SARRATT CHURCH OF ENGLAND PRIMARY SCHOOL

Policy for Digital Technologies

Laying the foundations for our children to be confident, respectful and to achieve their full potential.

Aims of this policy:

The use of ICT and Computing is an integral part of the National Curriculum and is a key skill for everyday life. The aim of this policy is to set the ways in which Sarratt CofE School will incorporate, develop and promote digital technologies to enhance teaching and learning, fulfil the Computing requirements set out in the National Curriculum and prepare children for an increasingly digital world.

Delivering these aims:

To ensure that digital technologies are used to enhance teaching and learning, the school will:

- Provide regular training to the staff to maximise understanding of new technologies
- Complete regular audits of resources, identifying issues and resolving where necessary
- Use digital technologies across all the National Curriculum
- Increase the use of collaborative techniques to improve outcomes of children
- Utilise technologies to complete Assessment for Learning (AfL)

Curriculum:

Through an engaging computing curriculum, children will achieve the following:

- Early Years: A broad play-based experience of ICT in a range of contexts, including outdoor play. Early year environments should feature ICT scenarios based on experiences in the real world, such as in role-play. Children will have access to new technologies (including iPads, Laptops, programmable robots) so that they can lay the necessary foundations to progress into Key Stage One.

- By the end of Key Stage 1, pupils should be taught to:
  - Understand what algorithms are; how they are implemented as programs on digital devices and know that programs execute by following a sequence of instructions

- o Write and test simple programs
- o Use logical reasoning to predict the behaviour of simple programs
- o Communicate safely and respectfully online, keeping personal information private, and recognise common uses of information technology beyond school

- By the end of Key Stage 2, pupils should be taught to:
  - o Design and write programs that accomplish specific goals, including controlling or simulating physical systems
  - o Solve problems by decomposing them into smaller parts
  - o Use sequence, selection and repetition in programs; work with variables and various forms of input and output; generate appropriate inputs and predicted outputs to test programs
  - o Use logical reasoning to explain how a simple algorithm works and to detect and correct errors in algorithms and programs
  - o Understand computer networks, including the internet; how they can provide multiple services, such as the world-wide web; and the opportunities they offer for communication and collaboration
  - o Describe how internet search engines find and store data; use search engines effectively; be discerning in evaluating digital content; respect individual and intellectual property; use technology responsibly, securely and safely.
  - o Select, use and combine a variety of software (including internet based services) on a range of digital devices to accomplish given goals, including collecting, analysing, evaluating and presenting data and information.

Assessment:

- Any assessment particular to computing?

Cross curricular opportunities: The aim of Sarratt Church of England Primary School is to embed digital technologies into every aspect of the curriculum. This could include, but not limited to:

- Create a shared writing piece using G Suite for Education
- Create class magpie nests, utilising 'Shout it Out' on Smart Notebook
- Exit Tickets and Plenary questions through 'Response 2' on Smart Notebook
- Team based assessment through Monster Quiz
- Class management through Class Dojo or Google Classroom
- Formative assessment for maths, reading, spelling and topic
- Recording gymnastics movements and replaying these in slow motion to look at technique.
- Utilising the visualizer to record the growth of plants or cells in Science

Digitial technologies will be further utilised outside the classroom, including home learning. Every child in Key Stage 2, will have access to a G Suite for Education account. This enables the opportunity to set home learning tasks online, for example: setting a writing challenge or comprehension activity.

Subject specific learning requirements:
It is planned that all children in Key Stage 2, will have access to a laptop to use throughout the school day, as well as a G Suite for Education account (subject to parental consent).
All children in EYFS & Key Stage 1, will have access to a school laptop, when necessary to fulfil the curriculum requirements.

Time allocation:
Where necessary, teaching of discreet computing skills will be timetabled on a weekly basis and where possible, digital technologies should be implemented with a cross curricular approach.

Social Media:
As a school, we recognise that social media and networking are playing an increasing role within every-day life and children are kept fully aware of risks and issues that may arise and ways in which to minimise these risks. The school uses a Twitter account as a means of communicating with the school community. This account will be governed by the Head of School, SLT and the Digitial Technologies Leader. In accordance with GDPR, only images of children for which we have consent will be distributed on the Twitter account, and where possible photos of individual children will be avoided.

E-safety:
At Sarratt Church of England Primary School, we take E-Safety very seriously. We will ensure that it is taught throughout the children's Computing & PSHE sessions as necessary. We will also provide children with dedicated E-Safety lessons each year. These will be reviewed regularly by the Digitial Technologies Leader, to ensure that they are up-to-date and reflect current issues. Children will be taught how to act online and how to minimise risk when working on the internet. Pupils will also be taught about managing passwords, respecting copyright and other elements of this policy that are relevant to them. The school will continue to follow guidance from Childnet and display S.M.A.R.T posters in every classroom.

All children will be taught about the ICT acceptable use policy and will sign a copy appropriate to their age phase.

E-Safety training will be provided for staff to ensure that they conduct themselves in the appropriate manner when working and communicating online as per the E-Safety and Acceptable use policy.

Roles and Responsibilities:

It is the responsibility of all staff to ensure that they are following the policies. The subject leader and SLT will monitor and evaluate the application of the policy

Other references:

Where relevant, this policy should be considered alongside and in accordance with the Marking and Feedback policy, Presentation policy, SEN policy, Inclusion policy, Assessment policy, Teaching and Learning Policy, Homework Policy, Planning policy, Twitter policy, Digital Security and E-Safety and Acceptable Use policy.

Signed (Subject Leader): ……………………………………………………………

Signed (Head Teacher):   ……………………………………………………………

Date approved: ……………………………

Date for review: ……………………………

Associated Documents:

Office365 Consent Letter 2018

Pupil Acceptable Use Agreement 2018

Acceptable Use Agreement: Pupils - Primary
Primary Pupil Acceptable Use

Agreement / eSafety Rules

- I will only use ICT in school for school purposes
- I will only use my class e-mail address or my own school e-mail address when e-mailing
- I will only open e-mail attachments from people I know, or who my teacher has approved
- I will not tell other people my ICT passwords
- I will only open/delete my own files

- I will make sure that all ICT contact with other children and adults is responsible, polite and sensible
- I will not look for, save or send anything that could be unpleasant or nasty. If I accidentally find anything like this I will tell my teacher immediately
- I will not give out my own/others details such as name, phone number or home address. I will not arrange to meet someone or send my image unless this is part of a school project approved by my teacher and a responsible adult comes with me
- I will be responsible for my behaviour when using ICT because I know that these rules are to keep me safe
- I will support the school approach to online safety and not upload or add any images, video, sounds or text that could upset any member of the school community
- I know that my use of ICT can be checked and my parent/carer contacted if a member of school staff is concerned about my safety
- I will not sign up for any online service unless this is an agreed part of a school project approved by my teacher
- I will not bring a Smart Watch to school because I am not allowed to wear one during the school day
- I will not sign up to online services until I am old enough