



19th February 2020

Dear Parents

As you would be aware, after careful consideration and planning, last year we made a significant school decision and investment to move to a 1:1 Laptop initiative for all students in Year 3-6.

All of our students have been busy getting use to and using the new Lenovo (Yr3-5) and ACER (Yr 6) devices over the last couple of weeks.

We have downloaded necessary programs (including the Office 365 suite) and imaged the devices here at school to ensure that there is consistency between devices.

Teachers have been working with the students and having regular conversations about the way our students care for and use devices appropriately. It is also important to note that just because we have these devices it will not mean that they will be in use the entire day. We are aware of the need to balance the use of these devices with the many other strategies we use to support and impact upon student learning and development.

Attached to this letter are three important documents which require your attention:

- **Student Acceptable use of Information and Communications Technology Procedure**
- **Summary of procedures (in student friendly language)**
- **Permission form**

YEAR 6 STUDENTS:

Once the permission form is returned, students in Year 6 will be ready to take their devices home. They will be responsible for the charging and managing of the device.

YEAR 4/5 STUDENTS:

At this point, our Year 4/5 teachers have agreed that some further practice and support in how the devices are cared for and used is required prior to the devices going home. Over the coming weeks students will be using class time to prove that their responsibility levels and use of the devices is at the level required to ensure we can trust that the same will occur at home. This will most likely be a student by student case.

YEAR 3 STUDENTS:

Year 3 students will NOT at this stage be taking the devices home. John and Hannah have agreed that at this point in time, the Year 3 devices will not be required to support home learning time. Charging stations have been purchased for these classes and the devices will remain at school.

PARENT WORKSHOPS AND SUPPORT:

To support your work in helping your child to use both digital devices and the many other elements of these devices which come with them, we are offering two upcoming workshops:

- Thursday 19th March at 6.30pm – School run workshop to discuss the use of the devices at school and home and our vision for how this can work most effectively
- Tuesday 5th May (Term 2) – Cyber safety Workshop run by Cyber safe Families focussed on the elements of Social media and use of digital devices in today's modern world.

I strongly encourage to attend both of these workshops to ensure you have the appropriate information and support to achieve success.

As always, if you have any questions or concerns about any of the information presented to you, please feel free to come and see me or your child's class teacher.

Kind regards

James Quigley

