

St Cuthbert's Catholic Primary School



Computing Policy

Date Adopted:	
Person Responsible:	Miss S Mulligan & Mrs P Powell Subject Leaders

Signed: (Person Responsible) **Date:**

Signed: (Headteacher) **Date:**

Signed: (Chair/Governor) **Date:**

School Mission statement

With Jesus we love, learn and pray; to grow in the St Cuthbert's way.

Our Values

Loving Honest

Charitable Respectful

Aspirational Faithful

Positive Forgiving

School's Aims

To proclaim Jesus Christ as the centre of our school community.

"Trust in the Lord with all your heart and lean not on your own understanding; in all your ways submit to him, and he will make your paths straight." Proverbs 3:5

To enjoy times of prayer and worship together.

"Our Father in heaven, hallowed be your name, thy kingdom come, your will be done, on earth as it is in heaven." Matthew 9:10

To be a vibrant place; where we can all feel loved, and all visitors are welcomed with warmth and respect. Recognising that everybody is created in the 'image and likeness of God.'

"Welcome one another as Christ has welcomed you, for the glory of God." Romans 15:7

To promote; a love of learning, an enthusiasm to succeed and aspirations to 'dream big'.

"Commit your work to the Lord, and your plans will be established." Proverbs 16:3

To ensure each and every one of us has the opportunity to thrive; to share the 'gifts' we have been blessed with, and to achieve to our full potential in all that we do.

"I can do all this through him who gives me strength." Phillipians 4:13

To feel safe, respected, loved and valued, so we have the confidence and resilience to 'make a difference.'

"God is our refuge and strength, an ever-present help in trouble." Psalm 46. 1ning light in our parish,

To be a shining light in our parish, in our community and in our world.

For where two or three are gathered in my name, there I am among them." Matthew 18:20

Be a place where it is ok to make mistakes. Forgiveness makes every day a new beginning.

*"Forgive and you will be forgiven." **Luke 6:37***

Aims:

Saint Cuthbert's School believes that our curriculum should motivate children to aspire to excellence; support pupils to develop their positive attitudes to learning in order to achieve their full potential. We understand the immense value that technology plays not only in supporting the Computing and wider school curriculum but also within day-to-day life.

We believe that technology can provide: enhanced collaborative learning opportunities; better engagement of pupils; easier access to rich content; support conceptual understanding of new concepts and can support the needs of all our pupils.

Our aims:

1. Provide an exciting, rich, relevant and challenging Computing curriculum for all pupils.
2. Teach pupils to become responsible, respectful and competent users of data, information and communication technology.
3. Enthuse and equip children with the capability to use technology throughout their lives.
4. Utilise computational thinking beyond the Computing curriculum.
5. Use technology imaginatively and creatively to inspire and engage all pupil.
6. Instil critical thinking, reflective learning and a can do attitude for all our pupils.
7. Equip pupils with skills, strategies and knowledge that will enable them to reap the benefits of the online world, whilst being able to minimise risk to themselves or others.
8. Teach pupils to understand the importance of governance and legislation regarding how information is used, stored, created, retrieved, shared and manipulated.
9. Provide technology solutions for forging better home and school links.

Safeguarding: Online Safety

Online safety has a high profile at Saint Cuthbert's School for all stakeholders. We ensure this profile is maintained and that pupil needs are met by the following:

1. A relevant up-to-date online safety curriculum which is progressive from Early Years to the end of Year 6. This is reviewed annually.
2. Through our home/school links and communication channels, families are kept up to date with relevant online safety matters, policies and agreements. They know who to contact at school if they have concerns.
3. Data policies which stipulate how we keep confidential information secure.
4. A curriculum that is threaded throughout other curriculums and embedded in the day-to-day lives of our pupils.
5. Pupils, staff and families have Acceptable Use Policies which are signed and copies freely available.
6. Training for staff and governors which is relevant to their needs and ultimately positively impacts on the pupils.
7. Our online safety policy (part of our safeguarding policy) clearly states how monitoring of online safety is undertaken and any incidents/infringements to it are dealt with.
8. Scheduled pupil voice sessions and learning walks steer changes and inform training needs.
9. Filtering and monitoring systems for all our online access.

Curriculum:

As a school, we follow the Purple Mash Computing Scheme of Work. Our computing curriculum offers a broad and rich experience of technology which is progressive from Reception to Year 6.

Early Years:

We aim to provide our pupils with a broad, play-based experience of Computing in a range of contexts. We believe the following:

1. Early Years learning environments should feature ICT scenarios based on experience in the real world, such as in role play.
2. Pupils gain confidence, control and language skills through opportunities to 'paint' on the interactive board/devices or control remotely operated toys.
3. Outdoor exploration is an important aspect, supported by ICT toys such as metal detectors, controllable traffic lights and walkie-talkie sets.
4. Recording devices can support children to develop their communication skills. This is especially useful for children who have English as an additional language.

Key Stage 1 outcomes:

1. Understand what algorithms are, how they are implemented as programs on digital devices, and that programs execute by following a sequence of instructions.
2. Write and test simple programs.
3. Organise, store, manipulate and retrieve data in a range of digital formats.
4. Communicate safely and respectfully online, keeping personal information private, and recognise common uses of information technology beyond school.

Key Stage 2 outcomes:

1. Design and write programs that accomplish specific goals, including controlling or simulating physical systems; solve problems by decomposing them into smaller parts.
2. Describe how Internet search engines find and store data; use search engines effectively; be discerning in evaluating digital content; respect individuals and intellectual property; use technology responsibly, securely and safely.
3. Use sequence, selection and repetition in programs; work with variables and various forms of input and output; generate appropriate inputs and predicted outputs to test programs.
4. Select, use and combine a variety of software (including internet services) on a range of digital devices to accomplish given goals, including collecting, analysing, evaluating and presenting data and information.
5. Use logical reasoning to explain how a simple algorithm works and to detect and correct errors in algorithms and programs.
6. Understand computer networks including the internet; how they can provide multiple services, such as the worldwide web; and the opportunities they offer for communication and collaboration.

Assessment:

Pupil progress and attainment is assessed through teacher observation and on-going formative and summative assessment in order to drive learning and enable pupils to reach their full potential

Resources:

- A range of resources are available to successfully support delivering the Computing curriculum and enables all learners to reach their full potential.
- Resources are suitably maintained and replenished when needed, which is overseen by the Computing Leaders, ICT Technician and SLT.
- An itemised list of all resources is shared with staff and kept up to date by the Computing Leaders and ICT Technician.
- It is the responsibility of all staff to report damaged or faulty ICT equipment to the Computing Leaders or ICT Technician.

Inclusion:

At St Cuthbert's School, we aim to enable all children to achieve to their full potential. This includes children of all abilities, social and cultural backgrounds, EAL speakers and SEN pupils. We place particular emphasis on the flexibility technology brings to allowing pupils to access learning opportunities. With this in mind, we will ensure additional access to technology is provided throughout the school day.

Monitoring, Evaluation and Feedback:

Monitoring standards of teaching and learning within Computing is the primary responsibility of the Computing Leaders. All teachers are expected to keep a portfolio of children's work (online or paper copies) and track their classes' progress using the assessment documents provided. This portfolio must contain work samples from all areas of the curriculum taught for the year group.

Monitoring will be achieved through:

- Work scrutiny
- Learning walks
- Observations
- Pupil Voice
- Teacher Voice
- Reflective teacher feedback
- Learning environment monitoring
- Dedicated computing leaders time

Evaluation and feedback will be achieved through:

- Verbal and written feedback is given during dedicated computing leader time
- Using year group assessment documents to set next step targets

- Whole school feedback focusing specifically on areas of development in Computing will be addressed through regular communication, in staff meetings, inset training days and governors meetings.

Role and responsibilities:

Due to technology extending beyond the National Curriculum, there are key roles and responsibilities specific members of staff have:

Head teacher –

- Monitoring the implementation of the Computing Policy and its associated policies such as the Safeguarding and SEND Policies.
- Ratifying (in conjunction with the Governing Body) the Computing policy, Safeguarding policy and Computing Leader's Action Plan.
- Securing technical support service contracts and infrastructure maintenance contracts.
- Approving CPD and training which is in line with the whole school's strategic plan.
- Approving budget bids and setting them.
- Creating in conjunction with the Computing Leader, a long-term vision for Computing which includes forecasted expenditure and resources.
- Monitoring the performance of the Computing Leaders in respect to their specific job role description for Computing.
- Ensuring any government legislation is being met.

Computing Leaders – Sinead Mulligan and Paula Powell

- Raising the profile of Computing for all stakeholders
- Monitoring the standards of Computing and feeding back to staff in a timely fashion so they can act on areas for development.
- Ensuring assessment systems are in place for Computing.
- Maintaining overall consistency in standards of Computing across the school.
- Reporting on Computing at specific times of the year to the Governing Body/Head/Staff.
- Auditing the needs of the staff in terms of training/CPD.
- Actively supporting staff with their day-to-day practice.
- Attending training and keeping abreast with the latest educational technology initiatives.
- Creating Action Plans for Computing and supporting a long-term vision which feeds into the whole school development plan.
- Creating bids for the annual budgets and monitoring budget spend.
- Keeping an up-to-date log of all resources available to staff.
- Procuring physical and online resources that demonstrate best value.
- Reviewing the Computing curriculum and developing it as needed.
- Working as needed with the SENCO/Head Teacher to ensure online safety provision is above adequate and all legislation is in place.

Technician – Phil McCauley

- Conducts routine scheduled maintenance/updates on systems.

- Supports the administration and set-up of online services including the school website.
- Fixes errors/issues with hardware and software set-up, prioritising as needed.
- Routinely checks school filtering, monitoring and virus protection.
- Maintains network connectivity and stability.
- Sets up new hardware and installations.
- Supports the Computing Leader and Head Teacher with future infrastructure needs and associated projected costs.

Health and Safety:

Saint Cuthbert's School takes all necessary measures to ensure both staff and pupils are aware of the importance of health and safety.

Both staff and pupils are aware of how to handle electrical equipment correctly including how to power off and on. Pupils are reminded about the dangers of electricity and the danger signs to look out for. Adequate displays and warning signs are strategically placed around the school to reinforce health and safety.