

How does the Perins Laptop Scheme work?

We offer 3 year and 2 year schemes. Although the laptop, if cared for, should last the full 5 years at Perins, manufacturers are unable to guarantee the availability of parts or warranty for longer than 3 years—so year 7 students join our 3 year scheme and we offer an additional 2 year scheme and a new laptop for Years 10 and 11.

The laptops are leased and **remain school property**. At the end of the contract there is an option to keep the device for a nominal fee. The laptop is loaned to students during their time at Perins, for use at school and home.

The students must bring the laptop to school everyday, fully charged so that teachers can plan to use them in lessons. They won't use them in every lesson and maybe only for part of a class—they're an extra 'tool' in their school bag along with their pencil case, books (yes, they'll still write a lot with pen and paper).

How do we choose a school laptop?



Over the years, we have learnt the important aspects we need to assess when choosing a device, manufacturer and supplier. We look for the right specification and durability of the device—one which will stand up to 3 years of student use. We offer **only one option so all students receive the same laptop**. Our suppliers must also offer full availability of parts and warranty for the duration of the scheme and where possible allow us to repair the devices at school.

Students must look after their school laptop, so they must:

- * Keep it in its case to protect the laptop and be eligible the accident repair service
- * Never leave it unattended—in their tutor room, on the play courts etc. Report any fault or breakage (however minor) to IT Services as soon as possible
- * Not interfere or tamper with another student's laptop.

To maximise the availability of laptops for lessons, we offer a one-stop support service at school. Our friendly team are always there to help with any problems or questions.



Even if the laptop is very carefully looked after, accidents do happen.

All accidental damage repairs are carried out by the school. Damage should be reported to IT Services as soon as possible, where the laptop will be assessed. We will then email home a statement form to be completed and an admin fee of £10 to be paid (£20 & £40 for subsequent incidents) due, which can be paid online via Scipay. Once we have received the completed form and fee, we will carry out the repair. Most repairs are carried out within 1-2 working days. We are able to provide a loan laptop while this takes place, providing a carry case is presented. Repairs that are not eligible for our repair service will need to be paid for ie, damage occurring when laptop not in carry case, malicious damage or general wear and tear.



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Our scheme is funded by parental contributions in the form of monthly donations to the school. These donations support the scheme as a whole—hardware, software, repair service, warranty, infrastructure & support—you are not buying the device. If you are a UK taxpayer, your donations are eligible for Gift Aid.

At the end of the scheme you will have the option to return the device to school or retain it for a £10 transfer fee.

The laptop scheme is optional, **but please note that home devices can not be used at school**. Although we tend to have a 100% uptake, we can make available a loan laptop (for use at school only) for any student not on the scheme.

Everyone who wants to participate in the scheme will have access to a device regardless of their circumstances. If you would like to join the scheme but feel that you are unable to contribute some or all of the suggested donations let us know via our Response Form and we'll contact you to discuss your individual situation.