



## **Computing and Internet Safety Policy**

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Review 3	
Ratified by Governing Body	
Signed	
Position	
Review Period	Annually

### **Introduction**

At Shamblehurst, we recognise that our children are growing up in an increasingly digital world where technology is an essential part of everyday life. The majority of children have access to a vast variety of software, tools and technologies, which they can use to communicate and create digital content. We believe that children should be empowered to use these technologies so they have an understanding of how computer systems work and are digitally literate in order to fully participate in the modern world. As a result, we will offer a broad and balanced curriculum that is structured and progressive throughout the school.

### **Aims**

#### ***The school aims to***

- Provide a broad, balanced, challenging and enjoyable curriculum for all children
- Enhance and enrich other areas of the curriculum with the use of information technology
- Allow opportunities for children to use information technology for real outcomes
- Equip all children with the skills they need to confidently use various digital tools and technologies throughout their lives
- Empower children to use technology and digital tools in a safe and responsible way, enabling them to make informed decisions about the uses and benefits of the technology they use.

- Meet the requirement of the national curriculum programmes of study for computing in Key Stage 1 and 2
- Ensure technology is used, when appropriate, to improve access to learning for pupils with a diverse range of individual needs, including those with SEN and disabilities.

***The National Curriculum for Computing aims to ensure that all pupils:***

- can understand and apply the fundamental principles of computer science, including logic, algorithms, data representation, and communication
- can analyse problems in computational terms, and have repeated practical experience of writing computer programs in order 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

**Curriculum and Planning**

The computing subject leader has developed the progression of skills and long term planning using a combination of the “Teach Computing” curriculum and “Learning Primary Programming with Scratch”, as endorsed by Hampshire.

The computing lead reviews and develops medium and short term planning, adapting it as necessary to meet the needs of the children. The key computing skills are taught discreetly through weekly computing lessons.

Some of the Information Technology and Digital Literacy skills will also integrate within other curriculum subjects and lessons. When possible, it will be used to enhance these subjects or provide outcomes. For example, using safe internet searches will apply while researching aspects of their enquiry question.

Internet safety will be discussed throughout the computing curriculum but will also be taught as part of the school’s PSHE lessons. In addition, “Common Sense Media” digital citizenship lessons will be taught termly and internet safety matters will be discussed as part of Key Stage 1 and Key Stage 2 assemblies, as appropriate.

**Assessment**

As in all other subjects, children should be assessed and appraised of their progress in understanding and applying computing skills. The computing lead will regularly assess capability through observations and discussions with pupils as well as looking at completed work and other forms of formative assessment. Certain independent tasks will also be set as a means of summative assessment.

This assessment can be further supported by class teachers when using IT as an outcome for other subjects. For example, creating a poster for Science using Microsoft Word.

**Resources**

Each year group has a set of 10-12 iPads that can be used at any time. These are used to support

children in accessing all areas of the curriculum. In addition to this, there is a class set of 30 iPads which can be booked for use as part of whole class learning. There are an additional 15 music iPads which are used to support the teaching and learning in music lessons.

There are two complete class sets of laptops (30 per set) which can be used for computing and IT. One set is used to deliver the computing curriculum across the school. The other set can be booked to integrate information technology skills within other curriculum subjects and allow children to produce digital outcomes.

Each class (Year 1 – Year 5) have a ‘spare adult’ laptop which can be used by LSAs and supply cover to avoid children laptops being taken from the class set. Year R have one of these as a year group and each HLTA who regularly covers other classes also has a laptop which they can use to deliver the curriculum in any room.

### **Internet Use**

The use of the Internet is a statutory requirement of the National Curriculum. It is considered an invaluable resource that can help promote the professional development of staff and enrich the learning of children. Internet safety is taught as outlined above to ensure children are able to access the internet safely.

### **Safe access to the Internet**

The school aims to allow all children and staff access to the Internet. However, the Internet is a communications medium which is freely available to anyone who sees fit to use it and, as such, there will always be undesirable material available on it. The school has taken steps to ensure our school members are not able to access this material

- Our Internet access is provided through a filtering system maintained by Talk Straight (internet provider) and Drift (IT provider)
- The school receives a weekly report about which sites have been blocked.
- Children will have supervised access to the Internet.
- Children will be taught guidelines about the safe use of the Internet, both in and outside school.
- Any unsuitable sites found will be reported to members of staff who are able to request future access to be blocked.
- No personal information will be sent between children over the Internet and chat rooms are banned at all times.
- Pupils will not access personal e-mail or social networking sites at school.
- Pupils will log in using only their own usernames and passwords, if required, to school laptops, Seesaw and Timestables Rockstars etc.
- Children will have regular Internet Safety Lessons in class to remind them of how to stay safe and behave responsibly
- If staff are made aware of issues relating to internet safety which have occurred at home, parents will be informed and advised on the steps they can take at home to ensure their child is kept safe online. The children involved will also be spoken to in school.
- All staff members will use the internet in safe, acceptable manner as according to the Acceptable Use Policy which will they need to sign.

The Internet Policy will be reviewed annually in order to keep up with current practices.

*Please note – we are currently investigating software which would enable us to monitor the children's internet use more closely, allowing us to act on each circumstance individually.*