



**MELLERS PRIMARY SCHOOL
COMPUTING and ICT POLICY
January 2017**

Rationale

Computing has an important role in enhancing and extending learning across the whole curriculum, at all levels. ICT skills are taught discretely and then applied during work in other areas of the curriculum as a way of enriching and supporting learning.

It is acknowledged that the use of a computer and other equipment such as iPads, can help children increase motivation, raise self-esteem and improve the accuracy and presentation of work in all areas of the curriculum.

Aims

Our aims in teaching ICT are that all children will:

- be provided with a relevant, challenging and enjoyable curriculum for ICT and computing.
- develop their computing and ICT capability, including their knowledge and understanding of the importance of information, of how to select and prepare it in order to communicate with others by using technology.
- develop their skills in using hardware and software independently and effectively.
- develop their ability to apply ICT skills as a tool to support learning wherever possible in all other areas of the curriculum.
- appreciate the relevance of computing and ICT in our society, and be aware of its advantages and limitations.
- develop positive attitudes towards computing and ICT including confidence and enjoyment and to use it in a safe and responsible way.
- receive an equal opportunity to develop their ICT capability.

The national curriculum for computing aims to ensure that all pupils:

- can understand and apply the fundamental principles of computer science, including logic, algorithms, data representation, and communication
- can analyse problems in computational terms, and have repeated practical experience of writing computer programs in order to solve such problems
- Can evaluate and apply information technology, including new or unfamiliar technologies, analytically to solve problems.
- Are responsible, competent, confident and creative users of information and communication technology.

Teaching & Learning Strategies

All classes have a weekly slot in the ICT suite, used for the teaching of ICT skills, and to ensure coverage of the skills units. These skills are taught through the topic wherever possible. Staff can also request the use of the computer suite when it is available.

Classroom computers are normally used for cross-curricular work. Teachers identify links with other areas of the curriculum wherever possible so that previously gained ICT skills can be reinforced in new contexts, as well as supporting the learning in other areas.

All classes will have the opportunity to use the school set of iPads to support learning across the curriculum as well as a variety of other ICT equipment including, programmable robots, data logging equipment and digital microphones.

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.

ICT and Computing capability should be monitored regularly in relation to the schools' Scheme of Work. Samples of work should be kept for each child. This could be via the school network where a 'work sample' folder could be included in the class directory.

Equal Opportunities

We ensure equality of access and equality of experience for all pupils irrespective of race, gender, disability and age.

Special Educational Needs

Pupils with learning difficulties may be given greater access to computers or other technology, if it benefits their progress in other areas. We provide learning opportunities that are matched to the specific needs of children with learning difficulties. In some instances, the use of ICT has a considerable impact on the quality of work that children produce; it increases their confidence and motivation and allows access to parts of the curriculum to which the children would otherwise not have had.

Resources

The school has a computer suite of desktop machines as well as access to laptops and iPads for classroom use.

All classroom teachers have a laptop for their planning and classroom work.

All classes have a projector and whiteboard.

Health and Safety

All computer equipment will undergo an annual safety check by law. Any equipment that fails this check is withdrawn from use until repaired. Any concerns about equipment should be raised with the Schools' IT Technician or logged in the 'ICT Faults' folder left on the ICT suite desk.

Children are taught the correct way to turn on, use and turn off the computers and software they have access to.

Children should not be responsible for moving heavy equipment around the school.

Food and drink should not be consumed near any ICT equipment.

It is the responsibility of staff to ensure that any ICT equipment in the classroom should be stored securely, cleaned regularly and that their class always leaves the ICT suite clean and tidy after use. Staff should also remind children to switch off equipment at the end of the session.

Internet: An adult should always supervise children when they are accessing information from the Internet. For further details, please see the School Internet Acceptable Use policy.

Compiled by:

Approved by:

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