



23rd June 2017

Dear parents

I am writing to let you know the arrangements for taking in the leaving pupils' iPads and wristbands.

iPads

All leavers in Years 6-8 are asked to bring their personal iPads and iPad chargers to the IT Support Office by the following times on Wednesday 5th July:

- 10.10am iPads and chargers for Year 8 leavers to be handed in.
- 10.50am iPads and chargers for Year 6 and 7 leavers to be handed in.

If Year 6-7 leavers do not return their iPads and chargers, we charge the full retail price of an iPad and charger of £339. Missing chargers cost £20.

Wristbands

All leavers in Years 3-8 are asked to return their wristbands to the IT Support Office by the end of the day on Thursday 6th July.

Leavers' user accounts and email accounts

Finally, please note that all leavers' user and email accounts will be disabled on the morning of Friday 7th July. If children have work they would like to save elsewhere, this should therefore be done before this time.

We have really enjoyed teaching all of your children and wish them every success in the future.

Yours sincerely

Trevor Hughes
Head of Computing