

Your Ref:  
My Ref:  
Contact: Paul Stevens  
Tel: 01482 613042  
Fax: 01482 613290  
Email: paulstevens@hullcc.gov.uk  
Date: 13th April 2004

Dear Colleague

### **Laptop for Teachers**

Further to my letter of the 29th March 2004 requesting Schools to indicate their preference as to whether you would like the LEA to procure the Laptops under the Laptops for Teachers initiative as in previous years, or as an alternative for schools to procure Laptops independently. As of the 13<sup>th</sup> April 2004, 59 Schools have responded, with only 4 Schools electing to procure laptops independently.

Based on the relatively low number of responses, I have decided to extend the response date to **26th April 2004**, but must emphasise that if no proforma is received by this deadline, then it will be assumed that Schools have elected to procure the Laptops themselves.

Those schools who have already responded need do nothing additional.

Yours Sincerely,

**Paul Stevens**  
Learning Services IT Manager

**Laptops for Teachers Proforma**

**SCHOOL NAME:** \_\_\_\_\_ **TELEPHONE:** \_\_\_\_\_

**NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**POSITION:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_

**PLEASE MARK ONE BOX**

**I WISH THE LEA TO PROCURE LAPTOPS**

**I WISH TO PROCURE LAPTOPS INDEPENDENTLY**

Please return for the attention of Claire Winship, Learning Services IT, Essex House,  
Manor Street, Hull, HU1 1YD. Email [Claire.winship@hullcc.gov.uk](mailto:Claire.winship@hullcc.gov.uk) or FAX 613290.