Information and Communication Technology

Rationale

Croydon Hills Primary School supports the belief that through Information and Communication Technologies we equip children to participate in a rapidly changing world where work and leisure activities are increasingly transformed by technology. We enable students to find, explore, analyse, exchange and present information. We also focus on developing the skills necessary for children to be able to create and use information in a discriminating, effective and creative way. Croydon Hills Primary School supports and develops the concept of Digital Citizenship in an Online World. All students will use ICT as a routine part of classroom activities across the curriculum.

Policy Statement

Croydon Hills Primary School will provide opportunities for all students to access and develop competencies with the broadest possible range of Information and Communication technologies (ICT). Computers, Digital Still and Video Cameras, DVD burners, Scanners, Interactive Data Panels and Audio Visual Equipment are used as tools that support and develop learning and enhance educational outcomes.

Implementation

The Information Technology Co-ordinator, supported by the ICT committee (as required), must be responsible for the implementation of this policy by:

- Ensuring that the Computer Lab hardware is refreshed every three years
- Redeploying and refurbishing ex-Computer Lab Hardware to classrooms
- Maintaining the ICT environment to ensure that all equipment is able to support the changing needs of the curriculum
- Approving and reviewing all software purchases recommended by the curriculum committees
- Leading PD of staff to ensure adequate skill levels are maintained
- Maintaining accurate records of all units for the Assets Register
- Co-ordinating Technical Support services
- Providing a range of resources which reflects the teaching and learning pedagogy of the school
- Being aware of and trialling new innovative software
- Planning and budgeting for future ICT innovations to enhance learning opportunities
- Ensuring all teaching staff undertake the Departments eLearning Potential Survey
- Ensuring all ICT structures are in line with Departments security policy
- Communicating with the school community as to how technologies are used in the school
- Ensuring students do not use technologies inappropriately and their personal safety is maintained see Appendixes to this policy
- ICT Acceptable Use Agreements to be sent home annually for students in years 1-6 for parents and students to sign
- Teachers will remind students of risks involved in bringing valuable items to school.
References

- Activities planned by teaching teams in the Term Planning documents will assist the implementation of this policy.
- Victorian Essential Learning Standards (VELS) Information and Communication Technology, DEECD Information Technology Guidelines.