



7 September 2017

Dear Parent(s)/Carer(s),

As you may be aware, our students use iPads as a learning tool in many of their lessons and it is our intention for them to take responsibility of their own iPad with a view to using it for independent tasks at home as well as during lessons. We are going to be giving your child their own iPad shortly and with your permission they will be allowed to take it home and will be responsible for having it fully charged and available in all of their lessons every day. In providing your child with an iPad we will require a refundable £30 deposit. This will only be refunded if the iPad is returned undamaged at the end of their time here at Nottingham Free School. This can be paid through the iPayimpact online payment system.

The vast majority of our students treat their iPad with great care and responsibility, however if you have any concerns about your child bringing their iPad home please indicate this by ticking the relevant box on the reply slip.

We appreciate this is a valuable piece of equipment which has internet access and we have taken very important steps to promote relevant safety issues with the students. Attached to this letter is a 'frequently asked questions' sheet which may answer some of the concerns and questions you may have but please do not hesitate to contact us via your child's tutor or on contact@nottinghamfreeschool.co.uk if you have any further queries.

If iPads become damaged the following steps will be taken:

- A protective cover fitted if the screen has a slight crack and can continue to be used safely. The school will cover this cost but will retain the £30 deposit. A letter will be sent to inform parent(s)/carer(s).

If the damage is significant and requires repair, then a letter will be sent to inform parent(s)/carer(s) including the total cost along with a picture of the damage. There will then be two options available:

- Parent(s)/carer(s) cover the full cost of repair, in which case the iPad can still be taken home, or
- The school will cover the repair costs, retain your deposit and the iPad will have to remain in school.

If the school has funded the full cost of repair and further damage occurs to the repaired iPad, then it will be confiscated as the school cannot continue to fund repeated repairs.

Please can you complete the attached reply slip confirming your permission for allowing your child to take their iPad home.

The iPad comes in a heavy duty hard casing, which offers protection, and also a key pad and the iPad must remain in this at all times, however you may wish to purchase an additional padded cover or case as further protection. You child will also be issued with a charger and plug which they will also be responsible for.

Thank you for your support.

Yours faithfully



Mrs J Brown
Head of School

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Please return to the school office

Year 7 iPad Issue

Student Name _____ Tutor group _____

I have paid the £30 deposit through the iPayimpact online payment system

I enclose a deposit of £30*

I understand the deposit will not be refunded if the iPad, charger or cable are damaged in any way or lost

I do give permission for my child to bring their iPad home

I do not give permission for my child to take their iPad home and wish it to remain in school. I understand that it will be my child's responsibility to collect and return it to the main office every day.

Signature _____ Date

Parent Name

*all payments to school can be made in installments. Please contact the school office if you wish to do so.