

Home Access: aggregation for schools

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Home Access is.....

The government's Home Access programme provides grant funding to families from low-income families to purchase a computer and internet access to support their children's learning from home. Families are likely to qualify for a Home Access Grant if they are eligible for Free School Meals (even if they don't claim them).

N.B. Where local authorities are operating a Free School Meals pilot, only pupils that would have qualified under normal criteria will be eligible. Initially the programme will target learners in years 3 to 9 inclusive that currently lack access.

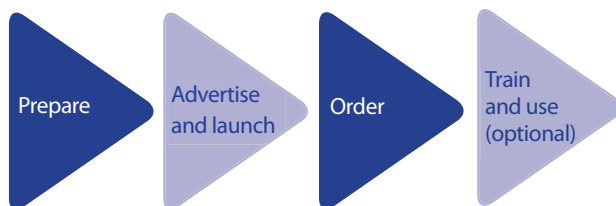
Aggregation – what is it? Why you might want to do it and how

The Home Access programme normally provides a grant directly to parents, who have successfully applied, which they can then use to buy a compliant computer and internet package from a range of approved suppliers. Aggregation by a school is optional, but means that individual parents can opt to let the school order the package on their behalf as part of a bulk purchase scheme.

A school might want to do this to target support at its most disadvantaged pupils or to engage some of the most hard to reach parents. It may also see it is an opportunity to become part of a wider scheme addressing not just low-income families, but aiming for a wider provision of computers to pupils. Schools that wish to take part in an aggregation scheme must be affiliated with the e-Learning Foundation in order to apply.

A parent might want to do this to get the support of the school in choosing a package that will most benefit their child. One that will be compatible with wider school technology plans for instance, using a learning platform or for online reporting.


Here's an overview of an aggregation process a school might go through...



- **Decide if you want to aggregate**
 - Look at benefits and any risks
 - Find out about running an e-Learning Foundation scheme if you do not already do so
 - Consider if you could work together with cluster schools
 - Assess demand – ask parents
 - Understand the rules
- **Affiliate with the e-Learning Foundation**
- **Register with the Home Access Grant Administration Service (HAGAS)**
- **Define offer(s)**
 - To Home Access Grant recipients
 - To other parents
 - Work with suppliers
 - Cost/donation values

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Advertise and launch

- **Advertise**
 - Check for best practice advice (including e-Learning Foundation)
 - Parents newsletter
 - Posters
 - **Launch event**
 - Slides
 - Demo kit from supplier
 - Choice of device ie netbook/laptop/desktop
 - Help filling in forms
 - **Post launch**
 - Send out more info and provide support
 - Encourage participation
-



Order

- **Order**
 - Submit Home Access forms
 - Negotiate with suppliers
 - Receive Home Access Grant
 - **Cards**
 - Match the grant card with applicant data and choice of device
 - Order from approved supplier
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Train and use (optional)

- **Train**
 - Training for learners
 - Training for parents
 - Training for teaching staff
- **Use**
 - Increase use of learning platform / virtual learning environment
 - Monitor amount of homework using ICT
 - Increase communication with parents using ICT

Frequently asked questions

1 Q. Who can aggregate?

A. Any school with a significant number of families likely to benefit who are not in the local authorities of Durham, Shropshire and Hull as these authorities will be running local authority-wide aggregation schemes. Running a scheme requires a significant amount of administration work, so running it for a very small number of pupils may not be worthwhile. Schools who wish to aggregate must be affiliated to the e-Learning Foundation. Academies may also apply to run a scheme and they do not have to be affiliated. Academies in Durham, Shropshire and Hull can choose to apply independently or to support their local scheme.

2 Q. Do schools have to provide an aggregation scheme?

A. No, it is purely voluntary for schools. It should be considered how it might fit in with other school priorities, for instance increasing parental engagement. Schools can support this process without formally aggregating. If a school does not elect to run an aggregation scheme then their families will not miss out; they can still apply for a Home Access Grant themselves.

3 Q. Can schools cluster?

A. Yes, schools can cluster in their promotion, ordering and administration of the grants, however, they must all be e-Learning Foundation affiliated and must register to aggregate individually.

4 Q. Do all eligible parents have to opt into an aggregation scheme?

A. No. Eligible parents can elect to use the standard retail scheme and their grant to order a package outside of any school scheme. It is the responsibility of the school or the academy to communicate the aggregation opportunity to parents in a balanced manner so they can make an informed choice about the purchasing route which best suits them.

5 Q. Do schools running a Home Access aggregation scheme recommend a particular package?

A. Schools must give eligible parents a choice of packages. However, they may advise parents on the educational benefits of various packages, including what the school may be ordering for other students, for instance as part of an e-Learning Foundation scheme.

6 Q. What would my school have to do and by when?

A. In the first instance a school needs to be registered with the e-Learning Foundation; you then need to register with the Home Access Grant Administration Service (HAGAS) before 28 February 2010. As HAGAS is now accepting individual applications it is worth noting that registering after this point means that some of your parents may have already benefited. See the summary diagram or the "Home Access School aggregation rules and guidelines" document for more details.

7 Q. Who is responsible for returns?

A. Families will be able to deal directly with suppliers where products are faulty and within the warranty period, however, return and refunds will need to be managed by the Grant Redemption Manager. Once a family has applied for a grant and been accepted they are part of that scheme and are not able to drop out from there on.

8 Q. What role does the e-Learning Foundation have?

A. Since 2001, the e-Learning Foundation has run schemes in schools which provide computers to whole cohorts of pupils. They have experience of doing this with more than 100,000 pupils in just under 400 schools nationwide. An e-Learning Foundation scheme can be ran alongside Home Access aggregation to provide computers to those families that are not eligible for Home Access Grants.

Please note: this document is not the complete set of rules.

More detailed information can be found in the documents listed below.

Home Access Grant Administration Service - Home Access school aggregation rules and guidelines, School aggregation terms and conditions, School aggregation registration form and Home Access Grant application (for parents) www.homeaccess.org.uk and 0333 200 1005* (Monday - Friday 9am to 5pm)

e-Learning Foundation - School Affiliation Benefits and Affiliation Application Form. www.e-learningfoundation.com

Becta - A range of information about the programme. www.becta.org.uk/homeaccess

 Home Access Grant helpline
Call: 0333 200 1004*

 Minicom: 0121 748 1471

 Support the programme
www.homeaccess.org.uk

 Realise the benefits
www.becta.org.uk/homeaccess

*Calls may be monitored or recorded to maintain high levels of security and quality of service. Calls to this number cost no more than a call to a 01 or 02 number and count towards inclusive minutes in the same way as 01 and 02 calls. These rules apply to calls from any type of line including mobile, BT, other fixed line or payphone.

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