

## IMPLEMENTATION PLAN- DEVELOPMENT OF THE 21<sup>st</sup> CENTURY CURRICULUM WITH DIGITAL DEVICES 2020-2023

### Greystoke Primary School

Next Phase/Problem:	Intervention Description (what are the active ingredients)	Implementation Activities	Implementation Outcomes	Trust Outcomes
<p><b>Phase 1 - 2020-2021</b></p> <p><b><u>Infrastructure</u></b></p> <p>Complete an IT infrastructure 3 year plan.</p> <p>Purchase new devices to enable all year groups to receive 25% blended learning.</p> <p>Purchase Lockers to be placed in each year group for easy access to devices.</p> <p>Hardware – Surface Books Surface books to be brought for year 6 staff to trial in classes, before disseminating to other staff.</p> <p>Website Constantly refresh new information about blended learning for all stakeholders (monthly)</p> <p><b><u>Learning Platform Structure</u></b></p> <p>Children in KS1 and KS2 to use Teams to access work in class and also homework to all be completed via Teams.</p>	<p><b>Active Ingredient 1 - Infrastructure</b></p> <p>MS Surface Books for Staff New laptops New lockers Website training</p> <p><b>Active Ingredient 2 – Learning platform</b></p> <p>Staff Training with Office 365 apps Training for children on Microsoft Teams Staff training on one note Century training to use as an assessment tool. Century TTRS Numbots</p> <p><b>Active Ingredient 3-e-safety</b></p> <p>Megan Williams/Adam Lapidge Accessibility policy Website Computing co-ordinator to evaluate the curriculum and refresh the e-safety curriculum.</p>	<p><b>Training</b></p> <p>How to use Surface Books How to use Office 365 Parent workshops on Teams The role of a BLC</p> <p><b>Educational Focus/Alignment</b></p> <p>Teacher CPD/Confidence Assessment of children through assessing Gaps in learning, TTRS and Century.</p> <p><b>Monitoring</b></p> <p>Usage of Teams – Insights Usage of Tapestry Usage of Century and TTRS Usage of Marvellous me to engage parents. Classroom lesson structure using Office 365 apps. Understanding of e-safety through pupil survey results. Impact of the teaching of e-safety through the computing curriculum.</p> <p><b>Coaching</b></p> <p>Year group partners – team teach Record lessons and learning and discuss with another colleague.</p> <p><b>Communication</b></p>	<p><b>Short term (Aut1 – Aut2 2020)</b></p> <p>Blended Learning Champion Embed Century Tech/TTRS in Timetable to assess gaps in learning. Use of online phonics sessions to address gaps in learning. MS Team Structure Safeguarding and online protocols to be in place. Audit of website to ensure information current. Set up marvellous me for new classes. Re-evaluation of the e-safety and computing curriculum.</p> <p><b>Medium term (Spr1-Spr2 2021)</b></p> <p>Look at lesson structure using MS365 apps i.e. whiteboard, ppt, OneNote etc Parent Workshops Website – KR and AM have access to and update regularly alongside RH Century – develop further use as an assessment tool to fill gaps. Implementation of the new computing curriculum. 3-year IT plan in place. Elsa channels in place for children to contact safely online.</p>	<p><b>Long Term</b></p> <p>Century TTRS Tapestry Pre-school/EYFS &amp; KS1 Teams KS1/KS2 CPD for all using Office 365 Hardware – Surface Books Online Learning Champions for Sept 2021</p>

<p>(homework policy to be amended to reflect this)</p> <p>Class one note structure to be in place for all classes.</p> <p>Tapestry - Pre-school / EYFS All Nursery and reception staff to use to track progress of children. Parents also to engage with it.</p> <p>Marvellous me Continue to engage positively with parents.</p> <p>Century/TTRS Make sure that these are embedded throughout KS2 and that all staff know the value of the platforms. Use of TTRS from year 2. Use of Numbots for nursery, reception and year 1.</p> <p><b><u>Safeguarding &amp; E-safety</u></b></p> <p>Check protocols at every level when implementing new phases</p> <p>Carry out e-safety 360 degree audit.</p> <p>Discrete e-safety lessons to be taught and regular re-caps during computing sessions.</p> <p>Parent and children packs Create online protocols that are child/adult friendly (one page)</p>	<p><b>Active Ingredient 4 – Staff CPD</b></p> <p>Contact Jo Stone regarding training of apps in Teams for BLC to disseminate amongst staff. Survey results MEC website</p> <p><b>Active ingredient 5-BLC/IT</b></p> <p>Computing co-ordinator to evaluate the curriculum and refresh the e-safety curriculum.</p> <p>Weekly meeting with ICT technician and BLC to ascertain training and hardware needs within the school. Regular updates to BLC action plan.</p> <p><b>Active ingredient 6-Blended Learning</b></p> <p>Use of Laurie to assess use of Century within school.</p> <p><b>Active ingredient 7- Multi-Media Room</b> ICT Technician</p>	<p>Threaded Conversations Video meetings Email Chat Marvellous me Tapestry</p> <p><b>Resources</b> Surface books, i-pads, video guides, MIE, parent packs for safeguarding and online protocols,</p>	<p>Children understand how to stay safe online.</p> <p><b>Long term (Sum1 2021 onwards)</b></p> <p>KS1 and KS2 Children are using MS Teams in some lessons. KS2 children are using One Note in some of their lessons Staff are using a blended learning approach in some lessons.</p>	
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All parents to sign the accessibility policy

Website

Constantly refresh new information about blended learning for all stakeholders (monthly)

**Staff CPD and Training**

CPD for all using Office 365  
All staff to follow the DSAT CDP cycle. All in house training to be delivered where possible via Teams.

Staff training on how to use one note in the classroom

All staff registered on the MEC and become MIE

Training – Staff Meetings

How to set up online meetings  
How to respond to children's work  
How to set up online lessons

Training – Staff audit

Audit staff to ascertain training needs.  
Produce inset timetable.  
Follow up staff training and re-audit

**Blended Learning Champion (BLC) and IT Lead**

Choose a knowledgeable member of staff who will be able to support, inspire and advise others. Karin Roberts to be BLC. Karin Roberts to enrol onto the MIE programme with the MEC. New IT lead with James Atkinson

**Blended Learning**

Online Learning to Close the Gap

Catchup lessons using pre-recorded content - phonics sessions

Online English and Maths content as and when it becomes available.

Computing curriculum

Computing co-ordinator to monitor curriculum against the NC and that e-safety is taught regularly.

E-safety curriculum to be rewritten to ensure current.

**Multi-media Hub Cafe**

ICT suite to be dismantled, laptops in lockers in year groups.

Next Phase/Problem:	Intervention Description (what are the active ingredients)	Implementation Activities	Implementation Outcomes	Trust Outcomes
<p><b>Phase 2 (2021-2022)</b></p> <p><b><u>Infrastructure</u></b></p> <p>Complete an IT infrastructure 3 year plan.</p> <p>Increase technician time by 1 day</p> <p>KR and AM to have access to the website, so that it can be regularly updated.</p> <p>To record a virtual tour video of the school to go on the website.</p> <p>Installation of 2 new interactive whiteboards.</p> <p><b><u>Learning Platform Structure</u></b></p> <p>Parent workshops to allow all parents to support their children in their learning,</p> <p>Monitor the use of Blended learning in classrooms.</p> <p>Look at embedding other Microsoft apps into teaching and learning</p> <p>Whole school to be on Microsoft Teams – Including EYFS</p> <p>Child tapestry account to be in use by summer.</p>	<p><b>Active Ingredient 1 - Infrastructure</b></p> <p>Technician time Website training 2 new interactive whiteboards</p> <p><b>Active Ingredient 2 – Learning platform</b></p> <p>Staff Training with Office 365 apps Training for children on Microsoft Teams BLC to monitor</p> <p><b>Active Ingredient 3-e-safety</b></p> <p>Megan Williams/Adam Lapidge Website Computing co-ordinator and BLC to monitor teaching of e-safety</p> <p><b>Active Ingredient 4 – Staff CPD</b></p> <p>Contact Jo Stone regarding training of apps in Teams for BLC to disseminate amongst staff. Survey results MEC website Office training</p>	<p><b>Training</b></p> <p>How to incorporate other apps into teaching and learning. Office 365 training for support and office staff. Training on how to use trust devices in the classroom. Training of children on incorporating digital literacy in lessons.</p> <p><b>Educational Focus/Alignment</b></p> <p>Teacher CPD/Confidence Assessment of children through assessing Gaps in learning, TTRS and Century. Use of digital literacy to enhance learning. Collaborative learning through one Note. Research based CPD through joint school projects.</p> <p><b>Monitoring</b></p> <p>Usage of Teams – Insights Usage of Tapestry Usage of Century and TTRS Usage of Marvellous me to engage parents. Classroom lesson structure using Office 365 apps. Understanding of e-safety through pupil survey results. Impact of the teaching of e-safety through the computing curriculum.</p> <p><b>Coaching</b></p>	<p><b>Short term (Aut1 – Aut2 2021)</b></p> <p>Digital literacy lessons to run alongside computing lessons. e-safety lessons to be taught and recapped regularly. Office staff training. Support staff training. Increase in Technician time 3 year IT infrastructure planned Parent workshops Century – develop further use as an assessment tool to fill gaps. Monitoring of new computing curriculum IT children’s ambassadors in place Teams accounts set up for reception children and year 1</p> <p><b>Medium term (Spr1-Spr2 2022)</b></p> <p>e-safety survey results analysed Monitoring of the use of Microsoft apps in a blended classroom. Continued CPD for all staff Take part in a joint school project Support pages in place for wellbeing and children trained in reflection. Interactive whiteboards x 2 installed.</p> <p><b>Long term (Sum1 2022 onwards)</b></p> <p>Incorporate problem based learning into the classroom. E-safety award achieved.</p>	<p><b>Long Term</b></p> <p>Century TTRS Tapestry Pre-school/EYFS &amp; KS1 Teams KS1/KS2 CPD for all using Office 365 Hardware – Surface Books Online Learning Champions e-safety award One note being used to collaborate and teach. Joint projects with other schools.</p>

<p><b><u>Safeguarding &amp; E-safety</u></b></p> <p>Regular parent workshops and information to promote e-safety.</p> <p>The monitoring of the teaching of e-safety in the computing curriculum.</p> <p>Work towards the e-safety award through the 360 degree audit</p> <p>Online Safety To collect pupil responses through a survey about their understanding of Teams and online safety.</p> <p>Ensure all parent's have responded to the acceptable use policy.</p> <p><b><u>Staff CPD and Training</u></b></p> <p>Training for EYFS staff on how to use Microsoft Teams.</p> <p>Training – staff meetings How to use other apps in Teams such as one note, PowerPoint, whiteboard</p> <p>Follow up from training sessions, check survey results and put in place any additional training.</p>	<p>Other school collaboration</p> <p><b>Active ingredient 5-BLC/IT</b></p> <p>BLC and IT lead to monitor blended Learning Weekly meeting with ICT technician and BLC to ascertain training and hardware needs within the school. Regular updates to BLC action plan.</p> <p><b>Active ingredient 6-Blended Learning</b></p> <p>Use of Laurie to assess use of Century within school. MEC website BLC/IT Lead to set up computing club Children to be chosen as IT champions Sharon Potter to be used to embed digital literacy across the school. Elsa to be trained in using Teams to support Mental Health and Well being.</p> <p><b>Active ingredient 7- Multi-Media Room</b> ICT Technician Trust devices</p>	<p>Year group partners – team teach Record lessons and learning and discuss with another colleague.</p> <p>The impact of working with another school – extended learning projects via Teams</p> <p>Across trust through extended learning project.</p> <p><b>Communication</b> Threaded Conversations Video meetings Email Chat Marvellous me Tapestry</p> <p><b>Resources</b> Surface books, i-pads, video guides, MIE, parent packs for safeguarding and online protocols, Trust devices – AI, robotics, 3D printer</p> <p><b>Coaching</b> Staff to be coached on use of apps within Teams</p>	<p>Multi-media room in use BLC or IT Lead to apply to be MIE trainer Child tapestry account to be used by children to upload own work.</p>	
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<p>Support staff training -for all staff to be MIE</p> <p>Training for office staff on how to use Microsoft packages</p> <p>Research and collaborate with other schools</p> <p>Take part in a joint school project. (One note working group)</p> <p><b><u>Blended Learning Coach/ IT Lead</u></b></p> <p>IT lead to support trust with schools using one note in teaching and learning.</p> <p>Sharon Potter to support BLC and IT lead in delivering a blended curriculum.</p> <p>BLC/IT lead to train children up to be IT champion ambassadors.</p> <p><b><u>Blended Learning</u></b></p> <p>Use of Keystage progression document to plan apps to be used with the children in the classroom.</p> <p>Use of digital note book embedded throughout the school. (Not EYFS)</p> <p>Embedding digital literacy throughout the curriculum.</p>				
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Online or computing club to be up and running.

To ensure that KS2 staff are using century as an assessment tool

Set up Elsa support page on each class Teams to signpost parents and children to support (BLC to do this)

Introduce reflect on to children's teams and Elsa to monitor. (training to be provided by BLC)

EYFS children to be trained on Teams.

**Website**

KR and AM to have access to the website, so that it can be regularly updated.

**Computing curriculum**

New computing curriculum to be taught from September including e-safety in every lesson.

**Multi Media Hub**

ICT suite to be used as an intervention room.

Use of trust devices

AI/robotics/Stem equipment



Next Phase/Problem:	Intervention Description (what are the active ingredients)	Implementation Activities	Implementation Outcomes	Trust Outcomes
<p><b>Phase 3 (2022-2023)</b>  <b>To become an MS Showcase school.</b></p> <p>Online or computing club to be up and running.</p> <p><b><u>Infrastructure</u></b></p> <p>Complete an IT infrastructure 3 year plan.</p> <p>Increase technician time</p> <p><b>Multi Media Hub/Café</b></p> <p>ICT suite to be used as a multi media room.</p> <p>Greenscreen and filming devices available</p> <p>Use of trust devices  AI/robotics/Stem equipment</p>				