

New Quay National School

ICT Policy

ICT Policy

This policy supersedes policy (3/14)

Rationale for ICT in our school

In New Quay National School we are striving to create information literate students: *“Those who have learned how to learn. They know how to learn because they know how knowledge is organised, how to find information so that others can learn from them. They are people prepared for lifelong learning because they can always find the information needed for any task or decision at hand.”* International Telecommunications Union (Pg 7) Broadway Educational Supplement.

Vision Statement

New Quay National School believes that ICT (Information and Communication Technology) should be included in the teaching and learning environment.

Mission Statement

In New Quay National School we use ICT to support the curriculum. We endeavour to ensure that teachers and children feel confident using devices. We encourage:

- Learning about ICT skills and knowledge development in the possible uses of ICT to support learning
- Learning with ICT – using ICT resources to reinforce the primary curriculum
- Learning through ICT – using ICT to enhance the learning process and to create new and dynamic ways of learning

Aims and Objectives

New Quay National School will endeavour to use devices and ICT to:

- Enhance self-esteem of the students by providing opportunities to complete tasks in a safe and non-threatening environment
- Facilitate the integration of work from different areas of the curriculum
- To choose appropriate software for the various age groups and relating to curricular areas, to enhance and consolidate concepts introduced and taught in the classroom
- To help the children to develop and extend their knowledge and love of various curricular areas
- To allow for independent research which will re-enforce and enrich all areas of the curriculum
- To provide opportunities for the children to develop co-operation, creativity and problem-solving skills
- To teach the important life skills of computer literacy and information technology
- To allow the children experience a wide range of ICT applications
- To ensure that the children treat all computers and ICT equipment with care and respect

Curriculum

Many learning experiences can be provided by using ICT to support teaching and learning across the curriculum.

The following areas will be taught progressively:

- Names of device parts
- Basic care of devices
- Manipulating the mouse or trackpad
- Finding letters
- Literacy programmes
- Turning on and off a device
- Opening and closing files
- Use of space bar and return keys
- Using shift key for capital letters
- Using Microsoft Word
- Changing font type and size
- Saving files
- Typing practice
- Formatting text
- Importing of images from other sources
- Using the internet under supervision
- Using SCRATCH and SCRATCH JR
- Using Minecraft

Children receiving learning support

The school will provide any additional resources in the form of software or equipment deemed necessary for the special needs pupils after consultation with the relevant teachers.

ICT resources and equipment

The school will purchase additional devices when necessary and replace older devices as the need arises.

The school will ensure that value for money is achieved. The school will follow the Department of Education rules when purchasing new equipment.

School website

The school hosts a website at www.newquayschool.com

School news items and photographs will be added without names.

Ratification and Communication

The **ICT Policy** has been amended and ratified by The Board of Management of New Quay N.S.

Gerry Naughton Chairperson

Mary Reidy Principal

This policy will be communicated to all relevant parties.

This policy will be reviewed when deemed necessary.