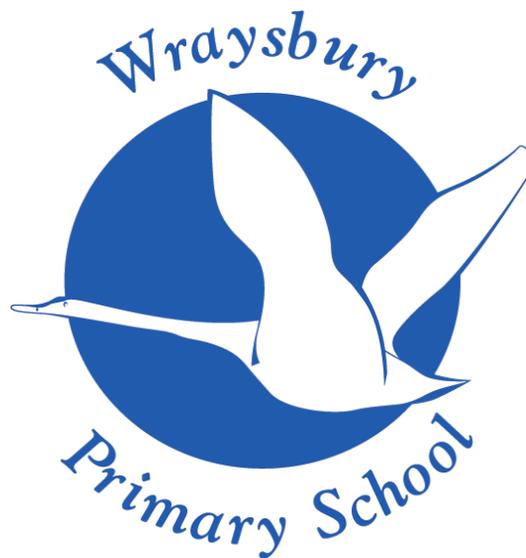


Computing Policy



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Produced by:
Approved by:
Review date:

Donna Whitrod
Subject Governor
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Computing Policy

The National Curriculum in England (2014) states that, “A high-quality computing education equips pupils to use computational thinking and creativity to understand and change the world. Computing has deep links with mathematics, science and design and technology, and provides insights into both natural and artificial systems.” At the heart of computing is computer science and the National Curriculum states that pupils should be “taught the principles of information and computation, how digital systems work and how to put this knowledge to use through programming. Building on this knowledge and understanding, pupils are equipped to use information technology to create programs, systems and a range of content. Computing also ensures that pupils become digitally literate – able to use, and express themselves and develop their ideas through, information and communication technology – at a level suitable for the future workplace and as active participants in a digital world.”

This document is a statement of the aims, principles and strategies for the use of Computing at Wraysbury Primary School.

Aims of the Policy

- To ensure that all children use Computing tools to find, explore, analyse, exchange and present information responsibly, creatively and with discrimination
- To promote initiative and independent learning in children
- To enable children to make informed judgements about when and where to use Computing to best effect and to consider its implications for home and work
- To ensure that all children have equal access to the Computing curriculum
- To provide a stimulating, exciting and safe environment for children to learn in.

Teaching

Computing is taught in line with the National Curriculum objectives. It is a core curriculum subject in its own right, except in Reception, where the early learning goals for the Foundation Stage are followed. It is also seen as a cross-curricular strand for all subjects except PE. Where possible, Computing will be related to the current topic being studied by each phase.

Time Allocation

All classes have one 60 minute session in the Computing suite each week for the teaching of Computing as a core subject. In addition an extra 60 minute session may be spent in the suite for English, Maths and Foundation subject activities. Computing is increasingly an integral part of many lessons, particularly with the use of the Clevertouch screens. Access to the Computing suite will always be under the supervision of an adult.

Planning for Information Communication Technology

The school's long term plans for the teaching of Computing are the objectives identified in the National Curriculum for the teaching of Computing and in the Foundation Stage curriculum document.

Staff Training

All members of teaching staff will be fully trained on use of the Computing suite, interactive whiteboards and all related software. Training will be delivered by the Computing Subject Leader and, where appropriate, by specialist service providers.

Assessment and Record Keeping

Children are assessed according to the expectations at the end of each unit of work. Feedback to pupils about their progress in Computing is usually done while a task is being carried out. Formative assessment involves identifying each child's progress, determining what each child has learnt and the next stage in his/her learning. Suitable tasks for assessment could include:

- Specific Computing assignments for individual pupils.
- Individual discussions in which children are encouraged to appraise their own work.

The teacher will also highlight the necessary objectives achieved by a child on Target Tracker at the end of each unit.

Each pupil

- Has a 'home folder' on the network to save work in.
- Can access their 'home folder' from both the Computing suite and their classroom computers.
- Has a personal 'login' from which they access their own phase relevant desktop and saved work.
- Is taught to save/access their work in their own file on the network.

Archived work is managed and stored/deleted as necessary by the individual members of staff.

Special Educational Needs

Computing has the flexibility to meet the individual needs and abilities of each pupil. It promotes access for pupils with learning difficulties to otherwise inaccessible areas of the curriculum such as group work or collaborative learning. Teaching assistants also use the Computing suite and classroom based computers to address the needs of children with Special Educational Needs.

Resources

Human Resources

A Computing Network Manager is employed to monitor the network and classroom computers, to procure hardware in liaison with the Senior Management Team. Any hardware or software concerns should be recorded in the Problem Book and Computing Suite held in the Staff Room. Entries in this

book will be monitored by the Computing Network Manager who will consult with the Computing Subject Leader and school management as necessary.

Physical Resources

The Computing Suite includes:

- 34 networked computers, all with Borough restricted internet access
- 1 colour laser printer
- 1 mono laser printer
- 1 Clevertouch Screen.

Software on the network is detailed in Appendix A, which will be updated as appropriate. Each phase has a separate desktop with access to their own specific and relevant programmes.

The classroom resources include:

- At least two networked PC computer, with Borough restricted Internet access
- 1 Clevertouch screen
- 1 visualiser

Role of the Subject Leader

- To respond to new developments in technology and implement them across the curriculum where applicable
- To provide INSET training and keep colleagues up to date on new developments
- To support colleagues in the use of Computing in planning, record keeping and assessment
- To monitor the progress of Computing throughout the school
- To manage the Computing budget in relation to curriculum needs and take responsibility for the purchase and organisation of Computing curriculum based resources
- To liaise with the Education Authority's Computing Consultant, other schools and outside agencies
- To monitor, review and if necessary change the policy in line with developments in Computing and school practice
- To liaise with the Computing Network Manager and Computing Strategy team which consist of the Deputy Head, Computing Leader and Computing Governor.

Health and Safety

The Computing Subject Leader and Computing Network Manager are responsible for:

- Establishing appropriate working conditions
- Ensuring the general electrical safety of resources by reporting any matters of concern to the Head Teacher.

Please read this policy in conjunction with the Acceptable Internet Use Policy.

Appendix A

Pupil Desktop

