# Sandringham Infant and Nursery School



## Computing Policy

| Policy Approved | September 2018 |
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| Review Period | Annual |
| New Review | September 2019 |
| Written By | Laura Theobald |

# Computing Policy

## Rationale
A high-quality computing education equips pupils to use computational thinking and creativity to understand and change the world. Computing has deep links with mathematics, science, and design and technology, and provides insights into both natural and artificial systems. The core of computing is computer science, in which pupils are taught the principles of information and computation, how digital systems work, and how to put this knowledge to use through programming.

Buildings on this knowledge and understanding, pupils are equipped to use information technology to create programs, systems and a range of content. Computing also ensures that pupils become digitally literate – able to use, and express themselves and develop their ideas through, information and communication technology – at a level suitable for the future workplace and as active participants in a digital world.

## Aims of Computing
The school aims to ensure that all our pupils:
- Meet the National Curriculum requirements in Computing
- Support other areas of the curriculum through the support of computers and learn pads
- Evaluate and apply information technology, including new or unfamiliar technologies, analytically to solve problems
- Be responsible, competent, confident and creative users of computers and other technology

## Present resource provision
- Each year group has learn pads for the children to use during the school day.
- The school has laptops which can be moved to different areas of the school.
- All the machines have internet access and all the relevant applications needed to teach computing in school.

## Classroom Provision
In addition to the above there is a variety of other ICT equipment in school including; programmable toys, CD players, cameras, learn pads and interactive whiteboards. There is also a variety of software available for all machines.

To ensure that copyright laws are adhered to, staff, pupils and parents are not permitted to run software brought in from outside school on school machines. An E-safety policy has been developed in order to allow the safe and efficient use of the Internet for both staff and pupils in an educational context.

To develop the continuity and progression of teaching and learning, a balance between whole class, individual and group work, and direct teaching, pupil investigation and skills practice should be planned throughout the school.

Staff confidence and expertise will be developed if requested through training sessions provided by the Computing Co-ordinator, and external agencies. Support will be given, where possible, with Computing planning and teaching by the Computing co-ordinator.

## Assessment and record keeping

- On-going formative assessment is an integral part of good practice. Its main purpose is to enable the teacher to match work to the abilities and needs of the children and ensure progression in learning.
- Computing skills capability should be monitored regularly in relation to the Computing curriculum as outlined in the 'The National Curriculum' for England. Teachers should assess module requirements with reference to children's knowledge, understanding and skills. Other opportunities for assessment will arise from cross-curricular work.
- Samples of work should be kept for groups of children stored in classrooms or on the school network within relevant class folders.
- For Early Years it may not always be practical to keep samples of work, but observations and discussions will be recorded on an online assessment system called Tapestry.

## Health and Safety

Children should not be responsible for moving heavy equipment around the school. They may load software but should not be given the responsibility of plugging in and switching machines on without a member of staff present.

- It is the responsibility of staff to ensure that classroom computing equipment is stored securely, cleaned regularly and that their class or themselves leave the equipment clean and tidy after use.
- Staff should ensure that the children are seated at the equipment comfortably and be aware of the dangers of continuous use (e.g. eye/wrist strain etc).
- An adult should always supervise children when they are accessing information via the Internet. The service provider does filter information but staff  are advised to take great care on the content accessed by children and ultimately responsible for information accessed by pupils. (see E-Safety Policy)

## Review and evaluation procedures

The everyday use of ICT is developing rapidly, with new technology being produced all the time. This policy therefore will be reviewed and revised on a yearly basis. The Computing Co-ordinator will liaise regularly with staff, both at staff meetings and informally, to monitor the effectiveness of the policy and the Computing curriculum. Meetings with subject co-ordinators will also ensure that the use of information technologies across the curriculum is planned for and evaluated.