

Laptops/tablets for Children in Care/Care Leavers: Order Form



WOKINGHAM
BOROUGH COUNCIL

Name of young person:		
Age of young person:		
Mosaic ID of young person (must be provided):		
Child in Care or Care Leaver:		
Foster Carer (if applicable):		
Form completed by:		
Colleagues to copy in to emails about this order:		
Device required:	<i>Please indicate below</i>	
<ul style="list-style-type: none"> Option 1 – Medium format 14"/15" Windows laptop (Option 1 is the default option as our supplier usually holds these devices in stock so that they can be provided more quickly) 		
<i>(Note that the other options below require a special order so delivery typically takes approx. 2-3 weeks)</i>		
<ul style="list-style-type: none"> Option 2 – Windows hybrid touchscreen laptop/tablet 		
<ul style="list-style-type: none"> Option 3 – Small, lightweight, touchscreen Windows laptop 		
<ul style="list-style-type: none"> Option 4 – Apple iPad with Bluetooth keyboard 		
<ul style="list-style-type: none"> Option 5 – Specific device request (e.g. Chromebook, please provide details): 		
Any additional requests about this order:		
Does the young person have any existing Wokingham provided IT equipment?		
Delivery address details	<i>Please provide full details below</i>	
Delivery contact name:		
Delivery address: (e.g. WBC Here4U Team or young person's home address, please include postcode)		
Delivery address contact number: (may be passed to the delivery company)		

Please send completed forms to VirtualSchool.Admin@wokingham.gov.uk

For Virtual School use

Authorising person: (name of a senior Virtual School/Here4U colleague with knowledge of order)	
Virtual School: please email authorised order forms to edpartnershipteam@wokingham.gov.uk Please ensure the young person's initials are included in the order form filename and email subject line	