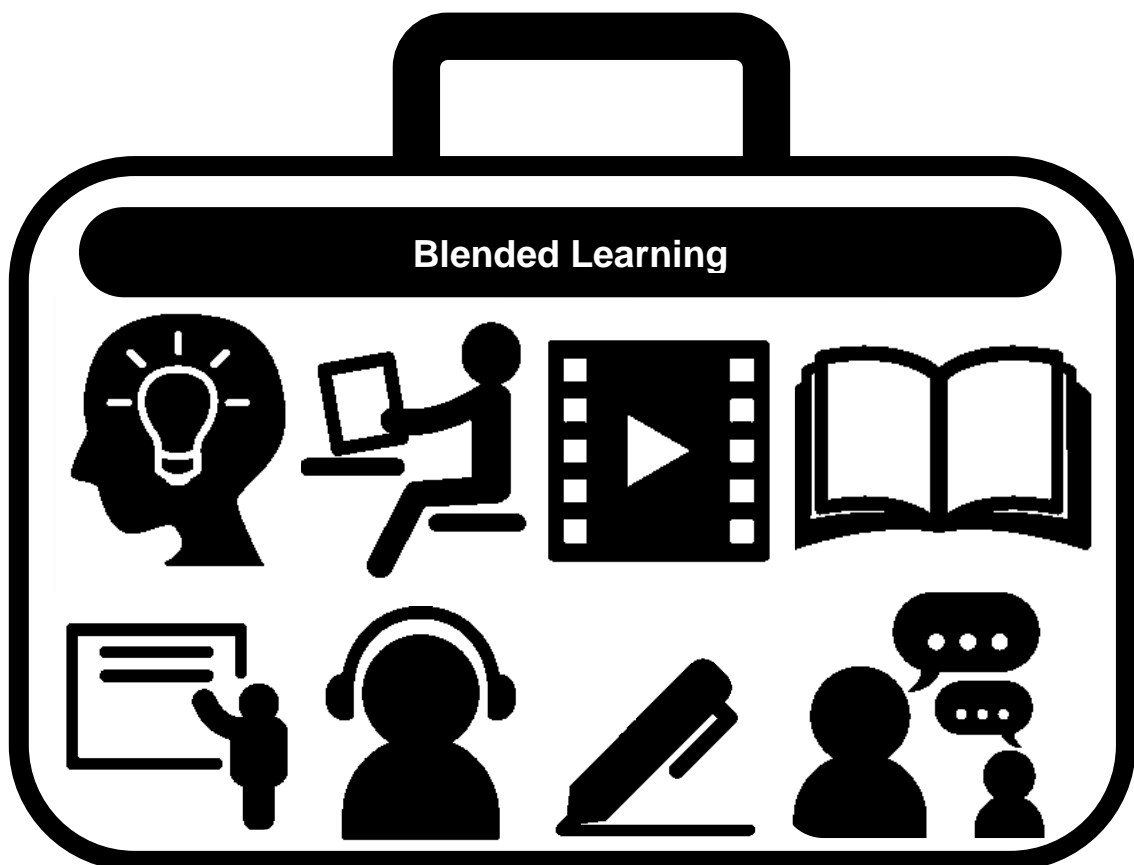


Stanborough



Blended Learning at Stanborough School (September 2022)

Combining online educational materials and opportunities with traditional teaching methods.



From September 2022, Stanborough School will be implementing a Bring Your Own Device (BYOD) programme for our students in Year 7, to bring the use of digital technologies into the classroom. Students will be required to have a suitable device in school every day to support their learning.

We are now living in a digital age. Computers have infiltrated every aspect of our lives. Everything including mobile phones, televisions, traffic lights, theme parks, agriculture and sport depends on computer systems. When our students leave full-time education they need to be prepared for the real world.

Technologies have developed and so have the ways in which teachers and students make use of devices to support learning. We always seek to innovate in the classroom, ensuring students benefit from a wide variety of teaching styles and learning experiences. Our teachers are a professional and highly dedicated learning community who are committed to engaging, supporting, stretching and challenging students to achieve in all aspects of life. We will be incorporating a blended learning approach that takes traditional methods and skilfully combines them with modern evidence-informed approaches including the highly sophisticated use of technology.

This guide outlines the minimum standards that the device must meet and also provides information about the alternative option of ordering the school's recommended device via a dedicated ordering platform.

The aim of the BYOD programme is to be as inclusive as possible and to support a wide range of devices so that individual preferences can be accommodated. We will ensure that no student is disadvantaged by this decision. Later in this guide we will outline financial support for students who are in receipt of Pupil Premium Funding and Free School Meals, as well as families suffering financial hardship.

We are very excited to be launching our Blended Learning programme this September. If you have any further questions, please do contact us at byod@stanborough.herts.sch.uk



Options for equipping your child with a suitable device

There are two options for ensuring that your child is equipped with a suitable device ready for September 2022:

Firstly, our school recommendation is to purchase a device through our reseller, Freedom Technology (Freedom Tech) and their Tech 4 Learners 1:1 device programme.

Alternatively, you can purchase a laptop device from a retailer of your choice; however, the device must meet the specific requirements of our recommended device.

Purchasing our recommended device through Freedom Technology

Co-founded in 2012 by two seasoned finance professionals, Freedom Tech has been delivering value to students, parents and staff through flexible and cost-effective technology financing solutions for the better part of a decade. Freedom Tech run a subsidiary scheme called Tech 4 Learners, which is a 1:1 device programme for education.

What are the benefits of purchasing a device through Freedom Tech?

- The laptops are extremely robust and have been specially developed for the education sector to ensure your child receives the right device for study.
- A laptop on loan is available for use at the school, when it needs to be repaired.
- You do not require any software packages yourself; a basic installation will already be ready on the laptop.
- Accidental damage and theft insurance is included as standard, so no need to make alternative insurance arrangements.
- The laptops are also supplied with a special ruggedized protective cover.
- The laptops will be labelled with the student's name and the serial number of the device will be captured.



Our chosen devices

There are two devices that will be available to be purchased through Freedom Tech and their Tech 4 Learners 1:1 device programme.

Acer TMB311-31 CLN4120 4GB/64GB W10P (non-touch screen)

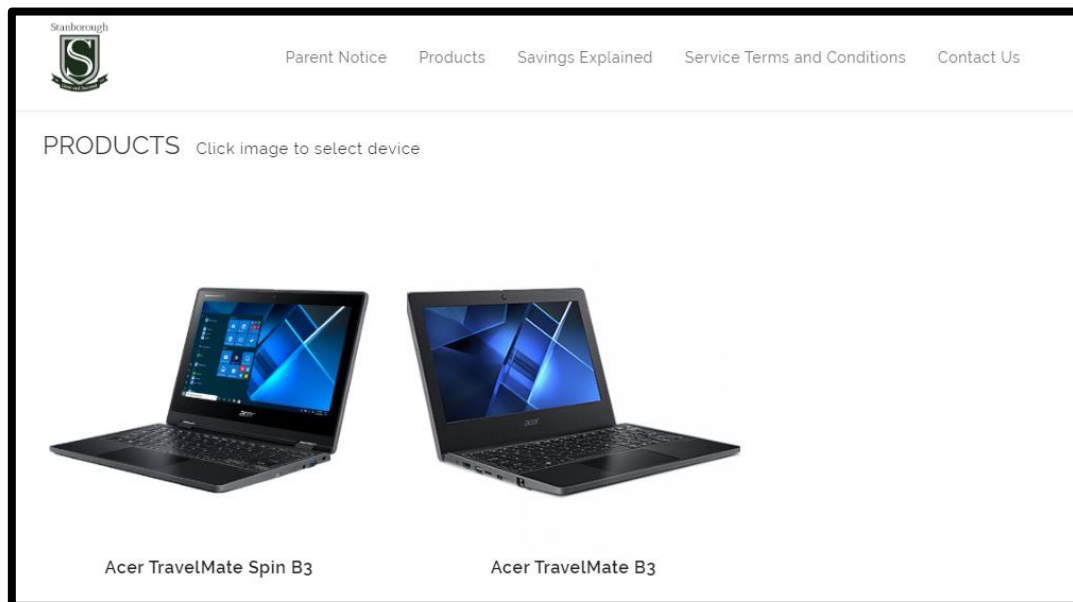


Acer TMB311RN-31 PN5030 4GB/128GB W10P (touch screen)



How to purchase the device and costs?

Freedom Tech have created a Stanborough School specific portal where you can purchase the device bundle through a single payment or set up a finance agreement.



Here you will have a number of options to build your bundle. You have the choice to pay instantly or pay in monthly instalments. In either circumstance, you will have the same level of cover for the full three-year term.

Order deadline and delivery

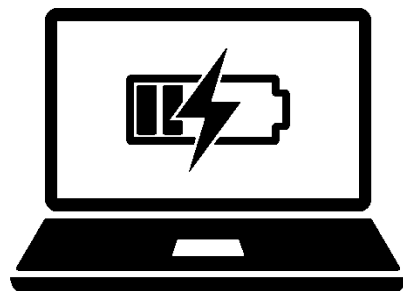
To allow appropriate time for manufacture and shipping, the Tech 4 Learners portal for placing orders will close at 9am on 10th July 2022. The purchased device will be delivered directly to the school in early September for distribution to your child during the first few weeks of term.

Sourcing a different device for your child

Whilst we encourage families to purchase the recommended device, you can source an alternative device for your child if you so wish.

It is important to note that it must fulfil the following minimum standards required for the device to be suitable. These are:

- At least a 11" screen
- Physical keyboard
- Windows 10
- 4 GB RAM
- A battery life which will last at least 6 hours
- Wireless networking
- Anti-Virus (Windows Defender is sufficient)
- Wired headphones/earphones



Protecting your child's device

It is important that your child's device is appropriately protected. If you choose to purchase a device through Freedom Tech, a sleeve style case is included within the bundle. If you are sourcing a device from a retailer of your choice, it is strongly recommended that you purchase a similar sleeve or case to ensure appropriate protection.

It should be noted that the loss, damage or breakage of a personal device is not covered under school insurance. The school is unable to pay for the cost of repairs or replacements. As such, we highly recommend that devices are covered by an appropriate insurance policy. It is worth checking whether gadget insurance, which can often be added to home insurance or bank accounts, may offer cover for this device.

Support and funding available

We are fully committed to removing any challenges or barriers to students accessing learning. For students who are currently in receipt of Free School Meals or have received Free School Meals at any point in the past six years, we may be able to use Pupil Premium funding to support our loan device scheme. We will also consider applications based on financial hardship.

For further information, and an application form, please email us at byod@stanborough.herts.sch.uk by Friday 24th June 2022.



Digital Learning with a laptop



What are the benefits to students?

- Work can be completed independently and at their own pace
- Unlimited access to teaching and learning resources
- Collaborate with other students electronically
- Communicate with their teachers and get support when they need it most
- Work from anywhere not just in the computer suits
- Store work online where it can be backed up automatically
- Develop a proficiency in IT
- Take work home in a digital format
- Stay organised with the online calendar for deadlines and events

How and when do students use their devices?

We expect the students to use their devices responsibly and sensibly at all times around the school. Students are not permitted to use their devices at break times and lunchtimes. In lessons, we teach the students about responsible use of devices to ensure that everyone remains on task. Rules include starting the lesson with laptop lids closed, and only using the device when instructed to do so.

Will the device be used every lesson?

Year 7 Schemes of Learning have recently been reviewed across all departments and the use of devices is now built in to them. However, there will be times where it is not suitable for learning so the devices may not be used in every lesson. In some lessons, students may be given the choice to decide which is the best learning tool for the job. For example, students may decide to simply take rough notes on paper rather than use their device. We are keen to develop students' independent learning skills and support them in finding their preferred learning and revision techniques. It is not our intention to move away from the more "traditional" methods of learning, but to provide access to the most appropriate method for each learning activity – using technology alongside class discussion, written and practical work.

Where should work be saved?

We already provide access to Microsoft Office365 and your child should save their work within the Office365 OneDrive space which provides more than enough space for their school work. This cloud space is available to all students from in school and from home, regardless of the device that they are working on.

What support will my child be given to use the device appropriately?

All year 7 students will spend time in their first IT lessons in September learning how to log on to all our school systems and to use Office365 effectively. We will also offer parental sessions, to support with the use of devices at home.

What support will there be should my child have a technical issue with their device?

Should your child have a technical issue with their device in school, we will provide them with a loan device that they can use until the device is repaired so that they can still access all the lesson activities.

How will the school ensure students get the most from their devices?

Stanborough School teaching staff are committed to developing opportunities to engage with new technologies so that devices support learning. Over the last two years, our staff have taken part in professional development and training to embed opportunities for learning with devices, through a partnership with EdTech.

How will the device be used in the classroom?

The device will be a tool to support and enhance learning and promote creativity such as accessing or collaborating on documents and recording visual elements of learning such as role-play or experiments. We seek to equip all our students with the necessary skills and modes of thinking so that they will succeed in a constantly changing society.

Will students still use pen and paper?

As they progress through the school, students will still be expected to write in lessons and we will continue to promote the development of 'writing stamina' to support internal and external exams. Students will be writing notes on paper, practising their handwriting, and will be expected to bring black pens and their other stationery to school.

Will the devices be used in form time?

Yes! Form time activities will include self-preparation for the day, checking notices on the bulletin, checking emails for direct messages and viewing their timetable of lessons and out-of-school opportunities.

Safety, Wellbeing and Security



Will we teach the students about online safety?

The Internet and online technology provide new opportunities for young people's learning and growth, but they can also expose them to new types of risks. Online Safety forms a fundamental part of safeguarding and child protection measures. We have a whole-school approach to Online Safety as it is our joint responsibility to keep children and young people safe, and to teach them about Online Safety, in and outside of school.

How will we try to ensure safe use of devices?

We already have a clear and unambiguous IT Acceptable Use Policy and this still applies when a personal device is being used.

At Stanborough School, we have high-quality filtering and Online Safety tools provided through Hertfordshire County Council to protect students from harmful content whilst providing them with freedom to learn without limits. The filtering system that is applied to all devices in school will also apply on student devices inside of school to help students stay safe. When at home, filtering will revert to your own personal set up.

Will students be able to access inappropriate material in lessons?

All access to the internet will be via our secure wireless network. When the students connect to this they will use their standard email credentials and will be subject to exactly the same filtering and monitoring policies as they currently are on any school-owned machine. This means that they will not be able to access restricted or inappropriate content at school.

Wellbeing and screen time

As screens, devices and apps become more and more a part of our daily lives we start to evaluate our relationship to technology. Is it helping us do more of what matters most to us? Or is it getting in the way of that?

Not all online activities are equal: doing something creative or learning new skills are both very different to scrolling through social media. "...rather than worrying about the catch-all notion of 'screen time' it might be better to focus on whether, when and why particular digital activities help or harm individual children" Professor Sonia Livingstone, 2018.

Asking students to reflect on their own digital behaviours is a critical step to help them take control of their screen time. Our aim is to teach students about the safe and useful

ways to use their devices to help them make their own informed choices. Our Blended Learning approach combines online educational materials and opportunities with traditional teaching methods.

Therefore, traditional methods of learning will still be used in lessons and students will not use a device for a full 5 hours every school day. Time that students spend in front of screens at school will be engaging and purposeful.



Will my child's device be safe at school?

Just as we say all student's books and clothing must be labelled, you must ensure that a student's device, case, and headphones are clearly labelled. It is likely that many of the students will have similar sorts of devices so it is essential that they are named. Students should have their device with them at all times. Stanborough School will not accept responsibility for any device which is damaged, lost or stolen on the school site. We strongly advise that parents and guardians have appropriate insurance for the device that a student brings with them to school.

What about personal safety and security beyond the school?

Many students already carry valuable electronic devices to school such as smartphones, and a device is not seen to provide a notable additional risk. However, it is sensible to reduce the risk of theft through some common sense measures; students should keep their device in their bag on the way to and from school, both for road safety and crime prevention reasons.

We have considered the question of safety of students very carefully and in doing so we:

- Looked at many other schools and their approaches. As you are probably aware many other local schools are running BYOD programmes in different guises;
- Considered that many of our Sixth Form and students with particular learning needs are already bringing devices in to school each day;
- Considered the general prevalence of technology carried across the general public in Hertfordshire, and;
- Looked at the existing use of mobile phones by our students, many of which are worth as much as a laptop or tablet device.

After considering all of these factors we made the assessment that to add a device to all students' backpacks was not going to increase the likelihood of them being targeted. The assumption is that most people will be carrying some sort of electronic device, and so it becomes more about behaviour and safety awareness as to whether an individual is targeted or not. This is not in any way to underestimate these issues. Indeed, students' awareness of personal safety is routinely addressed throughout the school. We also recommend that they bring their device to school in a bag which has a discreet device compartment rather than (or as well as) having a separate case for it.