

Connect the Classroom

Network Asset Form

**Document Control Table**

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## Introduction

This form is to allow DfE to gather basic information about the network you currently have in school to help us to make a decision on whether you are eligible for Connect the Classroom funding. Once completed you should submit it to ConnectTheClassroom.DfEICT@education.gov.uk.

Where possible we always ask you include your school URN and school name in the subject line of emails to us.

Once we have the form from you, we will aim to make the decision within a few days, or to get in touch to resolve any queries.

You will probably need the person that manages ICT Support for your school to help you complete this form.

Section A is all information we need. Please don’t leave anything out.

Section B is additional information that may affect how costly and complex the work at your school will be. At this stage, sharing it might be useful but isn’t always necessary.

## Section A Mandatory Information

|  |  |
| --- | --- |
| School |  |
| Form completed by |  |
| Role |  |
| Date completed |  |
| Contact email |  |

Core Switches (if applicable)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Manufacturer | Model | Quantity | Age (Years) | Manufacturer Warranty Remaining (Years) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Edge Switches

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Manufacturer | Model | Quantity | Age (Years) | Manufacturer Warranty Remaining (Years) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Wireless Access Points

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Manufacturer | Model | Quantity | Age (Years) | Manufacturer Warranty Remaining (Years) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

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| Notes to support the above |

## Section B Additional Information

This section allows you to bring anything relevant to our attention. Please note that at this stage of the process we are simply reviewing whether the school requires funding or not, and a huge amount of technical detail is not required. **This section can be left blank.**

|  |  |
| --- | --- |
| Equipment Accommodation | *If there is anything unusual or complex about how server rooms/ comms rooms/ cabinet locations are set up that may be a problem in upgrading the network, please note it here. eg the school has a number of small wall mounted cabinets that would benefit from being consolidated together.* |
| Passive network | *If there is anything unusual or complex about the way the buildings are cabled that might be an issue, please note it here. eg there are faults with the cabling that would service some wireless access points which will need replacing.* |
| Building Interconnects | *If there is anything unusual or complex about the way buildings at the site are networked together, please note it here. eg there is an outbuilding that currently has classes but does not have a network connection.* |
| Immediate Plans | *If there are any significant changes at the site (such as building works) taking place in the next 12 months, please use this space to let us know. eg the school is having a major refurbishment in the infants block at the start of 2023 and any networking changes would be better timed for the completion of that work.* |
| Other | *If there is anything else you feel is relevant to potentially investing in networking at the site in the coming 12 months, please mention it here. eg the school is in the process of joining XXXX Academy Trust and they should be involved in any decisions about what any new network equipment might be.* |