



Misterton Primary School

Policy for Computing

September 2020

Introduction:

This policy is a statement of aims, principles and strategies for the teaching and learning of Computing at Misterton Primary School.

Through teaching Misterton Primary School strives to equip children to participate in a rapidly changing world where work and leisure activities are increasingly transformed by technology. We enable them to find, explore, analyse and exchange and present information. We also focus on developing the skills necessary for children to be able to use information in a critical, effective and safe way. Computing skills are a major factor in enabling children to be confident, creative and independent learners in today's ever changing technological world.

Aims and Objectives:

At Misterton Primary we aim to enable pupils to

- Gain confidence and enjoyment from their computing activities and to develop skills which extend and enhance their learning throughout the curriculum and in everyday life.
- Present Computing as a creative process in which they are encouraged to use their own initiative, imagination, reasoning and investigative skills
- Provide the children with the knowledge of different applications of Computing. This includes: word processing, PowerPoint presentations, excel, data handling, control and simulations, coding, multi-media and data logging devices
- Encourage children to understand the effects and limitations of Computing and to make decisions about its suitability for particular tasks
- Appreciate the relevance of Computing in our ever growing society and that they see it as an essential tool for learning, communicating, finding information and for controlling and understanding their environment
- Encourage pupils to become autonomous, independent, safe users of technology both as a learning resource and as a discipline in its own right.
- Provide children with the knowledge of how to appropriately use IT and the legality of use.

Teaching and Learning

At Misterton Primary School Computing is planned and taught in three aspects:

- Computing as a subject using the National Curriculum Programmes of Study and the 'Essentials' by Chris Quigley.
- Computing to support learning in all curriculum areas
- IT as a tool for teaching and learning across the curriculum. This includes IT equipment to use in teaching such as the interactive whiteboards, various individual devices and software for learning support. The teaching focus will be on the subject and not the IT capability.

The National curriculum learning objectives and 'Essentials By Chris Quigley Education Ltd 2013' milestones underpin our computing teaching. It is the responsibility of the class teachers to ensure that differentiated skills are being taught to all children, and are using IT to enhance teaching in all subject areas. The Computing Leader is responsible for overseeing a high level of teaching and learning is being sustained. This is undertaken by monitoring and evaluating lessons and lesson plans as well as discussions with the children and teachers.

Organisation:

All children from foundation stage upwards are taught computing at least weekly. Each class is timetabled an iPad and a separate laptop slot during the week but teachers do have access to these at other times throughout during the week to enhance teaching and learning. These devices support the children in all subject areas as well as develop their IT capabilities. There is also an abundance of other technology throughout school such as; cameras, sound recorders, talking books, bee bots as well as animation and movie making software and a green screen. Each classroom also has its own interactive whiteboard to enhance teaching and learning in all subject areas.

Planning, Monitoring and Assessment:

Teachers generally carry out Computing planning in three phases (long-term, medium-term and short term). The Computing Lead monitors long and medium term planning to ensure an appropriate balance and distribution of work across each term and year group. Short-term plans are drawn up weekly by individual teachers in the form of a weekly timetable and these can be adapted daily to suit the individual needs of the class or pupils to include the use of IT as necessary/relevant. In the Foundation Stage teachers use the EYFS Profile, Characteristics of Effective Learning and Development Matters to inform planning. In KS1 and 2 Computing is generally planned by individual teachers and includes many opportunities for cross curricular links using the Chris Quigley Milestones as a starting point. Effective planning and implementation of work ensures continuity and progression throughout the school.

Teachers use ongoing assessment to ensure pupils make at least good progress and work is differentiated accordingly to meet the needs of every child in the class. This is done informally during the lessons or activities in order to evaluate what the pupils have learned. Pupils save work on the school network in folders for their year group in their own individual folders. Other work may be printed and filed within the subject from which the task is set. Teachers should be aware of the rapidly advancing skills of the children with technology and be prepared for this to ensure that their work is both challenging, progressive and relevant. Formal assessment is carried out in the Summer term using the Chris Quigley Milestones and pupils are judged as emerging, developing or secure against their years milestones.

With rapid advancements in Computing, teachers should ensure that their capabilities in IT are kept up to date to ensure that they can plan and deliver an interesting, progressive and relevant curriculum to meet the needs of every child in their class. The Computing Leader will offer advice and INSET on new equipment and technologies and support their introduction into classrooms use.

Resources

Each teacher has been provided with a resources list which includes a list of the apps on the iPads and laptops that can be used to support the teaching of computing.

Laptop Trolleys:

We have access to two laptop trollies, which are situated upstairs. Each laptop is linked to the server, has internet access and are linked to the schools colour photocopiers. Two responsible KS2 children are chosen laptop monitors to ensure the laptops are put on charge at the end of every day.

IPad Trolley:

We have access to 32 iPads also located upstairs. Each iPad is linked to the server, has internet access and has a variety of downloaded apps to support the teaching of computing, cross curricular subjects and SEN children.

Class Rooms:

Each classroom has access to a laptop, interactive whiteboard, IPad, flip cameras, and full internet access.

Purple Mash:

<http://www.purplemash.com> is 2Simple's creative online space for primary school teachers and learners. Purple Mash includes:

- Creative Tools - 2Paint, 2Publish, 2Design&Make, 2Publish Extra, 2Go, 2Graph, 2Count, 2Animate, 2Sequence, Logo, 2Investigate, 2DIY 3D
- Writing / Publish Projects (over 300 of these) - including leaflets, postcards
- Paint Projects (over 70)
- Mashcams
- 2Type, Simple City, Maths Games 1
- An online saving area per pupil

Every child in school has an individual user name and password in order to access purple mash online. Each teacher also has a class copy of these and access to their own user name and password to set and check work.

In addition to this, there is a variety of other IT equipment in school including, remote controlled toys, programmable toys (Bee-Bots), Digital Microscopes, CD players, headphones, sensors and bird boxes with cameras for observation.

To ensure that copyright laws are adhered to, staff, pupils and parents are not permitted to run software brought in from outside school on school machines.

An internet policy has been developed in order to allow the safe and efficient use of the internet for both staff and pupils in an educational context.

The Computing Leader is also responsible for communicating with the IT provider on a weekly basis, updating software, hardware when applicable and keeping staff up to date with new initiatives.

Health and Safety:

It is the responsibility of teaching staff to ensure that Computing equipment is used correctly and safely. Staff should ensure that the children are seated at the laptops comfortably and be aware of correct screen settings, volume settings on earphones (if being used) and the dangers of continuous use.

Food and drink should not be consumed near computing equipment.

It is the responsibility of staff to ensure computing equipment is put away securely and safely back in the trollies after use. It is also the responsibility of staff to inform the co-ordinator of any issues regarding equipment.

An adult should always supervise children when they are accessing information via the internet. The service provider does filter information but staff are ultimately responsible for information accessed by pupils.

An outside agency visits school periodically to cover internet safety with parents and members of staff. In addition Year 6 children complete the DARE project in the Autumn term each year.

Links to other policies:

- Foundation Stage Curriculum
- Display
- Teaching and Learning
- Assessment
- Gifted and Talented
- SEN and Inclusion
- Mathematics
- PSHCE and SEAL - Internet safety week and DARE

Review date: September 2022