



ICT Policy

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Largymore Primary School ICT Policy

Contents

Section 1

ICT Vision for the school
Introduction

Section 2

Strategies for the use of ICT
ICT Competences
Pupils accessing the Internet
ICT and the Northern Ireland Curriculum
Inclusion

Section 3

Progression, Monitoring, Assessing and Evaluation

Section 4

Role of the ICT Coordinator

Section 5

Future Developments

Appendices:

Appendix 1: e-Learning Policy

Section 1

Largymore Primary School ICT Vision

“Largymore Primary School strives to realise the full potential of every individual to be happy, effective and responsible members of society.”

LPS Prospectus

In Largymore Primary School we understand that ICT plays a huge part in the lives of the pupils, staff, parents, governors and the community in general. ICT allows all pupils to gain confidence and ability in an ever-changing society and prepares them for the challenge of a rapidly developing and evolving technological world. With this in mind, we, as a school, are promoting both the development, and safe use, of ICT.

We aim:

- To provide opportunities to enable all our staff, pupils and parents to be confident, competent and independent users of ICT.
- To provide an environment where access to ICT resources is natural, commonplace and safe.
- To ensure ICT has a fundamental role in developing and enhancing our school's key learning aims in promoting the pupils' educational, physical and social needs.
- To provide staff with opportunities to develop their skills as ICT technology develops, ensuring that they are both motivated and able to use technological developments.
- To teach ICT in a cohesive manner, so that children will show an increased awareness of ICT at each stage of their academic lives.

Introduction

Information and Communications Technology (ICT) is changing the lives of everyone. ICT is a generic term used to denote the convergence of computers, video and telecommunications, as seen in the use of multi-media computers, mobile phones, gaming consoles etc., and the network and services based on them.

We aim to enable our pupils to find, explore, analyse, exchange and present information. We also focus on developing the skills necessary for children to be able to use information in a discriminating and effective way.

ICT can promote, enhance, support and enrich the curriculum in a unique way. It contributes to all subjects and supports the development of skills such as literacy and numeracy, communication, problem solving, information handling, social and interpersonal skills and independent learning skills.

Largymore Primary School meets the requirements set out within the Northern Ireland Curriculum and through the ICT tasks being completed throughout the school develops the use of the 5Es

- Explore
- Express
- Exchange
- Evaluate
- Exhibit

ICT forms part of the School Development Plan and is reviewed annually.

Largymore Primary School is well equipped with networked laptops or PCs in each class and 12 networked PCs and 3 networked laptops in the computer suite.

Every class has access to

- a class PC or laptop
- a shared colour photocopier/printer
- a digital camera
- an Interactive Whiteboard
- a staff iPad Air 2
- Every class has access to iPad devices. In Foundation Stage there are 5 iPad Air 2 devices to share between classes and at Key Stage 1 there is a set of 10 iPad 2 devices that are shared. In Key Stage 2 each class has access to 7 iPad Air 2 devices.
- shared tablet devices
- ICT through the networked system in the ICT suite which is timetabled for every class to use throughout the week.

Section 2

Strategies for use of ICT

- ICT is not taught as a distinct subject, but it is a tool to be used as appropriate throughout the curriculum
- All pupils are given equal access
- ICT is an entitlement for all pupils
- Common tasks are set that are open-ended and can have a variety of responses
- We provide suitable learning opportunities for all children by matching the challenge of the task to the ability and experience of the child
- Use of ICT at home will continue to be encouraged through projects, homework and the use of MySchool and digital packages such as Reading Eggs and Mathletics which can be accessed through a home computer system or at the local library
- Children should continue to be encouraged to access and make use of the school website which is regularly updated – www.largymoreps.co.uk

ICT Competences

At Largymore Primary School we endeavour to help our pupils to develop competence in the use of ICT.

ICT competence is concerned with:

- Learning about ICT – developing the knowledge and skills required to use ICT effectively and to apply these in a range of contexts.
- Learning through ICT – developing the skills required to access and use information from a range of electronic sources, interpret it and use it effectively.
- Learning with ICT – applying the skills in their own learning either at school, at home or in the community.

Pupils accessing the Internet

For all information related to this see Largymore Primary School's policy on e-Learning policy (see Appendix 1) and the E-Safety Policy.

ICT and the Northern Ireland Curriculum

- Literacy

ICT is a major contributor to the teaching of Literacy.

- Children learn how to draft, edit and revise text.
- Children can create, develop present and publish ideas and opinions visually or orally.
- They learn how to improve the presentation of their work by using desk-top publishing and presentational software.

- Numeracy

Many ICT activities build upon the mathematical skills of the children.

- Children use ICT in Numeracy to collect data, make predictions, analyse results, and present information graphically.
- They also acquire measuring techniques involving positive and negative numbers, and including decimal places.
- They can explore mathematical models and problem solve e.g. use of BeeBots, Pro-bots, Logo, Block-based coding apps and spread sheets.

- Personal Development and Mutual Understanding (PDMU)

ICT makes a contribution to the teaching of PDMU as children learn to work together in a collaborative manner.

- They develop a sense of global citizenship by using the Internet.
- Through the discussion of moral issues related to electronic communication, children develop a view about the use and misuse of ICT as exemplified through the use of MySchool and Seesaw.
- Through the use of the NSPCC 'Keeping Safe' programme children develop a proactive and responsible approach to staying safe online.
- They also gain a knowledge and understanding of the interdependence of people around the world.

- Creative and Expressive

ICT offers children the freedom to express their own ideas creatively and to experience the designs of others.

- Children will have the opportunity to develop their creativity through a range of network software and digital technology.
- They can explore the Internet to gain access to a wealth of images and information about world famous pieces.
- They also gain a knowledge and better understanding of online safety.

- World around Us

ICT transcends the barriers of distance and opens up the world as an easily accessible global community allowing children to experience the past, present and future of the world they live in.

Inclusion

Largymore Primary School's ICT facilities are available for use by all pupils and staff. All children are given access to ICT regardless of gender, race, physical or sensory disability. ICT can impact on the quality of work that children can produce and it can increase their confidence and motivation.

The Special Needs Coordinator has access to a networked laptop, an iPad and an interactive whiteboard to support his everyday teaching and learning strategies, as well as using specialised software programs within them to aid the learning of the pupils.

Section 3

Progression, Monitoring, Assessing and Evaluating

Progression

- All children develop and learn at their own pace.
- Progression is assured through a range of increasingly challenging activities covering all areas of ICT and embedded in the Northern Ireland Curriculum.
 - i. In Foundation Stage – tasks developed within each year group within existing curricular areas.
 - ii. In Key Stage 1 and Key Stage 2 – tasks from the CCEA Using ICT Assessment Tasks are assigned appropriately throughout the year groups.

Monitoring

- Evidence covering all areas of ICT are gathered within each pupil's document folder.
- Each Year Group will send the ICT Co-ordinator examples of work that the pupils are doing that shows effective use of a variety of ICT skills and techniques.
- Each teacher should be planning their use of ICT across the curriculum to cover the 5Es and in as cross-curricular manner as possible.
- It is currently the responsibility of the ICT team to monitor the standard and progress made by pupils by gathering appropriate evidence during each school year. Since September 2016 it is a statutory requirement for the cross curricular skill of 'Using ICT' to be assessed and reported to parents and the government.

Assessing

- Evidence gathered each year is assessed by the ICT Co-ordinator and the ICT team.

Evaluating

- Evidence gathered each year is summarized within a self-evaluative report.

Section 4

ICT co-ordinator

- It is the responsibility of the ICT co-ordinator to assist the subject co-ordinators and the teachers with the implementation of this policy.
- The ICT co-ordinator has the responsibility for the management of the resources, which are required for the implementation of this policy.
- The ICT team will disseminate information regarding new developments in ICT to other members of staff.
- The ICT team will be responsible for any staff INSET in the development of ICT.
- The ICT Co-ordinator will, along with the Principal and ICT technician, be responsible for the downloading of any relevant educational apps for the iPads, as requested by teachers as the need arises.
- It will be the responsibility of the ICT co-ordinator to ensure that the system for reviewing this policy is initiated.
- The ICT Co-ordinator will be responsible for the updating of policy, action plans and Internet guidelines and informing staff of aforementioned documents.

Section 5

Future Developments of ICT

The programme for ICT development will be planned as an integral part of overall curriculum planning for Largymore Primary School. This will be set out in an appropriate Action Plan.

- To continue to make use of the ICT suite by every class and every year group.
- To enhance and embed the 5Es into the tasks carried out by each year group.
- To develop methods of assessing ICT in each year group.
- To develop staff skills in levelling ICT work.
- To ensure that a broad range of Desirable Features are covered throughout the school.
- Staff should take advantage opportunities to raise their ICT competence, utilising both internal and external expertise. INSET time will be arranged in relation to the introduction of new hardware and software as necessary.
- Hardware within Largymore Primary School is being continually updated, but within the limitations of the school budget. As a school we will endeavour to ensure that pupils have access to the latest up to date equipment.
- Develop the use of iPads in the classroom as an educational teaching tool and to enhance learning.
- Staff will continue to receive training on current and relevant apps for use on the iPads.
- Develop a team of pupil Digital Leaders to support ICT teaching and learning throughout the school.
- To ensure e-safety is being embedded into the curriculum in each year group.