



ST JAMES'

CATHOLIC HIGH SCHOOL

8th September 2023

Dear Parent/Carer

Re: Year 7 Chromebook Launch

I am delighted that we are now able to launch our Chromebook scheme for our current Year 7 children. As I shared with you at Transition Evening, this is an exciting opportunity and one which we believe will enhance teaching and learning at St James'.

We are therefore asking for a £50 deposit to be paid via our online payment system ParentPay. This one off payment covers accidental damage to the Chromebook, cost of cases and chargers. The payment is non-refundable and must be paid before the Chromebook is issued to your child. The Chromebook will remain with your child throughout their time at St James' and may be kept at the end of the five years unless your child does not wish to do so, in which case it may be returned to school.

By using the school IT facilities, be that in school or via their Chromebook at home, children agree to abide by our acceptable usage policy. Any failure to follow our acceptable usage policy may lead to appropriate sanctions, which could include the removal of the Chromebook.

There will be two opportunities to collect your child's Chromebook. You are invited to attend at either 3.30pm or 6.00pm on Wednesday 20th September along with your child. Each session will begin with a short presentation about the Chromebooks and also outline some key principles. You will need to sign the user agreement and Chromebooks will then be issued to each child providing payment has been made on Parentpay. A reminder that cash at any time, including on the evening, will not be accepted. You should attend one of these sessions with your child. **The payment of £50 must therefore be made by 3pm on Tuesday 19th September.**

Should you have an issue with making the payment on time, please contact Mrs Dooley, sbm@stjamesheadle.co.uk, our School Business Manager. If your child is in receipt of Free School Meals, the Pupil Premium Funding will pay the £50 and no contribution is required from yourself, however, you are still required to attend one of the evenings to sign the user agreement and collect the Chromebook.

Please do not hesitate to contact me if you have any questions regarding the Chromebooks c.pickles@stjamesheadle.co.uk

Yours faithfully

Mrs C Pickles
Senior Deputy Headteacher