

# Crowmarsh Gifford CE Primary School

## Computing Policy

This policy should be read in conjunction with the school E-safety & Social Media Policy and the Acceptable Use Policy.

### Introduction

Information and Communications Technology and Computer Science prepares pupils to participate in a rapidly changing technological world. Our vision is for all children to become digitally literate, so that they can express themselves and develop ideas through ICT.

### Aims

- To enable children to become responsible, independent users of computing technologies, gaining confidence and enjoyment from their activities.
- To develop a whole school approach to computing ensuring continuity and progression in all strands of the Computing National Curriculum.
- To use computing technologies as a tool to support teaching and learning across the curriculum.
- To provide children with opportunities to develop their computing capabilities in all areas specified by the Computing National Curriculum.
- To ensure computing technologies are used, when appropriate, to improve access to learning for pupils with a diverse range of individual needs, including those with SEN.
- To ensure that all children have a growing awareness of how technology is used in the world around them and of the benefits that it provides.
- To ensure that E-safety policy and procedure is strictly followed

### Objectives

In order to fulfil the above aims it is necessary for us to ensure:

- That the National Curriculum strands are given appropriate coverage throughout the school.
- A systematic progression throughout Key Stages 1 and 2.
- That all children have regular access to a range of computing resources.
- That computing experiences are focussed to enhance learning.
- That cross-curricular links are made whenever possible.
- That the learning and experiences of children are monitored and evaluated.
- That resources and equipment are kept up to date as much as possible
- That the skills and knowledge of staff are kept up to date.

### Curriculum coverage and progression

Planning for Computing is implemented using the Computing National Curriculum. A whole school long term plan is in place which ensures appropriate coverage of computing strands and progression.

Medium term planning, takes into account specific learning objectives and provides differentiation for learners. The computer science aspects of the curriculum are taught through programming and control units of work.

A timetable for laptop use ensures that all classes have a computing session at least once per week. Other sessions, mainly for cross-curricular purposes are timetabled as necessary. Classes also have access to a range of other ICT equipment including cameras, roamers and beebots. Use of these technologies is timetabled as required by units of work. At Crowmarsh Gifford Primary we have a small number of iPads which are currently allocated as one or two per class. Currently these iPads are primarily used as part of whole class teaching however when timetabling allows they can all be made available for use in one class.

E-safety is taught as part of both the Computing and PSHCE curriculum (see E-Safety & Social Media Policy).

### Assessment

Progress is assessed on an on-going basis both during lessons and at the end of a unit of work. Formative assessment, directly linked to the Computing National Curriculum, occurs during Computing lessons based on the lesson objectives. This is then used to inform future planning. The progress of all children is tracked during or at the end of the unit (objectives achieved/ objectives nearly achieved, objectives not achieved). Each class teacher maintains these records until the end of the academic year when they are passed on to the next class teacher and the Computing co-ordinator. The work of children is often stored in their own folder on the school system and can be accessed by staff as needed. Children are encouraged to self and peer evaluate work when appropriate.

### Monitoring

Monitoring computing will enable the Computing co-ordinator to gain an overview of computing teaching and learning throughout the school. This will assist the school in identifying areas of strength as well as those for development.

In monitoring the quality of computing teaching and learning the Computing co-ordinator will:

- Provide all teaching staff with an overview of unit of work to be taught throughout the year
- Hold discussions with children and look at examples of work
- Observe computing teaching and learning in the classroom
- Hold discussions with teachers
- Provide/ arrange staff training as required
- Collect and analyse assessment data annually

### Equal opportunities

At Crowmarsh Gifford CE Primary school, all children have the opportunity to develop ICT capability regardless of race, class or gender. All children at the school follow the same scheme of work for computing. Children's computer use is monitored within classes to equal access and fairness of use of computing resources.

Computing objectives are differentiated by class teachers in order to ensure the needs of SEN and more able children are met. Staff are aware of children who may not be able to access computers/ the Internet at home.

### Resources

Crowmarsh Gifford CE Primary maintains an inventory of all school computing equipment. A rolling replacement program for equipment is in place to ensure that all technologies are kept as up-to-date as possible. Any faults with computing equipment are reported to the Computing co-ordinator so that problems can be resolved as soon as possible.

All teaching staff are provided with a school laptop. These computers are maintained by the school but staff must take reasonable care with their handling. Staff are aware of the school's insurance policy with regard to laptops. In addition, every classroom has a laptop and at least one iPad. These must remain in school at all times.

### Health and Safety

We will operate all computing equipment in compliance with Health and Safety requirements. Children will be encouraged to sit correctly and take short breaks if they are to spend any length of time on computers.

The school has an E-safety & Social Media policy and an Acceptable Use policy which outlines specific rules for the use of the Internet, email and other electronic communication.

Anti-virus software is installed on the computer system and is updated as required.

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