

PERRYFIELDS INFANT SCHOOL ICT and COMPUTING POLICY



Helping each other to learn and grow

At Perryfields Infant School children and adults are given opportunities to become confident users of Information and Communication Technology (ICT). We aim to provide skills and knowledge to help them through a rapidly changing world. Children and adults will use up to date hardware and software to enhance teaching and learning.

AIMS

- To enhance teaching and learning experiences for all through the use of ICT.
- To apply their computing skills to learning in other areas – cross-curricular learning.
- To encourage children to use computing as a resource for information, presenting information and to communicate with others.
- To educate all children on how to stay safe online (refer to the e-safety policy).
- To keep up to date and keep children interested in new technologies.

OBJECTIVES

- To enable children to use up to date technologies.
- To develop children's ability to manipulate written work, images and sound to convey information.
- To enable children to communicate with others via the chosen learning platform.
- To encourage children to become aware of the responsibilities of using the internet.
- To teach children to understand what algorithms are and how they are implemented as programs on digital devices.

SUBJECT ORGANISATION

- Teachers plan and teach computing using objectives from the National Curriculum and the Chris Quigley Key skills document, as well as the school's

own list of key skills. Computing is taught within a termly theme and in a cross-curricular way where possible to provide exciting and meaningful experiences.

- In the Foundation Stage the early learning goals are followed and linked to a termly theme.
- Teachers plan in teams to provide quality lessons that all children will receive.

MASTERY

At Perryfields Infant School, we endeavour to help children acquire a resilient attitude towards computing and its applications across the curriculum, through teaching in longer sequences, using a range of IT resources and developing skills through investigations and collaborative learning. This document should be read in conjunction with the **Mastery across the Curriculum** document.

ELEMENTS OF OUR CURRICULUM

Whilst this is not an exhaustive list, the main areas of the curriculum are as follows:

FINDING THINGS OUT

- Children are given opportunities through structured lessons and learning through play to access the internet.
- Children are given opportunities to use iPads, laptops and computers to research topics.
- Children are taught how to recognise and use symbols and buttons to navigate their way through the internet.
- Children are provided with cross-curricular activities to develop their ability to enter, store and retrieve a variety of information.
- We provide every opportunity for children to use and develop their understanding of the keyboard.

DEVELOPING IDEAS AND MAKING THINGS HAPPEN

- We encourage children to use ICT to enhance their work by adding images, text or tables.
- Lessons are planned so children can use programmable toys such as Bee Bots to develop ideas and vocabulary.
- Children use a range of software to support their learning of how to code, create and debug simple programs.
- Activities that use art software are planned regularly; these develop hand eye coordination and fine motor skills.

EXCHANGING AND SHARING INFORMATION

- Across the school children are provided with an email address and a class page.

- Children are given opportunities to send electronic messages in a safe and secure environment.
- Opportunities are provided for children to present their work to others.

CROSS-CURRICULAR COMPUTING OPPORTUNITIES

All teachers plan together to make creative and cross-curricular links through a thematic approach. The plan for children to practice and apply the skills, knowledge and understanding acquired through ICT to other areas of the curriculum.

ASSESSMENT AND TARGET SETTING

- Assessment is on-going and teachers assess children's computing skills through observation and the final outcome.
- Summative assessments are made every term and saved so that progress in skills and curriculum coverage can be monitored.
- Each child has their own folder on the school's computing network. Children are taught how to save their work into their folder.

INCLUSION

- We aim to provide for all children so that they achieve their full potential.
- We identify which children or groups of children are under-achieving and take steps to improve their attainment through LSA and SENCO support.
- More able children are identified and suitable challenged provided.

E-SAFETY

We are committed to ensuring all that all children learn about and know how to keep safe online. Teachers plan and teach E-safety lessons a minimum of every half term. Regular assemblies take place to consolidate the E-safety rules for keeping safe online. The E-safety rules are displayed in the classrooms and in the ICT suite. Parents are invited to attend E-safety sessions and all staff are trained at least once a year. At Perryfields Infants we have adopted and fully endorse the Essex County Council E-safety and Data Security policy (please see attached).

SMSC

Spiritual: Children explore creativity and imagination in the design and construction of digital products. They promote self-esteem through the presentation of your work to others

Moral: Children are encouraged to use good etiquette when using digital technology with due regard to e-safety. Children are also encouraged to show respect for other people's views and opinions. Children are always reminded to show respect for the computer room and the equipment they use and how this affects others. Children are expected to shut computers down and turn digital items off and are reminded of the impact not doing these things could have on the environment – for example, electricity, ink and paper wastage.

Social: Children work together when problem solving and debugging systems. Children are taught about good practice and respect in the use of social networking including sending emails and blogging.

Cultural: Children learn about the sensible use of digital technology in the classroom and homework situations considering the digitally cultural environment they are growing up in.

BRITISH VALUES

National Curriculum subjects are taught in a cross curricular, creative thematic approach. All children are encouraged to learn about working together in pairs and groups and treating others with respect and tolerance, regardless of background and understanding rules within school and society in order to be prepared for life in modern Britain. Lessons, assemblies and the whole school ethos encourage children to learn about decision-making, making informed choices, debating and democracy and many school decision are influenced through the pupils voice which is through the democratic process of the School Council

EQUAL OPPORTUNITIES

Children are all provided with equal access to the computing curriculum. They are provided with a fair curriculum regardless of gender, ethnicity and home background.

REVIEW

This policy will be reviewed according to the policy review timetables taking into account the national and school based initiatives.

Signed

Dated