

Brighter Futures Academy Trust
Computing Policy



| Name of Policy Writer/Amendments | Date Written/Amended | Next Review Date |
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| R Denham | Nov 2014 | Nov 2016 |
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Computing Policy

Rationale

Computing prepares pupils to participate in a rapidly changing world in which work and other activities are increasingly transformed by access to varied and developing technology. They learn how to employ ICT to enable rapid access to ideas and experiences from a wide range of people, communities and cultures. Increased capability in the use of ICT promotes initiative and independent learning, with pupils being able to make informed judgements about when and where to use ICT to best effect, and to consider its implications for home and work both now and in the future.

Purpose of Computing

- To meet the needs of the National Curriculum.
- Pupils use digital literacy tools to find, explore, analyse, exchange and present information responsibly, creatively and with discrimination.
- To develop ICT as a tool for learning and investigating in all subjects.
- To encourage staff and pupils to become confident in using ICT.
- Raising standards of attainment.
- To raise awareness of the educational potential of communication technology.
- To support teaching and learning in all subjects.
- To develop pupils problem solving skills through computer science.

Guidelines

Pupils should be given opportunities to support their work by being taught to:

- Find things out from a variety of sources, selecting and synthesising the information to meet their needs and develop an ability to question its accuracy, bias and plausibility.
- Develop their ideas using ICT tools to amend and refine their work and enhance its quality and accuracy
- Exchange and share information, both directly and through electronic media
- Review, modify and evaluate their work, reflecting critically on its quality, as it progresses.

Use of ICT across the curriculum

Pupils should be given opportunities to apply and develop their ICT capability through the use of ICT tools to support their learning in all subjects.

Special Educational Needs

Effective learning opportunities for all pupils will be provided by

- Setting suitable learning challenges.
- Responding to pupils diverse learning needs
- Overcoming potential barriers to learning and assessment for individuals and groups of pupils.

Health and Safety

When using ICT pupils should be taught:

- About hazards, risks and risk control
- To recognise hazards, assess consequent risks and take steps to control the risk to themselves and others
- To explain the steps they take to control risks.
- About e-safety and the appropriate use of the internet.

Assessment

Assessment will be measured against the skills checklists identified for ICT which are also related to the National Curriculum Level Descriptors. These will be monitored termly in accordance with curriculum monitoring procedures.

Resources

- There will be an annual audit of resources carried out by the ICT coordinator, technician and TA technician.
- Each classroom will have a computer assigned for their use.
- All ICT software resources will be located in the secure cupboard in the ICT suite.
- All equipment should be signed out and back in again.

Training

- The coordinator will keep up with developments by attending LEA-based INSET and network meetings.
- There will be INSET opportunities for all staff.
- Support will be given by the ICT coordinator and ICT technician to all staff.

This policy needs to be read in conjunction with the e-safety policy, acceptable use policy and use of social media policy.