



Computing Policy

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'To prepare our learners for their future by giving them the opportunities to gain knowledge and develop skills that will equip them for an ever changing digital world'

Intent

In an increasingly digital world there now exists a wealth of software, tools and technologies that can be used to communicate, collaborate, express ideas and create digital content. At Hunloke Park Primary School, our intent is that Computing supports children's creativity and cross curricular learning to engage children and enrich their experiences in school. We believe our children are entitled to a structured, progressive approach to learning how computer systems work, the use of IT and the skills necessary to become digitally literate and participate fully in an ever changing digital world.

Our provision across both Key Stages, affords our children the opportunity to develop skills across the three main strands of Computing; computer science, digital literacy and information technology, by revisiting and building upon prior knowledge.

The Computing Curriculum at Hunloke Park Primary school aims to ensure that all children are:

- ✓ Provided with an exciting, rich, relevant and challenging Computing curriculum for all pupils.
- ✓ Enthused and equipped children with the capability to use technology throughout their lives.
- ✓ Given access to a variety of high quality hardware, software and unplugged resources.
- ✓ Critical thinkers, reflective learners and develop a 'can do' attitude, particularly when engaging with technology and its associated resources.
- ✓ Become responsible, respectful and competent users of data, information and communication technology.
- ✓ Aware of the importance of governance and legislation regarding how information is used, stored, created, retrieved, shared and manipulated.
- ✓ Equipped 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.
- ✓ Provided with technology solutions for forging better home and school links.
- ✓ Able to utilise computational thinking beyond the Computing curriculum and in other areas of the curriculum.



- ✓ Exceed the minimum government recommended/statutory guidance for programmes of study for Computing and other related legislative guidance (online safety).

Safeguarding: Online Safety

Online safety has a high profile at Hunloke Park Primary School for all stakeholders. We ensure this profile is maintained and that pupil needs are met by the following:

- ✓ A relevant up-to-date online safety curriculum which is progressive from Early Years to the end of Year 6– this encapsulates the aims set out in the Education for a Connected World Framework.
- ✓ The Education for a Connected World Framework is threaded throughout other curriculum areas and embedded in the day-to-day lives of our pupils and equips them for their future digital lives.
- ✓ Training for staff which is relevant to their needs and ultimately positively impacts on the pupils.
- ✓ Scheduled pupil voice sessions and learning walks steer changes and inform training needs.
- ✓ Through our home/school links and communication channels, parents are kept up to date with relevant online safety matters, policies and agreements. They know who to contact at school if they have concerns.
- ✓ Pupils, staff and parents have Acceptable Use Policies which are signed and copies freely available.
- ✓ Our online safety policy (part of our safeguarding policy) clearly states how monitoring of online safety is undertaken and any incidents/infringements to it are dealt with.
- ✓ Filtering and monitoring systems for all our online access.
- ✓ Data policies which stipulate how we keep confidential information secure.

Implementation

The Computing curriculum at Hunloke Park Primary School is timetabled to follow a two year rolling programme utilising the Purple Mash scheme of work, where appropriate, to ensure National Curriculum coverage. However, this is adapted to meet the needs and interests of our children and is technology is regularly used to support and develop understanding in other areas of the curriculum.

At Hunloke Park Primary School, we use a ‘real life’ approach to teaching Computing skills and endeavour to ensure our computing curriculum is geared towards our Broad and Balanced Curriculum planning. This begins with an overarching theme such as ‘What did the Romans do for us?’ which provides a context and real life application to the skills being taught. The teaching which follows leads towards a clear purpose for learning, such as the showcasing of projects at our school museums and assemblies.

We recognise that our children have differing levels of ability and employ a range of teaching strategies to enable all children to access the learning and reach their full potential. This includes the use of peer teaching, adult support and small group, instructional scaffolding. Our



long term and medium term plans, map out the units covered each term across both Key Stages and ensure that a balance of skills are taught from across the three main strands of Computing (Computer Science, Digital Literacy and Information Technology).

Early Years Foundation Stage

At Hunloke Park Primary School, we aim to provide our pupils with a broad, play-based experience of Computing in a range of contexts. Children have access to recording devices which can support and develop their communication skills. We believe our Early Years learning environment should feature ICT and features ICT scenarios based on experience in the real world, such as in role play. Pupils in Early years gain confidence, control and language skills through opportunities to 'paint' on the interactive board and through controlling toys including Robot Mouse. They have access to desktop computers, tablets and Robot Mouse as part of their provision.

Key Stage One

During Key Stage One, children are taught a range of skills including; logging on to the desktop computers, mouse control, keyboard skills and word processing. They begin to explore coding through the use of Scratch and 2Code and begin to expand their knowledge of algorithms as they begin to write and test simple programs. They are taught to organise, store, manipulate and retrieve data in a range of digital formats. In addition, they learn about communicating safely and respectfully online, keeping personal information private, and recognising common uses of information technology beyond school.

We also offer a lunchtime KS1 ICT club, which is available to all children in KS1 and provides an opportunity for children to practise the skills they have gained during their Computing lessons. This club is run and organised by our Digital Leaders who play a role in raising the profile of Computing within our school.

Key Stage Two

During Key Stage Two, Computing is taught by class teachers in weekly Computing lessons. These sessions cover a range of different aspects of Computing and provide opportunities for children to:

- ✓ 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.

At Hunloke Park Primary School, the children are taught to use a range of different software and hardware including desktop computers, laptops, mobile devices and recording equipment, within a 'real life' context. They are taught about the advantages and disadvantages of technology and the importance of Online Safety including how to be discerning when selecting and evaluating digital content and where to go if they have any concerns about content or contact online.

We also offer a lunchtime Computing Club and an after school Mash Club. These are available to children across the Key Stage for those who wish to develop their computing skills to a greater depth. These sessions are supported by our Digital Leaders and afford children in our school the opportunity to further develop and enhance their skills across computer science, information technology and digital literacy.

Inclusion

At Hunloke Park Primary School, we aim to enable all children to achieve to their full potential. This includes children of all abilities, social and cultural backgrounds, those with disabilities, EAL speakers and SEN statement and non-statemented. We place particular emphasis on the flexibility technology brings to allowing pupils to access learning opportunities, particularly pupils with SEN and disabilities. With this in mind, we will ensure additional access to technology is provided throughout the school day and in some cases beyond the school day.

Impact

Assessment

At Hunloke Park Primary School we use range of techniques to assess pupil attainment and progress in Computing.

- ✓ Progress made by children is monitored through the use of formative assessment within lessons and verbal feedback is given (in accordance with the school's marking policy) to ensure that all children are able to achieve the learning objective for that lesson and are given an appropriate degree of challenge and support.
- ✓ Pupil attainment is assessed using the 2Simple Computing Assessment Guidance. The tool enables staff to accurately identify attainment of pupils through the detailed exemplification it has for each key learning intention.
- ✓ Teachers keep accurate records of pupil attainment by entering data into Target Tracker.
- ✓ Assessment is used to inform future planning.



- ✓ Children are encouraged to self, peer and group assess work in a positive way through presenting their work to the class and using online collaborative tools such as 2Blog in Purple Mash.
- ✓ We encourage children to take responsibility for their own learning and to use metacognition and their awareness of themselves as learners, to identify their own 'next steps' and to challenge themselves in their learning.
- ✓ Formative assessment is undertaken each Computing session and pupils are very much encouraged to be involved in that process. Through using success criteria linked to the progression of skills, both teachers and pupils can evaluate progress.
- ✓ Work from a range of classes and abilities is shared using the Noticeboard feature in Purple Mash and there is a dedicated area on the school server for saving examples of children's work.

Roles and Responsibilities

Head Teacher

- ✓ To have overall responsibility for all matters relating to Computing within the school.
- ✓ Monitoring the implementation of the Computing Policy and its associated policies such as the Safeguarding and SEND Policies.
- ✓ Ratifying (in conjunction with the Governing Body) the Computing policy, Safeguarding policy and Computing Leader's Action Plan.
- ✓ Securing technical support service contracts and infrastructure maintenance contracts.
- ✓ Approving CPD and training which is in line with the whole school's strategic plan.
- ✓ Approving budget bids and setting them.
- ✓ Creating in conjunction with the Computing Leader, a long-term vision for Computing which includes forecasted expenditure and resources.
- ✓ Monitoring the performance of the Computing Leader in respect to their specific job role description for Computing.
- ✓ Ensuring any government legislation is being met.

Computing Coordinator

- ✓ Raising the profile of Computing for all stakeholders.
- ✓ Maintain resources and advise staff on the use of digital tools, technologies and resources.
- ✓ Measure the impact of the Computing curriculum and define its strengths and areas for development.
- ✓ Ensure continuity and progression of skills across the school by developing an assessment and record keeping system.
- ✓ Work with phase leaders to track skills and objectives taught during a two year rolling program.
- ✓ Support colleagues in teaching, planning and assessing Computing.
- ✓ Ensuring assessment systems are in place for Computing.
- ✓ Maintaining overall consistency in standards of Computing across the school.



- ✓ Auditing the needs of the staff in terms of training/CPD.
- ✓ Renew, update and build upon resources needed to deliver the curriculum.
- ✓ Keeping an up-to-date log of all resources available to staff.
- ✓ Monitor current practise through drop in's, pupil conferencing and lesson observations following the school's monitoring programme.
- ✓ Keep up to date with the latest developments in computing education.
- ✓ Keep up to date with new technological development and share information about these developments with colleagues.
- ✓ Lead staff training and CPD in new initiatives
- ✓ Assist in the review and update the school's Online Safety policy in line with National developments and taking account of new technology.
- ✓ Keep parents and Governors informed of the implementation of Computing in the school.

ACS Technician

- ✓ Conducts routine scheduled maintenance/updates on systems.
- ✓ Supports the administration and set-up of online services
- ✓ Ensure children have their own individual details to access the network.
- ✓ Fixes errors/issues with hardware and software set-up, prioritising as needed.
- ✓ Routinely checks school filtering, monitoring and virus protection.
- ✓ Sets up new hardware and installations.
- ✓ Maintains network connectivity and stability.
- ✓ Supports the Computing Leader and Head Teacher with future infrastructure needs and associated projected costs.

Administration Staff

- ✓ Maintains the school website content.
- ✓ Posts approved requests to the school's Parent Hub.
- ✓ Supports procurement of resources and technical services.
- ✓ Supports the technician with some data management.
- ✓ Create yearly electronic Inventories for hardware.
- ✓ Classroom inventories saved electronically.

Health and Safety

At Hunloke Park Primary School, children are taught to use equipment safely and responsibly are aware of the school rules and expectations for using technology within the school. Acceptable Use Agreements are in place to ensure children stay safe while using the internet and other digital technologies for educational, personal and recreational use. We strongly believe that online safety should be taught on a regular basis and the implications for online



safety are referred to both during Computing lessons and across the curriculum where appropriate. Please see our school's Online Safety Policy and Acceptable Use Agreements for a full and detailed explanation of how we ensure the safe use of technology at Hunloke Park Primary School.