

# Kentmere Academy and Nursery

## Computing policy



Kentmere Avenue Rochdale OL12 9EE

Tel: 01706 647533 Web: [www.kentmereacademy.co.uk](http://www.kentmereacademy.co.uk)

Email: [info@kentmereacademy.co.uk](mailto:info@kentmereacademy.co.uk)

## Mission statement

We are proud to be a happy, diverse and inclusive school where everybody matters.

## School Aims

- **H**elping to challenge inspire and motivate each other.
- **A**iming high, achieving excellence.
- **P**romote and value excellent progress.
- **P**ositive contributions to the school and wider community.
- **Y**OU CREATE YOUR OWN FUTURE!

## Introduction

Computing should enrich, modernise and support all aspects of our school's curriculum. Children's learning should be made more rewarding and inspirational by using ICT. Children's confidence and progress in their computing skills is essential for them to maximise their learning in the curriculum and to prepare them for the challenge of a rapidly developing and changing technological world.

The school's teaching should be made more creative and effective by using computers which provide innovative experiences that would either be less inspiring or impossible without them. The school's staff should be equipped and continually updated with computing skills and resources that enable them to feel confident in using ICT effectively in their teaching and wider professional role. The school's computing resources should be as up to date, relevant and extensive as possible.

The children should have as much access to ICT as possible, especially for those with less access outside of school. The school should keep informed and responsive to technological advances. The school should explore innovative ways to use computers to teach creatively, communicate with all stakeholders and enrich learning.

## Aims

### We aim to:

- Ensure a broad and balanced Computing curriculum is provided for all children regardless of ethnic origin, gender, class, aptitude or disability.
- Meet the national curriculum requirements for Computing.
- Embed Computing across a curriculum that acknowledges its contribution to learning in all other subjects.
- Equip pupils with a progression of Computing skills that they can apply both in and out of school.
- Support all staff to make effective use of ICT at a professional level.
- Have a positive impact on pupils' creativity, motivation, independence and collaboration, behaviour and attitudes, through Computing.
- Provide our children with an enjoyable experience of computers so that they will develop a deep and lasting interest and may be motivated to use them further.
- For children to use computers in experimental, imaginative, exploratory ways. This will include regular opportunities to engage with computer programming.
- Ensure that staff and children understand the capabilities, advantages, risks and limitations of ICT and consider the implications of its development for society.
- Make effective use of computers to transform teaching and learning providing opportunities that would otherwise not be possible.
- Facilitate electronic communication between home and school.
- Ensure the safety and well-being of our pupils.
- Teach Computing in line with the principles of our teaching and learning policy.
- Ensure Computing resources are relevant and sufficient.

## Responsibilities

### The Headteacher & Governors will:

- Monitor the implementation of the Computing Policy.
- Ensure there is a long term plan that details coverage and progression.
- With the subject co-ordinator, monitor teaching, learning and standards in Computing.

### The Computing Co-Ordinator will:

- Devise, update and monitor the school's use of the ICT skills progression.
- Support teachers with planning and use of resources.
- Undertake appropriate professional development to ensure an up to date knowledge and report to staff.
- Lead staff professional development in school.
- Manage the Computing resources in the school.
- Monitor teaching, learning and standards in Computing.
- Produce an action plan for Computing, setting out the priorities which will be incorporated in any school improvement plan.
- Carry out any risk assessments and follow health and safety guidelines.
- Review INSET requirements of staff and provide suitable training opportunities.
- Review and update policy biannually.

### Teachers will:

- Use the Long Term Plan for Computing to plan opportunities for all children to develop a broad range of appropriate computing skills.
- Plan opportunities for the relevant and creative use of ICT across the curriculum on an ongoing basis.
- Plan for differentiation so that all children develop computing skills, taking into account the individual needs of children. This includes SEN, higher ability children and those with less access to computers at home.
- Ensure the appropriate time is allocated to discrete teaching of Computing and Computer Programming.
- Assess Computing using current assessment guidelines on Target Tracker.
- Report pupils achievement in Computing in the annual report to parents.
- Follow health and safety guidelines and the 'Acceptable Use Policy' policy.

### All staff will:

- Ensure all adults and children handle and use equipment in an appropriate way.
- Follow health and safety guidelines and the 'Acceptable Use of Internet and E safety' policy.

### Implementation

The key skills are incorporated into our topic work, but we also have time set aside to teach the skills.

We aim to develop children's learning processes and skills so that children may;

- acquire and develop the skills associated with Computing including communicating, presenting and exchanging information, handling information, controlling, modelling and monitoring events;
- acquire and refine the techniques needed to use ICT;
- develop the skills of collecting first-hand data, analysing, evaluating, testing and drawing conclusions from them;
- develop language skills and the use of appropriate technical vocabulary.

Children will be taught in a variety of groupings in order for them to receive their entitlement of Computing.

It should be noted that in order to meet the key skills, Computing is usually taught in isolation, however, it is mainly used as a cross curricular tool.

Kentmere has 30 laptops and approx. 30 iPads, supported by an intelligent wireless network. Each class has a smartboard or interactive flatscreen and a networked pc or laptop as well as a digital camera and iPad. All devices are installed with a range of software to support and enhance learning throughout the curriculum.

## Progression

Progression in Computing can be recognised by:

- increasing confidence in the use of ICT;
- increasing skill and flexibility in the use of ICT;

- increasing independence in the selection and use of ICT tools;
- increasing understanding of the appropriateness of ICT in a variety of situations;
- increasing complexity of tasks tackled using ICT;
- increasing understanding and knowledge of the uses of ICT in the wider world;
- increasing consideration of issues related to the uses of ICT.

## Assessment and Record Keeping

Assessment is an essential part of the learning process and should be an integral part of the classroom activity for both teacher and pupil.

ICT capability should be monitored regularly in relation to the key skills. Teachers should assess with reference to children's knowledge, understanding and skills. See coordinators file for copies of assessment format.

Samples of work are kept for each child on the T Drive/Google Drive.

For Foundation stage observations, discussions and photographic evidence should be recorded within the area of Knowledge and Understanding of the World.

## Learning Environment

At Kentmere we are aware of the importance of a stimulating and safe environment in promoting children's learning. Children's learning will be supported through interactive displays, in the practical area, of high quality work covering the breadth of the Computing Curriculum. The website will also be used to showcase evidence of ICT skill usage through the school. The use of ICT in a cross-curricular display is vital in promoting the significant contribution of ICT to each subject.

## Health and Safety

All equipment will undergo an annual safety check under the Electricity at Works Regulation 1989.

Health and safety awareness in relation to ICT will be an integral part of the children's learning.  
Refer to Health and Safety policy.

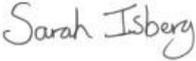
At Kentmere we are aware of the dangers inherent in the misuse of the Internet. See Internet and E Safety Policy.

## Professional Development

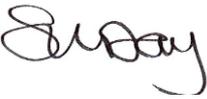
INSET will be delivered as school based training or external courses. The Computing coordinator will audit regularly the INSET needs with colleagues and address these as described above.

## Review

The Computing Co-ordinator will review this policy every two years.

Signed:  Sarah Isberg (Headteacher)

Date: November 2017

Agreed by the Governing Body:  Simon Day  
November 2017

Review: November 2019

