



USING ICT POLICY

Date of Review:	September 2024
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This policy has been written following a consultation process, ratified by the Board of Governors and communicated to the school community as required. It will be monitored and reviewed as part of the school's policy review schedule.

BALLYMAGEE PRIMARY SCHOOL ICT VISION

'Learning Today to Discover Tomorrow'

At Ballymagee Primary School we aim to create motivated 'lifelong' learners through the use of ICT to enhance learning and teaching.

Education in the 21st Century is preparing children for a future in which ICT is an integral part of society. To this end the school actively promotes the development of ICT skills and safe use of ICT.

We aim to:

- Enable all our staff, children and parents to be confident, competent and independent users of ICT.
- Provide an environment where access to ICT resources is natural and commonplace.
- Ensure appropriate and equal access to ICT for all children regardless of age, gender, ethnicity or ability.
- Provide safeguards preventing children's access to inappropriate materials on the internet.
- Promote safe and sensible use of the internet.
- Provide home learning opportunities through MY-SCHOOL, Collaborate, Google Classroom and Class Dojo.
- Enable parents to engage with their child's learning.
- Ensure all staff are motivated and skilled in the use of technology.
- Enable a culture of continuous professional development of technical skills.
- Provide new and exciting opportunities to motivate children to realise their academic and creative potential and enable staff to be innovative and inspiring.
- Question and reflect on our use of technologies, keeping up to date with innovations.

This vision statement has been arrived at following consultation between staff, governors and parents and will be reviewed annually.

What is Using ICT

"Using ICT (Information and Communications Technology) describes the ability to handle and communicate information, solve problems, pose questions and be creative through the use of technology.

The focus on Using ICT means that pupils should have opportunities to transfer their knowledge, understanding and skills in a variety of meaningful contexts across the curriculum. This includes:

- collaborating inside and outside the classroom;
- sharing and exchanging work; and
- exhibiting and showcasing their learning.

Using ICT is one of the three statutory Cross-Curricular Skills that form part of the Northern Ireland Curriculum. Schools must assess and report on Using ICT using the Levels of Progression.”

NORTHERN IRELAND CURRICULUM WEBSITE

Using ICT in the Northern Ireland Curriculum

ICT across the curriculum has the potential to transform and enrich pupils' learning experiences and environments. It can empower pupils, develop self-esteem and promote positive attitudes to learning.

The creative use of ICT also has the potential to improve pupils' thinking skills, providing them with opportunities to become independent, self-motivated and flexible learners.

Pupils should be enabled to develop Using ICT skills by engaging in meaningful and purposeful activities, set in a range of contexts. They should use ICT to handle and communicate information, solve problems, pose questions and take risks.

Ballymagee Primary School will meet the requirements as outlined within the Northern Ireland Curriculum (2007). The curriculum requirements for Using ICT are set out under headings described as the 5 E's –

- Explore
- Express
- Exchange
- Evaluate
- Exhibit

Progression, Monitoring, Assessing and Evaluating

Progression

All children develop and learn at their own pace.

The Levels of Progression set out the statutory criteria for teacher assessment in Using ICT. The Levels of Progression will be used by teachers in Ballymagee to inform about pupil's progress and assist in making judgements about the levels pupils are working. Teachers will also use the non-statutory Expansion of the Levels guidance and the Using ICT microsite at www.nicurriculum.org.uk for guidance and support materials.

Progression is assured through using a range of CCEA Using ICT Assessment Tasks in KS1 and KS2 and suitable ICT activities which incorporate the 5 E's in Foundation.

Teachers in **KS1 and KS2** will use a minimum of 3 CCEA Using ICT Assessment tasks chosen from the online Task Library on the Using ICT microsite at www.nicurriculum.org.uk. to assess pupils (at least one per term / topic).

Before pupils at Ballymagee carry out an assessment activity for Using ICT, they will have opportunities to develop the range of ICT skills they need to carry out the activity with some independence.

The Using ICT Assessment Tasks will:

- be integrated into planned work so that pupils carry out the tasks in meaningful contexts;
- provide opportunities for pupils to demonstrate their competence in Using ICT;
- help teachers confirm and make judgements about the level a pupil is working at; and
- facilitate consistency of standards across schools.

Teachers in **Foundation** will use on-going assessment based mainly on teacher observation during ICT activities, which will inform the learning programme for each child. Six ICT activities have been developed – one for each half-term topic to ensure the 5 E's are covered.

Yearly ICT Planners for each year group outline the various Using ICT Assessment tasks and activities used.

Monitoring/Internal Standardisation

Internal Standardisation of Using ICT will take place each school year and the school will complete a Declaration of Internal Standardisation form for Using ICT as part of the evidence for moderation.

Moderation

At the end of each Key Stage, Year 4 and Year 7 teachers will make a summative judgement about the level each of the Year 4 and Year 7 pupils has achieved. Teachers will consider the pupil's responses to Using ICT activities that they have carried out during the Key Stage to inform their judgement. One overall level for Using ICT will be reported to the parents of pupils in Years 4 and 7 by the end of June.

Evaluating

Evidence gathered each year is summarised within a self-evaluation report after the Internal Standardisation.

Using ICT forms part of Ballymagee's School Development Plan and is reviewed annually.

Ballymagee Primary School is well equipped with networked PC's in each class, 17 networked PC's and 14 wireless networked laptops in the computer suite and wireless laptops in classrooms.

Each teacher has an iPad, access to a 'Surface Pro' device and an ActivPanel installed in each classroom. The ICT suite and Assembly hall have provision for projecting. The school also has group sets of iPads for pupil use.

Every classroom has -

- a teacher laptop
- a class PC
- access to networked printers
- an Easi-View Visualiser
- an Easi-Speak microphone
- an Interactive Whiteboard
- BeeBots or ProBots
- ICT through the networked system which is timetabled use throughout the week.

Classes from P3 to P7 also have class sets of ActiVotes (P3) or Activexpressions (P4 – P7) student response systems.

STRATEGIES FOR USE OF ICT

- ICT is not taught as a distinct subject, but it is a tool to be used as appropriate throughout the curriculum.
- All children are given equal access.
- ICT is an entitlement for all children.
- Tasks are set that are open-ended and can have a variety of responses.
- We provide suitable learning opportunities for all children by matching the challenge of the task to the ability and experience of the child.
- Use of ICT at home will continue to be encouraged through projects and homework which can be researched using a home computer system, tablet or at the local library.
- Children should continue to be encouraged to access and make use of the school website which is constantly being updated – www.ballymagee.org.uk

ICT COMPETENCES

At Ballymagee Primary School we endeavour to help our children to develop competence in the use of ICT. ICT competence is concerned with:

- Learning about ICT – developing the knowledge and skills required to use ICT effectively and to apply these in a range of contexts.
- Learning through ICT – developing the skills required to access and use information from a range of electronic sources, interpret it and use it effectively.
- Learning with ICT – applying the skills in their own learning either at school, at home or in the community.

ICT AND THE NORTHERN IRELAND CURRICULUM

Literacy

ICT is a major contributor to the teaching of Literacy.

- Children learn how to draft, edit and revise text.
- Children can create, develop present and publish ideas and opinions visually or orally.
- Children learn how to improve the presentation of their work by using desk-top publishing and presentational software.

Numeracy

Many ICT activities build upon the mathematical skills of the children.

- Children use ICT in Numeracy to collect data, make predictions, analyse results, and present information graphically.

- Children acquire measuring techniques involving positive and negative numbers and including decimal places.
- Children explore mathematical models e.g. use of BeeBots, Pro-bots and Spreadsheets.

World Around Us

ICT transcends the barriers of distance and opens up the world as an easily accessible global community allowing children to experience the past, present and future of the world they live in.

Personal Development and Mutual Understanding (PDMU) and Citizenship

ICT makes a contribution to the teaching of PDMU and citizenship as children learn to work together in a collaborative manner.

Children develop a sense of global citizenship by using the Internet.

Children develop a view about the use and misuse of ICT through the discussion of moral issues related to electronic communication.

Children gain a knowledge and understanding of the interdependence of people around the world.

Creative and Expressive

ICT offers children the freedom to express their own ideas creatively and to experience the designs of others.

- Children will have the opportunity to develop their creativity through a range of network software and digital technology.
- Children can explore the Internet to gain access to a wealth of images and information about world famous pieces.

CHILDREN ACCESSING THE WORLD WIDE WEB

For all information related to this see Ballymagee Primary School's ICT Internet Policy and e-Learning policy (see Appendix 1 and 2).

Inclusion

Ballymagee Primary School's ICT facilities are available for use by all children and staff. All children are given access to ICT regardless of gender, race, physical or sensory disability. ICT can impact on the quality of work that children can produce and it can increase their confidence and motivation.

The Special Educational Needs teachers have access to a computer system to support their everyday teaching and learning strategies.

ICT Co-ordinator

- It is the responsibility of the ICT co-ordinator to assist all teachers with the implementation of this policy.

- The ICT co-ordinator has the responsibility for the management of the resources, which are required for the implementation of this policy.
- The ICT co-ordinator will disseminate information regarding new developments in ICT to other members of staff.
- The ICT co-ordinator will be responsible for any staff INSET in the development of ICT.
- It will be the responsibility of the ICT co-ordinator to ensure that the system for reviewing this policy is initiated.
- The ICT Co-ordinator will be responsible for the updating of policy, action plans and Internet guidelines and informing staff of aforementioned documents.

Future Developments of ICT

- Continue to make use of the ICT suite by every class and every year group.
- Continue to enhance and embed the **5E's** into the tasks carried out by each year group.
- Continue to review and update Year group Yearly ICT Planners and CLGs.
- Continue to develop the School website
- Continue to embed new technologies into everyday teaching eg Activote/expressions, Easispeak Microphones, Podcasts, Flip cameras, animation and iPads.
- Carry out statutory assessment of pupil's Using ICT skills
- Develop the use of the iPad.
- Develop the use of My School and VLE's throughout the school.
- Video Conferencing
- Complete self-review frameworks and apply for recognition of excellence in ICT.