

School ICT Equipment Survey

Version 3

Whytrig Middle School



Eldon Avenue, Seaton Delaval, Northumberland, NE25 0BP

Document Control

Version	Status	Date of Issue	Author
1	Template completed	20 th November 2019	Tim Mason
2	Survey completed	22 nd November 2019	Tim Mason
3	Review for Release	3 rd December	Simon Barclay
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5			
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Introduction

This document will be used to detail the schools approach to ICT, along with the equipment and services that are used and provides an overview of the legacy ICT for Whytrig Middle School, produced by Nexus Associates in partnership with Northumberland County Council (NCC).

The purpose of the on-site legacy ICT survey was to validate the ICT equipment currently deployed within the school and to gather an overview of age, condition and whether this equipment is suitable for deployment throughout any possible future developments.

Section 1: School/Federation Details

1.1 School details			
Name of School:	Whytrig Middle School		
Name of Federation:	Seaton Valley Federation		
Number of pupils (total when full):	Current	231	Capacity 360
Type/phase:	Middle Deemed Secondary		
Age Range:	9-13		
Link to Further details: (School/Federation website)	https://www.svf.org.uk/		

Section 2: ICT for learning, teaching, management and administration:

2.1 Learning and Teaching Approaches	
	Additional detail (eg group size, frequency, curriculum information etc)
Whole Class	Standard class sizes of 30 students. Every classroom with teaching wall and teacher computer.
Small Group	SEN provision with allowance of small teaching groups. SEN based shared with Astley Community High School.
Collaborative Activity	1no school set of bookable laptops.
Independent Study	Shared LRC with Astley Community High School.
Lecture Theatre or other large space	All shared with Astley Community School: Dining Hall to be occasionally used For productions and every assembly, large AV and sound system. Lighting bar in use for production. Sports hall and gym and swimming pool.
Project-based Learning	N/A
Specialist Areas	Shared with Astley Community School: 6 x ICT suits, art and music rooms 25iMac.
Immersive Learning	N/A
Remote Study	Google Apps for Schools.

2.2 User Device Strategy – what is the approach you use for the user devices whether that be what you do with them or the reason why you do not use.	
Mobile Devices (eg tablet/laptop)	3no staff with Chrome books. 1no trolley laptop trolley 24no devices 20 iPads for student use. (6no iPad 2's, 14no iPads 4's)
Computer Suite	Shared with Astley Community High School
Learning Resource	Shared with Astley Community High School
Bring Your Own Device (BYOD)	N/A
Local vs Cloud Storage	Combination of both.

2.3 Special Educational Needs and Disability (SEND)
3no student PCs, Projector and white board, 1no teaching machine Based shared with Astley Community High School: A small number of teaching devices mix of Windows 7 and Chrome OS. 2no Smart boards with projectors.

2.4 Management and Administration: intended solutions	
Locally hosted services (e.g. MIS, Finance)	PS Financials – Shared with Astley
Cloud hosted services (e.g. MIS, Finance)	MIS hosted by NCC – Sims.net
User ID strategy (e.g. Card/PIN/ Biometric)	Shared with Astley Community High School. Cashless catering, fingerprint recognition. Provided by CRB Cunningham. Locally hosted. Printing Uses paper cut of accounts, staff have ID swipe students use AD credentials. Staff ID cards provided by building management.
Visitor Tracking	Standard paper sign in.

2.5 Existing or intended Federation wide approaches	
Shared services	School is part of a wider federation. Shared services is in operation. Broadband, servers, telephone system, printing, cashless catering shard with Astley Community High School.
Integration with existing Schools	Single sign on for Elsdon site. Incorporating both schools.

Section 3: Technical Support and Contracts

3.1 Technical support arrangements	
<p>How is technical support provided?</p> <ul style="list-style-type: none"> - In house; - Hybrid managed service; - Full managed service. <p>Please include details of when this support takes place and if consideration is being given to any changes in these arrangements.</p>	
<p>1no Network Manager, 1no ICT Technician shared across all 3 schools. Provided by the Federation. NCC provide support for off-site hosted MIS.</p>	
<p>Provide contact details for the person to whom any technical queries should be addressed. This should be the person/company with the technical knowledge of the schools infrastructure.</p>	
Name	Alan Dennis
Job title	IT Technical Service Manager
Organisation	Seaton Vally Federation
Phone	07931750464
Email	alan.dennis@svf.org.uk
Address	Astley Community High School.

3.2 Lease agreement and contracts
The school's current lease agreements/support contracts, including supplier, contact details and date of expiry of lease/contract.

MFD	Total Business Group providing: <ul style="list-style-type: none"> • 1no Xerox Desktop • 1no MFDs Toshiba Lease ends Summer 2023
Cashless catering	1no Revaluator, 1no Cashless till. System shared with Astley Community High School.
CCTV	ADT maintained School CCTV with 4no IP CCTV. 1no internal, 3no external.
Telephone system	Shared with Astley Community High School.

3.3 Technical Support and Contracts – Additional comments
IP Based Access Control is maintained by ADT managed by the school, via PAC Securenet.

Section 4: ICT Asset Register

4.1 Asset register		
Does the School have a maintained, current ICT Inventory / Asset Register that could be made available?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If YES	Who manages it?	Alan Dennis
	Date last updated?	June 2019 (PS Assets)
	File Format:	<input type="checkbox"/> Word processed <input type="checkbox"/> Spread-sheet <input type="checkbox"/> Database <input checked="" type="checkbox"/> Specialist Application

4.2 Asset register – Additional comments

5. Server and Hub Spaces

5.1 Servers, network switches and the physical accommodation

The existing locations of servers, network switches and the physical accommodation for these across all the school premises. Please return a logical network diagram with this summary.	
Do you have a server room? If yes, where is the server room located?	<p>NO – Shared with Astley Community High School.</p> <p>1no Hub Room – Floor standing cabinet housing Incoming fibre connection to Astley Community High School along with local copper data cabling, edge switching, phone switching and 1no shared Software server.</p>

6. Internet Connectivity

6.1 Internet connectivity – Contract	
The school's broadband and internet connection	
ISP	<p>Shared with Astley Community High School.</p> <p>Virgin maintained by Aspire</p>
Please provide a copy of your bill	N/A
Is the service purchased via a third party, trust, LA or RBC	Federation funds contract in house.
Infrastructure provider	<input type="checkbox"/> BT <input checked="" type="checkbox"/> Virgin <input type="checkbox"/> Other
When is the contract due to expire?	Installed March 2019.
Is the connection shared with any other school or service provider either locally or on site?	<p><input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>Fibre link is shared across the 3no sites. Via Openreach fibre. 10/100 link.</p>

6.2 Internet Connectivity - Service	
Number of connections	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Main and backup
Connection Type	<p><input type="checkbox"/> Copper – ADSL/DSL/FTTC <input type="checkbox"/> Fibre – FTTP <input checked="" type="checkbox"/> Fibre – Leased Line</p> <p><input type="checkbox"/> OTHER</p> <p>If OTHER, please specify:</p>
Connection Bandwidth (mb/s)	200

Site mobile data	<input checked="" type="checkbox"/> None <input type="checkbox"/> 3G <input type="checkbox"/> 4G
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6.3 Internet Connectivity – Routing and termination	
Where does the connection enter the school site	Into the server room, down the main entrance to reception located at Astley Community High School.
In which block does the connection enter the school buildings?	Astley Community High School - A Block.
In which block is the connection terminated?	Astley Community High School - A Block.
In which blocks does the connection pass through between entering the building and termination?	N/A

6.4 Internet Connectivity – Future works and upgrades		
Do the school have plans to upgrade or modify internet connectivity?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
The scope of works and timeline		

6.5 Internet Connectivity – Additional comments
N/A

7: Passive Infrastructure

7.1 Passive Infrastructure – Main Building	
Block reference	Main Block (Whytrig Middle School)
What type of data cabling is used?	<input checked="" type="checkbox"/> Copper <input checked="" type="checkbox"/> Fibre
What does it connect within the block?	Fibre back to Astley Community High School. Copper Connections to Mobile Cabin Cab.

What cable standard is in use?	Copper <input type="checkbox"/> Cat 5 <input checked="" type="checkbox"/> Cat 5e <input type="checkbox"/> Cat 6 <input type="checkbox"/> Cat 6a <input type="checkbox"/> OTHER	Fibre <input type="checkbox"/> OM1 <input checked="" type="checkbox"/> OM2 <input type="checkbox"/> OM3 <input type="checkbox"/> OM4 <input type="checkbox"/> OTHER
	If OTHER, please specify:	
Is certification or warranty available?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, when does it expire? <i>Please attach a copy of the documentation</i>	

7.2 Passive Infrastructure		
Block reference	Cabins	
What type of data cabling is used?	<input checked="" type="checkbox"/> Copper <input type="checkbox"/> Fibre	
What does it connect within the block?	Copper connection back to Main Block (Whytrig School)	
What cable standard is in use?	Copper <input type="checkbox"/> Cat 5 <input type="checkbox"/> Cat 5e <input checked="" type="checkbox"/> Cat 6 <input type="checkbox"/> Cat 6a <input type="checkbox"/> OTHER	Fibre <input type="checkbox"/> OM1 <input checked="" type="checkbox"/> OM2 <input type="checkbox"/> OM3 <input type="checkbox"/> OM4 <input type="checkbox"/> OTHER
	If OTHER, please specify:	
Is certification or warranty available?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, when does it expire? <i>Please attach a copy of the documentation</i>	

7.4 Passive Infrastructure – Future works and upgrades	
Do the school have plans to upgrade or modify the passive infrastructure?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes, please provide detail of the scope of works and timeline	

7.5 Passive Infrastructure – Additional comments

8: Active Infrastructure – Switching

8.1 Switching - Configuration	
Single or split networks for admin and curriculum	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Split
Is the network flat or configured	<input checked="" type="checkbox"/> Flat <input type="checkbox"/> VLANs
VLANs detailed	
Is a central management solution used?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes, please detail	

8.2 Switching – Equipment (Whytrig Middle School)					
Location (block, room / cabinet)	Type (Core or Edge)	Manufacturer	Model	Date warranty expires	Quantity
HUB ROOM	EDGE	CISCO (NCC UNUSED)	CATALYST 3750 V2 24 POE	Unknown	1
	EDGE	HPE	OFFICE CONNECT 1920 SERIES (JG925A)	Aug 2017	1
	EDGE	DLINK (UNUSED)	DGS-1024D	Unknown	1
	EDGE	CISCO (VoIP)	SF300 24 POE+	Oct 2018	1
MOBILE HUB	EDGE	NETGEAR	GS308P	Unknown	

8.3 Switching – Future works and upgrades	
Do the school have plans to upgrade or modify the switching?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
The scope of works and timeline	Just like for like replacement of issues

8.4 Switching – Additional comments

9: Active Infrastructure – Wi-Fi

9.1 Wi-Fi - Configuration	
Is the solution managed	<input checked="" type="checkbox"/> Managed <input type="checkbox"/> Unmanaged
If managed, what type of management solution is used	<input checked="" type="checkbox"/> Onsite controller (Astley Community School) <input type="checkbox"/> Cloud management <input type="checkbox"/> AP GUI
How many access points is the solution licenced for	24 across the two sites (Astley & Whytrig Schools)
Wi-Fi Standard	<input type="checkbox"/> a/b/g <input type="checkbox"/> n <input checked="" type="checkbox"/> ac w1 <input type="checkbox"/> ac w2

9.2 Wi-Fi - products					
Location (block, room / cabinet)	Type (AP, Controller, Antenna)	Manufacturer	Model	Support Contract	Quantity
Whytrig School	AP	MERU	AP122	1y Rolling Contract	6no

9.3 Wi-Fi – Future works and upgrades	
Do the school have plans to upgrade or modify the Wi-Fi solution?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

If Yes, please provide detail of the scope of works and timeline	
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9.4 Wi-Fi – Additional comments
No support for the wireless network. Hardware warranty expired January 2018.

10: Servers

10.1 Servers – Configuration (Shared with Astley Community High School – See Report for Further Details).
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10.2 Servers – Equipment (Shared Services. See Astley Community High School Survey)							
Location (block, room / cabinet)	Function (DC, App, SAN)	Manufacturer	Model	Rack or pedestal	RAID 5	Date warranty expires	Quantity
HUB ROOM	SOFTWARE	UNKNOWN					1

10.3 Servers - Future works and upgrades (Shared with Astley Community High School – See Report for Further Details).
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10.4 Servers – Additional comments

11: User Devices

11.1 User devices - equipment	
Quantities of user devices	
	Total for School

Desktop devices e.g. PC	26no	Appendix 1
Mobile devices e.g. laptop, iPad	50no	Appendix 1

11.2 User devices - Future works and upgrades		
Do the school have plans to upgrade or purchase additional user devices?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If Yes, please provide detail of number, type and timeline		

11.3 User devices – Additional comments
16no PC's condition good, purchased as 2017 HP small form factor. 10no PC's 2009 spec machines ready for replacement.

12: Audio Visual Equipment

12.1 Classroom and meeting room AV - Configuration		
Are any projectors, interactive screens or IWBs networked for central management?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

12.2 Classroom and meeting room AV - Equipment		
Quantities of classroom and meeting room AV equipment		
	Total in for school	
Projector – ceiling mounted	12	Summer 2015 – Epson EB-X20
Projector – wall mounted	0	
Interactive white board	10	Summer 2015 – Smart Board SB480
Interactive screen	2	Summer 2018 - CTOUCH CLS-65UHD
Speakers (Powered)	10	Vision
Speakers (Separate Amp)	10	Vision trunking amp

12.3 Large Space AV (Shared with Astley Community High School – See Report for Further Details).

12.4 Digital signage - Configuration		
Does the school have a digital signage solution?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, how are they connected?	<input type="checkbox"/> Data	<input checked="" type="checkbox"/> Other
How is content managed?	<input type="checkbox"/> Dedicated appliance	<input type="checkbox"/> Shared server <input checked="" type="checkbox"/> USB PEN

12.5 Digital signage - Equipment	
	Total for school
Projector	n/a
Digital display	1no

12.6 AV - Future works and upgrades		
Do the school have plans to modify existing or purchase new AV?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
The scope of works and timeline	Summer 2020 – Digital signage, donation of TVs from local business. Ad-hoc install of chrome based software.	

12.7 Audio Visual Equipment – Additional comments

13: Peripherals

13.1 Printing	
Quantities of printers:	
	Total for school (Contract shared with Astley Community High School)
Desktop printer	

Networked printer	1no Leased from, Total Business Group - PEAC
Multi-Functional Device	1no Leased from, Total Business Group - PEAC

13.2 Peripherals - other	
Quantities of other peripherals:	
	Total for school
n/a	n/a

13.3 Peripherals - Future works and upgrades		
Do the school have plans to modify existing or purchase new peripherals?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
The scope of works and timeline		

13.4 Peripherals – Additional comments

14: Building systems

14.1 Building Systems - CCTV		
Quantities of CCTV equipment		
	Total for school	
CCTV Control/recording unit	1no	IP Based
Internal CCTV Camera - Digital	1no	IP Based
Internal CCTV Camera - Analogue	n/a	
External CCTV – Digital (terminated in block)	3no	IP Based
External CCTV – Analogue (terminated in block)	n/a	

14.2 Building systems – Cashless catering		
Quantities of cashless catering equipment.		
	Total for school (Shared Service with Astley Community High School)	
Cash loader point	1	2017
Till unit	1	2017
System Provider/Software	Impact	2017
Location Software (onsite/cloud)	Astley Community High School server room	

14.3 Building systems – Library systems **(Shared with Astley Community High School – See Report for Further Details).**

14.4 Building systems – access control		
Quantities of access control equipment		
	Total for school	
Control unit/PC	PAC system shared with Astley Community High School	
Door entry unit/lock		
Gates	4no Maglock gates. Staff ID Card controlled	

14.5 Building systems - Future works and upgrades		
Do the school have plans to modify existing or purchase new building systems?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
The scope of works and timeline		

14.6 Building systems – Additional comments

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15: Telephony

15.1 Telephony – Services **(Shared with Astley Community High School – See Report for Further Details).**

15.2 Telephony – Routing and termination **(Shared with Astley Community High School – See Report for Further Details).**

15.3 Telephony – Equipment (System shared with Astley Community High School)

Telephone system make and model	
Number of handsets	7no - Cisco SPA 504G Handsets
Date purchased	
Date warranty expires	2020 summer
Support/maintenance agreement in place?	
If the telephone system is leased, provide details of lease provider and data lease is completed	Owned
The strategy for the distribution of handsets in your current school, providing details of where they are located currently	Office based handsets no wireless

15.4 - Future works and upgrades

Do the school have plans to modify existing or purchase new telephony services or equipment?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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