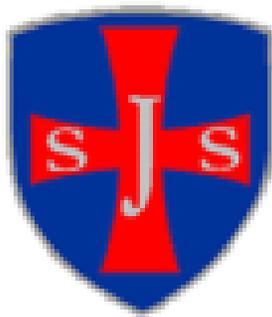


St Joseph's Catholic Primary School

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COMPUTING POLICY

Name: Juanita Dunlop
Position: Headteacher
Date Adopted by Headteacher: 09.09.2024.

Signed:

A handwritten signature in blue ink that reads 'J. Dunlop'.

Review Date: Autumn 2027
Responsibility: Headteacher

Reviewed by Mr. R. O'Connor
Policy to be reviewed every 3 years.

'Growing together with Jesus in our hearts, heads and hands.'

Contents:

Statement of intent

1. Legal framework
2. Roles and responsibilities
3. Overall curriculum aims
4. The curriculum
5. Teaching and Learning
6. Assessment
7. Equal opportunities
8. Online learning and safeguarding
9. Health and safety
10. Implementation of this policy
11. Monitoring and review

MISSION STATEMENT

Growing together with Jesus in our hearts, heads and hands.

STATEMENT OF INTENT

At St Joseph's Catholic Primary School, we recognise that all subjects can be taught through the lens of our mission statement and charism– hearts, heads and hands (love, wisdom & action) as all three together play a significant part when learning. We therefore aim to provide an education that provides opportunities for pupils to experience:

- God's love: through this love, understand that we are empowered to love others, his creation and learning.
- God's wisdom: wisdom is a real-life process of cognitive integrations embodied in action which has a positive effect for oneself and others.
- God's workings and actions: our learning and lives are committed to the principles of [Catholic Social Teaching](#).

Computing provides opportunities to promote the following:

- **Hearts:** Fostering a deep understanding of technology, promoting responsible digital citizenship, and inspiring creativity and innovation through computing.
- **Heads:** Empowering our pupils with the knowledge, skills, and values required to thrive in the digital age.
- **Hands:** Recognising that digital technologies enable global connections and that actions can have a broader impact. This awareness aligns with our CST principles, emphasizing our responsibilities to society and the world at large.

Legal framework

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- DfE (2023) 'Keeping children safe in education 2023'
- Data Protection Act 2018
- UK General Data Protection Regulation (UK GDPR)
- Equality Act 2010
- DfE (2013) 'Computing programmes of study: key stages 1 and 2'

This policy operates in conjunction with the following school policies:

- Online Safety Policy
- Data Protection Policy
- Technology Acceptable Use Agreement for Pupils
- Technology Acceptable Use Agreement for Staff
- Equality Policy

Roles and responsibilities

The governing board will be responsible for:

- Monitoring the effectiveness of the Computing curriculum.
- Monitoring the progress and attainment of pupils in Computing.
- Holding the headteacher and computing subject leader to account for pupils' Computing attainment and progress, and the delivery of the Computing curriculum.
- Ensuring the school has appropriate filtering and monitoring systems in place on its ICT system to safeguard pupils.

Overall responsibility for monitoring the teaching of Computing throughout the school will lie with the Headteacher who will make decisions on:

- How ICT should support, enrich and extend the curriculum.
- The provision and allocation of resources.
- The ways in which the need for developments in the school's ICT system can be assessed and records can be kept for these developments.
- How ICT can benefit the aims and objectives of the whole school.

The ICT subject leader and headteacher will be responsible for overseeing the implementation and reviewing of this policy.

- Monitoring the progression of teaching and learning in Computing.
- Managing resources and advising staff on the use of materials.

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- Supporting teaching staff to deliver the Computing curriculum and monitoring the quality of teaching and learning.
 - Keeping abreast of technological developments and using these to inform practice.
 - Leading staff training on new Computing initiatives.

Computing tutor will be responsible for:

- Planning and delivering lessons in line with this policy.
- Providing equality of opportunity to all pupils through their teaching approaches and methods.
- Keeping up-to-date assessment records.
- Ensuring pupils' development of skills and knowledge progresses through their learning and understanding of Computing.
- Setting pupils appropriate targets based on their needs and prior attainment.
- Maintaining an enthusiastic approach to Computing.
- Taking part in Computing training and other CPD opportunities.

Our IT company, TSI World Technology will be responsible for:

- Maintaining and keeping ICT equipment in good working order.
- Dealing with any reports of broken, damaged or faulty equipment.
- Ensuring the school's Cyber Response and Recovery Plan is adhered to.
- Carrying out checks on all computers once per term.
- Adjusting access rights and security privileges in the interest of the school's data, information, network and computers.
- Monitoring the computer logs on the school's network and reporting inappropriate use to the headteacher.
- Disabling the user accounts of staff and pupils who do not follow school policies, at the request of the headteacher.
- Assisting staff with authorised use of ICT facilities, if required.
- Assisting the headteacher in all matters requiring reconfiguration of security and access rights, and all matters relating to this policy.
- Accessing files and data to solve problems for a user, with their authorisation – if an investigation is required by the headteacher, authorisation from the user is not required.

Pupils will be responsible for:

- Using the school's ICT facilities appropriately.
- Being aware of the school's rules around the use of ICT equipment during lessons.
- Understanding how the use of ICT improves learning.

Parents will be responsible for encouraging Computing skills and safe ICT use at home.

Overall curriculum aims.

The school aims to assist pupils in achieving attainment targets set out in the national curriculum. By the end of each key stage, pupils will be expected to know, apply and understand the matters, skills and processes specified in this policy.

The school will meet the general aims set out by the DfE for computing programmes of study, which means pupils:

- Can understand and apply the fundamental principles and concepts of computer science, including abstraction, logic, algorithms and data representation.
- Can analyse problems in computational terms and have repeated practical experience of writing computer programs to solve such problems.
- Can evaluate and apply information technology, including new or unfamiliar technologies, analytically to solve problems.
- Are responsible, competent, confident and creative users of information and communication technology.

The curriculum

Early Years

- ✓ The EYFS curriculum provides our pupils with a broad, play-based experience of Computing in a range of contexts. We believe the following:
- ✓ Early Years learning environments should feature Computing scenarios based on experience in the real world, such as in roleplay.
- ✓ Pupils gain confidence, control and language skills through opportunities to 'paint' on the interactive board/devices or control remotely operated toys.
- ✓ Outdoor exploration is an important aspect, supported by Computing toys such as metal detectors, controllable traffic lights and walkie-talkie sets.
- ✓ Recording devices can support children to develop their communication skills. This is especially useful for children who have English as an additional language.

Key Stage 1 Outcomes

- ✓ Understand what algorithms are, how they are implemented as programs on digital devices, and that programs execute by following a sequence of instructions.
- ✓ Write and test simple programs.
- ✓ Organise, store, manipulate and retrieve data in a range of digital formats.
- ✓ Communicate safely and respectfully online, keeping personal information private, and recognise common uses of information technology beyond school.

Key Stage 2 Outcomes

- ✓ Design and write programs that accomplish specific goals, including controlling or simulating physical systems.
- ✓ Solve problems by decomposing them into smaller parts.

- ✓ Use sequence, selection and repetition in programs; work with variables and various forms of input and output; generate appropriate inputs and predicted outputs to test programs.
- ✓ Use logical reasoning to explain how a simple algorithm works and to detect and correct errors in algorithms and programs.
- ✓ Understand computer networks including the internet; how they can provide multiple services, such as the world- wide web; and the opportunities they offer for communication and collaboration.
- ✓ Describe how Internet search engines find and store data; use search engines effectively; be discerning in evaluating digital content; respect individuals and intellectual property; use technology responsibly, securely and safely.
- ✓ Select, use and combine a variety of software (including internet services) on a range of digital devices to accomplish given goals, including collecting, analysing, evaluating and presenting data and information.

Parents will be informed on the school website about the main topics and units of work that will be covered in all year groups.

Teaching and Learning

Our intent is that all pupils will:

- ✓ be taught an exciting, rich, relevant and challenging Computing curriculum with built in memorable experiences to promote deep learning.
- ✓ Enthuse and equip children with the capability to use technology throughout their lives.
- ✓ Give children access to a variety of high-quality hardware, software and unplugged resources.
- ✓ Instill critical thinking, reflective learning and a 'can do' attitude for all our pupils, particularly when engaging with technology and its associated resources.
- ✓ Teach pupils to become responsible, respectful and competent users of data, information and communication technology.
- ✓ Teach pupils to understand the importance of governance and legislation regarding how information is used, stored, created, retrieved, shared and manipulated.
- ✓ Equip pupils with skills, strategies and knowledge that will enable them to reap the benefits of the online world, whilst being able to minimise risk to themselves or others.
- ✓ Use technology imaginatively and creatively to inspire and engage all pupils, as well as using it to be more efficient in the tasks associated with running an effective school.
- ✓ Provide technology solutions for forging better home and school links.
- ✓ Exceed the minimum government recommended/statutory guidance for programmes of study for Computing and other related legislative guidance (online safety).
- ✓ The learning of computing provides a medium for cross-curricular links and for reinforcement of knowledge, skills and understanding developed in other subjects.
- ✓ Oracy (speaking/listening) and literacy (reading/writing) skills are part of the curriculum as they lay the foundation for future computing learning.
- ✓ The teaching of Computing allows pupils to transfer key knowledge to their long-term memory to ensure breadth, balance, continuity and progression. Our computing curriculum develops new skills and knowledge based upon what has been taught before, allowing all pupils to work towards clearly defined end points.

- The teaching of Computing will ensure that pupils of all abilities are able to engage with the curriculum as effectively as possible, enhancing their Computing knowledge and skills.
- The skills needed for pupils to access the wider curriculum using Computing will be mapped and developed to ensure that pupils can use Computing applications progressively through the curriculum.
- Teachers will use ICT to allow pupils to investigate, solve problems, refine their work, learn from their mistakes and reflect critically.
- There will be a good balance across the whole school between the high-quality use of Computing to support and enhance teaching and learning, and the individual pupil's productive use of Computing for their own learning.
- When administering homework tasks, teachers will be sensitive to the fact pupils may not have access to a computer at home.
- Computing will be used to support and extend learning beyond the school, through activities integrated with pupils' school-based learning.

Class teachers will remind the children how their school and home environments are valuable resources. The children have the opportunity to use school programmes at home i.e. Purple Mash, Times Tables Rock Stars, Mathletics, Scratch, IDL, Reading buddies.

Assessment

Computing will be assessed continuously and summative at the end of each topic. The Computing tutor will assess the child's achievement against the overall main learning outcomes and end points and will have the opportunity to comment in the pupil's end of Year Report.

The tutor will assess every child as working below, developing, working securely, working above or at greater depth level. This description indicates the child's performance against the learning expectations being taught in the year.

Where a pupil is not meeting the expected standard, a supportive intervention will be put in place – this could include the provision of a TA.

Equal opportunities

- All pupils will be provided with equal learning opportunities regardless of their background or characteristics, in line with the school's Equality Policy.
- To ensure pupils with SEND can achieve to the best of their ability, targets for pupils with SEND will be adapted and the delivery of the curriculum will be differentiated for these pupils.
- The curriculum and targets will also be adapted for other pupils based on their needs, e.g. pupils with EAL.
- Where possible, Computing will be used in a specialist way to support pupils with SEND. The school will look to utilise software systems that can be modified to aid language, spelling or reading development.
- The school will aim to maximise the use and benefits of Computing as one of many resources to enable all pupils to achieve their full potential.

Equitable Delivery:

- ✓ Computing is taught as a whole class lesson.
- ✓ Active participation is encouraged speaking, listening and writing.
- ✓ Children are encouraged to communicate their findings in a variety of ways e.g. on the computer, pictures, displays.
- ✓ The school promotes memorable learning experiences for pupils i.e. computing club.
- ✓ The implementation of this Computing policy is the responsibility of all staff engaged in the learning and teaching of Computing.

Online learning and safeguarding

The school recognises the importance of teaching pupils about online safety, the potential dangers of the internet and their responsibilities when using communication technology – as set out in the school's E-Safety Policy.

As part of the school's commitment to the principles outlined in the most recent version of KCSIE, the school will:

- Offer a safe online environment through filtered and monitored internet access.
- Ensure the filtering systems in place will prevent pupils from accessing terrorist and extremist materials, in accordance with the school's Online Safety Policy and the Prevent duty.
- Take care to ensure the use of filtering and monitoring does not cause "over blocking", which may lead to unreasonable restrictions on what pupils can be taught.
- Run biannual E-Safety Day where every class has a workshop with an external professional where the potential dangers of the internet and how to stay safe online are taught.
- Teach pupils about internet safety and cyberbullying during PSHE lessons.

Pupils and staff who use the school's ICT facilities inappropriately will be reported to the headteacher, and the DSL where appropriate.

The governing board will ensure the school has appropriate filtering and monitoring systems in place for ICT lessons and regularly review their effectiveness. The SLT and other relevant staff will have an awareness and understanding of the provisions in place and manage them effectively and know how to escalate concerns when identified.

STI World Technology will keep internet filters and other safeguarding controls up to date. The DSL group and Headteacher will routinely check their effectiveness to avoid misuse and protect pupils.

Health and safety

- All electrical wires and sockets, where possible, will be kept out of the way of pupils.
- Visual electrical inspections in the IT Suite will be undertaken by the Computing Tutor on a weekly basis – any other problems will be reported immediately to the school office/ School Business Manager/ Headteacher.
- Pupils will be given a five-minute break if they are using the computer for more than one hour at a time. Pupils working more than one hour on a computer is discouraged and only used when necessary.

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- The rules of the computer room will be displayed around the classroom, and both staff and pupils will be expected to familiarise themselves with, and adhere to, these rules.

Implementation of this policy

The provision of the Computing curriculum will be monitored and assessed by the Computing subject leader and headteacher.

The suitability of all ICT equipment and programs will be assessed and updated, if necessary, by the TSW World Technology to ensure they are sufficient for effective learning.

Staff will be provided with high-quality training regarding both curriculum delivery and the safeguarding issues around e-safety.

Any breach of this policy will be reported to the headteacher.

Use of the school's internet connection and network use will be recorded and monitored by the TSW World Technology.

The TSW World Technology has the ability to remotely view or interact with any computers on the school's network. The TSW World Technology will use this to help implement this policy and to identify and solve any problems.

Monitoring and review

This policy will be reviewed annually by the Computing subject leader and headteacher.

Any changes made to this policy will be communicated to all members of staff.

All members of staff directly involved with the teaching of Computing will be required to familiarise themselves with this policy.

The next scheduled review date for this policy is Autumn 2027.