



4 January 2021

Dear parents and carers

I would like to wish you a happy and healthy 2021. We are sad that we cannot welcome our pupils back to school, but I am writing to let you know that as remote learning is due to start tomorrow, we are going to fast-track the distribution of our pupil Chromebooks. Once the Chromebooks have been provided, we will be monitoring attendance at the remote lessons and follow up as necessary.

There are a number of important documents that you need to read before you collect the device. There is a loan agreement ([link here](#)) and an online protocol for parents and children ([link here](#)).

There will be a small charge if the Chromebook is damaged or lost (£85 for the Chromebook, £6.50 for the case and £24.70 for the charging lead) and there are tips on how to keep the device safe and in good condition on the loan agreement.

**Please bring a strong bag to collect the device from school as the Chromebook will be in a box. The person collecting the Chromebook must be the child's parent or legal guardian. You will need to show ID when you sign for and collect the Chromebook. This can be a driving licence, passport or credit/debit bank card.**

One year group per day will be invited to come and collect the devices as listed below. **You will be sent an individual text with your time slot. Please keep to the social distancing rules and please wear a mask onsite.** We will direct you through the school gates to collect via the playground. Please keep to your time slot and do not come into school at a different time.

Tuesday	5 January	Year 3
Wednesday	6 January	Year 6
Thursday	7 January	Year 4
Friday	8 January	Year 5

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**HEADTEACHER** MS H McGOVERN • **DEPUTY HEADTEACHERS** MISS C NEWTON & MRS A FRY

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When your child signs in to the Chromebook it **must** be with their school log-in details – **see the letter in the Chromebook case**. You cannot sign in with your personal email – it will not work.

It is wonderful that we have been able to provide all our pupils with a Chromebook and I sincerely hope that you will see the educational benefits of this exciting project “ELT Connected”. I know that our pupils have been looking forward to receiving the devices, ready for the remote lessons and daily contact with their teachers.

Thank you for your continued support.

Yours sincerely

H McGovern  
Headteacher