

Dear Parents,

As we approach the start of the Autumn Term we are now finalising the plans for our safe return to school. You will have already read in Ms Green's letter earlier today that girls will be based in their own classrooms and teachers will travel to them. Therefore, in order to minimise risk for staff and reduce the amount of equipment and books that they will need to carry from room to room, we are asking pupils in the Middle Thirds, Upper Thirds and Fourths (Years 6, 7 & 8) to bring their own device into school every day to use as their primary method for recording and producing work. This will also reduce the need to sanitise our own school equipment and therefore protect the girls from possible transmission. Obviously, some subjects do not lend themselves to this and these subjects may continue to use pen and paper.

Although many pupils already own their own device we are aware that some pupils share with other family members. We do not expect you to go out and buy a new device and so please do get in touch with me if you do not readily have a device at home for your daughter or if you are considering buying something, and I will be very happy to advise you.

We are aware that some boarding pupils will already be in the country or in transit and understand that providing a device at this stage could be difficult. If you find yourself in this situation please contact me. Boarders will be able to keep their equipment in a locked charging cabinet in school overnight and will be given access at appropriate times.

All devices should be brought into school in either a laptop bag or sleeve. Both the device and the bag/sleeve must be clearly named. Please also provide a named charger and set of basic headphones to be kept at school.

Please ensure that your household contents insurance covers any device and accessories brought onto the premises. The school cannot be held liable for any breakages, theft or data corruption. However, we will instruct pupils about keeping their device safe when in school.

Pupils will connect to a secure WiFi network within Godstowe which has been specifically set up to ensure the safety of our pupils.

Tutors will speak to their tutees at the start of the term to ensure they understand our Pupil Acceptable Use Agreement, a copy of which is attached to this email. We ask that you print off a copy of this agreement and read through it with your daughter. A copy of this agreement is also located in the pupil planner and every girl will be required to sign this on the first day of term.

Following on from the success of our Virtual School last term we are looking forward to helping our pupils continue to develop their IT skills in a more user-friendly way with teachers able to use both Google Drive and other platforms for recording and storing notes.

Kind regards,

Anna Sellers

Director of Learning and Teaching

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