

## **ICT at Recreation Road Infant School**

### **Vision:**

At our school we aim to develop independent learners who are well equipped for their future. ICT skills are an integral part of teaching and learning for pupils, staff and governors. We believe that ICT motivates and excites pupils and enables them to achieve high standards. We aim to use ICT to aid planning, assessment, recording and reporting and for staff to be competent and confident in this.

### **Aims:**

At Recreation Road Infant School we aim for all pupils to:

- Develop ICT capability and be able to use this confidently and independently.
- Broaden their understanding of the uses of ICT within school and in the wider world.
- Have access to the National Curriculum programmes of study.
- Develop an understanding of the potential of ICT within their own lives and be aware of its limitations.

### **We will do this by:**

- Meeting the requirements of the National curriculum as fully as possible.
- Providing a curriculum which motivates, challenges and involves every child, to ensure they reach the highest possible standard of achievement.
- Teaching children the skills needed to be able to use ICT equipment to manipulate and present, store and retrieve, present and enhance, interpret and analyse and to place in real life contexts.
- Providing relevant training and support for staff to ensure they can teach and support pupils effectively.

### **Curriculum organisation**

The children will be given the opportunity to:

- Find things out
- Develop ideas and make things happen
- Exchange and store information
- Review, modify and evaluate their work as it progresses

The children will develop their skills and understanding of:

- Different kinds of information and how it is presented.
- Different ways of obtaining, sharing, developing and passing on information.
- A variety of information sources, ICT tools and applications.
- The uses of ICT in the wider world.

The teaching of ICT will be closely linked to the other areas of the curriculum

All classes have a timetabled session in the ICT suite.

There are PCs in each classroom to allow opportunities for ICT within all curriculum areas.

In the Foundation stage ICT is taught as part of integrated day in small groups.

### **Teaching and learning strategies**

We interpret ICT as wider than only sessions in ICT suite. We include the use of programmable toys, equipment in role play area, digital cameras, digital video cameras and interactive whiteboards in our planning and teaching.

During a typical ICT skills lesson the teacher uses the computer or InteractiveWhiteboard to demonstrate to whole class/groups then gives time for children to develop their skills through paired work on the computer or by taking half the class at a time with 1 computer each. The teacher supports the pair or individual and offers opportunities for more able children to be challenged further.

### **Assessment and recording**

By planning and tracking the use of ICT throughout school, we will monitor continuity and progression at regular intervals in accordance with the Planning, Assessment and Recording policy.

Each child has a skills checklist which travels up through the year groups with them. This will be used to inform planning.

We report progress and attainment to parents at the end of each year.

ICT is used to support assessment, tracking and target setting in other subjects, including Literacy and Numeracy.

### **Health and safety**

Health and safety issues specifically in ICT include:

- No one spends long periods working continuously on computers
  
- The computers are at appropriate heights for the children and the children are shown the correct way to sit.
- Care is taken to ensure all leads and cables are stowed safely and securely
- Children are encouraged, when working in pairs or groups at the computers, to make sure everyone can see clearly and is comfortable
- Nothing is placed or stored on top of the monitor's ventilation grills
- The children are shown how to use mobile equipment such as the digital cameras responsibly
- Electrical appliances are tested regularly by PAT tester.
- Fire exits are clearly displayed and all staff are aware of the correct procedure
- Children are aware of safety issues regarding the classroom projectors e.g not looking directly into the light

Internet safety

Internet rules are clearly displayed in ICT suite and next to each classroom PC (See separate Internet safety policy)

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- Identify opportunities for the use of ICT within their area of responsibility.
- Identify opportunities for monitoring and assessment activities within their own area of responsibility.

### **Community links**

The school website promotes school and community links. This contains the school prospectus, newsletters and other communications. Children's work is displayed and staff are encouraged to add photographs and examples of work. The website is updated regularly.

### **Use of VLE**

Each class has a page which is regularly updated with news, photos and opportunities to interact with the VLE eg polls, activities for learning and fun.

Families are encouraged to access the VLE regularly as part of school-home contact but also to support children's learning through activities and websites linked to the VLE. Our transition work between Year 2 and Year 3 is currently being developed through a VLE page.

Head: Serena Dixon Signed.....

Chair; Catriona Milne Signed.....

Date: February 2012