

I.C.T. POLICY

Mission Statement

Everyone at St John of Beverley RC Primary School knows we are part of God's family. We share, play and learn together and try to be the best we can be.

Rationale

Information and Communications Technology (ICT) is concerned with the storage, processing, presentation and communication of information by electronic means. This includes the measurement, modelling and control of external events. ICT continues to evolve very quickly and has now become firmly entrenched in many aspects of everyday life, both at home and in the workplace.

As ICT underpins today's modern lifestyle it is essential that all pupils gain the confidence and ability, that they need in this subject, to prepare them for the challenge of a rapidly developing and changing technological world. The use of ICT will also enhance and extend children's learning across the whole curriculum whilst developing motivation and social skills.

Aims of ICT

At St John of Beverley RC Primary School our aims are that:

- ICT be presented as a creative and fascinating process in which children are encouraged to use their own initiative, imagination, reasoning and investigative skills;
- Children appreciate the relevance of ICT in our society and that they see it as an essential tool for learning, communication, finding information and for controlling and understanding their environment;
- Children receive equal opportunity to develop their ICT capability, with the use of ICT being planned for in line with its status as a core National Curriculum subject;
- Differentiation is planned for in each area of the ICT curriculum so that children achieve to the best of their ability;
- Children learn to work individually and collaboratively;
- Children have a heightened interest and awareness of ICT through the regular display of their ICT enhanced work in the classrooms and around the school, and the positive attitude of staff towards the use of ICT.

Present resource provision

Main School

Each class has a teacher computer linked to an interactive screen with Internet access.

There are 9 laptops available for staff usage.

There is one laptop trolley – containing 16 laptops and one iPad trolley containing 16 iPads. The laptops and iPads can be connected to the Internet and the school network by wireless connection.

In addition to this, there is a variety of other ICT equipment in school including; Roamers, Beebots, CD players, headphones, Cameras, Go Pro Camera, sensors and detectors and class iPads.

Any faults encountered are reported centrally in the school office. Faults are dealt with by Primary Tec.

To ensure that copyright laws are adhered to, staff, pupils and parents are not permitted to run software brought in from outside school on school machines.

An Internet and E Safety Policy has been developed in order to allow the safe and efficient use of the Internet for both staff and pupils in an educational context.

Present curricular plans

Following the introduction of the New Curriculum, ICT will be taught on a theme basis, focussing on teaching the children the skills required to access ICT in an ever changing society. Using themes will allow for a greater emphasis on progression across the key stages.

When planning each theme teachers will cover key skills identified within the New Curriculum for their particular Key Stage.

Support will be given, where possible, with ICT planning and teaching by the ICT co-ordinator.

Entitlement to the ICT curriculum

All children should have access to the use of ICT regardless of gender, race, cultural background or physical or sensory disability. Where use of a school computer proves difficult for a child because of a disability, the school provides specialist equipment and software to enable access. Children with learning difficulties can also be given greater access to the whole curriculum through the use of ICT. Their motivation can be heightened and they are able to improve the accuracy and presentation of their work. This in turn can raise self-esteem.

Planning for ICT in the early years needs to be considered carefully if children are to begin to gain confidence in the use of ICT as soon as they start attending Reception. A range of appropriate hardware, software and activities needs to be offered. The encouragement through small group teaching in ICT has encouraged the children to be more independent at this early age.

Health and Safety

Children should not be responsible for moving heavy equipment around the school. Children should not be given the responsibility of plugging in and switching machines on without a member of staff present.

Food and drink should not be consumed near ICT equipment.

It is the responsibility of staff to ensure that classroom ICT equipment is stored securely.

Staff should ensure that the children are seated at the computers comfortably and be aware of the dangers of continuous use (e.g. eye/wrist strain etc).

An adult should always supervise children when they are accessing information via the Internet. The service provider does filter information but staff are ultimately responsible for information accessed by pupils.

All children in Key Stage Two know that if they are searching the Internet they need to use a safe search engine.

Assessment and record keeping

On-going formative assessment is an integral part of good practice. Its main purpose is to enable the teacher to match work to the abilities and needs of the children and ensure progression in learning.

The children always save a copy of their work in their year group folders which are stored on the school network.

Links to the development

- An audit of resources is undertaken yearly to ensure that hardware and software are kept as up to date as possible and that obsolete or broken machines are repaired or disposed of by Primary Tec according to the East Riding of Yorkshire Policy.

Staff training needs will be met by:

- Auditing staff skills and confidence in the use of ICT;

- Arranging training for individuals as required;
- The ICT Co-ordinator should attend courses and support and train staff as far as possible.

Review and evaluation procedures

The everyday use of ICT is developing rapidly, with new technology being produced all the time. This policy therefore will be reviewed and revised on a bi-annual basis.

The ICT Co-ordinator will liaise regularly with staff, both at staff meetings and informally, to monitor the effectiveness of the use of the new theme based ICT teaching as well as the new ICT assessment software.

Angela Nicholl
ICT Co-ordinator

Passed by Governors: March 2018
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