



Park House School

Windows 10 Notebook

Parent Handbook

Dear Parent/Guardian,

We are delighted to announce the rollout of Windows 10 notebook devices to all Year 7 students who will be starting at PHS in September 2020.

At PHS we believe that technology should be embedded throughout the school and that we should utilise both existing and emerging technologies as a means of preparing our students for the digital age. Learning to use digital resources appropriately and effectively is an essential part of each student's education. The school recognises the benefits to education of offering students the opportunity to use personal Windows 10 notebook devices in school and at home to support and enrich their learning. We believe that Windows 10 notebooks will help students take ownership of their education. It will allow them to access materials at the level they want each day.



Windows 10 notebooks were designed with simplicity, security and shareability in mind, meaning students and teachers can create and collaborate easily and safely. We hope the devices, paired with Office 365 for education, will foster teamwork between students and provide a tool for discovery in all areas. As the devices are cloud-based, your child can log in with their existing PHS email and begin working within seconds of opening their Windows 10 notebook, without fear of long boot or setup times.

For active minds, we believe learning doesn't stop when school ends; with a Windows 10 notebook device, your child can continue learning while at home.

We hope that any questions you may have are answered in this document. You can also contact us anytime via studentlaptop@parkhouseschool.org

The Device

Following trialing of different products, PHS has settled on the Stonebook Mini M12A as the device we feel best meets the needs of the students and the school. The device boasts a 6.5 hour battery life, depending on use, and is described by Stone as a “high performance and ultra-durable laptop that can meet the daily rigours and intense usage by students inside the classroom or outside”. In addition to this, the device has undergone testing to ensure the device can take the daily knocks of student life.



Key specifications at a glance:

- 11.6” screen (1366 x 768)
- Intel Celeron N4100 processor
- 8GB RAM
- 802.11ac wireless
- 1 x USB 3
- 2 x USB 2
- 1 x RJ-45
- 120 GB SSD

The Cost

We will be offering two payment options.

Depending on current market prices, we envisage the following: you can either pay a single, upfront, figure of £533.81 or pay across 36 months at £18.39 per month.

This price includes:

- Stone Notebook Mini
- Max Explorer 3 rugged case
- Microsoft In Tune Licence
- Microsoft Licensed Products (Windows, Office etc.)
- 3 years insurance against accidental damage and theft
- 3 years next business day onsite warranty
- 3 years general technical support from the IT Support Team when in school

Insurance Claims

Included in the cost is 3 years insurance against accidental damage and theft. In the event of needing to make an insurance claim you will be given an online link to lodge your claim. If the claim is for accidental damage, your Windows 10 notebook will be repaired or replaced if it is beyond repair. If the claim is for theft, you will need provide a crime reference number from the police. In either event, the school will have a bank of spare Windows 10 notebooks to loan out whilst a repair or replacement is arranged so that your child’s education is not adversely affected.

Warranty Claims

If your device develops a manufacturing fault then this will be covered under the 3 year warranty. You will be able to log a warranty repair online or your child can bring their device to the Network Office and we will log the case for you. The faulty device will need to be left with the Network Department for a repair to be carried out. As long as warranty jobs are logged by 3pm the device should be repaired the following day. The school will have a bank of spare Windows 10 notebooks to loan out whilst a repair is arranged.

Frequently Asked Questions

Why have we chosen Windows 10 notebooks?

After extensive research and testing of various products, Windows 10 notebooks were deemed the most appropriate device. Office 365 is embedded in the school being the go-to choice to staff and students. Windows 10 notebooks are designed specifically to work hand in hand with these products. Simplicity of the device and low cost were also important factors that were considered.

How do we order a Windows 10 notebook and when do the payments start?

We will send out a link to an online portal where you can order the device and choose your preferred payment method. If you are paying over 36 months, the first payment will be collected on 25th July 2020. This is required in order to ensure the Windows 10 notebooks can be delivered in August ready to be issued to the students in September.

When do we get our Windows 10 notebook?

Your child will receive their device within the first two weeks of starting at PHS.

Who owns the Windows 10 notebook?

If you purchase the Windows 10 notebook upfront then you are the owner of the Windows 10 notebook. If you choose to pay over 36 months then technically, the school will own the device and at the end of the 3 years the ownership will be transferred to you for a nominal cost.

How do I connect the Windows 10 notebook to the internet in my home?

The Windows 10 notebook is both a wireless device for internet connectivity via WiFi and it also has an ethernet port that can be wired directly into a suitable network.

My child already has a device. Can they use that instead?

Unfortunately not. In order for the school to be able to manage the devices and ensure consistency within the classroom your child will not be able to use their own device, they must use one of the Windows 10 notebooks offered by PHS.

Is the specification good enough?

Due to Windows 10 notebooks being Cloud centric, the hardware specification can be much lower than that of a traditional Windows laptop which generally requires a much higher spec. The Windows 10 notebook boasts an average battery life of 6.5 hours, though this varies depending on what the Windows 10 notebook is being used for. The expectation by the school is

that the device will last one full school day and the student will charge the device in preparation for the next school day at home. We have tested and are satisfied with the specification of the Windows 10 notebooks.

What happens if the Windows 10 notebook is stolen or damaged?

If the issue is covered by the device warranty, your child can bring their device to the Network Office where the team will log the repair directly. For any insurance claims, you must log into the FreedomTech portal and complete a claims form. Once completed and submitted, a replacement Windows 10 notebook will be delivered to the school and the old device will be collected

What about safety on the way to and from school?

The Windows 10 notebook we have chosen is small and light and fits into the supplied Max explorer 3 case and so students should keep the device in their bags at all times. Due to the design of the case, the notebook should be kept in the bag, even during use in the classroom.

Are the Windows 10 notebooks backed-up?

As the device is Cloud-based, all data will be stored within the student's storage on Microsoft One Drive. This means if anything happens to the device, no work will be lost and can be immediately picked up on another Windows 10 notebook.

Can my child put their own content onto the Windows 10 notebook (personal music, videos or apps)?

Yes, they can put music, 'photos etc. onto the notebook, but the only apps they can install are Microsoft apps from the Microsoft store that are deemed to be safe

How will charging the device work?

As the device has an estimated battery life of 6.5 hours the expectation is that students will ensure their device has sufficient charge to last the school day. There will **not** be the option for students to charge their Windows 10 notebooks within the school. Students who do not have sufficient charge on their device will be given a temporary spare device provided if available for the rest of the school day.

Will there be technical support for my child?

When in the school your child is able to receive general technical support from the Network Team, hardware issues will be dealt with by the manufacturer under warranty.

How accessible are the devices?

Windows 10 notebooks come prebuilt with a plethora of accessibility options, such as changing on screen text size or activating the on screen text reader known as Narrator.

How will inappropriate use of the Windows 10 notebook at school be dealt with?

Inappropriate use of Windows 10 notebooks will be dealt with in accordance with the following policies:

- Windows 10 notebook Acceptable Use
- Online Safety
- Acceptable Use
- Behaviour

I'm concerned about my daughter's work being stored with Microsoft. Is it safe?

Yes. During both transmission and rest all data is encrypted with end-to-end encryption to prevent unauthorised access.

My question isn't answered in this booklet

If you have any other questions, please contact us via studentlaptop@parkhouseschool.org