

# Leyland St. James Church of England School



**A Christian family where all are valued, children achieve, and the future begins**

Our mission is to serve the community through serving our children. Every child is welcomed regardless of need for 'who so ever welcomes one such child in my name welcomes me' (Matthew 18.5). Everyone is valued; everyone has worth. We ensure that every child develops within God's love.

## Computing Policy

### **Policy Statement**

In its preparation due thought and consideration has been given to the new National Curriculum requirements, skills, and progression through the Key Stages, Year Groups and Class Structures within school.

Staff formulate their own curriculum units based on the National Curriculum and using the iCompute programme, paying due care and attention to the new National Curriculum Attainment Targets for computing.

Working in such a way allows for individual styles and approaches to teaching and allows for some flexibility with use of resources and yearly coverage of the new National Curriculum. School is linked to the Internet via Lancashire Intranet. Access to the Internet is filtered but children will only be allowed on the Internet under supervision

of an adult in school. (See Online Safety Policy). Under the prevent agenda this filtering ensures children are safe from terrorist and extremist material.

The Computing Policy is to be reviewed as necessary in light of the changing curriculum and new developments in technology. 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 and video cameras are a few of the tools that can be used to acquire, organise, store, manipulate, interpret, communicate and present information. At Leyland St. James' CE 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**

- Provide a relevant, challenging and enjoyable curriculum for ICT and computing for all pupils.
- Meet the requirements of the national curriculum programmes of study for ICT and computing.
- 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 enhance learning in other areas of the curriculum using ICT and computing.
- 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.
- 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.

## **Rationale**

The school believes that ICT and computing:

- Gives pupils immediate access to a rich source of materials.
- Can present information in new ways which help pupils understand access and use it more readily.
- Can motivate and enthuse pupils.
- Can help pupils focus and concentrate.
- Offers potential for effective group working.
- Has the flexibility to meet the individual needs and abilities of each pupil.
- Provides pupils with ICT skills that will equip them with ICT skills needed for their future.

## **Objectives: Early years**

It is important in the foundation stage to give children a broad, play-based experience of ICT in a range of contexts, including outdoor play. ICT is not just about computers. Early years learning environments should feature ICT scenarios based on experience in the real world, such as in role play. Children gain confidence, control and language skills through opportunities to 'paint' on the whiteboard or programme a toy. Recording devices can support children to develop their communication skills. This is particular useful with children who have English as an additional language or speech and language intervention.

## **Statutory Requirement of Subject Content; National Curriculum**

### **Key Stage One**

- understand what algorithms are; how they are implemented as programs on digital devices; and that programs execute by following precise and unambiguous instructions
- create and debug simple programs
- use logical reasoning to predict the behaviour of simple programs
- use technology purposefully to create, organise, store, manipulate and retrieve digital content
- recognise common uses of information technology beyond school

- use technology safely and respectfully, keeping personal information private; identify where to go for help and support when they have concerns about content or contact on the internet or other online technologies

## **Key Stage Two**

- design, write and debug programs that accomplish specific goals, including controlling or simulating physical systems; solve problems by decomposing them into smaller parts
- use sequence, selection, and repetition in programs; work with variables and various forms of input and output
- use logical reasoning to explain how some simple algorithms work and to detect and correct errors in algorithms and programs
- 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
- use search technologies effectively, appreciate how results are selected and ranked, and be discerning in evaluating digital content
- select, use and combine a variety of software (including internet services) on a range of digital devices to design and create a range of programs, systems and content that accomplish given goals, including collecting, analysing, evaluating and presenting data and information
- use technology safely, respectfully and responsibly; recognise acceptable/unacceptable behaviour; identify a range of ways to report concerns about content and contact

## **Resources and access**

The school acknowledges the need to continually maintain, update and develop its resources and to make progress towards a consistent, compatible pc system by investing in resources that will effectively deliver the strands of the national curriculum and support the use of ICT and computing across the school.

Teachers are required to inform the ICT and computing leader/ICT Technician of any faults as soon as they are noticed.

Resources if not classroom based are located in the Design Technology.

A service level agreement with entrust is currently in place to help support the coordinator to fulfil this role both in hardware & audio visual. ICT and computing network infrastructure and equipment has been sited so that:

- Every classroom from Reception to y6 has a PC connected to the school network and an interactive whiteboard with sound.
- The Design Technology room holds a charging trolley containing a class set of laptops.
- Each class teacher has an iPad.
- Each class from R - Y6 has an allocated slot for laptop use specifically for the purpose of teaching ICT/Computing.
- The staff may book laptops for cross-curricular use during free slots.
- Pupils may use ICT and computing independently, in pairs, alongside a TA or in a group with a teacher.
- The school has an ICT and computing technician who is in school at least twice per month.
- A governor will be invited to take a particular interest in ICT and computing in the school.

### **Planning**

As the school develops its resources and expertise to deliver the ICT and computing curriculum, modules will be planned in line with the national curriculum and will allow for clear progression. iCompute will be used to support the planning of Computing.

Teachers will plan a Computing program to enable pupils to achieve stated objectives.

Pupil progress towards these objectives will be recorded by teachers as part of their Foundation Subject assessment.

### **Inclusion**

At Leyland St. James' we plan to provide for all pupils to achieve, including boys and girls, higher starting pupils, gifted and talented pupils, those with SEN, pupils with disabilities, pupils from all social and cultural backgrounds, children who are in care and those subject to safeguarding, pupils from different ethnic groups and those from diverse linguistic backgrounds.

### **Health and safety**

The school is aware of the health and safety issues involved in children's use of ICT and computing. All electrical appliances in school are tested accordingly. It is advised that staff should not bring their own electrical equipment in to school but if this is necessary, then the equipment must be pat tested before being used in school. This also applies to any equipment brought in to school by, for example, people running workshops, activities, etc. and it is the responsibility of the member of staff organising

the workshop, etc. to advise those people. All staff should visually check electrical equipment before they use it and take any damaged equipment out of use. Damaged equipment should then be reported to the ICT technician, bursar or head teacher who will arrange for repair or disposal.

### **Security**

- The ICT and computing technician will be responsible for regularly updating anti-virus software.
- Use of ICT and computing will be in line with the school's 'acceptable use policy'. All staff, volunteers and children must sign a copy of the schools AUP.
- Parents will be made aware of the 'acceptable use policy'.
- All pupils and parents will be aware of the school rules for responsible use of ICT and computing and the internet and will understand the consequence of any misuse.
- The agreed rules for safe and responsible use of ICT and computing and the internet will be displayed in all ICT and computing areas.

