Name: St Patrick's Boys' National School

Address: Church Road, Carndonagh, Co. Donegal

ICT Policy

Mission Statement

As well as being an important educational resource, the ability to use ICT effectively is a vital life skill in modern society. Our aim is to produce learners (pupils and staff) who are confident and effective users of ICT. We strive to achieve this aim by:

- Helping all staff and pupils to explore the learning resources provided by ICT
- Helping all children to use ICT with purpose and enjoyment
- Helping all children to develop the necessary skills to exploit ICT
- Helping children to become autonomous users of ICT
- Helping all children to evaluate the benefits of ICT and its impact on society
- Using ICT to develop partnerships beyond the school
- Celebrating success in the use of ICT.

Rationale

Why does our school require ICT?

1. To provide the best possible education for all our pupils
2. To provide a powerful and up to date teaching resource for all our teachers
3. To allow for more effective administration
4. To help provide more effective communication with staff and parents
5. To communicate with teachers and pupils in Europe and further afield
6. To prepare children for life in a technologically advanced world.

To what use will ICT be put?

1. School Administration
2. Research software e.g. Encarta Encyclopaedia
3. Adventure games that stimulate higher order thinking skills and problem solving
4. Word Processing of children's work
5. Research on the internet
6. Communication via email
7. Music composition and digital recording
8. Storage of Records of achievement/portfolio assessment
9. Special Needs pupils.

Actual usage of ICT in School

Children will acquire a certain level of competency at using computers. Skills to be learned are outlined below:

Junior Infants   - Computer Familiarity

Senior Infants   - Computer Familiarity

1st class   - Computer Familiarity; Competency Using Mouse; Competency using Drill Software

2nd class   - Computer Familiarity; Competency Using Mouse and keyboard; File Open/Save; Write Stories; Competency using Drill Software

3rd class   - Computer Familiarity; Competency Using Mouse and keyboard; File Open/Save; Write Stories with Mixed Cases; Competency using Drill Software; Internet Research, Data Manipulation

4th class   - Computer Familiarity; Competency Using Mouse and keyboard; File Open/Save; Write Stories with Mixed Cases; Competency using Drill Software; Internet Research, Data Manipulation

5th class   - Computer Familiarity; Competency Using Mouse and keyboard; File Open/Save; Write Stories with Mixed Cases; Competency using Drill Software; Internet Research, Search Engines, Data Manipulation, computer programming.

6th class   - Computer Familiarity; Competency Using Mouse and keyboard; File Open/Save; Write Stories with Mixed Cases; Competency using Drill Software; Internet Research, Search Engines, Data Manipulation,
Publication of Work, computer programming.

Summary of School Audit

Current Infrastructure

- In keeping with our mission, we perceive computers being used as a tool of teaching and learning in each classroom. All computers are networked to our own internal network .
- Our current broadband provider is Eircom, as dictated by Department of Education and Skills Schools Broadband scheme.
- There is an IT cabinet which contains 20 pupil laptops.
- Most up-to-date operating system to be chosen when purchasing new computers.
- Each classroom has a data projector, interactive whiteboard and teacher laptop.
- There are 6 digital cameras in the school for use by the classes (Oct 2013).
- The office is equipped with a computer, printer and a photocopier/scanner.

Current Usage of Facilities

- Computers are used as a medium of teaching and learning in all the classrooms, therefore it is not necessary to timetable computer hours
- Current usage includes pre-reading and early reading work; pre-number and early number work; mathematical application; development of thinking and problem solving skills; word processing, desktop publishing; use of multimedia encyclopaedia and typing skills; internet work; presentation of project work; creating art work; spelling; development of fine motor skills; music composition and recording.
- Laptops for pupils are timetabled. The Laptops are kept in Master Noel Doherty's room.
- Staff are encouraged and frequently attend ICT courses for up-skilling and continuous professional development.

Additional Information

ICT Co-ordination
- The Deputy Principal holds responsibility for ICT as part of a designated schedule of responsibilities
- Any IT faults which cannot be rectified by hardware user are to be reported to the ICT co-ordinator.
- Anti-virus Protection is installed on all computers with access to broadband.

Access
Pupils and teachers have permanent access to ICT.

Special Needs
Computers are provided in the learning support rooms, and resource rooms, as we recognise the potential of ICT to enhance the learning opportunities for pupils with special needs. Children with specific writing, reading and numeracy needs are using ICT to provide alternative and complementary educational experiences. Laptops and specialised keyboards are also provided where appropriate.

Exceptional Students
ICT is used in all classrooms to challenge and extend the educational opportunities for pupils with above average attainment.

Maintenance
- We use Securelan for our IT needs

Donations
We welcome and appreciate any donation form corporate/private organisations.

Health and Safety Aspects
All new computers purchased will comply with European regulations regarding radiation.

School Website
- The school hosts a website athttp://www.carnboysschool.ie
- School newsletters and other news items will regularly be added
- School policies that are relevant to parents will also be added to this site.

Communication & Ratification

- Reviewed by staff in March 2015

- Ratified by the Board of Management of St. Patrick's Boys' National Schoolon

29th April 2015