

## Beaufort and Langley Schools ICT Policy

Information & Communication Technology is the electronic storing, processing and presenting of information. It allows people to link together and to access and create resources.

### Policy Statement

ICT in Beaufort and Langley schools is an integral part of the whole curriculum, supporting delivery in each subject area as well as ICT capability for the children. It extends and enhances the children's learning. It helps them to become more confident and creates an environment in which they can become autonomous learners in ways appropriate to their abilities.

### Aims

The aims are to:

- extend and enhance the learning experiences of all children by development and application of ICT cross the curriculum
- create an environment in which the motivation and achievement of pupils is encouraged
- lead the pupils to become confident and competent to choose and use ICT appropriately and be able to continue use beyond school

### Objectives

To achieve these aims we will continue to:

- incorporate ICT into the planning, teaching and presentation of most curriculum areas as appropriate
- enskill staff, teaching and non-teaching, in terms of basic skills, core skills for literacy and numeracy, the Birmingham Grid for Learning, the National Grid for Learning and the World Wide Web and a virtual learning platform
- develop inter-school and community links
- develop and extend communications with the wider world through the use of ICT including:
  - the development of the school web site
  - the sharing of good practice with regard to SEN
  - the use of e-mail
  - the use of the internet as a source of materials
  - provide access to relevant management system software and data for staff

### Entitlement

The teaching of ICT within the context of the policy for equal opportunities will ensure equality of access to ICT regardless of race, gender, culture, class or special need.

### Supporting Parents

Beaufort and Langley schools recognise the part our parents play in the education of our children. We aim to support our parents and keep them updated with their child's progress.

### Health and Safety

Health and safety is a key consideration in everything at beaufort and Langley school. Staff are made aware of any health and safety issues and it may be

highlighted on planning or through risk assessments. It is the responsibility of the staff to ensure the health and safety of their pupils at all times.

Children are protected from on-line access to undesirable materials through close supervision at all times and by software devices such as the 'firewall' on BGfL. The head teacher, in consultation with the ICT coordinator, will deal with any incidents as they arise.

If parents give permission, photographs of children may be used on the school website. No surnames will be used next to photographs; children will be named by first name only.

#### Staff Development

Staff development is a priority of the school and training is ongoing as required. Members of staff are encouraged to develop their own confidence and expertise.

Reviewed February 2016