Computing Policy

Policy Owner	Light Years School
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Circulation	All Staff and Website
Linked Policies	Safeguarding and Child Protection Policy
	Positive Behaviour Policy
	SEND Information Report
	Ofsted Framework 2019
	Curriculum Policy
	Online Safety Policy
	PSHE & RHE Policy
ISS Regulatory Requirements	Part 1 – Quality of Education
	Paragraph 1 – 2 (2)(b), 2(2)(h), 3(c)
	Part 2 – Spiritual, moral, social, and cultural development of pupils
	Paragraph 5(b)(ii)
	Part 3 – Welfare, health, and safety of pupils
	Paragraph 7(a)(b)

Safeguarding at Light Years School

At Light Years School, we are committed to providing an environment in which students feel safe and secure to access their education. All stakeholders are responsible for ensuring the safety and well-being of children. Safeguarding is everyone's responsibility, and all staff are encouraged to maintain an "it could happen here" attitude. We recognise our responsibility to safeguard all who access school and promote the welfare of all our pupils by protecting them from physical, sexual, and emotional abuse, neglect, and bullying. Light Years School are dedicated to creating a strong safeguarding culture, and that the safety and well-being of children is the central thread that embeds itself through all aspects of the school. If a person is concerned about anything they read, witness, or hear with regards to the school, they should contact the school's designated safeguarding lead immediately or Headteacher. Safeguarding, and the safety and well-being of all pupils at Light Years School is carefully considered and a central theme through all school policies.

Special Educational Needs & Disabilities (SEND) at Light Years School

At Light Years School, we are passionate about providing an inclusive education to children with special educational needs. We recognise and celebrate the individuality of our pupils and use personalised approaches, allowing pupils with SEND to feel supported during the school day. We strive to provide pupils with the same opportunities and experiences that pupils would have received at a mainstream school, believing passionately that in the right environment, with the right support, pupils will flourish in education. We do this by focusing on providing a SEND friendly environment, an adapted curriculum, and a strong focus on developing pupils' personal, social, and emotional development. The special educational needs and disabilities of all pupils at Light Years School is carefully considered and a central theme in through all school policies. For more information, please read the school's SEND Information Report.

Computing Curriculum Rationale

At Light Years School we follow the National Curriculum and understand that ICT and computing are an integral part of the National Curriculum and that ICT skills are important beyond the classroom. The curriculum is designed to: recognise children's prior learning, provide rich and rigorous learning experiences, which allows the children to develop interpersonal skills, build resilience and become creative, critical thinkers. We want our pupils to be active in their communities, open to new experiences and live happy and productive lives.

At Light Years School we recognise that this aspect of the curriculum is key for everyday life and is vital for a successful future for our pupils. In an ever evolving and increasingly digital world there now exists a wealth of software, tools and techniques that can be used to communicate, collaborate, express ideas, and create digital content. As a school, we have a duty to safeguard ad promote the welfare of our pupils which includes online safety. Computers are a valuable resource in school, benefitting the way pupils learn and helping teachers maximise their role as educators. In light of this, our school is committed to ensuring that both staff and pupils have access to the necessary facilities to allow them to enhance their learning experience. Class teachers support and work alongside to deliver a highly ambitious computing curriculum. Class teachers also guide pupils through additional cross curricular tasks each term to provide further additional literacy using a range or technology, software, and apps.

At Light Years School we recognise that computers underpin today's modern lifestyle. We believe it is paramount that our pupils are confident users of technology, including the internet, whilst exploring it safely. Light Years School is committed to providing young people with accessible, engaging computing experiences; giving pupils a hunger to stretch their abilities and try new things. We aim to embrace the positive impact and educational benefits that can be achieved through appropriate use of the internet and communication technologies; work within each year group provides opportunities for continuity and progression and is closely linked to other areas of the curriculum. All classes have access to a range of Computing equipment and software to enhance their skills and improve their confidence in using IT in the world around them.

Light Years School believes that pupils should:

- Develop their understanding of the fundamental principles and concepts of Computing.
- Develop their understanding of how digital systems work and the necessity for comprehensive digital skills in the working world.
- Develop their understanding of programming and debugging coding script to successfully solve problems and affect outputs.
- Develop their skills in using hardware and software to manipulate information in their process of problem solving, recording and expressive work.
- Instil positive attitudes towards Computing and the online world, recognising its value for themselves, others and society while raising their awareness of its advantages and limitations.
- Instil the values of respect and tolerance which are needed to leave behind a positive digital footprint.

Computing Curriculum Intentions and Implementations

Computing Intent

Computing skills are a major factor in enabling children to be confident, creative, and independent learners and it is our intention that children have every opportunity available to allow them to achieve this. Therefore, we want to educate our pupils on how to use technology positively, responsibly, and safely. We want our children to leave Light Years computer literate and prepare them to live safely in an increasingly digital British society.

At Light Years, we aim to:

- Provide a broad, balanced, challenging, and enjoyable curriculum for all pupils.
- Develop pupil's computational thinking skills that will benefit them throughout their lives.
- Respond to the new developments in technology.
- Equip pupils with the confidence and skills to use digital tools and techniques responsibly, competently, and confidently.
- Enhance and enrich learning in other areas of the curriculum using technology.
- Develop the understanding of how to use computers and digital tools safely and responsibly.

Light Years' Computing Curriculum is broad and ambitious, and designed to give all our pupils, particularly those that are disadvantaged and pupils with SEND, the knowledge and cultural capital they need to succeed in life.

Computing Implementation

Teaching and Learning

- Present key concepts clearly and invite appropriate discussions.
- Check pupils' understanding effectively, identifying, and correcting misunderstandings.
- Ensure that pupils embed key concepts in their long-term memory and apply them fluently.
- Enable pupils to transfer key knowledge to long-term memory, sequence the learning and ensure that it is building towards the defined end points.
- Use assessment to check pupils' understanding.
- Use assessment to help pupils embed and use knowledge fluently, develop their understanding, and not simply memorise disconnected facts.

Helping all pupils to use technology with purpose and enjoyment.

- Meeting the requirements of the National Curriculum.
- Aiding all pupils to develop the necessary skills to exploit ICT resources and tools.
- Facilitating all pupils to consider the benefits of computing and its input on society.
- Ensuring pupils use and gain experience of computing in a variety of subject contexts.
- Developing staff skills to enable them to enhance and extend their pupil's learning.
- Celebrating success in the use of Computing and ICT.

Light Years' Computing Curriculum is designed in a way that allows pupils to transfer key knowledge to long-term memory; it is sequenced so that new knowledge and skills build on what has been taught before and towards defined end points. Retrieval practice is used weekly to help embed knowledge and essential life skills.

Computing Impact

Teachers will regularly assess progress through observations and evidence. Key objectives that will be being assessed are taken from the National Curriculum to assess computing each term. Assessing computing is an integral part of teaching & learning and key to good practice. Assessment should be process orientated - reviewing the way that techniques and skills are applied purposefully by pupils to demonstrate their understanding of computing concepts. As assessment is part of the learning process, it is essential that pupils are closely involved, and verbal feedback is given.

Assessment can be broken down into;

- Assessments that are carried out during and following short, focused tasks and activities. They provide pupils and teaching staff the opportunity to reflect on their learning in the context of the agreed success criteria. Verbal feedback is essential for pupil growth and allows the pupil to voice concerns, problems, and successes. This feeds into planning for the next lesson or activity
- Assessment that provides a number of opportunities and scope for pupils to demonstrate their capability throughout the term. There should be an opportunity for pupil review and identification of next steps.

We assess the children's work in computing by making informal judgments as we observe the children during lessons. Once the children complete a unit of work, we make a summary judgment of the work for each pupil as to whether they have yet to obtain, obtained or exceeded the expectations of the unit.

The school implements a broad balanced and enriched Computing curriculum as a result:

- Pupils develop detailed knowledge and skills across the Computing curriculum and, as a result, achieve well.
- Precision in planning, we know that the Computing curriculum is covered in the required depth exemplified within the statutory and non-statutory guidance of the national curriculum.
- Pupils will have the opportunities to regularly revisit concepts leading them to link ideas together.
- High quality programs and apps are used; pupils have a real love of learning.
- High focus on developing specific subject knowledge, as well as the skills in each subject, pupil's progression through the Key Stages is ensured.
- A curriculum focusing on technology in the wider world: this enables our pupils to leave Light Years School able to integrate into modern British Society more successfully.
- Active engagement with parents, the curriculum goes beyond the classroom and promotes home study and research, parents are engaged and have ownership of the school and see it as part of the community. Update parents regularly on learning, apps, and topics.

Computing Leadership – Roles and Responsibilities

The Computing and ICT subject leader and headteacher will be responsible for overseeing the implementation and reviewing of this policy.

The Computing subject leader will be responsible for:

- Monitoring the progression of teaching and learning in Computing and ICT.
- Managing resources and advising staff on the use of materials.
- Supporting teaching staff to deliver the Computing and ICT curriculum and monitoring the quality of teaching and learning.
- Keeping abreast of technological developments and using these to inform practice.
- Leading staff training on new Computing and ICT initiatives.

Teachers will be responsible for:

- Planning and delivering lessons in line with this policy.
- Providing equality of opportunity to all pupils through their teaching approaches and methods.
- Keeping up-to-date assessment records.
- Ensuring pupils' development of skills and knowledge progresses through their learning and understanding of Computing and ICT.
- Setting pupils appropriate targets based on their needs and prior attainment.
- Maintaining an enthusiastic approach to Computing and ICT.

- Taking part in Computing and ICT training and other CPD opportunities.

ICT technician/Company (JSPC) will be responsible for:

- Maintaining and keeping Computing and ICT equipment in good working order.
- Dealing with any reports of broken, damaged, or faulty equipment.
- Ensuring the school's Data and Cyber-security Breach Prevention and Management Plan is adhered to.
- Carrying out checks on all computers once per term.
- Adjusting access rights and security privileges in the interest of the school's data, information, network, and computers.
- Monitoring the computer logs on the school's network and reporting inappropriate use to the headteacher.
- Disabling the user accounts of staff and pupils who do not follow school policies, at the request of the headteacher.
- Assisting staff with authorised use of Computing and ICT facilities, if required.
- Assisting the headteacher in all matters requiring reconfiguration of security and access rights, and all matters relating to this policy.
- Accessing files and data to solve problems for a user, with their authorisation – if an investigation is required by the headteacher, authorisation from the user is not required.

Personal Development within the Computing Curriculum

- As pupils engage in computing lessons, they will develop a host of skills and competencies, knowledge and understanding. Logical reasoning and algorithmic thinking increase children's capacity to problem solve.
- Computing promotes independent thinking and reasoning alongside a host of qualities, including resilience, determination, and confidence.
- Computing allows pupils to develop effective communication skills across a range of media. It broadens and deepens their vocabulary as technical vocabulary is learned, practised, and used. Pupils are then able to communicate this evidence in a variety of ways to a range of different audiences.

Pupils will be equipped with the skills and knowledge to use technology effectively and safely, embedded with a moral purpose for the good of all, but understanding the risks of being online. Pupils will leave Light Years School confident to access and use technology for their further education and future workplaces.

Computing Safeguarding Statement

The school recognises the importance of teaching pupils about online safety, the potential dangers of the internet and their responsibilities when using communication technology – as set out in the school's Online Safety Policy. As part of the school's commitment to the principles outlined in 'Keeping children safe in education 2023', the school will:

- Offer a safe online environment through filtered internet access.
- Ensure the filtering systems in place will prevent pupils from accessing terrorist and extremist materials, in accordance with the school's Online Safety Policy and the Prevent duty.
- Take care to ensure the use of filtering and monitoring does not cause "over blocking," which may lead to unreasonable restrictions on what pupils can be taught.
- Run assemblies on a termly basis about the potential dangers of the internet and how to stay safe online.
- Teach pupils about internet safety and cyberbullying during PSHE lessons.
- Teach pupils about Internet Safety with an Internet Safety Day.

Pupils and staff who use the school's Computing and ICT facilities inappropriately will be reported to the headteacher, and the DSL where appropriate.   The Computing and ICT technician will keep internet filters and other safeguarding controls up to date, to avoid misuse and protect pupils.

Computing Curriculum Overview

Year Group	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
Year 3/4 A	Online Safety Cyberbullying Information Sharing	Online Searches & Surfers History of the Internet	Coding Scratch/ Programming Turtle Learning Loops & Movements	Branching Databases Sorting Data	Word Processing Basic Skills	Presentation Skills Creating Slides
Year 3/4 B	Online Safety Positive Community	Communication & Collaboration Emails and Attachments	Coding Scratch Creating questions and quizzes	Word Processing Inserting images and tables	Animation Stop motion animation	Programming Turtle Command line algorithms
Year 5/6 A	Online Safety Spam and False information	Know your Network Internet and Malware	Coding Scratch/Kodu Developing Games	Spreadsheets Cells	Film Making Filming and Editing	3D Modelling Modifying and Manipulating shapes
Year 5/6 B	Online Safety Communicating with People Online	Strategic Searching Online Search Engines	Coding Scratch Animated Stories	Controlling Devices FLOWOL Inputs and Outputs	Radio Station Jingles and Podcasts	Programming Kodu Creating Worlds