



# Wakefield Grammar School Foundation



## 1:1 Chromebook Scheme

### *Frequently Asked Questions*

# 1:1 Chromebooks - FAQs

## What is a 1:1 initiative?

In a 1:1 computer initiative each student is assigned a computer that can be taken to each class and home. The use of the computer is to enrich the learning experience for students.

## Why does the Foundation believe that a 1:1 initiative is important?

Teaching and learning are being redefined by an expanding global digital infrastructure and through the evolution of mobile technologies. In addition to the traditional view of literacy our students must be information, media and visually literate. Consistent access to educational information via the internet allows for these important contemporary literacies to flourish in our classrooms.

## Why Chromebooks?

Chromebooks are becoming increasingly popular in schools due to their reliability, functionality, and value. Chromebooks fill a new space in technology; this space is between mobile options such as the iPad and the portable space anchored by laptops. The Chromebook needs little, if any, maintenance and has an excellent battery which should last much more than a whole school day if fully charged. It is a web-based device so there is no need for downloading or installing software. The way a Chromebook operates reduces the need for technical support. Student work on the Chromebook automatically saves to the cloud and in particular the Google cloud. Chromebook devices are managed centrally by our ICT Support Team to ensure that access is safe and secure.

## Who owns these Chromebooks—the students or the Foundation?

Chromebooks that are issued as part of the 1:1 programme are the property of the Foundation. Each Senior School student will be issued a Chromebook by the Foundation which they can take home to support independent study and enable flexible working. Students must adhere to the policies of Foundation governing the use of technology. Through the Google Apps dashboard, applications and system updates will be loaded to each Chromebook automatically. The Foundation believes that an internet-connected device will be a required resource for our students as they enrol in university and enter the professional arena. With this belief in mind, the Foundation believes that students should learn how to manage a device effectively and responsibly. Students are responsible for the Chromebook's general care and content accessed through the device.

## Will the Chromebook come with any accessories?

The Foundation will provide protective cases (for transportation) for all students along with a charger.

## Do I have to pay anything extra for the Chromebook?

No, this 1:1 Learning Device initiative is covered within school fees.

## Which type of Chromebook will you be distributing?

We will be distributing an Acer Spin 11. It is a touch screen Chromebook which can run Chrome and Android Apps designed for Education use.

## Am I expected to bring the Chromebook into school every day?

Yes, the Chromebook should come into school with over 80% charge each school day when lessons are taking place. Preferably fully charged as the facility for charging in school is not provided.

## What do I do if I've forgotten the Chromebook?

Each school has a small number of loan devices that can be issued if needed. Excessive use of this facility may result in the loss of this privilege or other school sanctions.

## Where I can store the Chromebook for a lesson / exam when I don't need it during school time?

Inside your locker. The locker must also be locked and the Chromebook inside its protective sleeve.

## Can I leave the Chromebook in a school locker overnight / for a weekend / for the holidays?

No. Chromebooks should be taken home every night.

## How will Chromebooks be used in the classroom?

Any computer is a tool to enhance learning – it does not replace the curriculum, but is used to provide new opportunities for innovation. It will be up to each member of staff to determine how to incorporate Chromebooks into the curriculum. All teachers have participated in training sessions and will receive ongoing professional development.

## What should I do if the Chromebook is lost / stolen?

Theft and Loss should be reported immediately. See the learning device loan agreement.

## Can I personalise this Chromebook?

Your device will be issued with a sticker including your name. This sticker must not be removed. You must not damage the chassis or casing of the device by engraving or permanently personalising the Chromebook.

## What happens to the Chromebook if I leave school?

You will be expected to return the Chromebook when you leave school as per the learning device loan agreement. If the Chromebook isn't returned in good condition a charge will be levied.

## What happens to my Google Account when I leave school?

Your account will be disabled when you leave school.

## Will there be Internet filters on the Chromebooks?

Yes. The Chromebook initiative is a joint partnership between the school, students, and their parents. The devices will be subject to the same Acceptable Use Policy applied to all other technology infractions. The school's Wi-Fi filters inappropriate content. We also have a filter which will still be active on the Chromebook when at home, but we encourage parents to work together with their children to monitor the sites they are accessing. As with all filtering, there will be sites that can circumvent any protection.

## What happens if the filter identifies attempts to access restricted content on the Internet whilst in or out of school?

The filter should block attempts to access this content but, as with all content filters, they cannot protect against all objectionable content available on the internet so parental supervision is strongly suggested. Multiple attempts to access blocked content or content subject to safeguarding legislation may result in an investigation and subsequent pastoral or disciplinary intervention.

## Will this filter work on any other of my home computers?

Yes, if you were to use school Google account to log into the Chrome browser on a home computer, the filtering would work. Using another browser or not "logging in" to Chrome would make it ineffective.

## What if we do not have Internet access at home?

Many assignments can be completed using the memory in the Chromebook, but Firefly, email and web browsing won't be accessible until the Chromebook can gain access to an Internet connection. Whilst in school during lunchtime, students will be able to access the Foundation Wi-Fi from any classroom to complete work.

## What training and/or support will be available?

During the roll-out, students will receive training on appropriate use and technical capabilities of their Chromebook. In particular, there will be training on how to access the Google G-Suite, Chrome web store and Firefly.

## Will there still be textbooks in the classroom?

Students will still have textbooks in most classes. In future years textbooks will become less relevant as the same information can be accessed online. Through the period of transition, students will continue to be issued and use textbooks.

## Can I install applications from the Chrome Web Store or Google Play Store?

Yes, but only from the Foundation's approved catalogue of extensions and apps for use on the Chromebooks which are accessed through a specific link in the Chrome Web Store. Students are responsible for the web apps and extensions they install on their Chromebooks and so should not attempt to sideload any other apps or content. Inappropriate material will result in disciplinary action see Acceptable Use Policy in the student handbook.

## Can I login to the Chromebook with a personal Gmail / Google user account?

No. You can only login to a Foundation Chromebook with a Foundation account.

## How will the Chromebook be backed up?

The Chromebook is always backed up, our students have unlimited storage space in the Google Cloud. This is already set up and associated with their Foundation account.



## What about safety on the way to and from school?

It is sensible to reduce the risk of theft through some common sense measures; students should keep their Chromebook in their bag on the way to and from school, both for road safety and crime prevention reasons. This is advisable both if travelling by bus or on foot.

## I'm concerned about data being stored with Google

The data is the property of the Foundation – Google Suite for Education Customers own their own data, not Google. Google offers customers a detailed data processing amendment that describes our commitment to protecting your data.

[https://www.google.com/intx/en/work/apps/terms/dpa\\_terms.html](https://www.google.com/intx/en/work/apps/terms/dpa_terms.html)

As a Foundation we are following DfE and ICO advice in this area.

<https://www.gov.uk/government/publications/cloud-software-services-and-the-data-protection-act>

Google do store and log information but this data is encrypted in transmission and at rest, at the same time Google have a contract that says they do not share the data.

[http://www.google.com/apps/intl/en/terms/education\\_terms.html](http://www.google.com/apps/intl/en/terms/education_terms.html)

This contract is more rigorous than most educational contracts and has a section on privacy, which specifically states:

### *7. Confidential Information.*

*7.1 Obligations. Each party will: (a) protect the other party's Confidential Information with the same standard of care it uses to protect its own Confidential Information; and (b) not disclose the Confidential Information, except to Affiliates, employees and agents who need to know it and who have agreed in writing to keep it confidential. Each party (and any Affiliates, employees and agents to whom it has disclosed Confidential Information) may use Confidential Information only to exercise rights and fulfil its obligations under this Agreement, while using reasonable care to protect it. Each party is responsible for any actions of its Affiliates, employees and agents in violation of this Section.*

*7.2 Exceptions. Confidential Information does not include information that: (a) the recipient of the Confidential Information already knew; (b) becomes public through no fault of the recipient; (c) was independently developed by the recipient; or (d) was rightfully given to the recipient by another party.*

*7.3 Required Disclosure. Each party may disclose the other party's Confidential Information when required by law but only after it, if legally permissible: (a) uses commercially reasonable efforts to notify the other party; and (b) gives the other party the chance to challenge the disclosure.*

*7.4 FERPA. The parties acknowledge that (a) Customer Data may include personally identifiable information from education records that are subject to FERPA ("FERPA Records"); and (b) to the extent that Customer Data includes FERPA Records, Google will*

*be considered a "School Official" (as that term is used in FERPA and its implementing regulations) and will comply with FERPA.*

In addition, Google has signed up to the Student Pledge:

"In order to reaffirm the commitments we've made to schools, Google has signed the Student Privacy Pledge. This pledge, introduced by the Future of Privacy Forum (FPF) and The Software & Information Industry Association (SIIA), is intended to reflect our commitment to safeguard student personal information in our services designed for use in schools." <https://studentprivacypledge.org/>

## Will we need to buy any equipment?

Headphones maybe useful but are not a requirement.

## Does this mean that exercise books will be a thing of the past?

Most definitely not! Traditional methods of learning and teaching still have an important place in education and will continue in our school. Chromebooks should be seen as an additional educational tool, not as a replacement for these methods. We will train our teachers and teach our students to use these devices productively and appropriately.

## Does the Chromebook come with Insurance?

The Chromebooks are insured for theft and accidental damage, but subject to limitation on the number of incidents. Excessive use of the insurance policy will result in costs being recovered from parents. All issues should be reported as soon as possible so they can be dealt with. Any reports of theft must be accompanied by a crime reference number.

## Will the Chromebook be used in every lesson?

Though we will be making good use of the Chromebooks throughout school, there will be occasions where it isn't appropriate in particular lessons. Chromebook use during a lesson will be at the discretion of the teacher.

## Do we need to replace our printer with a cloud printer?

The beauty of the Google environment is that there will be a decreasing need for the printing of work and, as a school, we see that as a good thing. If a student does need to print anything out, they can do so at school - there is no need to get a new printing solution at home.

## Are there any Chromebook user guides available?

Yes, there's a lot of (free) guidance out there. This link is a good place to start:  
<http://www.chromestory.com/chromebook-user-guide/>

We will make sure all of our students receive the teaching input to get them up and running with their new Chromebooks when they are issued. During their Computing lessons there will be some Chromebook skills development.

## What technical support will there be for students?

The Foundation ICT Support Team will be able to help resolve many technical issues but one of the major advantages of the Chromebook is that it rarely goes wrong.

There is no ICT support for Chromebooks at weekends, Bank Holidays and during the Christmas break.

During term time, students can come to the ICT Support Office, Monday to Friday, at Break and Lunchtime.

During school holidays, ICT Support is limited and by appointment only.

## What if I still have questions?

Please email [chromebooks@wqsf.net](mailto:chromebooks@wqsf.net)