

May 2017



Penryn
College

"Achieving through Challenge"

Dear Parent/Guardian

As we are now approaching the end of the 2016/17 Academic Year, we need to arrange collecting back the iPad issued to your child.

To help with this process we will be arranging the following:

- Week commencing **5th June** all Yr11 pupils will be asked to remove any personal content on the iPad.
- iPads will be collected from Yr11 pupils on their **final exam day fully charged** to enable checking.
- **Pupils can hand in their iPad earlier if they so wish.**

The equipment they need to return is as follows:

- | | | |
|-------------|----------|---|
| • iPad | (£210) | Good condition & fully charged |
| • iPad case | (£18) | Good condition (1sticker allowed no pen scribbings) |
| • Lead | (£12.50) | Lead as given not iPhone etc. leads |
| • Plug | (£12.50) | Plug as given |
| • Box | N/A | |

If any equipment is damaged or not returned we have will have to charge, as all equipment handed in by Year 11 students is given back out to new intake students. The cost for each item can be seen in the list above. Please return the slip acknowledging that you are aware you might be asked to cover the cost of any equipment not returned or damaged.

If you wish to discuss this kindly ring Mr D Cunningham, Director of Business (Ext.1704)

Yours faithfully

.....
S Pell (Network Manager)

Slip to be returned to pupils tutor

iPad no:

Allocated to:

Tg:

I understand that if any equipment is not returned or damaged I might be asked to cover the cost.

Parent/Guardian signature:.....

Date:.....



Head Teacher: Paul Walker

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