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

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

Adopted in June 2024

Review Date Summer

2026