



Computing Policy

October 2021

Approved By:	Date:
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Any signature required:	



All things are possible for those who believe. (Mark 9:23)
Learning together we grow in faith.

Information and Communication Technology Policy

Introduction

The use of information and communication technology is an integral part of the National Curriculum and is a key skill for everyday life. Computers, tablets, programmable robots, digital cameras and other tablet devices are a few of the tools that can be used to acquire, organise, store, manipulate, interpret, communicate and present information. At Little Heaton C.E Primary School, we recognise that pupils are entitled to quality hardware and software and a structured and progressive approach to the learning of the skills needed to enable them to use it effectively. The purpose of this policy is to state how the school intends to make this provision.

Aims

The school's aims are to:

- Meet the requirements of the National Curriculum programmes of study for computing.
- Provide a relevant, challenging and enjoyable curriculum for computing for all pupils.
- Use ICT and computing as a tool to enhance learning throughout the curriculum.
- To respond to new developments in technology.
- To equip pupils with the confidence and capability to use ICT and computing throughout their later life.
- To develop the understanding of how to use ICT and computing safely and responsibly.

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.
- Children 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.

At Little Heaton we:

- Create an environment where all are staff confident in using ICT, through continuing training and professional development, with an annual staff skills audit and training programmes run in response to the findings of these audits.
- Encourage children to confidently use their ICT skills to enhance their learning and raise standards.
- Have in place Schemes of Work which are designed and implemented to make the best of ICT learning.
- Promote safe and sensible use of all ICT equipment. (See Acceptable Use Policy)

TEACHING AND LEARNING

At Little Heaton, we follow the Purple Mash Scheme of Work for our long, medium and short-term plans. These are then further supported and strengthened by specialist units from NCCE Scheme of Work and Lego WeDo2 programming. The units in each year of these schemes fulfil the objectives set out in the National Curriculum. The units may be taught in a different order but completion of them ensures that each strand of the Programme of Study for ICT develops consistently throughout each Key Stage. Each unit of work forms the basis of the medium-term plan, and clear learning objectives are given for each unit using Promethean Flipcharts based on the year group. In the short-term, teachers adapt the lessons to suit the topic they are teaching, making sure they cover the learning objectives stated. In the short-term plans, teachers indicate challenges that are matched to the ability and experience of the child. The use of ICT is encouraged in all subjects and staff record cross curricula use on their planning.

All pupils from Year 1 to Year 6 have a 1 hour weekly whole class timetabled computing skills based lesson with the mobile classroom (laptop trolley). Free slots can be booked on a week-by-week basis for use in other curricular subjects. This is supported by the iPads, again a mobile delivery service and the Geo Notebooks designed specifically for home school use during lockdown, bubble closures, or other non-illness related absence.

Foundation Stage have their own stand-alone computers, which are accessible to the children at all times during the school day. All classrooms have interactive whiteboard, including The Hub, Goldfish Room and Staffroom and there is also a projector and screen in the hall.

INCLUSION

All children have access to the curriculum, irrespective of gender, race, culture or special educational needs. Through differentiation in short-term planning we give every pupil the opportunity to experience success in learning. To achieve as high a standard as possible we set suitable learning targets which correspond to children's diverse learning needs.

At Little Heaton we:

- *Encourage pupils to train and assist their peers where possible;
- *Use different ways of presenting information to children;
- *Offer Support with technical language;
- *Regularly monitor and evaluate current ICT practice within the school, including pupils' continuity and progression;

HOW WE TEACH CHILDREN COMPUTING SKILLS

At Little Heaton, we teach our children COMPUTING through:

- Systematic planning using the agreed curriculum planning.
- Working with others, listening to their ideas and expertise and treating these with respect;
- Being creative and persistent;
- Encouraging them to critically evaluate their own and other's work;
- Developing ways of thinking, finding out about and communicating ideas;
- Exploring their values and attitudes through ICT;
- Developing language skills by talking about their work and presenting their own ideas;
- Using the appropriate technical vocabulary;
- Reading non-fiction and extract information from sources via the internet.
- Safe use of equipment and internet safety

HOW WE TEACH TO ENABLE THE RANGE OF LEARNING

The school builds on and develop the children's previous experiences of computing that they have experienced in school and supported by Purple Mash 2Do's what they may have learnt at home. The children are taught and given the opportunities and experiences to learn about:

- Developing ideas and making things happen;
- Finding things out;

- Exchanging and sharing information;
- Reviewing, modifying and evaluating work in progress.

ASSESSMENT, RECORDING AND REPORTING

The work the children do in each unit demonstrates what they have learned. Informal judgements are made during each lesson. Formal assessment is made at the end of each unit and recorded as those working towards and those working at greater depth via an online questionnaire. Our children are always encouraged to self-evaluate their work in their ICT books.

The Promethean Flipcharts offer assessment of the lesson in progress by looking at the notes and comments made and annotated during each lesson. The Computing lead along with the SLT create an assessment table throughout the year.

All work that needs to be stored is stored on the;

- 'W' drive both in children's own folder and in work specific folders. This is maintained in order to obtain consistency and appropriate standards across the school.
- Purple Mash Specific class/child file.
- 2Do's area of the home/school platform.

RESOURCES

The Computing Lead together with the Head Teacher make decisions about the type and numbers of individual resources. The Head Teacher also directs the usage of the computing budget allocation and how the resources purchased are deployed.

All members of staff have responsibility to ensure the correct use of computer hardware and software. All staff must inform the Computing lead, using the ICT Fault Log facility, of problems experienced with any equipment. The school technician is responsible for the maintenance and technical support.

MONITORING AND REVIEW

The monitoring of the standards of the children's work and of the quality of teaching in computing is the responsibility of the subject leader. The subject leader is also responsible for supporting colleagues in their teaching of computing, for keeping informed about current developments in the subject and for providing a strategic lead and direction for computing in

the school. The subject leader has specifically allocated time for carrying out the vital tasks of reviewing samples of children's work and of visiting classes to observe the teaching of computing.

HEALTH AND SAFETY

When working with resources and equipment in practical activities and in different environments – including those that are unfamiliar – children are guided as per the 'Acceptable Use' policy, to which all pupils and parents must agree.