



St. Edan's National School

ICT Policy

Mission Statement

As well as being an important educational resource, the ability to use ICT effectively is a vital life skill in modern society. Our aim is to produce learners (pupils and staff) who are confident and effective users of ICT. We strive to achieve this aim by:

- Helping all staff and pupils to explore the learning resources provided by ICT
- Helping all children to use ICT with purpose and enjoyment
- Helping all children to develop the necessary skills to exploit ICT
- Helping children to become autonomous users of ICT
- Helping all children to evaluate the benefits of ICT and its impact on society
- Using ICT to develop partnerships beyond the school
- Celebrating success in the use of ICT.

Rationale

Why does our school require ICT?

- To provide the best possible education for all our pupils
- To provide a powerful and up to date teaching resource for all our teachers
- To allow for more effective administration
- To help provide more effective communication with staff and parents
- To prepare children for life in a technologically advanced world.

To what use will ICT be put?

- School Administration
- Research software e.g. Wikipedia
- Adventure games that stimulate higher order thinking skills and problem solving
- Word Processing of children's work
- Research on the internet
- Communication via email
- Music composition and digital recording
- Storage of Records of achievement/portfolio assessment
- Special Educational Needs

Ipads/Tablets

The school currently has six iPads and two Samsung tablets. These tablets are equipped with a case for protection. The iPads are maintained by Wriggle to ensure maximum efficiency and security. All iPads are managed remotely by the school which means that the children are unable to download apps themselves and certain features are blocked to protect the children. The Samsung tablets are supervised by the school and only the school can add apps. All supervising teachers watch with a careful eye to ensure that the content the children are accessing is age appropriate, educational and fit for the purpose of the lesson/task. The internet provider for Irish schools blocks almost all inappropriate sites including social media e.g. Facebook. These are not accessible, even to staff, on site.

School tablets are used for the following:

- Educational games e.g. phonics, reading or numeracy
- Word processing
- Researching for projects
- Translating into other languages
- Taking photographs or videos of their work or things in the school environment e.g. photos of 2D shapes that can be seen in the school yard
- Building self-assessment profiles on ClassDojo/SeeSaw etc.
- Assistive technology in helping students with additional needs to access the curriculum or to make their learning easier e.g. typing work rather than handwriting or using an ebook with read-aloud functions
- Listening to audiobooks
- Watching video clips appropriate and specific to a lesson being taught under teacher supervision
- Mind mapping when planning in different curricular areas
- Recording of children's voices when singing, presenting a project, telling the news or weather

Actual usage of ICT in School

Children will acquire a certain level of competency at using technology. Each class level builds on the previous learning. Skills to be learned are outlined below:

Junior Infants and Senior Infants - Interacting with the Interactive Whiteboard, reinforcement of learning via appropriate apps/games

1st and 2nd class - Write Stories, researching

3rd and 4th class - Research for simple projects to practice using the information gathering power of the internet and to select the most accurate data available from the wide amount available. Use interactive games and educational websites to reinforce class learning. Use the tablet as a collection tool for data in the school environment. Reinforcing lessons with relevant video clips or websites (selected by the teacher) elaborating on the subject. Begin to learn how to use programmes that will be necessary in the secondary school environment, e.g. Word, Powerpoint, etc. Self-assessment using ClassDojo – the school's chosen platform.

5th and 6th class - As above but with greater emphasis on learning to use mind maps, recording software, frequently used applications, more discerning use of search engines (recognising false information), self-recording of work or presentations. As with 3rd and 4th classes, the use of technology – specifically the internet through a tablet medium – continues to be used with an emphasis on relevancy, self-improvement, and increasing proficiency in preparation for their secondary and third level educations.

ICT is used across all curricular areas by the teachers in our school.

Summary of School Audit

Current Infrastructure

- In keeping with our mission, we perceive computers, iPads and tablets being used as a tool of teaching and learning in each classroom. All technology is networked to our printer.
- Our current broadband provider is dictated by Department of Education and Skills Schools Broadband scheme and all sites deemed inappropriate are blocked at this level to all school internet users.
- We have 8 iPad/tablets available for student use.
- Most up-to-date operating system to be chosen when purchasing new devices.
- The office is equipped with a computer and printer.

Current Usage of Facilities

- Computing devices are used as a medium of teaching and learning in all the classrooms, therefore it is not necessary to timetable computer hours.
- Current usage includes pre-reading and early reading work; pre-number and early number work; mathematical application; development of thinking and problem solving skills; word processing, desktop publishing; use of multimedia encyclopaedia and typing skills; internet work; presentation of project work; creating art work; spelling; development of fine motor skills; music composition and recording.

Additional Information

ICT Co-ordination

- The teacher, who holds responsibility for ICT is Ms. Sarah Byrne.
- Any IT faults which cannot be rectified should be reported to Ms. Byrne as soon as possible.

Access

Pupils and teachers have permanent access to ICT.

Special Educational Needs

Computing devices is provided to all SETs and students, as we recognise the potential of ICT to enhance the learning opportunities for pupils with special educational needs. Children with specific writing, reading and numeracy needs are using ICT to provide alternative and complementary educational experiences.

Maintenance

Wriggle maintain all iPads.

School Website

- The school hosts a website at www.stedansschool.ie . The website is open to public viewing.
- The school has a Facebook page which is kept up-to-date weekly. This Facebook page is open to public viewing.
- School newsletters and other news items will be added periodically.
- School policies that are relevant to parents will also be added to this site.

Communication & Ratification

Reviewed by staff in St. Edan's National School in September 2022.

Circulated for parental feedback in September 2022.

Ratified by the Board of Management of St. Edan's National School on the 22.09.2022

Signed: Dean Paul G Mooney

Chairperson of the Board of Management

Next review date: September 2024