Newport Lakes Primary School

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<th>Policy Name:</th>
<th>eLearning and Information and Communication Technology</th>
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<td>Date Adopted:</td>
<td>January 2014</td>
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<td>Review Date:</td>
<td>December 2015</td>
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<td>Referred Documents:</td>
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**Rationale**

Information and Communication Technology is a Domain within AusVELS comprising 3 standards:

- ICT for visual thinking
- ICT for creating
- ICT for communicating

The ICT program at Newport Lakes Primary School gives our students the opportunity to enter a new world of curriculum possibilities, enabling increased engagement and involvement in their learning. Learning experiences across the school are purposefully designed to develop the attributes of a lifelong learner. In this way, each student learns to develop and demonstrate the knowledge, skills, practices and attitudes necessary to be an independent, engaged, 21st century citizen capable of shaping our future.

**Goals**

Students will use ICT to:

- Develop new thinking and learning skills that encourage creative and innovative insights.
- Develop a wider range of ways of working and solving problems individually and collaboratively.
- Create information products that demonstrate their understanding of concepts, issues, relationships and processes.
- Communicate locally and globally to solve problems and to share knowledge.
- Take advantage of the power and flexibility of mobile devices when working independently and in groups.
- Understand the implications of the use of ICT and their social and ethical responsibilities as users of ICT.

At the end of Grade Six, students will be able to:

- Manipulate text, images and numeric data to create information products designed to inform, persuade, entertain or educate particular audiences.
- Retrieve files and save new files using a naming system that is meaningful to them.
- Compose and reply to simple electronic messages to known recipients and unknown audiences.
- Use ICT to locate and retrieve relevant information from a variety of sources. They judge the integrity of the located information based on its credibility, accuracy, reliability and comprehensiveness.
- Share their ideas through online private and public forums, which are correctly formatted, comply with ICT conventions and demonstrate an awareness of the characteristics that contribute to products meeting their purpose.
• Use ICT tools to list ideas, order them into logical sequences, and identify relationships between them.
• Use various ICT tools and programs to capture and save images. Use editing functions to manipulate the images for use in their products.
• Select relevant conventions and techniques that improve the appearance of their finished product.
• Password protect and back up important files.
• Develop a natural curiosity about the world around them, to feel encouraged in planning possible solutions to problems, and to gain satisfaction from their planning.
• Be confident in their personal knowledge of ICT, to feel able both to apply and acquire new knowledge and skills when needed.
• Use ICT for promoting and demonstrating high order thinking skills through rich learning briefs and tasks that support creativity and innovation.
• Engage in safe practices when using ICT for searching, interacting and critically evaluating the quality and sources of information.
• Use mobile devices to show that their learning can be extended and expand their learning beyond the physical constraints of the classroom.

Learning in this domain enables students to focus on the task to be accomplished rather than on the technology they are using to do the work.

Implementation

• Teachers will plan how they will embed eLearning in their classrooms in teams. They will document their planning using the AusVELS standards, ensuring that eLearning is integrated with all domains.
• Teachers, students and parents will undertake sessions directly related to cyber-safety. The School is committed to working towards becoming an eSmart school (see eSmart Policy).
• A coordinator(s) will be allocated time each week to support classroom teachers in ensuring the successful integration of eLearning. This may involve ongoing professional development, mentoring and coaching, and the provision of up-to-date knowledge that will support student learning.
• A Committee will be appointed each year to oversee the implementation and assessment of the eLearning policy and program. This committee will have the responsibility of working with teams of teachers to support the implementation of eLearning in the curriculum.
• Teachers will have access to ongoing professional development activities related to ICT.
• Provision of technology rich classrooms – access to laptops, netbooks, desktop computers, interactive whiteboards, printers, digital cameras, video cameras, televisions and iPads to be involved in a vast array of learning and teaching opportunities that are enhanced by the use of ICT.
• A rigorous process will be undertaken to select educationally appropriate applications and software, for classroom use.
• ICT support and information sessions will be provided for parents in the teaching of ICT skills. For example, offering ‘Techie Breakies’ where specific skills are taught.
• ICT teaching will be evaluated by conducting an internal annual audit and by ongoing program review processes.

Evaluation

• This policy will be reviewed as part of the school’s three year review cycle.