

Wednesday 25 June 2025

Dear Parents and Guardians,

Device Information for Students Joining in September 2025

As part of our strategic drive to prepare our students for a digital future, we issue all pupils in Years 7 to 13 with an inkable device. The use of devices enables us to enhance and personalise student learning, to improve educational experiences and to use our resources in a more environmentally friendly way. We aim to blend the best of digital (online) and traditional (offline) teaching and learning, so that lessons use technology to innovate, creating opportunities for even more interpersonal contact and collaboration.

There are five key benefits to using digital devices to enhance and transform our teaching and learning for the twenty-first century:

1. **Organisation** – student notes, lesson resources, feedback, and extension links, are all organised into one place, making revision easier. No more lost folders or books.
2. **Accessibility** – students will be able to access a record of their learning, in a way that meets their needs: anytime, anywhere.
3. **Collaboration** – students can work together in multiple modes quickly, easily, and efficiently.
4. **Personalisation** – resources and feedback can easily be adapted and personalised based on the needs of students, and students can personalise and add to their notes anytime, anywhere, as the OneNote page is endless.
5. **Sustainability** – as an organisation, we will reduce our use of paper, wastage and photocopying costs, by utilising and leveraging digital tools.

Devices are provided by the School, and a termly device charge will be included on your bill. We work very closely with several suppliers to ensure the best possible pricing and value for money, and regularly review the type and suitability of the devices we provide.

Students entering Year 7, Year 9, or Year 12 in September 2025 will receive:

- A Dell Latitude 7350 Detachable Touchscreen Laptop
- A charger
- A strong protective case
- A detachable keyboard
- A stylus
- Pre-installed software, including safeguarding and filtering tools
- All ongoing updates
- Extended service warranty

(Students joining other year groups may receive a different device and accessories, in line with the devices currently used by the cohort they are joining.)



We ask that students purchase their own set of compatible headphones (which can connect to the device using a standard wired 3.5mm audio jack or a wireless Bluetooth connection), and a compatible wireless mouse. In case it's useful, here are some recommended/tested options:

- Mouse
 - [Logitech Signature M650 \(small/medium\)](#)
 - [Logitech Signature M650 \(large\)](#)
 - [Logitech M240](#)
- Earbuds
 - [JLab Go Air Pop + Earbuds](#)
 - [Soundcore P20i](#)

In the appendix below you will find answers to some frequently asked questions, which I hope you will find helpful. Please do not hesitate to contact the school if you have any further queries.

Below you will also find the Student Equipment Loan Agreement. I would be grateful if you could read this and then provide your acceptance using the linked form.

Yours faithfully,

Mr Rob Hagon
Director of IT

FAQs

Are devices used in every lesson, every day?

Not necessarily. We see devices as an additional tool in lessons to enhance, and in some cases transform, students' learning experiences. Teachers use their professional judgement to choose the most suitable activities, offline or online, to support excellent learning of each topic. Teachers continue to value the importance of handwriting, speaking and listening, and offline collaborative and practical work. Sometimes the devices will be used to record the outcomes of offline work, such as using photos, video, or audio recordings.

How do devices impact the use of hard copies of textbooks and paper resources?

Teachers are increasingly making use of high-quality online resources, subscription resources and digital textbooks. Using devices 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 learners. There are huge benefits to the flexibility and organisation for students here, as well as a positive impact on our environmental footprint. Work that is completed on paper can be captured and stored electronically alongside digital learning. No learning is lost, everything is synced and backed up to the cloud.

However, we still see a clear role for some paper-based textbooks in many departments in the future and have no current plans to stop using them in class altogether.

Handwriting is still important for life (as well as exams); how is this impacted by the use of devices?

Handwriting remains a priority.

The quantity and frequency of handwriting will vary according to the needs of individual subjects, but we have a clear focus on maintaining handwritten work within the curriculum.

Students may take notes in class using their stylus. When appropriate, students can write class notes on paper, for example, when they are answering longer answer questions in extended writing subjects, but a record of the 'offline' paperwork can then be photographed and embedded into the appropriate OneNote page, which acts as the single point of reference for each subject.

What consideration have you given to posture, ergonomics and eye strain?

We will continue to explore the best ergonomic positioning and use of devices in terms of eye strain and fatigue in relation to our students' short and long-term wellbeing. In general, devices will be flat on the desk, students will be working in focus mode, and the use of the stylus means it will commonly share the same ergonomics as paper and pen.

Where devices are used in lessons, to prevent eye strain staff and students will adopt the 20:20:20 rule. This rule states that for every 20 minutes spent looking at a screen, an individual should look at something 20 feet away for 20 seconds.

Why must devices be school-owned?

The use and provision of devices must be undertaken in compliance with our legal safeguarding duties. Under the government's KCSIE (Keeping Children Safe in Education) statutory guidance, it is the schools' responsibility to ensure filtering and monitoring helps safeguard pupils from potentially harmful and inappropriate online material. As such we are

required to do all we can “to limit a child’s exposure to harmful and inappropriate online material”.

We therefore need the ability to filter and monitor all devices, which requires us to install specific technology onto all devices. We cannot responsibly fulfil our duty to filter and monitor students who bring in their own devices.

Filtering allows us to block harmful websites, whilst monitoring allows us to be alerted to trigger words or harmful content. Being able to pick up worrying incidents and key trigger words whilst in school is an important part of being able to provide a safe environment.

How do devices equip students with the skills they need for the future?

The world is changing faster than ever. New technology is creating new industries, changing existing ones and transforming the ways things are made. According to Microsoft, “Within the next two decades, 90% of jobs will require some level of digital proficiency.”

At Haberdashers’ we believe that creating strong digital working habits, high levels of digital literacy and an awareness of their personal digital footprint, will support our students in their future professional journeys and enable them to make a profound impact in a digital world.

What does the extended warranty cover?

The warranty covers any hardware failures caused by manufacturing faults/problems, as well as accidental damage. Please be aware that there is a limit of one claim for accidental damage per year, and claims may be rejected if the damage is deemed to have occurred as a result of mistreatment or neglect. It is therefore imperative that devices are well cared for and looked after both at home and at school.

Student Equipment Loan Agreement

1. General

We, Haberdashers' Boys' School and Haberdashers' Girls' School (the Schools), are loaning you a device and ancillary product (together the Device) to support the education of your child (the Borrower).

The Schools will issue the Borrower with the Device dependent on the curriculum. These remain the property of the Schools and will comprise of either:

- a. An Apple iPad (including charger and charging cable) and ancillary products such as a case, a keyboard case and a Crayon/stylus, or
- b. A Windows tablet-style laptop (such as a Microsoft Surface or Dell Latitude Detachable Touchscreen Laptop) (including charger and charging cable) and ancillary products such as a case, keyboard, and stylus.

This loan agreement exists between the Schools and you as the parent(s) or guardian(s) of the Borrower. Please ensure you explain the terms of this agreement to your child.

2. Damage to or Loss of the Device

You agree to be fully responsible for any costs associated with accidental damage or loss or theft of the Device. The School reserves the right to require you to pay for any damage to or loss/theft of the Device.

The Schools recommend that you check that the Device would be covered by your personal insurance should the Device be damaged, lost or stolen. You confirm that you understand that leaving the Device unattended or unsecured (e.g., Device being left within a vehicle) might invalidate any insurance you have.

The Schools are not responsible for any losses, damage or costs associated with your child's use of the Device, the connectivity of it, including electricity, services, subscriptions, or any cost occurring from an internet service not provided by the School.

The Schools will seek to repair faults developed as a result of 'normal wear and tear'.

3. Acceptable Use

Your child must only use the Device for the purposes of their education and personal study. The Device must not be used by anyone other than the Borrower, and it must not be used for commercial use or for purposes not related to the Borrower's education and personal study.

There may be occasions when we need you to return the Device to the Schools for upgrades and maintenance. Please note that because of these upgrades, it may be necessary to completely remove all information contained on the Device. The Schools cannot be held responsible for the loss or damage of any data on the Device during this process. Please ensure that any data has been backed-up and saved to OneDrive or SharePoint as appropriate.

You and the Borrower agree to comply with the terms set out in this agreement, as well as the Acceptable Use Policy and all other appropriate School policies.

When your child is no longer on the roll at the Schools you will be required to return the Device promptly and in good working order. The Schools will inform you of the dates for doing so.

All technical support and maintenance must go through the IT Support team at the Schools. You must not decorate or change the external face of the equipment provided in any way, including affixing stickers other than as may be instructed by the Schools for the purposes of identifying the Device.

For the avoidance of doubt, should your child receive a new or used Device which is subsequently lost, damaged or stolen, the Schools would be entitled to charge the cost of repair or a replacement Device – the costs of which are dependent on whether a new or used device is available as a replacement. During this exchange period we may not be able to provide a Device immediately and therefore please encourage your child to look after the Device, ensuring the case remains on it at all times.

Please provide your acceptance in the form below:

[Acceptance Form](#)