

## Chartwell: Bring Your Own Device Grade 4-7



**CHARTWELL**  
ELEMENTARY



Dear Parents/ Guardians:

At Chartwell, all students in grades 4-7, are expected to bring their own **laptop** to school on a daily basis. In order to make the first few weeks, in September, run as smoothly as possible for your child, we ask for your help. We have noticed if a student comes prepared with a few skills and tools, the transition to working with individual student devices is significantly smoother.

While there are no specific devices that we recommend, it is important to have a modern device that meets the requirements found below. Students can learn and create successfully with Windows, Apple or Chromebook devices.

These are the **Laptop Specifications** we suggest:

- Wireless connection: Must be capable of connecting to the wireless network
- Processor- 2 GHz recommended
- RAM - 4GB to 8GB recommended
- Battery- should last a full school day
- Operating system - newest Windows, OS or Chrome OS

**Important things to consider when choosing a device:**

1. Durability - look for a 'semi-ruggedized' device, models with good durability ratings
2. Battery Life - a device with a long battery is preferable as there are not sufficient nor convenient outlets in classrooms for students to charge their devices while sitting at the tables.
3. Coding - PCs are preferable for those families registering their child for the District Coding and/or Robotics after school programs
4. Value - There is no need to purchase a top of the line device. There are many devices at a reasonable price.
5. Used Laptops: Some parents give their kids a 'hand-me-down' laptop. This can be a good solution, but the old laptop should still be running smoothly and have reasonable battery life (4 hours).

**Computer needs:**

- To allow for easy internet access. Please don't set security limits. Do be mindful of too many passwords. If all controls are password controlled, and your child does not know the passwords, it is impossible for us to help problem solve issues
- We have been successfully using Google Classroom on Chrome – please make sure they have Chrome as an internet browser. We use Google Docs, Slides, etc., (you may still use Microsoft Word and PowerPoint, but it is not necessary to purchase it)
- Have a working printer at home
- Develop the habit of charging the computer each night, to be prepared for the school day
- **Clearly label** computer, charger and all accessories

**Some ways to help your child be prepared are:**

- Knowing how to turn the computer on and off
- Knowing how to charge the computer
- Being able to save files on their hard drive or Google drive
- Being able to access files saved the cloud or on their device
- Knowing how to print at home
- Knowing how to create folders and use them to sort and store their files

**What to practice over the summer:**

- Navigating and becoming familiar with their computer
- Keyboarding skills. There are many typing programs available online to help build speed and accuracy. ([typingpal.com](http://typingpal.com))
- Establishing family expectations for laptop use. It is recommended that the student see this device as a learning tool. Family agreements about safe use are highly recommended. ([Family Device Contract](#))

**Student Technology Agreement:**

- 2024-25 Student Technology Agreement: A brief but effective review of our digital policies and expectations

We strive to provide opportunities for our students to be able to access the most current knowledge and be producers, rather than simply consumers of technology while ensuring they understand how to do so in a safe and responsible manner.

Sincerely,

Sara Bell  
Principal