

10<sup>th</sup> October 2018

Dear Parent / Career

**Re: iPad collection, Wednesday 7<sup>th</sup> November 2018**

Thank you for supporting your child's learning with technology. We are looking forward to working with you and your child in the coming months and years.

The iPads are scheduled to be ready for collection on Wednesday November 7<sup>th</sup>, as part of the whole school Parent Tutor afternoon and evening. This is later than we had originally planned due to sufficient availability of the new iPad pen. Please accept our apologies for this delay.

On November 7<sup>th</sup> you will be able to collect your child's iPad after you have met with your child's tutor, from classroom E16 which is located on the first floor of the main building. When collecting it you will be asked to sign that you have received the iPad and case and we will need to see some form of identification such as a driving licence or utility bill.

The iPad will be issued in its original cardboard packaging, along with the case. It is important that the case is fitted before the iPad is brought back into school. Full instructions on how to set up the iPad will be provided. We will begin working with iPads from Monday 12<sup>th</sup> November.

If you have any queries before November 7<sup>th</sup> please do not hesitate to contact me at school. If you are unable to attend on that date, please let the school know and I will be in contact to arrange an alternative date for you to collect your son/daughter's iPad.

Yours faithfully,

*M J Gough*

**Mr M Gough  
Senior Teacher**

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