Woolenwick Junior School
Computing Policy V1

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Version History

Version	Amendments	Date	Author
V1	Original document		Mark Bouland

What is Computing?

Computing consists of three main elements; computer science, digital literacy and information technology.

The core of computing is computer science. This is equipping children with the knowledge and understanding of how digital systems work and putting this knowledge to use through programming; designing, writing and debugging. To achieve this, pupils will be equipped to use a range of information technology to create programmes and a range of content. Pupils are also taught to become digitally literate so that they are able to express themselves and their ideas through use of information, communication technology.

Rationale:
Computing is a rapidly evolving subject in which constant advances in computers, programming and control technology demand ever changing skills and knowledge from users. The policy of this school is to provide every pupil with the opportunity to develop their skills, knowledge and understanding in computing as part of a balanced curriculum.

Introduction

We believe computing should be seen as a tool to enhance learning and teaching in all curriculum areas as well as being a subject in its own right. We aim to produce an environment where computing is seen as a meaningful, enjoyable and worthwhile activity. We recognise that computing skills have to be taught and the children must be given specific tasks and aims to complete.

Aims

We aim to provide;

❖ A broad and enjoyable curriculum based on developing the children's knowledge and understanding of the three fundamental principles of computer science.

❖ Clear progression of tasks and opportunities for children to analyse problems in computational terms.

❖ Repeated practical experience with a range of digital media; allowing pupils to analytically evaluate new or unfamiliar technologies.

❖ A secure understanding of how to responsibly, confidently and creatively use information and communication technology.

Objectives

All children will have the opportunity to develop their knowledge, skills and understanding by:

❖ Using logical reasoning design, write and debug programmes to achieve specific goals.

❖ Safely and respectfully using computing equipment. Recognising the difference between acceptable/unacceptable use and behaviour.

❖ Using search technologies safely and effectively. Understanding how the information is ranked and selected.

❖ Using a wide range of technologies effectively. Combining these to accomplish set goals.

❖ investigating computer networks, including the internet. Developing an understanding of the services they provide.

❖ use sequence, selection, and repetition in programs; work with variables and various forms of input and output

Resources

Most of the school computers are kept within the Computer Suite. These computers are networked through a main server and have Internet access.
The computing suite runs on Window 2010. All computers have access to Microsoft Office.
The school has available at least 1 standalone computer for all classes to enhance learning in other areas. There is a computer in the Library that is used to control the stock, access and lending routines.
Other computing resources include;
- 70" SMART interactive televisions within all classrooms and Computing suite
- BenQ Interactive TVs in all small group rooms.
- RISO Photocopier and scanner

- 16 I-pads with internet connection.
- Staff laptops for all teachers and HLTAs
- Sound system within hall.

We try to ensure that hardware is always in good order through staff reporting problems to the Computing Coordinator or logging the issue with SITTs.

Software

All teachers will ensure software is used to explore the curriculum and support children with special educational needs.

E-mail and Internet

Through our computer suite the children all have access to the Internet and each adult and where appropriate.

The Internet is used through Hertfordshire's intranet, the grid is used to support the teaching and learning across the curriculum in our school. Opportunities to explore information and use stimulating activities available will be incorporated into scheme of works across the curriculum as and when they are experienced.

Safety

We ask all our students and their parents to sign a Code of Conduct, which explains clearly our expectations and our obligations when using the World Wide Web. All Internet and email is filtered and monitored with only those sites with suitable material being allowed in to the school's network. The school also has an additional E-safety policy.

Access

Time in the suite is timetabled for all classes. This allocated for one hour per week for each class. Additional time can be booked.

Equal Opportunities

All children will have access to COMPUTING at Woolenwick Junior School. All approaches will be differentiated to include access at an appropriate level. Children may have access to learning support programmes to support individual learning.

Management and Coordination

The co-ordinator will be responsible for the regular review and updating of the Computing Policy and the Scheme of Work. Other co-ordinators will be responsible for the inclusion and delivery of computing in other subjects. The Computing coordinator will support this.

The class teacher will take responsibility for the delivery of the curriculum.

The coordinator will liaise with other staff regarding planning and available resources. Monitoring practice will be through classroom observation and support, discussion and review of planning forecasts and records.

The co-ordinator will be a reference for colleagues, ensuring they are informed of any new developments in the subject. Staff will be encouraged to discuss their ideas and difficulties. The co-ordinator will identify needs for staff development and recommend INSET and other appropriate action.

The co-ordinator will be responsible for the ordering, storage and maintenance of resources (supported by Interm IT). The budget for computing and planning for the future will link with the School Development Plan.

Organisation and Planning

We will use the Rising Stars Computing Scheme of Work to plan Computing ensuring that all year groups cover all areas of the N.C.

We aim to provide equal opportunities in Computing work. We will plan for differentiated provision and use a variety of teaching strategies where appropriate. Some work will be with individuals, classes or pairs, depending on content.

Children will present their work in various ways appropriate to the topic being studied.

Staff Development

The coordinator is responsible for organising professional development for all members of staff through INSET or coaching sessions.

Training should include support staff, where possible, and aim to development competence, to deal with minor technical problems so that the staff become increasingly independent.

Staff may have performance management targets linked to computing.

School Development Planning

Computing is a priority area within School Development. The computing co-ordinator prioritises any replacements or additions to equipment. The coordinator identifies staff training. These issues are then considered alongside other development plan priorities. The coordinator will draft an annual development plan to be included in the SDP.

Assessment

All children store their work in their own folders on the computer network. These folders can then be sampled for assessment purposes.

Monitoring and Review

The co-ordinator and a member of the Senior Management Team will carry out monitoring.
Annual monitoring will include:

- Comparing children's experience with the National Curriculum standards.
- Monitoring of plans in other subjects to ensure access.
- Work sampling on a termly basis.
- Monitoring time use within the computing suite.
- Monitoring the confidence of the children and members of staff.

Progress of the annual action plan will also be regularly monitored. This action plan will be updated yearly and built into the School Development Plan.