

THE WILLOWS PRIMARY SCHOOL



Safeguarding Statement

The school is committed to safeguarding children and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

ICT POLICY

Author: ICT Subject Leader

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Signed :

Intent

The study of ICT ensures children gain a secure understanding about safe use of digital technologies in order to create, evaluate and explore the real and digital world. At The Willows we value and recognise the contribution that technology can make for the benefit of all pupils, staff, parents, governors and society. We strive to provide safe opportunities in computing to motivate, inspire and raise standards across the curriculum. We want everyone in our school community to be equipped with the digital skills to meet developing technology with confidence, enthusiasm and prepare them for a future in an ever-changing world.

As a result of our ICT and Computing curriculum, children will become creative and independent learners, who have developed a healthy relationship with technology. Our children are taught to understand that technology is an integral part of modern life and the key to the future is to harness and understand technology's potential. Computing is a constantly evolving subject that involves solving complex problems, being able to collaborate with others, learn from mistakes and refine solutions.

Our computing curriculum is designed to be logical, with sequenced steps that will equip all children with the essential skills and knowledge they need to use technology safely and creatively. When planning we ensure that children can build on their understanding, as each new concept is taught with opportunities for children to consolidate and reapply their skills and knowledge throughout the year. Each computing unit is planned to provide new challenges and variety; to ensure we keep the child's interest at a maximum. There is a strong emphasis on improving computing and digital vocabulary, core fundamental digital skills and computational concepts. The children have the opportunity to create their own digital learning journals that show their progression within this subject.

Here at The Willows e-safety is paramount - we strive to model and educate our children to use technology creatively, positively, responsibly and safely. Our curriculum supports the key aims of the government's Internet Safety Strategy (Digital Literacy / UK Council for Child Internet Safety (UKCCIS) framework) of supporting children to stay safe and make a positive contribution online, as well as enabling teachers to develop effective strategies for understanding and handling online risks.

Our aspiration is that children are inspired to be responsible and active digital citizens who can use digital technologies to solve problems and improve their own lives in an ever evolving digital world.

To be successful, learners must:

- Understand how to be safe and responsible digital citizens who evaluate sources of information and know how and when to seek help.
- Experience a range of digital programs, technologies and devices.
- Design, create, debug and evaluate basic programs using a variety of coding languages including visual, block and text based.
- Know how computing and ICT will impact their future lives and apply some of its practical applications in real world contexts.
- Be confident using ICT and technology to create in a variety of ways across the curriculum.
- Communicate their understanding of ICT & Computing using appropriate vocabulary and subject-specific terminology

Implementation

EYFS Understanding the World

Understanding the world involves guiding children to make sense of their physical world and their community. The frequency and range of children's personal experiences increases their knowledge and sense of the world around them – from visiting parks, libraries and museums to meeting important members of society such as police officers, nurses and firefighters. In addition, listening to a broad selection of stories, non-fiction, rhymes and poems will foster their understanding of our culturally, socially, technologically and ecologically diverse world. As well as building important knowledge, this extends their familiarity with words that support understanding across domains. Enriching and widening children's vocabulary will support later reading comprehension

Provision in the EYFS

We know that our pupils often have access to a range of digital devices in their home environments. Parents report that they are confident in accessing and using these and often do so independently. As a result, we are mindful that time at school should be a time for developing other knowledge and skills that are crucial for ICT and Computing but that don't require screen time on a digital device. Therefore, throughout the Early Years at The Willows, we pride ourselves on the rich learning opportunities our youngest children are given to develop the precursory skills required for life in a digital world.

Through play and direct teaching across all areas of our EYFS, pupils will discover and learn to:

- Notice similarities and differences
- Problem solve in their play
- Give and follow instructions
- Explore how things work
- Solve puzzles and problem solve
- Find and create patterns in a variety of media
- Use simple digital devices to record and create (cameras, sound buttons etc.)
- Control digital toys (remote control, coding bug, beebots etc.)

Y1 ICT & Computing Compulsory units	What is a Computer?: In this unit children will learn about the different parts of a computer and iPad. They will learn new skills, tips and tricks. The children will be able to see the inner working of a computer and build their own. Includes a range of continuous provision activities.	Animate With Shapes: Children will learn the basic skills of stop frame animation and produce a simple animated movie.	My Online Life: This activity takes place over the course of the term. It meets the objectives as set out by UKCCIS 'Education for a Connected World Framework'.
			Mini-Beasts: Children will use technology to classify minibeasts. In this activity the children will learn about gathering and presenting information. They will then make their own David Attenborough style nature documentary. Includes a range of continuous provision activities.
Typing & Functional Skills	How to basics...: Children will be shown be introduced to the netbooks and learn some key skills including logging on and off, opening programs and saving. They will use Word to type a Christmas card insert. Typing Basics: Children will learn be introduced to the keyboard including special keys		
APPS/Programs software	iPads – Scratch Jnr Netbooks: Word	iPads – Easy Studio Netbooks: word and edge	iPads – Book creator
Y2 ICT & Computing Compulsory units	Code a Story: The children will write a basic story with illustrations. They will then turn this into an animated story using visual coding. The activity will introduce new concepts such as conditional language, repeat loops and debugging.	My Online Life: This activity takes place over the course of the term. It meets the objectives as set out by UKCCIS 'Education for a Connected World Framework'	Keyboard Adventures: In this activity the children will master the art of using a keyboard and short cuts with a series of fun activities
Typing & Functional Skills		Presentations & Typing: In this activity, the children will learn to use presentation software and develop their keyboard skills in order to present their ideas. They will learn why it is crucial to present ideas in a well thought out format.	
APPS/Programs software	iPads – Scratch Jnr	iPads – Book creator	Netbooks: Excel Netbooks: PowerPoint
Y3 ICT & Computing Compulsory units	My Online Life: This activity takes place over the course of the term. It meets the objectives as set out by UKCCIS 'Education for a Connected World Framework'.	PowerPoint: Children will learn to use the basic functions of PowerPoint including text boxes, images, shapes, sounds and transitions to create and share information relating to their IPC topic Temples, Tombs and Treasures	Dancing Robots: The children will use some of Scratch Jr's more advanced coding blocks to create their own interactive dancing robot game. The children will learn the important skills of critical thinking, problem solving and debugging.
	Online Detectives: This activity is designed to support children in mastering the art of advanced internet searching. They will learn new tricks to improve their searches while they try to solve puzzles and challenges		
Typing & Functional Skills			
APPS/Programs software	iPads – Book Creator Netbooks – Book creator	Netbooks – PowerPoint iPads & Netbooks - Various websites for Keyboard adventures	iPads – Book creator, scratch, Lightbot, Mr Jump

Y4 ICT & Computing Compulsory units	Hour of Code: The class will sign up for Hour of Code and work through various challenges. The class can also choose to take part in global coding events	My Online Life: This activity takes place over the course of the term. It meets the objectives as set out by UKCCIS 'Education for a Connected World Framework'.	Rainforests: The children will explore rainforests through new Virtual Reality (VR) apps. They will also create their own interactive learning games for younger children to play.
Typing & Functional Skills			Word processing – Children will develop their word processing skills in order to write formal letters of persuasion for their IPC topic Rainforests
APPS/Programs software	iPads – Book creator Netbooks or iPads – Hour of code (website)	iPads – Green screen, book creator,	Netbooks: Word iPads: Book creator
Y5 ICT & Computing Compulsory units	Art/Graphics: Children will use sketch.io to recreate a piece of work by a famous artist using a digital medium. They will develop mouse control and look at different artistic tools on a digital sketchpad.	Movie Score Producer: The children will learn about audio recording and will write and record their own songs linked to their literacy text (Percy Jackson). The class can combine these into a class album	My Online Life Part 2: This activity takes place over the course of the term. It meets the objectives as set out by UKCCIS 'Education for a Connected World Framework'.
		My Online Life Part 1: This activity takes place over the course of the term. It meets the objectives as set out by UKCCIS 'Education for a Connected World Framework'.	Scratch Gamer: Children will complete a series of tasks to develop their coding skills in scratch. They will create a game with variables, loops and 'if' parameters.
Typing & Functional Skills	Excel: Children will use the formula and data tools of excel to record, sort and present information relating to their topic of Mission to Mars		
APPS/Programs software	iPads - Garage Band, Netbooks - EXCEL	iPads – Book creator Netbooks – sketch.io	Netbooks: Scratch
Y6 ICT & Computing Compulsory units	Crossy Roads: The children will create their own version of the popular app Crossy Roads using visual coding	Podcaster: Children will produce their own podcasts to publish online using scripts developed within literacy.	Quiz Show Host: The children will create quizzes using a variety of apps
	My Online Life: This activity takes place over the course of the term. It meets the objectives as set out by UKCCIS 'Education for a Connected World Framework'		
Typing & Functional Skills			
APPS/Programs software	iPads – Hopscotch iPads – Book creator	iPads – Garage Band, Anchor	Netbooks: Word Kahoot!

Time and Organisation

Children in Y1-Y6 have dedicated ICT & Computing lessons weekly but this is enhanced by other ICT opportunities through the IPC. ICT covers key themes such as: computer networks, communication and collaboration, e-safety, programming, computational thinking, creativity and productivity. ICT is taught through the use of iPads, netbooks and programmable hardware such as beebots.

Core aspects of computing and e-safety are taught as stand-alone units. Key ICT skills are applied as part of termly topic focus within the International Primary Curriculum (IPC).

Acceptable Use of ICT (please refer to E-Safety Policy)

To ensure the safety of children and staff when using ICT and related software, hardware and the Internet, children are explicitly taught about how to behave safely and appropriately with ICT equipment in school and online. Our curriculum meets the objectives as set out by UKCCIS 'Education for a Connected World Framework'.

Pupils' Record of Their Work

Pupil work will be recorded through the secure app, seesaw.

Monitoring and Assessment

Pupils are monitored both individually and in groups as part of a continual process of assessment. Their skills, progress, understanding and attitude are assessed regularly and recorded in the IPC skills folders. To meet the requirements of the National Curriculum pupils also review, modify and evaluate their work as it progresses. Summative judgements are recorded mid-year and at the end of the year for ICT & computing.

Cross-curricular Opportunities

ICT skills and knowledge are needed in all aspects of life. Where possible, purposeful links are made with other areas of the curriculum. Teachers make reference to this in their planning.

Resources

The school has a double class set of iPads for dedicated ICT sessions and research in IPC and other curriculum subjects. When ICT is not being taught the class set of iPads can be booked by any class for research or other learning opportunities.

In addition to this, the school has multiple class sets of netbooks, a number of desktop computers and other programmable ICT hardware e.g. beebots and remote control devices

Each classroom has a large interactive screen and a visualiser which are used for the delivery of lessons and for interactive activities. Further resources include control and monitoring equipment, and cameras



THE WILLOWS PRIMARY SCHOOL

SUBJECT LEADER Roles & Responsibilities

To monitor the subject and be able to comment on

- Standards throughout the school
- Progression of skills throughout the school

Gather evidence on the quality of provision within the subject through monitoring/evaluation

- Lesson observations/learning walks
- Work/SeeSaw portfolio scrutiny
- Planning scrutiny
- Pupil/staff discussion

Monitoring activities must be agreed with HT before they take place and feedback from these activities should be discussed and agreed with HT before it is given to staff

To be able to identify the quality of provision in the subject

- Know the strengths and weaknesses of the subject
- Know the development priorities for the subject as detailed in the SDP
- Know how the SDP priorities for the subject are being addressed

To develop secure subject knowledge and keep up to date with developments in the subject from EYFS, through KS1 and across KS2

To audit and maintain subject specific resources so that the subject can be successfully delivered throughout the school

- Order replacement/new resources in liaison with HT

Report on your subject to the HT

- Verbally at meetings, when requested
- Through the end of year co-ordinator report

Co-ordinate Governor visits, when requested, following liaison with the HT

Maintain CPD of yourself and other staff with a focus on your subject area

- Feedback to other staff on CPD undertaken
- Lead staff meetings and plan INSET when requested

Maintain the subject policy for the school

- Review the policy as per the policy review schedule
- Liaise with staff in terms of reviewing the policy – amend/distribute the policy accordingly

To advise and assist staff with the teaching and learning of the subject

Maintain a Subject Leader file

In line with HT management of teacher workload, subject leaders should not request additional work from staff unless agreed by HT beforehand