across the site.

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[www.greshams.com](http://www.greshams.com)

By all pupils having the same 1:1 device and working in the same digital environment, they are all able to access the benefits of the digital environment through their familiarity with the systems and expectations.

The strategy and investment by the School demonstrate our commitment to embrace the ways in which technology can enhance teaching and learning. However, it is important that digital learning works best when it augments traditional methods and does not undermine opportunities for creativity, collaboration and the strong interpersonal interactions that are the foundation of school life. The vision is not to become a paperless school.

Further information about the strategy is given below in the form of questions and answers.

#### **HOW MUCH DOES THE SCHOOL CHARGE FOR THE PROVISION OF THE DIGITAL DEVICE, AND WHAT DOES THIS COVER?**

The cost of the device provision is currently £750 including VAT (to be confirmed for September 2026), covered through a one-off charge to the first term's fee bill. It will cover the device itself, a stylus which can be used to write on the screen, set-up costs, warranty for technical faults and required software. The School will also provide a foam lined soft protective case for each device. If properly cared for, the laptop is expected to last for the duration the pupil remains at Gresham's. The School will offer extensive support for pupils to make sure devices can be used effectively. As all pupils' work will be stored in the Microsoft cloud, problematic devices (due to any technical faults) can be "swapped" to enable pupils to continue using a device whilst their laptop is repaired.

#### **DOES THE SCHOOL COVER THE COSTS CAUSED AS A RESULT OF ACCIDENTAL DAMAGE?**

No. Pupils are responsible for looking after the device and the charge to parents **does not cover against any accidental damage**. We stress to pupils that these laptops belong to them (as parents pay for them in

full) but are managed by the school. Therefore, we strongly recommend pupils keep the device in the protective case and in their school bag when not in use. Additional hard-back cases can be purchased from the school shop if parents would like additional protection for the device. Items which are damaged can be repaired or replaced by the IT team at cost, with charges being added to fee bills. Approximate costs (inclusive of VAT) are shown below:

Repair of broken screen	£125.00
Replacement of lost stylus	£35.00
Replacement of lost laptop/laptop damaged through negligence with new device	£750.00
Replacement of lost or damaged laptop with refurbished laptop (if available)	£375
Replacement power supply	£15.00

Laptops which suffer problems such as hardware failures will be swapped at no cost to enable pupils to continue using a device almost immediately. Some accessories such as replacement styluses and cases can be purchased from the School Shop.

## **HOW DOES THE SCHOOL KEEP MY CHILD SAFE WHEN USING THE DEVICES?**

Devices (laptops) will be issued to pupils at the start of their first Term, having been set up for use in School by our IT Department. The laptops do not allow pupils or their parents to install extra software. Software installs and updates are all centrally managed by the IT Department to ensure that there is no risk from viruses or any other problems and to ensure everything is licensed correctly. Laptops can connect to any Wi-Fi network, if the password is known. When used in School, the laptops use our filtering system (Sophos). As an added layer of protection to the filtering you may have set up in your own home, the filtering system we use in School will continue to work outside of School. We also install additional software packages enabling staff to view pupils' screens during lessons and prep time, and to detect pupil vulnerabilities and risks by analysing digital behaviour in real-time (using keystroke technology to monitor activity). Further to this, the internet will automatically be disabled at certain times, whether pupils are boarding or at home.

These times are:

- 21:30 for Year 9
- 21:45 for Year 10
- 22:00 for Year 11
- 22:45 for Year 12
- 23:00 for Year 13

Pupils' work is saved in School cloud storage, so children can continue to work past these times at home on their own devices if they wish. However, we aim to limit time on prep and ensure a reasonable bedtime. Additional filters can be set up via your home router, details of which can be found here:

<https://saferinternet.org.uk/guide-and-resource/parental-controls-offered-by-your-home-internet-provider>.

In most cases this is free, but in some instances, there is a subscription charge. To test your home broadband's filtering setup, you can use this website - <https://testfiltering.com/>.

## **WHAT IS THE DEVICE AND WHY DID YOU CHOOSE IT ?**

There are currently two devices – one for the Prep School and one for the Senior School. The devices currently have the following specifications:

- Senior School Specification: 16GB of RAM, 512GB SSD, Intel I5 or equivalent AMD Ryzen5 Processor
- Prep School Specification: 8GB of RAM, 256GB SSD, Intel I3 or equivalent AMD Ryzen3 Processor

The features of the device which make it suitable for the pupils:

- An "inkable" screen with a stylus. The pupils will be able to write on their screens.
- A web camera so pupils can participate in Teams meetings or to upload photographs of their work to their notebooks.

The specifications of the device for the Senior School are similar/better to those used by the teaching staff.

## **H O W   W I L L   T H E   S C H O O L   P R O V I D E   D E V I C E S   A S   T H E P U P I L   M O V E S   T H R O U G H   T H E   S C H O O L ?**

We expect the devices to last for the duration of the pupil's time at the school, assuming they are well looked after by the pupil. The minimum we would expect them to last is 3 years, and therefore will offer to replace the device at the end of Year 11 should this be needed.

The pupils will be provided with devices as follows:

- New devices will be issued to all pupils in Year 9 or to anyone joining the school (currently including in Years 7 and 8 in the prep school).
- Pupils progressing from Year 11 into Year 12 will have the option to have a new device in Year 12 (subject to paying the full device charge) or retaining their existing school laptop if it is in good working order.
- Devices for pupils leaving school, or those replacing their devices when moving up the school, can be retained for personal use as the device will belong to the pupil, provided the full cost of the device has been paid. The ICT team will need to reset the machine to remove school-licensed software, after which it can be retained by the pupil.

## **WILL IT BE POSSIBLE TO USE AN ALTERNATIVE DEVICE ?**

No. The purpose of the device programme is to have all pupils working on the same device which they and teaching staff are familiar with. Standardisation of hardware and software is an important factor to ensure that lessons run smoothly because the School can guarantee compatibility with the School's infrastructure. The School provides pupils with the training, technical support alongside the necessary software for the device to integrate with our systems and the online experience to be safe. Pupils will therefore be expected to bring the School device, charged up, to all their lessons.

Each device will be licenced with Microsoft Office 365. By mandating a device, the School can also swap, repair and support devices if there are any technical issues throughout the lifespan of the mobile learning programme. We hope that by offering a school device the pressure on parents to choose a computer for school is removed. In addition, the laptops will have filtering and monitoring software installed to ensure our pupils are using their devices safely, as well as anti-virus and other protections to keep the pupils safe.

## **HOW WILL THE SCHOOL MANAGE THE PUPIL'S USAGE OF THE DEVICE ?**

In school and at home pupils' use of the device, including access to the internet, will be filtered and monitored. Academic staff will be able to see on a screen how every device is being used in a lesson if they wish.

Each device will be part of the School's tenancy with Microsoft, and the School will make use of a software package which is designed to allow schools to cover safeguarding, support and management of all devices, including online safety. These are key reasons why pupils will not be able to use their own devices.

The digital strategy is to make use of the digital world to support effective teaching and learning. Pupils will not be working online all the time, and the use of the device will be akin to an exercise book.



## HOW WILL THE DIGITAL STRATEGY HELP PUPILS ?

We believe there are many benefits for pupils from experiencing some of their teaching and learning digitally.

These include:

- Becoming familiar with the Microsoft 365 suite of applications.
- As a discursive and feedback tool to enable staff and pupils to have meaningful communications regarding improving work. We see the efficiency in teacher's feedback on written work as a key advantage of teaching within the digital strategy.
- Use of Teams to organise and manage work and deadlines.
- Using the stylus as a means of annotating work and teacher notes.
- Using the internet to research and develop understanding.
- Facilitating individual learning and revision as pupils will be able to revisit work easily, including from lessons they missed due to illness. We see more effective catch-up as a key advantage of learning within the digital strategy.
- Have much of their work and resources in one easily accessed space. They will carry fewer books.
- All pupils benefitting from more organised notes. We see this as a major advantage of the digital strategy.
- Use of functions within Microsoft 365 such as immersive reader and dictation.
- Access to online retrieval practice resources and other applications which will benefit learning and revision.
- Aiding the effectiveness of collaborative work.
- Recording and presenting work through the use of multimedia applications.

Devices offer the flexibility for combining digital resources, including subscription resources, online materials from the web and electronic versions of textbooks. In addition, digital learning means that departments can reduce the use of paper and exercise books in favour of digital work where it best suits the needs of teachers and pupils.

Work that is completed on paper can be captured and stored electronically alongside digital learning by utilising OneNote and the camera. We strive to offer flexibility for teaching and learning by providing a system where analogue paper and digital documents can be captured, organised, and stored so no learning is lost.

## **HOW WILL PUPILS LEARN HOW TO USE THE DEVICE ?**

At the start of the year, pupils will be given some instruction on how to use the device, particularly Teams and OneNote, which are at the heart of the strategy. As they use the devices more in lessons and as they move through the School, they will be shown how to use more of the functions of Microsoft 365 and other packages, such as immersive reader and dictation.



## **EXAMS ARE STILL PREDOMINANTLY CONDUCTED IN HANDWRITTEN FORM. IS THERE A RISK OF DEGRADING OUR PUPILS' SKILLS IN THIS AREA BY RELYING MORE ON TYPING AND DIGITAL INPUT ?**

We are acutely aware that formal examinations are still in handwritten form and as outlined above, the benefit of the device is that analogue work can be scanned and captured using the camera, digital

handwriting can be inputted via the stylus, and typed work can be inputted by the full-size keyboard. It is highly likely that examinations will be digitised in the future and we are planning for this transition. However, until that point, we will maintain full commitment to handwriting and preparing Gresham's pupils for long-form handwritten examinations. This will be reflected in the ways in which pupils work in class and prep time, and pupils' school assessments will be on paper.

## **HOW DOES DIGITAL LEARNING HAVE AN IMPACT ON THE MANAGEMENT OF PUPIL BEHAVIOUR?**

We have high expectations of online and offline behaviour and have systems and processes in place which monitor pupils' device activity. Teachers can monitor pupil device screens live in lessons and control the software and internet access they have access to. Screens can be closed to ensure teachers can focus attention on the front of the class when appropriate. Wireless connections on all devices allows for teachers to move freely around the classroom to manage behaviour as they would normally do. Pupils can also have their access to Teams messaging restricted if there are incidents where this causes distraction.

## **HOW DO YOU RECOMMEND MANAGING THE BATTERY OF THE DEVICE?**

Pupils will be provided with a charger for the device and will be expected to start the day with a fully charged device. There are plugs available in some classrooms, if necessary, but pupils will need to learn the habit of keeping devices charged

## **WILL THE PUPILS STILL NEED PREP DIARIES?**

All preps and individual work for pupils will be set using assignments in Teams. This means pupils will be able to see all their work in one place, and when it is due. They will therefore not be given traditional prep diaries. They will be able to access the School Calendar and SOCS easily and make use of the Microsoft Calendar for their own organisational purposes. Recording prep on Teams will also enable parents to see what work is being set, which can be accessed via the Parent Portal.