



# Home Loan Equipment Allocation Policy

Our schools have been provided with a very limited number of devices by the DFE for use by children who do not have ICT equipment at home. The demand for these cannot be met with the allocation provided.

The school will allocate these and any other equipment available to children as quickly as possible for short term loan when they have safely set up for home use.

The decision to loan equipment rests with the head of school who will make an assessment based on:

- The families access to other devices e.g. xbox, play station, mobile phone
- The number of children in the family sharing the devices
- Pupil premium
- Special Educational Needs
- Contextual pastoral needs of the Family

This will include allocating devices to key worker children who are attending school part-time to allow them to access the remote learning provided.

Loans will not be made to families choosing to keep their children at home because of COVID.

Loans are temporary for the duration of isolation/remote learning. A loan agreement must be signed. One copy to be returned to school and one to be kept by the parent.

Where loans are made and learning is not accessed within 24 hours, the school expect the device to be returned/will collect the device so it can be used by another family. If learning is not accessed regularly at any point without reasonable explanation then the school reserves the right to reallocate the device to a different family.

Families where homework and reading are not usually supported at home will not be routinely considered for a loan, especially where the child cannot access online learning themselves without adult support.

Requests for a device should be submitted to the school office email address or by phone to the school office.

Once all devices have been allocated, a waiting list will be created and as devices become available they will be allocated to this list.