



Junior School Information and Communications Technology (ICT)

The Junior School provides its own shared iPads, desktops, and laptops for student in Years 1-6 to use. These are connected to the School Wi-Fi and are managed by the school. Year 7 and Year 8 pupils are required to bring a personal laptop (and headphones) to school. This should be insured and brought to school in an appropriate cover. Laptops are used to complement and enhance learning in the school and must be always used appropriately and in adherence to the School's IT policy.

Laptop Specifications:

Most laptops purchased within the last few years will connect to our network and can be use without any problems.

If the device meets the minimum specification, as detailed below, then it is acceptable to use. However, you may like to ensure that the device:

- Is running the latest version of its internet browser (e.g., Edge, Chrome, Safari, Firefox).
- Takes no more than a couple of minutes to boot-up and open software.
- Has a battery that will last for at least 4 hours without re-charging

The following tables give **minimum** and **recommended** specifications:

Windows Laptops

	Minimum Specification	Recommended
Operating System	Windows 10	Windows 11
Processor	Intel Core i3 or equivalent	Intel Core i5 or better
Memory	4Gb	8Gb or more
Wireless Network	Wi-Fi 4 (802.11n)	Wi-Fi 5 (802.11ac)
Storage Capacity	80Gb	120Gb SSD or more

Chromebooks

	Minimum Specification	Recommended
Operating System	Chrome OS	Chrome OS
Processor	Intel CPU	Intel CPU
Wireless Network	Wi-Fi 5 (802.11ac)	Wi-Fi 5 (802.11ac)
Storage Capacity	16Gb	16Gb SSD or more

Apple Laptops

	Minimum Specification	Recommended
Operating System	Mac OS 10.13	Mac OS 10.15
Processor	Intel Core i5	Intel Core i5 or better
Memory	4Gb	8Gb or more
Wireless Network	Wi-Fi 4 (802.11n)	Wi-Fi 5 (802.11ac)
Storage Capacity	80Gb	120Gb SSD or more



Regarding software, all Gordonstoun Students are supplied with Microsoft 365 linked to their school network account. Using this they have access to the full online versions of the Microsoft Office Suite (Word, Excel, PowerPoint etc). In addition, they can also download and install the offline version if required (Windows only).

Laptops often come with pre-installed antivirus software on a trial basis (e.g., Norton) - however, on Windows laptops you could just use the Windows Defender software that comes free as part of Microsoft Windows 10 or 11. Installing antivirus software on an Apple laptop is recommended too.

At school, a pupil's laptop will be connected to the campus-wide Student Wi-Fi network - details on how to connect to the Student Wi-Fi network will be given to pupils as part of their induction programme.

Connections to the internet through school systems are filtered to help protect pupils from access to inappropriate material. Access times to the Wi-Fi system are controlled and are currently as follows:

Years 1-8 0815-2030

On joining the school, every pupil is assigned a user account on the computer network which provides them with their own area for storing documents, access to local learning resources, a connection to the internet and a school email account. While pupils will most probably already have one or more other webmail accounts, the school considers it important to separate the use of these personal accounts from the day-to-day communications between pupils and staff that are better facilitated through our own email system, which provides a much safer and efficient service.

Pupils are also able to access their work and email from outside the school through the internet; this is particularly useful if a student needs to complete work or revise during the school holidays!

Along with the growing power and expansion of technology comes an ever increasing need to use ICT safely, sensibly, and appropriately. Gordonstoun's **ICT Policy** forms part of the School's Code of Conduct and provides guidelines and expectations to students for the use of digital technology; all students are bound by this policy which covers the use of their own computers, mobile phones, cameras, and other digital equipment, as well as school and other external systems.

Gordonstoun Gateway/Parent Portal

The Gordonstoun Gateway is a secure area for parents, accessible from the school's website: gordonstoun.org.uk. Parents will receive unique login details **a week after the start of term** which will enable them to access student reports, useful school documents and important school announcements.

All electronic equipment is brought into school at the pupils' own risk. The school will not be held responsible for equipment that becomes broken or lost for whatever reason. Only one item of electronic device is permitted per pupil. All personal electronic devices have a limited time for use in the Junior School and the school's Wi-Fi is restricted to certain times of the day. Children are expected to use electronic devices responsibly and if they are found to be used inappropriately or outside of agreed times, the devices will be confiscated for a period of time.

Mobile Phones

Boarders may have a mobile phone for use during free time and this will be of a limited time because there are many activities and prep to complete in the evening. Mobile phones should be named and handed in to matron for safe keeping. Day pupils should not bring mobile phones into School unless their parents have been given special permission by the Head of Junior School.

Home Email Access

It is possible for children to access their school email account at home. It is especially useful for day pupils to check the times of their instrumental lessons for the following week. Children can also use this facility to send work between home and school. In addition, it can be helpful as another tool to communicate with school during the holidays or a period of absence.



Social Media and Age Appropriate Content

Children using their electronic devices in a way which is considered inappropriate, unkind, unhealthy or is causing a disruption to the ethos of the school will be given guidance as to appropriate use of their device and will lose their privilege of possessing a device in school.

Further information can be found on the Gordonstoun Gateway (Parent Portal) or please contact the IT Helpdesk ithelpdesk@gordonstoun.org.uk

