



The School ICT Summer Readiness Guide

Reliable ICT for September, without start-of-term disruption



September is one of the busiest points in the school year. When staff and pupils return, technology needs to work reliably so teaching, safeguarding and communication can continue without avoidable disruption.

The summer window gives schools and trusts a practical opportunity to reduce avoidable disruption before the new academic year begins. The strongest plans usually start before term ends, while staff, systems and devices are still visible and supplier conversations can still be scheduled.

Through Everything ICT, schools and trusts can access compliant procurement support and trusted education suppliers to help turn summer priorities into practical next steps. For many schools, the work completed over the summer helps staff and pupils get off to a settled start, rather than adding another pressure point for leaders and IT teams.

Start with need, not projects

Before planning summer technology work, it helps to be clear about what needs to be ready when staff and pupils return in September.

A short readiness summary can help school leaders and key teams build a shared view of what needs to be ready for September. It should give schools a clear view of the people, systems, spaces and support arrangements that need to be ready for the new academic year.

With that shared view in place, schools can prioritise the work that matters most and identify any gaps that may need supplier or procurement support.





Why summer readiness matters

The summer break is not quiet for IT teams, but it does provide a window to complete work that is difficult during term time.

By the final half-term and early July, schools usually have a clear view of what has worked well, what has caused repeated issues and what needs attention before September.

This is also when useful information is still available. Staff can confirm curriculum needs, devices are still in active use, the MIS is current and supplier conversations can happen before diaries fill up.

Even where intake lists, timetables and staffing are still being finalised, the period before term ends is a useful opportunity to capture what is known, identify gaps and line up supplier support where needed.

The key checks before the summer holidays

Before term ends, planned work should be turned into a deliverable schedule, with priorities, owners, dependencies and key deadlines agreed before the summer window begins.

At this stage, the focus should be on the areas most likely to affect September readiness:

Priority area	What to confirm	Why it matters
Devices	Available devices have been reviewed, with repairs, rebuilds, allocation and spare stock planned.	A device count is only helpful if devices are reliable, secure and available where needed.
Identity and access	New starters, leavers, groups, permissions, SSO/MFA and password reset routes are ready for the new school structure.	Access issues can quickly affect teaching, safeguarding, administration and support teams.
Network and connectivity	Wi-Fi, broadband, filtering, classroom connectivity and support arrangements are ready for normal school demand.	Connectivity issues can disrupt lessons, cloud platforms, safeguarding systems and day-to-day operations.
Cybersecurity	Access, patching, backups, recovery arrangements and incident contacts are ready for the holiday period and September return.	Unresolved risks can be harder to spot while sites are quieter, and can carry into the new academic year.
Software and licensing	Key software, licence counts, renewals, curriculum changes and deployment arrangements have been checked.	Gaps often appear when staff and pupils start using systems at scale.
Procurement and suppliers	Lead times, approvals, site access, delivery dates, supplier bookings and escalation routes are clear.	Late decisions can narrow the delivery window and increase pressure before September.

Turning the checks into a summer plan

Once priorities are clear, the summer plan should bring the main readiness areas together in a way that is easy to own, schedule and review.

✓ **Devices and allocation**

Check whether the devices available for September will meet expected demand. This includes preparing existing stock, resolving reliability issues and planning allocation. For one-to-one programmes or shared device pools, schools should also confirm how devices will be issued, recorded and supported once staff and pupils return.

✓ **Accounts and access**

Before MIS rollover and the start of term, schools should have confidence that identity, access and permissions reflect the new school structure. Realistic staff and pupil scenarios can help confirm that access, policies, classroom workflows and support routes behave as expected.

✓ **Network and connectivity**

The network should be ready for normal school use, not just quiet-site conditions. Any known concerns around coverage, capacity, filtering, classroom connectivity or support arrangements should be brought into the summer plan.

✓ **Cybersecurity and recovery**

The summer window gives teams time to bring devices and systems back to a known baseline. Before the holiday period, schools should check

access, patching, endpoint protection, backups and incident response routes, so they are clear on their level of protection and know how to respond if an issue arises.

✓ **Software and licensing**

Curriculum and operational changes should be confirmed before staff leave where possible. Schools should check what is new, what is changing, what is no longer needed and whether licence or deployment issues could affect the September build.

✓ **Supplier support and escalation**

Some work can be managed internally, but larger projects or capacity gaps may need supplier support. Any supplier bookings, delivery dates, site access requirements, escalation routes or contract renewal points should be clear before the summer window begins.

✓ **First-week readiness**

Even with good preparation, the first week back will bring exceptions. Schools should agree in advance how late admissions, device failures, access problems and accessibility requirements will be handled. This includes ownership of first-week issues, urgent escalation routes, spare device arrangements and the point at which supplier support may be needed.



What good looks like in September

Good summer readiness does not mean every possible issue has been removed. It means the school starts term with the main risks understood, the essentials tested and a clear route for anything that still needs attention.

By September, staff and pupils should be able to get on with the school day without technology becoming a barrier. Devices should be ready for use, access should work as expected, core systems should have been tested, and any known risks or exceptions should have an agreed owner.

Suggested summer ICT readiness checklist

Use this checklist as a starting point for summer planning. Not every item will apply to every school, but it can help identify priorities, spot gaps and highlight any areas where supplier support may be needed before September.

Area	Suggested check	Owner	Status
Devices and allocation	Confirm devices are ready for September, with repairs, rebuilds, allocation, accessories and spare stock planned where needed.		
Accounts and access	Check starters, leavers, groups, permissions, SSO/MFA, password reset routes and any MIS rollover dependencies.		
Network and connectivity	Confirm known issues with Wi-Fi, broadband, filtering, performance or classroom connectivity have been reviewed and scheduled where needed.		
Cybersecurity and recovery	Review access, privileged accounts, patching, backups, restore testing and incident contacts before the holiday period.		
Software and licensing	Confirm licence counts, renewals, curriculum changes, deployment groups and testing on representative devices.		
Supplier support	Confirm supplier bookings, delivery dates, site access, escalation routes and any procurement steps needed before September.		
First-week readiness	Agree issue ownership, urgent escalation routes, spare device arrangements and how exceptions will be handled when staff and pupils return.		



How Everything ICT helps

Some summer technology work can be managed internally, but schools may need extra capacity where projects are larger, more specialist or dependent on supplier availability.

Through Everything ICT, schools and trusts can approach summer readiness in a supported, straightforward way. We can help turn broad requirements into clear supplier conversations, provide access to trusted education suppliers and support compliant procurement for the work that needs to happen before September.

You stay in control of what you need. We help make the process clearer.

➞ [Speak to the team](#)

➞ [How it all works](#)

