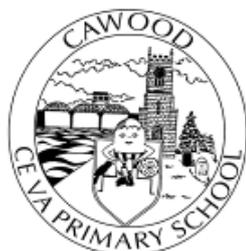


CAWOOD CHURCH OF ENGLAND (VA) PRIMARY SCHOOL



Computing Policy Information and Communications Technology

Document Status			
Date of next review	January 2024	Responsibility	Teaching and Learning Committee
Date of Policy Creation	03 February 2014	Status: Approved full GB 14.3.18	
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25 February 2014		Signed	
Method of Communication			
Website, Server			

Computing comprises any equipment which allows users to communicate or manipulate information electronically. Computers and tablets (networked/wireless) are the most obvious of those but computing also includes programmable toys, audio/video recorders and digital cameras.

Our Vision

Computing and Information and Communications Technology (ICT) are an integral part of everyday life and its impact on our lives at home, at school and in the workplace continues to grow. Our vision is to give all children the skills and confidence to use computing and ICT to enhance learning and develop motivation in a safe and responsible way.

Aims

1. To deliver the National Curriculum Programme of Study for Computing and the EYFS Curriculum.
2. To enable children to understand and apply the fundamental principles and concepts of computer science, including abstraction, logic, algorithms and data representation.
3. For children to analyse problems in computational terms, and have repeated practical experience of writing computer programs in order to solve such problems.
4. To evaluate and apply information technology, including new or unfamiliar technologies, analytically to solve problems develop their understanding of the importance, uses and limitations of ICT.
5. To develop children's use of ICT as a tool to enhance learning and investigation in all subject areas.
6. To encourage a positive attitude towards Computing and develop children's ICT capability through independent and collaborative work.
7. To ensure all children have regular access to a broad and balanced Computing and ICT experience.
8. To ensure the safe use of all aspects of ICT, understanding the risks and responsibilities associated with use of ICT, particularly the Internet where E Safety is looked at on an ongoing basis and specifically once a term.

Guidelines:

1. When planning Computing, teachers refer to the National Curriculum and the EYFS Curriculum. Computing is a tool to be used as appropriate throughout the curriculum to support and enrich children's learning. The whole school Long Term Plan identifies certain strands of Computing that are taught in a particular topic at KS2 whilst others are more continuous throughout each year at FS and KS1. Teachers include Computing and ICT prompts on all their Medium Term and Short Term Plans.
2. Children use a variety of computing equipment and a range of software is available in school. Sometimes this is used to teach generic skills; whilst at other times the tasks set are more open ended.
3. All children are given equal access and opportunities to learn at an appropriate level. Certain computing and ICT resources are used to aid children with SEN and enrich provision for those with gifts and talents. Pupils with SEN may benefit from using Computing as it can enhance access to the curriculum. This in turn encourages motivation and the development of skills ensuring significantly higher achievements. Computing resources are organised to give pupils with SEN access to a wider curriculum, as well as increasing their Computing capability.
4. All staff promote responsible use of the Internet. They evaluate Internet sites as far as possible before use and use appropriate educational search engines. All children in KS1 and KS2 take part in lessons specifically aimed at teaching E safety. Children are always supervised when using the Internet. At KS1 and KS2 children sign a Responsible Internet Use Statement. The school has a filtered broadband service that removes access to known sites containing inappropriate material.
5. There are computers in every classroom. These are linked together in the school network and have Internet access. All children also have a google classroom login which is used for accessing home learning in times of school closure. Children in key stage 2 also use their individual Google Classroom logins to access and use resources in school via Google docs and other software, which enables individual copies of their work to be stored on the class google drive. Where Google docs is not used, children save and retrieve work from their own folders located on the server (with support in KS1). Both folders on the server and childrens' Google drive folders act as an ongoing record of achievement.
6. All teachers have a laptop provided by school to enhance teaching and learning. This laptop is used both at school and home for official school purposes only.
7. Assessment and recording of the children's work and skills follow the school's policy.
8. To ensure that the network is protected from viruses, no unauthorised software is used in school. If children bring their own memory sticks into school, these are pre-checked using the antivirus software.
9. The Computing subject leader and ICT Technician are available to support teachers during planning, delivery and assessment.

Review date 24.1.2022