



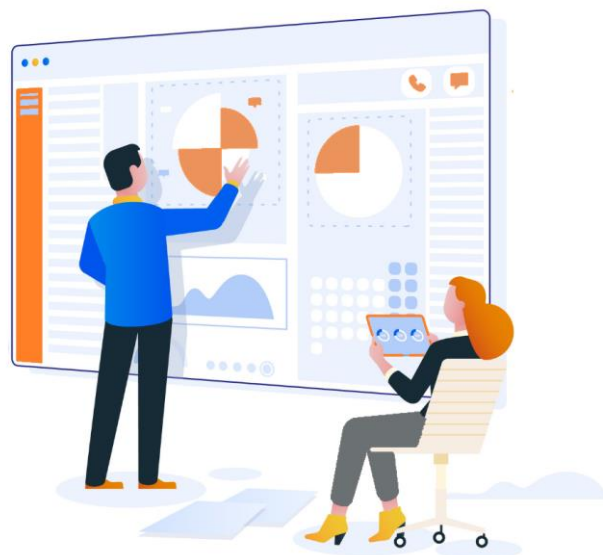
GUIDE TO TA 1:1 STUDENT DEVICE PROGRAMMES

Windows 10 student device programmes, including free consultancy and end-user training (Staff and Students) for the lifetime of the programme. Starting from £7 per device per month.



GUIDE TO TA 1:1 STUDENT DEVICE PROGRAMMES

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Introduction

With so many schools and Multi-Academy Trusts exploring the suitability and sustainability of a 1:1 device programme, Tablet Academy (TA) has teamed up with Microsoft and leading industry partners to create a unique and flexible 1:1 programme that includes free impartial consultancy, and end-user training, to help school leaders, IT staff, teachers, and students get the very best from their 1:1 devices.

The FREE elements of the TA 1:1 programme will help you:

- Explore a variety of financial models such as charitable donations, parental contributions, and leasing, to help you understand the risks and benefits of each option to your school.
- Review other optional considerations such as insurance, warranty, and accessories, to help you understand all the costs involved, and how these impact on any monthly parental contributions.
- Help you Identify the right device for your school based on affordability, functionality and fit with your teaching and learning strategy. TA will also provide you with impartial help on securing the best pricing from education resellers participating in the programme.
- Ensure your school community gets the very best from your chosen programme by training all administration, IT, and teaching staff, as well as providing a programme to improve the digital skills of your student and, optionally, their parents or carers.





Who Are TA ?

‘Tablet Academy is committed to working with education institutions, governments, and industry partners to ensure that digital equity is available to administrators, teachers, students, and parents to support the teaching and learning of young people worldwide.’

PROFESSOR STEVE MOLYNEUX,
CHAIRMAN, TA INTERNATIONAL.



Tablet Academy (TA)

TA is an independent, impartial, organisation founded in 2013 to support educational institutions in transforming teaching and learning through the innovative use of new and existing technology. Offering high-level consultancy, training services, and student workshops, our team of fully qualified educators support over 1,500 UK schools and train over 35,000 UK teachers each year.

TA Facts:

- TA is an organisation founded by educators for educators and as such understands the challenges that institutions and teaching staff face in addressing today's challenges.
- For the past five years TA has consistently been the most successful Microsoft in Education Global Training Partner in the UK.
- TA works directly with many departments of Microsoft, not only with the UK but across the globe, including Microsoft HQ in Seattle, in developing and delivering education projects using their tools and cloud-based services.

Why Consider 1:1 Devices?

Student Achievements

Academic outcomes, differentiated learning, work-ready skills, performance data and embedded independent learning for all ages.



Staff Efficiency

Reduction of repetitive tasks, streamlining of processes, sharing best practice, increasing digital skills, and improving assessment.



Accessibility and Social Mobility

Overcoming barriers to learning, and increasing opportunities for all students, irrespective of age, ability, or social background.



Financial Savings

Reducing overall costs linked to hardware and software procurement, print, class resources, energy, and minimising wasted staff time.



Student Achievements



- 'The UK is heading towards a "catastrophic digital skills shortage disaster", BBC News (reference). Introducing 1:1 devices will naturally develop a student's ability to work in a digital environment similar to those deployed by employers.
- Learning in an environment supported by technology can empower students to work more independently. For example, if a teacher's lesson presentation is captured and provided as a recording, the student can refer to this element of the lesson several times, thereby reinforce their own understanding.
- Distributing resources and tasks electronically can enable the teacher to differentiate learning more effectively by providing instant feedback and utilising automated assessment where appropriate.

Staff Efficiency

- Introducing student devices and an effective cloud platform can streamline teaching and learning processes for staff, reducing the amount of time spent preparing assignments, assessing work, and providing feedback. Reduced workload also leads to better staff retention and a better work/life balance.
- Outside of teaching and learning, support staff can increase their productivity when processes are moved into the cloud, and communication and collaboration between staff can take place seamlessly.



Accessibility and Social Mobility

- Unlike a 'Bring Your Own Device' (BYoD) Scheme, a 1:1 device programme managed by the school ensures all students have access to the same hardware, software, and opportunities, regardless of their home-life situation.
- Students using devices daily will develop a range of valuable digital skills recognised by employers and useful in the place of work or further study.
- A device can help build an environment of learning equality by providing additional support to students with special educational needs or disabilities. In a 1:1 situation devices can be personalised with settings better suited to the user's needs, and teaching staff can prepare resources they know will be accessible to all.

Financial Savings

- School Infrastructure – Introducing a 1:1 programme can reduce the requirements for computer suites or laptop trolleys. Alongside the 1:1 devices, moving data storage to the cloud can also reduce the cost for on-site local servers.
- Energy – A secondary school can easily spend over £40,000 per year powering its IT estate. Reducing the number of desktop machines or laptops charged in school, along with the number of on-site servers, significant savings on their energy costs can be made.
- Staff Retention – Ensuring staff have access to reliable technology and introducing student devices can help reduce staff workloads, therefore improving staff retention in a time when recruiting good quality teachers is becoming expensive and challenging.

Financial Savings (continued)

- Staff Time – Streamlining day to day tasks using technology will reduce the amount of time staff spend completing repetitive tasks, This time can be used elsewhere such as in professional development, learning resource creation, and a better work/life balance.
- Printed Resources – Many schools purchase printed textbooks or other resources for students to reference during lessons. Access to a device during each lesson gives a student the ability to access digital resources, thereby reducing these requirements. Digital resources are also kept more up to date than their paper counterparts.
- General Print – Time spent reproducing worksheets on a photocopier, or printer, costs staff time, money, and impacts on the environment. Adopting tools such as Microsoft OneNote across the school can speed up the process and eliminate the need for printed worksheets.

We have provided two examples of how a school leasing devices, can balance the costs by considering the savings achieved elsewhere.

Primary School Example

- Primary, 2-form entry (4 classes).
- Key Stage 2 (Years 5 and 6).
- 120 x W10 devices (£200 each).
- 3-year lease agreement.
- Presumed broadband and Wi-Fi is suitable for 1:1.
- Estimated additional licensing.
- Infrastructure saving = Server.
- Staff training (IT staff & teachers).
- Print saving £1,000 per class.
- Staff saving based on 2 hours per class, per week at £20 per hour.
- 38 school weeks (76 hours).

THREE-YEAR COST -£9,440 (£3,146.67 PER YEAR)

Secondary School Example

- Secondary, 500 students
- 500 x W10 devices (£200 each).
- 3-year lease agreement.
- Presumed broadband and Wi-Fi is suitable for 1:1.
- Estimated additional licensing.
- Infrastructure saving = 2 Servers.
- Energy – building up to 30%.
- Staff training (IT staff & Teachers).
- 50 staff saving 2 hours per week at £20 per hour. 38 weeks (76 hrs).

Expenses	Year1	Year2	Year 3
Devices @ £200	£8,000	£8,000	£8,000
Licensing @£5	£1,000	£1,000	£1,000
Staff Training	£5,000	£2,500	-
Consultancy	£1,500	-	£500
Technical Support	£2,000	-	-
Sub-Total	£17,500	£11,500	£9,500
Savings	Year1	Year2	Year 3
Industry Funding	£6,500	-	-
Printing	£4,000	£4,000	£4,000
Infrastructure	-	£3,000	-
Energy	£1,000	£1,000	£1,000
Staffing	£1,520	£1,520	£1,520
Sub-Total	£13,020	£9,520	£6,520
Total	-£4,480	-£1,980	-£2,980

Expenses	Year1	Year2	Year 3
Devices @ £200	£33,333	£33,333	£33,333
Licensing @£5	£4,165	£4,165	£4,165
Staff Training	£6,270	£4,290	-
Consultancy	£1,500	-	£500
Technical Support	£4,000	-	-
Sub-Total	£49,268	£41,788	£37,998
Savings	Year1	Year2	Year 3
Industry Funding	£8,000	-	-
Printing	£10,000	£20,000	£30,000
Infrastructure	-	£6,000	-
Energy	£5,000	£10,000	£15,000
Staffing	£76,000	£76,000	£76,000
Sub-Total	£99,000	£112,000	£121,000
Total	£49,732	£70,212	£83,002
Ignoring staff savings	-£26,268	-£5,788	+£7,002

Benefits of the TA 1:1 Student Device Programme

Consultancy for leaders

Evaluation to assess 1:1 readiness and create a 2-3 year digital strategy.

1:1 planning to ensure the programme is sustainable.

Support to identify and secure the best devices and value for money.

Guidance concerning any communications linked to parental contributions.

Support for IT Staff

Online training course for technical staff covering how to deploy 1:1 devices using Autopilot and Microsoft Intune.

Ongoing remote support concerning Office 365 deployment and administration.

Training for Teachers

Access to full TA online Professional Development Platform including a course for teaching staff focused on teaching in a 1:1 environment.

*Bespoke remote training sessions delivered by UK leading Microsoft in Education trainers.

Digital Skills for Students

Access to self-paced online digital skills courses delivered by educators focused on using Microsoft technologies from the perspective of a student attending a school with a 1:1 device programme.

Optional student enrichment or Digital Skills workshops.

Support included in the TA 1:1 Programme

First 100 Devices

- Evaluation to assess 1:1 readiness and create 2-3 year strategy.
- TA Personal Shopper service will help secure best pricing, additional funding and identify most appropriate student device.
- Financial planning to identify a sustainable funding programme including leasing, parental contributions and required insurance.
- Online training course for technical staff covering how to deploy 1:1 devices using Autopilot and Microsoft Intune.
- Online training course for teaching staff focused on teaching in a 1:1 environment.
- Online training course for students (and/or parents) to improve Digital Skills for accessing remote/hybrid learning.
- Access to full TA Professional Development for the life of the programme.

Additional Devices (100+)

- Every 20 devices ordered after the first 100 will secure your school 1-hour support time from TA.
- This includes additional orders for new year groups or similar new orders placed to accommodate programme growth.*

Example programmes

100 devices = Consultancy & online platform
300 devices = Consultancy & online platform + 10 hours
500 devices = Consultancy & online platform + 20 hours
1000 devices = Consultancy & online platform + 45 hours

- The hours acquired can be used for consultancy, training or student enrichment. Simply contact your TA representative to discuss your requirements when you wish to redeem the hours.

TA 1:1 Programme Process

Below we have provided a step-by-step guide that outlines the stages included in the TA 1:1 programme



Financing Options

Whichever way you fund your 1:1 programme, you must ensure it's a sustainable model; and all the stakeholders involved (teachers, parents, and students) are aware and recognise the benefits.



School Lease

The school funds the 1:1 programme via an operating lease and balances costs against general operating costs, such as print costs, energy costs, staff retention, etc.



Parental Contribution

Parents lease the device directly via a finance company to minimise any significant financial risk to the school. No credit checks for parents are required.



Charitable Donations

The school leases the devices and collects voluntary donations from parents via a charitable organisation. Gift Aid can also be claimed in some circumstances.

It is worth noting that each model involves a level of risk for the school; but this is a calculated and manageable risk.

Financing Options (continued)

School Lease

We believe this can be a sustainable model once the school recognises the year-on-year financial savings that can be made by introducing the innovative use of 1:1 devices. These savings can help balance the cost of the lease, and by the very nature of a 2-3-year lease cycle, can enable a school business manager to budget each year, whilst staff and students benefit from having access to the latest technology. Many schools utilise their Pupil Premium monies toward their 1:1 programmes, citing the benefits to this specific student cohort.

Parental Contribution

To date, a parental contribution programme has been the most common approach to 1:1 programmes. It removes the financial risk from the school given that additional insurance policies can cover any missed payments, and the finance company is able to follow-up with parents. However, this approach can make the monthly repayments too expensive for parents to afford and as such the school needs to assess risk against affordability. We recommend this approach to independent schools, or schools in a catchment area where the cost per month to parents is not a significant barrier to the programme.

Charitable Donations

This approach involves the school leasing the devices and asking parents to donate a fixed amount each month to a charity (potentially your academy or trust).

The programme generally reduces the monthly cost to parents but increases the risk to the school. However, the risk is manageable and different charities offer further support should your programme start to receive less donations from parents.

For these donations to qualify for Gift Aid it is important that there is no direct link between the devices and the donations received.



Choosing the Right Finance Option

Below we have provided a simple table using a RAG rating (Red, Amber, Green) to help you identify the benefits and challenges of each model.



	School Operating Lease	Parental Contributions	Charitable Donations
Programme benefits	Financial commitment for the term of the lease.	Fully managed. (No credit checks on parents)	Fully managed. (No credit checks on parents).
Cost or risk to the school	School pays the full amount over the term of the lease.	Contributions can cover 100% of the cost. Missed collections resubmitted and chased for collection.	Donations can cover 100% of the cost. Parents informed of missed donation, however, donations cannot be enforced.*
Affordability for parents	No cost to parents	Tends to be more expensive for parents but this cost provides extra security.	Usually less expensive than a full contribution programme.
Flexibility of the programme	Flexible options	Flexible options	Flexible options
Funded TA Support	Included	Included	Included
Sustainable programme	Dependent on funding	Yes	Yes

*Different charitable donation programmes offer a level of protection against parents missing payments. This protection is covered by the use of gift aid claimed back from the government.

Leasing

Term of Lease

Schools can enter an operating lease from 6 to 36 months. The common 1:1 programme term is 36 months (3-years) and at the end of the lease term, the school has the following options:

- Return the equipment and cover the costs of any damage deemed to be outside the normal range of acceptable use.
- Purchase the equipment at the current fair market value.
- Upgrade the equipment by returning the existing leased device and securing a new lease on the latest models.

Be mindful when choosing the length of your lease. Consider if the device you are procuring will still be effective in three years, and when students join, or leave the school.

For example, should a student receive a device in Year 7 for three years, what happens when the device is returned? Would you be better leasing a device over 30 months and swapping it out halfway through Year 9?

Ownership

For the term of the lease, the device belongs to the lease company. At the end of the term the lease company will offer you the opportunity to purchase the device at a fair market value. For parental contribution programmes this cost is built into the programme and as such parents can keep the device at the end of the term. For a charitable donations programme, the school will need to purchase the devices and transfer ownership to the parents once purchased. All of which can be included in a financial planning document.

In some cases, a school may ask a parent to donate a lower amount per month to help cover the cost of devices and therefore will not be expecting to own the device at the end of the term. If this is the case it must be made clear to parents at the start of the programme and reinforced throughout. Parents paying a higher percentage of the value are more likely to expect to own the device at the end of the term.

Choosing Your Device

There are many reasons why a school chooses a specific device for students. Often it is dictated by affordability or popularity. We have heard of one school choosing a specific size device because it fits into a school blazer pocket! We encourage schools to choose their 1:1 device carefully and based on functionality, capability and longevity.

Functionality

Do you envisage students photographing diagrams on the whiteboard, or using a digital pen to complete maths equations? If you do, then selecting the device with the right functions is key. Decide, with input from teaching staff, on the key functions your student device must have, and rate them by importance. Use this chart to help identify the best device and the right balance between affordability and functionality. Look for inking (digital pen), world-facing 2nd camera, battery life, and form factor (hybrid, tablet form, etc.) when making decisions.

Capability

What are you expecting students to do on these devices? If they just need a device to access the internet and your Office 365 environment, then your entry level device is low. If, however, you need students to install software and complete other tasks, you need to identify the right specifications to match your needs.

Remember different age students have different requirements, but the school can always keep specialised IT suites for lessons requiring higher processing power or specialist software.

Longevity

Is the device going to last the term of the lease?

Choosing the cheapest device might cost more long-term.

Consider ruggedised devices that are built for the harsh environment of the classroom, and home, not forgetting travel.

In some cases, the insurance company will insist on a protective carry case should the device not meet a certain standard, adding additional cost to your programme.

Choosing Your Device

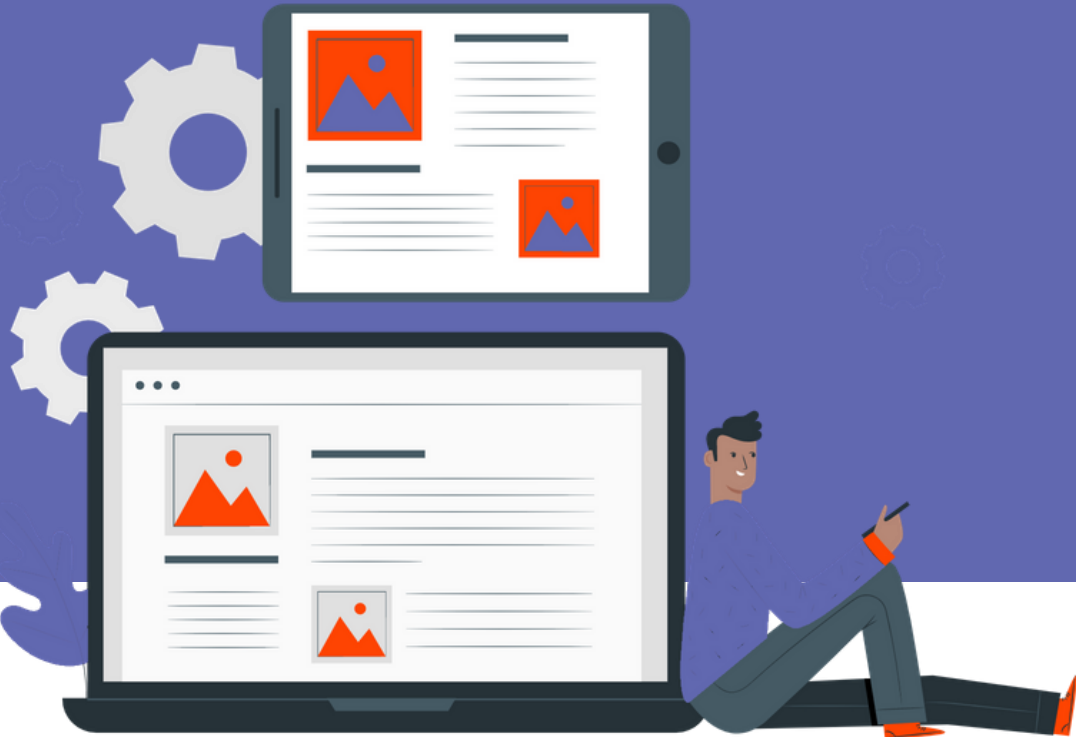
Key Considerations

Feature	Options	Considerations
Cost	£170 - £2,000	The monthly cost to the school or parents.
Manufacturer	Acer, Dynabook, HP, Lenovo, Microsoft Surface	Additional promotions you may qualify for (e.g., free accessories)
Form Factor	Notebook, 2-in-1 Convertible, 2-in-1 Detachable	Functionality such as touch screen, camera(s) position, and digital pens.
Screen Size	Under 12 inches, 12 to 14 inches, 14 inches +	Ease of transport, storage, and desk space. Plus the type of activities students will be completing on the device.
Camera	Web cam only, or including a second world facing camera	The ability to capture images during lessons.
Touch Screen	Included or not.	Will this be used? If it is a 14-inch standard laptop model then it is unlikely, but a multi-form factor device increase the possibilities of usage.
Digital Pen	Included or not.	A digital pen can make a significant difference in many subjects when used with tools like One Note
Garaged Pen	Pen is loose or stored in the device case.	Pens are expensive to replace and are lost easily.
Ruggedised	Yes or No	Drop tested means more robust and is likely to last the term of the lease?
Spill Proof	Included or not.	More robust, more likely to last the term of the lease?

Device Range

In order to qualify for the funded consultancy and training services delivered by Tablet Academy you will need to select a device available through the TA Flexible 1:1 programme.

[You can see the full range available here.](#)



Choosing Your Device

Accessories

When planning your 1:1 programme be sure you include any accessories you may require based on how the devices will be stored, charged, transported, and used in lessons both within and outside the school.

Accessory	Options	Considerations
Charging Units	Portable trolleys, secure wall units and different capacities (5-40 devices).	<p>If your students are charging their device at home overnight, you may not need to look into this option, but remember to consider the spare pool units you may have and how these will be stored.</p> <p>If you are charging devices in school, consider where this will happen, and the logistics of moving devices in volume around the school.</p>
Digital Pen	A manufacturer provided pen, or alternative from Amazon etc. Some devices will work with any pen or even a 2B pencil.	A digital pen with a touch screen device can add value to the learning experience, but pens can be expensive so be sure they are included in your device pricing if they are a requirement.
Protective Case or Sleeve	If the device chosen is ruggedised, a case may not be necessary. You can consider a permanent case, or a sleeve used for transit.	Certain insurance policies insist on a protective case or sleeve for when the device is in transit.
Mouse	Wireless or wired, plus SEND specific solutions.	Touchpads are not always appropriate. Consider if any activities students are undertaking will require the accuracy of a mouse. Wired solutions tend to be less problematic and don't require batteries.
Headset	With or without Microphone (wireless or wired)	Are you expecting students to listen to content in class, or are they to join virtual meetings? If this is the case, they will need headphones and ideally a microphone for virtual lessons. Wired solutions tend to be less problematic and don't require batteries.
Keyboard	Wireless or wired	If you deploy a tablet-based 1:1 programme you should consider a keyboard for year groups who are expected to type significant volumes of text.

Additional Considerations



- **Licensing**

We strongly recommend to all schools deploying a 1:1 programme that a cloud-based Mobile Device Management (MDM) solution be put in place to assist in deploying and managing the devices via the cloud. For Windows 10 devices we recommend a combination of AutoPilot and Microsoft Intune. Microsoft Intune may, or may not, be included in your existing Microsoft licensing agreement so ensure you check this early in the planning stages as you may incur an additional annual costs.

- **Mobile Device Management**

Using AutoPilot and Microsoft Intune will significantly reduce the level of work required by your IT staff to deploy and manage devices via the cloud. Devices can be delivered directly to the students with the IT staff never having to physically touch the device. When the student logs in using their school Office 365 account, all the device settings and policies are loaded onto the device from the cloud, and from that point forward the IT Team can push out updates and policy changes via the cloud whenever required.

- **Extended warranty**

Devices come with a manufacturer's 12-month guarantee, but if you are leasing the devices over three years, would it be beneficial to extend this to cover the term of the lease?

When looking at the warranty, be sure to investigate what the process is if a device develops a fault. How is the devices collected, repaired and returned? How long does this process take? Remember you will need pool devices to cover this time the student is without a device.



Additional Considerations (continued)

● ADT Insurance

Accidental damage and theft insurance, or additional pool devices, is a very common discussion when schools are exploring a 1:1 programme. Insurance is the most significant expense after the device itself and can make monthly payments too expensive for parents.

When discussing this option, consider the following points:

- Most policies have a limit on the number of claims per device, but these tend to be reasonable (e.g., up to 3 claims per year).
- Who manages the claims? If you are running a parental contribution programme, the claims are made by the parent directly with the insurance company, but with a donation or lease programme, an individual at the school appointed to manage this process will need to process claims.
- How long does the insurance company take to process a claim, and repair or replace a device?
- How will you provide a device to the student whilst the claim is being processed?

● Additional Pool Units

Regardless of whether you include ADT Insurance in your 1:1 programme or not, you will require additional pool devices to provide students with a device should their device develop a fault, is damaged, stolen, or even left at home.

An alternative option to having ADT Insurance is to consider having a set of pool devices instead of an ADT insurance policy. This can be a risky strategy, but sometimes buying extra devices is more affordable than the insurance policy, plus your school is investing in another capital asset. Some resellers will offer a free repair service so you can replace damaged or faulty devices using your pool devices and pool replenished when the device is repaired.



Additional Considerations (continued)



- Usage Policies

We would recommend the school have parents, and students, sign a device usage policy. This should clearly state what the school, parent and child is responsible for in terms of the device both in and outside of school.

- Device monitoring

Beyond web-filtering, do you need to monitor the use of the device in school and at home? Again, check with your current provider what is included in your current agreement and weight up the costs for any additional services against these risks.

One option to consider if you cannot afford the additional cost is to reduce the risk to the school by covering appropriate use and responsibility in your parent and student device usage policy.

- Web filtering

Consider if you need to provide web-filtering for devices not only whilst on school premises, but also when students are using devices at home. Does your current provider include this, or is it specific to your school network?




Reach out to discuss your
1:1 device programme



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