SchoolNotes Open Proposal (For anyone to use)
For Headteacher / School Council Review

Online Tools: https://app.schoolnotes.org.uk/

Executive Summary
SchoolNotes is a private, offline-first web app for recording incidents, pupil notes, parent/carer messages, self-reflection, and trip health and safety assessments. It runs entirely in the browser, stores drafts only on the user's device, and produces clear, print-ready PDFs for secure filing or emailing via the school's existing systems. No pupil data is uploaded to third-party servers.

Why it's safe to use
- Local-only by design: entries are kept in the browser on the user's device.
- No server-side store: nothing is sent to or kept on external services.
- HTTPS (TLS) on schoolnotes.pages.dev protects traffic and prevents tampering.
- No tracking cookies or analytics; no logins or passwords to manage.
- Data minimisation: only the information staff enter is printed to PDF and filed within school systems.
- Easy to clear: local drafts can be deleted by the user with one click.
- Works offline on site networks with poor connectivity; printing does not require an internet connection once loaded.

How it improves efficiency
- Faster capture: one-page forms with plain language match safeguarding and behaviour processes.
- Consistent output: PDFs have clear section headings that mirror the forms and can be filed immediately.
- No accounts to manage: just open the web address and use it.
- Works on staff laptops, Chromebooks and iPads (modern browsers).
- Drafts can be saved on the device and finished later.

Suggested rollout
1) Pilot with DSL and a small group of staff for one week.
2) Tweak wording if needed.
3) Whole-staff briefing (10 minutes).
4) Switch from old paper templates to SchoolNotes for incidents, pupil notes, parent messages and trip H&S.

Requirements
- Modern browser (Chrome, Edge, Safari) on existing school devices.
- Printer access for PDFs (or export to PDF if printing later).
- Network access to schoolnotes.pages.dev to load the app; then it can continue
- offline.

Costs
The app is lightweight and hosted. There are no licence fees for staff. Printing uses existing school resources.

Risks and mitigations
- Device loss: drafts are local; advise staff to clear drafts after exporting the PDF.
- Wrong email: SchoolNotes no longer sends email directly; staff use the school's mail client when needed.
- Change management: provide a short how-to and one champion per phase for questions.

Design by
Louise J Chung - Contact here, focused on streamlining staff workload to free more time for pupil care.

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