

ICT Journey at the Link Primary School – 2018-2019



ICT VISION

All pupils have the right to access outstanding ICT and learn new appropriate skills in order to provide them the best opportunities in the technological world that they live in.

Where were we?

- ✚ Each class had technology and equipment to support ICT- ipads, ipods, cameras, IWB, laptops
- ✚ ICT no longer assessed using SOLAR
- ✚ Y drive disorganised
- ✚ Non OHCAT emails

Where are we now?

- ✚ All staff have an OHCAT email account
- ✚ OHCAT ICT support including resolving e-safety issues such as blocking YouTube
- ✚ OHCAT Digital School
- ✚ Y drive still remains cluttered with excessive data storage taken up by photos despite an overhaul in summer holidays 2018
- ✚ Each class has at least 1 laptop and IWB (some classes have better functioning technology than others)
- ✚ Each class has a device to record evidence digitally (photos/videos)
- ✚ Students have access to a range of programmes online (Purple Mash, Mathletics, Educationcity, Helpkidzearn, BugClub)
- ✚ In school variation of ICT skills amongst staff. (currently 50% of SSAs display a medium to high need for training)
- ✚ Pupils have access to the computer room throughout the week
- ✚ E safety is acknowledged as an important safeguarding matter.

Where do we want to be? (during 2018-2021) 3 year plan

1. All staff to be at consistent levels of basic ICT knowledge
2. A clear understanding of ICT equipment in each class

3. A rolling programme of upgrading equipment planned
4. E safety is not just acknowledged as important but incorporated into the curriculum and daily use of technology
5. ICT sessions to have clear objectives and progression recorded
6. Y drive operating effectively and good level of data management

How will we get there ?				
Target	Action	Lead	Timescale	Impact (by July 2019)
1. All staff to be at consistent levels of basic ICT knowledge	<ul style="list-style-type: none"> • SSA audit of skills in ICT • Teacher audit of skills in ICT • Therapist audit of skills in ICT • Training folders developed for each individual staff to address their areas of development which can support their continued development of skills • Training sessions delivered in key areas of development 	Nic Nic Nic and highly skilled SSAs/teachers	September 18 October 18 October 18 December 18 October onwards	<ul style="list-style-type: none"> • All staff needs will be clear • Training sessions will introduce staff to new skills • Staff will have a personal ICT folder which they can continue to refer to as their confidence from training grows with new skills form training sessions • Delivery of curriculum including ICT and resources will improve due to staff confidence and speed in using ICT
2. A clear understanding of ICT equipment in each class	<ul style="list-style-type: none"> • ICT equipment audit 	Nic	November 18	<ul style="list-style-type: none"> • A clear understanding of the needs for ICT equipment in each class
3. A rolling programme of upgrading equipment planned	<ul style="list-style-type: none"> • Information from above audit collated and a plan of purchasing upgraded and appropriate equipment drawn up. • Research into financial schemes which could aid in purchasing new equipment • Starting to purchase equipment in order of greatest need 	Nic	December 18 Ongoing	<ul style="list-style-type: none"> • Fair distribution of ICT equipment • Updated access to ICT equipment • ICT embedded into the teaching and learning of students
4. E safety is not just acknowledged as important but incorporated	<ul style="list-style-type: none"> • Staff training • Esafety modules of IPC for appropriate classes • Esafety incorporated into Relationships Education curriculum 	DSLs CT Nic/CT	Spring 19 Spring 19 Summer 19	<ul style="list-style-type: none"> • Pupils will be more knowledgeable in E safety • Whole school safeguarding culture surrounding computer use.

into the curriculum and daily use of technology	<ul style="list-style-type: none"> • Reporting of breaches of Esafety on network and internet to DSLs and OHCAT • Pupil/class/staff log ins allow different permissions 	All staff OHCAT	Ongoing	<ul style="list-style-type: none"> • Pupil/class log on accounts can only access necessary information and folders not all
5. ICT sessions to have clear objectives and progression recorded	<ul style="list-style-type: none"> • Medium term plans written for ICT or clarity of where it is within the IPC topic plan • ICT sessions to have clear objectives for each pupil • Nic to monitor ICT delivery across classes 	CT CT Nic	Termly	<ul style="list-style-type: none"> • ICT embedded into the curriculum • Greater use of the computer room for learning rather than choosing
6. Y drive operating effectively and good level of data management	<ul style="list-style-type: none"> • Staff aware of how the Y drive is set out and how to maintain it effectively • Termly housekeeping of class/pupil/staff folders • Pupils photos storage managed well (only 20 photos of each pupil kept for each term) 	Nic CT/Class teams CT/Class teams	December 18 Termly	<ul style="list-style-type: none"> • Good housekeeping of Y drive • Y drive able to be uploaded onto one drive to increase staff productiveness