



Information and Communications Technology Policy

Introduction:

This document is a statement of the aims, principles and strategies for the teaching of, and use in learning, of ICT at Mehria Primary School.

Rationale:

Information and Communications Technology integrates the full range of media through which successful learning takes place: sound, vision, text and number. ICT now permeates all aspects of life in a modern technological society. It is the entitlement of every child to have access to ICT, in order to enrich his/her learning.

Aims:

Our aims are to ensure that all pupils:

- will be taught to use ICT and information sources effectively to find things out; develop ideas and make things happen; exchange and share information; and review, modify and evaluate work as it progresses, as required by the National Curriculum for ICT
- will develop an understanding of the uses, importance and limitations of ICT in the modern world including the need to avoid undesirable materials
- will have regular and equal access to a broad and balanced ICT experience across the whole curriculum
- will develop a positive attitude to ICT and develop their ICT capability through both independent and collaborative working
- take charge of their learning and become independent in their use of ICT
- will use ICT to support, extend and enhance their learning

Guidelines for Teaching:

- all pupils will have a regular taught ICT input (integrated throughout the curriculum) with equal opportunity to develop their ICT capability
- to ensure progression in the development of pupils' ICT capability, planning will be based on the ICT National Curriculum Programme of Study
- ICT will be included at all levels of curriculum planning to support, extend and enhance teaching and learning
- ICT work will be differentiated by groupings, work set, provision of additional support and extension activities where appropriate
- during the Literacy and Numeracy hour, teachers will plan to use the computers, where appropriate
- pupils' ICT capability will be monitored and assessed according to the schools Assessment Policy
- teaching and recording will be done through a variety of formats and styles
- teachers will evaluate, review and continue to improve the effectiveness of ICT in their classroom
- pupils' progress in ICT will be reported to parents through an annual written report

Equal Opportunities:

All pupils will have regular & equal access to a broad and balanced ICT experience across the whole curriculum.

Internet and Email:

Pupils will be protected from having access to undesirable materials by:

- close adult supervision
- using only web sites which have recently been checked for content by an adult
- knowing that if they see something which upsets them that they switch off the monitor and tell an adult
- for the storage of temporary files, pupils will each have a personal directory on the computer network
- computers will at all times be ready for use in the classrooms and shared areas
- hardware and software provision will be reviewed each year
- training will be made available each year for all school staff according to need

Resources:

Additional access for pupils who do not have a computer at home.

The school will provide additional ICT access to pupils who do not have a computer at home by:

- providing additional access to ICT within school time and providing support to parents

Review: June 2021

This policy will be reviewed every two years or in light of changes to legal requirements.

Adopted in June 2021

Review Date Summer

2023