

## ICT Policy

### RATIONALE

- Ensure that all staff are aware of the ICT policies within the school and agree to the implementation of these policies
- Assist in the planning and promotion of ICT development for staff and pupils.
- Explain the schools position in regards to ICT to outside agencies.

### AIMS

To enable pupils and staff to become confident and effective users of ICT. This is achieved by:

- Keeping in line with whole school development plan on the use of ICT.
- Meeting the requirements set out by the National Curriculum as fully as possible and helping all pupils to achieve the highest possible standards of achievement.
- Encouraging staff development in the use of ICT.
- Helping all pupils / staff to use ICT with purpose and enjoyment.
- Encouraging all pupils to develop the necessary skills to exploit ICT to its fullest potential.
- Use ICT as a learning resource to assist all pupils / staff to become autonomous and independent learners of ICT.
- Helping all pupils to evaluate the benefits of ICT and its impact on society.
- Use ICT to develop partnerships beyond the school in industry and organisations.

### PROCEDURES

ICT opportunities are achievable in the following ways:

- Co-ordinating ICT throughout the whole school curriculum thus guaranteeing ICT pupil prerogatives.
- Develop ICT policies and ICT administration procedures to be implemented.
- Appropriate utilisation of ICT through the development of skills, expertise and learning by pupils and staff in the curriculum contexts.
- Manage ICT resources effectively to guarantee practical use by pupils and staff on a daily basis.
- Provide suitable assessment measures to accredit the progression and continuity of ICT skills, competencies and capabilities from Key Stage 3 onwards.

## **BENEFITS TO PUPILS**

The school realises that the effective use of ICT can lead to benefits to the pupils in terms of:

- Viewing ICT as pleasurable, fun and enjoyed by all who use it.
- Allowing pupils to draft and re-draft work effortlessly.
- Providing greater motivation in completing tasks set.
- Increasing pupil self esteem and confidence (especially by low ability and novice users).
- Encouraging better data handling skills and the enhancement of questioning and problem solving skills development.
- Promoting independent learning strategies that allows for access by pupils to source material not previously available to them in a safe and controlled environment.
- Giving flexibility to meet the needs of individual pupils – either to challenge and extend their knowledge and abilities or to provide access for pupils with learning difficulties.
- Allowing pupils to investigate and make changes to computer models.
- Providing simulations to experience difficult or dangerous actions that could not be replicated in real life.
- Improving on the presentation of homework and coursework.
- Encouraging the promotion of individual work strategies or whole group teaching.
- Presenting information in different ways for different audiences to help in the understanding of this information more readily.
- Improving social and communication skills.
- Empowering its users.

## **BENEFITS TO STAFF**

The school realises the effective use of ICT can lead to benefits to the staff of this school in terms of:

- Increasing use of differentiation within class teaching.
- Better understanding of pupil learning and monitoring and assessment.
- Access to shared learning resources made available to staff for either individual teaching or group work.
- Higher achievement expected from pupils.

**This policy was last reviewed by ICT Coordinator: Dec 2013**