



ICT Guidelines: Equipment & Use

Equipment List				
Year Group	Computer	Mouse	Headphones	Foldable Laptop Stand
J1+2	<i>Provided by school - Jnr ICT Lab</i>			N/A
J3-7	Chromebook	Yes	Yes	N/A
S1+2	Chromebook or Laptop	Yes	Yes	Advisable
S4-6	Chromebook or Laptop	Advisable	Yes	Advisable

Maintenance & Updates

Software updates should be run regularly, especially before the start of term.

This helps...

- Protect from viruses
- Hardware and software run smoothly, especially important for Google Chrome
- Ensure computers are functional from day one - not stuck downloading updates

Laptops/ Chromebooks should be switched off regularly, at least once a week.

- Lower electricity use
- Clears the RAM so that the computer works faster and avoids crashes
- Helps improve the long term health of the computer and battery

All devices should be charged daily in the evening as chargers brought from home cannot be used in school - except for Boarding pupils. To meet our Insurance obligations, all electrical equipment must be PAT tested before use. *Some classrooms are equipped with backup Chromebook chargers and senior pupils do have access to a charging bank to top-up at breaks and lunchtimes but these are for occasional use only.*

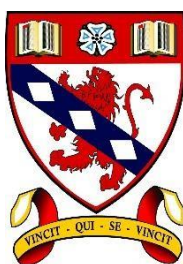
School GMail, Logins & External Accounts

Those pupils with a personal GMail account should have 2 separate login accounts on their Chromebook/ laptop and use their school GMail for school purposes only.

This helps...

- Prevent difficulties accessing and navigating their school GDrive in classes
- Avoid crossover between personal information and activities with schoolwork
- Prevent losing access to personal accounts/ websites and possibly even their Chromebook when they leave the school. GMail accounts are wiped and deactivated once a pupil leaves Lathallan, so signing up to *anything* unrelated to school should be avoided - *especially shopping, banking, icloud type accounts...* Enquiries or support needs should be directed to Mr Beattie: itsupport@lathallan.org.uk

Lathallan School



Suggested technical specifications for Student Chromebooks for 2026/2027

Component	Minimum Specification
Processor	Intel N100 or better (avoid MediaTek chips)
Screen	11" Minimum/15.6" Recommended Touchscreen
Battery	Rated for at least 10 hours of use
RAM	8Gb
Camera	Any
Storage	64Gb

It is recommended to purchase either a laptop bag or a rucksack with a protective laptop compartment. Students will have access to Google Docs so there is no need to purchase any additional office packages. Students in the Senior School should also have a set of headphones and a wireless mouse.

Suggestions for recommended models:

HP x360 Chromebook "Plus"- <https://www.hp.com/gb-en/shop/product.aspx?id=A20JDEA&opt=ABU&sel=NTB>

LENOVO IdeaPad Flex 3 15.6" 2 in 1 - <https://www.argos.co.uk/product/3108648>

Acer Chromebook 315 15.6"- <https://store.acer.com/en-gb/acer-chromebook-315-cb315-4h-silver>