

ICT Across the Curriculum

Whole School ICT Policy



Date Approved by Governors:

Date for review:

Oastlers School

ICT Policy Document



This document sets out Oastlers School's principles, aims and strategies in the teaching, learning and use of ICT. It recognises the role of ICT in:

- developing the skills of learners and educators
- supporting learning and improving teaching
- increasing the engagement of learners and extending their opportunities
- measuring and monitoring pupils' academic progress
- leading and managing the school effectively

The Importance of ICT

At Oastlers School we recognise the critical importance of ICT and agree with the QCA's statement:

"The increasing use of technology in all aspects of society makes confident, creative and productive use of ICT an essential skill for life. ICT capability encompasses not only the mastery of technical skills and techniques, but also the understanding to apply these skills purposefully, safely and responsibly in learning, everyday life and employment. ICT capability is fundamental to participation and engagement in modern society."

ICT can be used to find, develop, analyse and present information, as well as to model situations and solve problems. ICT enables rapid access to ideas and experiences from a wide range of people, communities and cultures, and allows pupils to collaborate and exchange information on a wide scale. ICT acts as a powerful force for change in society and citizens should have an understanding of the social, ethical, legal and economic implications of its use, including how to use ICT safely and responsibly. Increased capability in the use of ICT supports initiative and independent learning, as pupils are able to make informed judgements about when and where to use ICT to enhance their learning and the quality of their work."

Principles

The school's ICT strategy will be guided by the following principles:

- All developments in ICT are to raise the attainment of pupils, to enrich their learning experience, to improve the quality of teaching and to ensure the most effective leadership and management in the school
- We will regularly evaluate and seek to maximize the effectiveness of our ICT systems, using a range of tools such as the self review framework from BECTA
- Investments in ICT resources will be linked to raising the achievement of pupils
- We will not allow obstacles to stand in the way of developments which ensure the effective use of expensive resources
- We will seek creative solutions to ensure that the use and potential of ICT in school is maximised
- ICT resources will be deployed so as to provide the greatest amount of use to the greatest number of pupils
- We will seek to support and to expect development of highest standards of teaching and learning using ICT

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Our Aims

ICT for learning should:

- support inclusive and innovative approaches to learning
- encourage the personalizing of the learning experience
- allow learners access so that they can study at any time and anywhere, e.g. using a range of devices and/or wireless technology
- provide access to high quality learning materials
- provide a safe environment, preventing access to unsuitable material and preventing inappropriate use of systems
- enable work to be produced, submitted and marked electronically
- enable learners to track their own progress and set their own goals
- promote social interaction and collaborative working
- develop independent learning
- enable parents to engage with their child's learning

ICT for teaching should:

- enable teachers to access a wide range of multimedia and digital resources
- enable teachers to create, use and adapt teaching resources created by themselves and others
- increase the accessibility of learning to a wider range of learners
- offer support and challenge to pupils of all abilities
- increase the range and quality of learning experiences
- enable a culture of continuous development of ICT skills
- ensure that all staff are motivated and skilled in the use of ICT
- support the planning and monitoring of learning, for groups and individuals

ICT for leadership and management should:

- be secure and facilitate efficient and effective practice
- improve communication both internally and externally
- support on-going professional development
- provide access to a rich variety of resources for school improvement
- allow for efficient administrative and financial systems including electronic filing
- allow for integrated personnel, timetabling, cover and associated arrangements
- provide access to achievement and target-setting data for individuals (including data about lesson attendance and behaviour)
- enable the aggregation and analysis of data to provide information about course effectiveness, staff and learner performance
- enable the use of pupil performance data to inform decisions about staff development and deployment
- support communication with parents about students' attendance, behaviour and attainment
- enable secure transfer of data with other schools, local authorities, and children's services
- be accessible to all who need to use it - including school governors – when they need to use it.



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Strategies to achieve those aims

We will:



- Deliver the National Curriculum ICT programmes of study. At Key Stage 3 all learners will have one lesson per week discrete ICT teaching. In Key Stage 4 every student will have the opportunity to follow a programme leading to a nationally recognized qualification in ICT.
- Ensure that pupils are given opportunities to apply and develop their ICT capability through the use of ICT tools to support their learning in all subjects.
- Develop opportunities across the curriculum for pupils to:
 - access and use a rich range of technologies, including broadcast media, film, printed communications, games, web, podcasts and animation
 - use technology to personalise learning, so they can work at different times, in different places and develop as independent learners

- Ensure that students are taught functional skills in ICT that provide an individual with the essential knowledge, skills and understanding that will enable them to operate confidently, effectively and independently in life and at work.
- incorporate the safe use of ICT into our Health and Safety policy and practice; this will include the safe use of ICT resources as well as e-safety
- Audit regularly staff (teaching and support) skills in ICT
- Continue to provide opportunities and expectations for staff to develop their ICT capability and confidence
- Audit on a regular basis (annually as a minimum) the infrastructure and resources available to support the use of ICT and the effectiveness of their use to ensure that they meet the needs of teaching, learning, leadership and management
- Review the provision and effectiveness of technical support for ICT to ensure that it meets the needs of teaching, learning, leadership and management
- Monitor and evaluate the provision for and quality of teaching of ICT and its use across the curriculum as a teaching and learning tool
- Audit and monitor the accessibility of ICT resources to all members of the school community
- Monitor on a constant basis that all ICT systems are secure
- Ensure that ICT is used effectively to improve the leadership and management of the school, including the use of data to monitor pupil and staff performance, improve attendance and set appropriate targets
- Provide secure and safe access to a wide range of ICT and digital resources to improve the learning and working experience of all students and staff
- Ensure that there is a clarity of understanding of the roles and responsibilities all members of the school community have to provide the best experience possible of ICT in all aspects of school life

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