

Session 2020/21 – Year 3 Updated



Auchenharvie Academy 2017 Digital Literacy Strategy and Implementation Plan

3 year plan

Welcome,

Digital technology can make a significant contribution when it comes to raising attainment, closing the poverty related attainment gap and improving the life chances of all learners and young people.

Digital Technology must be deployed in all schools to enrich the learning and teaching of all young people.  Digital Technology is already being used within schools and Auchenharvie Academy has shown some fantastic examples of this practice across the Curriculum.

However, it can be improved.  It can be delivered in such a way to ensure all young people benefit from a solid understanding of Digital Technology and Digital Literacy across the Curriculum.

The following Strategic plan will focus on four main areas:

* The skills of our educators
* Access to technology
* Curriculum and Assessment
* Leadership

Benefits of Digital Technology

Technology in the classroom is becoming more and more predominant.  Tablets are replacing jotters, researching absolutely anything can be done at the click of a button.  Social media has become commonplace - it is an integral part of our lives, and the way in which we use technology has transformed our lives.

There are benefits to be seen first-hand by using technology in the classroom.  75% of educators think that technology has a positive impact within the education process.

We need to recognise the importance of developing these digital skills in learners so that they will be prepared to enter the workforce with the skills needed nowadays.

By embracing Digital Literacy and Technology we are setting up our learners for a successful life outside school.  But exactly what are the benefits of having a fully integrated digital learning experience?

**Digital Learning makes learning more fun.**

Learners prefer technology as they believe it makes the learning experience more fun and interesting.  By simply using laptops and tablets in a subject that at times can be seen as challenging or boring suddenly becomes more interesting.

Virtual lessons or interactive presentations can bring a dry subject to life.

Using software that allows learners to interact with presentations, or videos brings a new enjoyable challenge that perhaps would not be evident when reading the same context from a textbook.

**Digital Learning Prepares Learners for the Future**

A study recently showed that 9 out of 10 learners felt that using technology in the classroom would prepare them for the digital future.  Digital Learning skills that may not have been needed a decade ago are now expected in most jobs.  Many jobs may not have had a digital component in the past, but certainly have one now.

We need to remember that education is not about memorising facts and vocabulary - it is about solving complex problems and being able to collaborate with others around them. Digital Learning will prepare our learners for their future and will set them up for the ever increasing digital economy.

**Learners have an Improved Retention Rate**

If learners are engaged, they retain information better.  Learners who use digital technology to create work and complete assessments WILL remember more information.  Involving learners and using technology to do so will indeed help learners to remember what they learn.

**Digital Learning Helps Students Learn at Their Own Pace**

Digital Learning allows for individualised instruction and pace.  Almost all apps are suited according to learner’s abilities and needs and thus allow differentiation.  This is a great benefit to the teacher as they can give their time to those who may be struggling.

**Without learners' realising, Digital Learning has an important part in all their lives.**

When not in school, just about everything they do is connected in some way to technology.  Technology is changing by the minute, and as educators we need to keep up with the times if we want our learners' to be prepared for the ever-changing world that we live in.

As much as the benefits of Digital Learning has been laid bare, it must be noted that traditional learning must also take place.  Learners' need to also understand that traditional learning processes are also important and essential.

Incorporate Digital learning and Digital literacy into the classroom … but don't let it take over your classroom.  Embrace Digital learning and this will have a profound impact on all learners' and will reduce the poverty attainment gap that is so recognisable within our community.

The role of our Education Establishments

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| Auchenharvie Academy key objectives | | |  |  |
| Action | **Strategy and Implementation** | **Timeline** | **2018/2019 Year 2** | **2019/20 Year 3** |
| In-service day and collegiate time built around Digital Literacy and Digital Learning. | Feb in-service day allocated to Rosslyn Lee, School Technician and Ms West to explain and showcase the need for Digital Literacy & Digital Learning.   * Rosslyn to explain Government Strategy and what is happening at LA level. * Technician will discuss the need to use OneDrive with regard to storage to ensure network is not being drained * Ms West to showcase working examples of Digital Literacy in the classroom and how this can be implemented in to any subject area. This will lead on to offering CPD in all areas of Digital Learning.   May In-service day will allocate a slot to workshops around the different Digital Learning strategies that Auchenharvie will implement in future terms.  Responsibility of: Whole School. | Current term – 2016/17  Implemented already.  This will then be an ongoing slot to ensure all educators are aware of expectations in the classroom. | Digital Learning is taking place in all faculties.  Good practice and ideas are being shared across the school.  CPD courses covered so far: Glow, Google Classroom, Augmented & Virtual Reality, OneDrive, SMHW | INSET slot Feb covering Safer Schools App for all staff.  Professional Learning workshops covering options staff have chosen. Majority of staff would like CPD on Google classroom/google drive/Glow  Classroom Assistants to get CPD on appropriate ICT |
| CPD offered throughout the school calendar offering starter sessions and also refreshers with regard to using different digital strategies within the Glow Platform | CPD to be offered on the following classroom strategies:   * **Glow Groups.** Benefits of setting up groups for classes. Benefits of setting up a group for faculties. Joining professional groups within LA to further enhance Learning and Teaching practices. * **Sway.** Use of Sway for classroom presentations for the class and also as a benefit to student group collaboration. * **OneNote.** Use of OneNote for classroom resources and also collaboration space for learners. * **Office Mix.** This is an effective tool to assist with ASN and multi-level classes. Allows speech to be added to any PowerPoint presentation ensuring those with reading difficulties or sight issues to be fully engaged in lessons. Multi- level classes can then work independently when needed as teacher voice and comments are added to presentation to further explain topics. * **Glow Video Channel**. Effective use of Videos allows learners to access a wide range of different resources. This will also be a platform for Auchenharvie to share wider achievements to parents and other school establishments * **Forms**. This app allows you to create and analyse surveys.   **Responsibility of delivery**: Teachers who use these strategies effectively in class to then demonstrate at CPD sessions.  Responsibility of: Whole school with regard to implementing different techniques for effective teaching. | Implemented in some classes within school during 2016.  Fully implemented and running effectively from term 2017 onwards.  CPD to start in Feb and be offered on a regular basis. This will include workshops and problem solving any technical issues that may arise.  Teachers made aware of Digichat run by Roslyn Lee the glow co-ordinator for the LA. | Classes are using a variety of different techniques in the classroom:  Active: Glow, OneDrive, Google Classroom, Plickers, SMHW, Sway, Forms, Office Mix, Glow Groups  Not being used: Google Video, OneNote | Digital Working group completed a handbook covering Digital technologies used within the classroom. This will be available to all staff.  Staff from digital working group to become “experts” and offer appropriate assistance to staff members specialising in particular resources |
| Use external resources as well as in house educators to share good practice. | The school has been working with NA Glow Development Officer on a regular basis to ensure Auchenharvie Digital Strategy is in line with NA Digital policy.  Communication between school and Russell Cockburn to ensure Auchenharvie is going in the right direction with regard to Digital Learning. | Ongoing. Current 2016/17 term | Auchenharvie works closely with R.Lee to ensure Glow and Google is being used to their full potential.  Discussion with R.Lee to rent out NAC technology devices (AR, Sphero etc. to enhance L & T)  Librarian S. Walker and N.West are working with Jim Gibb (Garnock Valley) with regard to creating a maker space in the library.  Talks with local libraries to borrow 3d Printer for class presentations - ONGOING | Still working closely with R Lee, our NA digital co-ordinator  ONGOING support offered as and when needed  S walker to update on maker space |
| Showcase working examples of innovative and effective practice within the classroom. | CPD offered on many different teaching techniques available.  Guidance booklets and help manuals being are being created and will be available for all teaching staff and support staff within the school. These will be available in the staff info folder for new term 2017.  Staff share good practice with regard to ICT development in classroom. Shared area will be created where staff/faculties will be expected to upload notes/help sheets/links to assist with implementation. | Ongoing. Current 2016/17 term with growth and continued support 2017/18. | ONGOING | Excellent teaching practices taking place around the school.  More staff eager to use digital resources in the classroom and |
| Ensure all educators are aware that the GTCS are strengthening references to Digital Technology and Digital Skills within the Standards for Career-long Professional Learning and Standards for Registration. | Regular communication between Digital Co-ordinator and probationers. This is being tested this term with a view to it being fully implemented on 2017 with Probationers and Student Teachers.  Encourage educators to implement Digital Learning into their PRD.  Evidence expected from Educators showing good teaching practice involving Digital Learning. | Implemented in it’s infancy during term 2016.  During term 2017 regular meetings are expected with all new probationers and Student teachers.  Term 2018 all educators expected to show Digital skills within faculties and classrooms. | ONGOING – discussed during PRD meetings | Digital Learning is being addressed through PRD  Current publications available fro all staff in shared staff network area |
| Make all educators aware of Articles and materials published on Education Scotland's National Improvement Hub. | Regular communication between SLT and staff currently through email highlighting any materials available.  Implementation of PT Raising Attainments and achievement should ensure this is a key role in their remit.  Resources and links will also be centrally stored in glow group for all teaching staff to ensure notifications reach staff promptly.  I:\Subjects\Staff Info\Digital Literacy | Regular communication being applied this term and all strategies implemented during 2017 term. | ONGOING – All materials available to Staff.  Relevant materials made available to Parents through the school website and school App | See above |
| Ensure Digital Literacy is implemented and shared across all areas of the curriculum. | Class observations will allow good practice to be shared. Ongoing CPD.  Digital Leaders program from Childnet will allow students to assist and educate with regard to Digital Literacy. Digital Leaders would be expected to monitor and maintain all technological equipment, assist teachers with the set-up of such equipment and trouble-shoot any issues. | Implemented during term 2017 and then ongoing.  The digital leader programme is a 2 year programme and will be evaluated after this time to decide if this should be ongoing. | Digital Leaders program year 2.  DYW Cyber Security suite implemented and run along with NAC College.  2 of 3 units offered through the Princes Trust and DYW, with progression toward full Cyber Security award at Level 4 and possible subject choice at level 5.  Digital Newsletter available for all staff. | Digital Leaders is ongoing with senior WA.  Childnet programme no longer running due to costs  Cyber Security in year 2. S4 now achieving full NPA, new S3 getting 2 untis through DY/College/Princes trust  Cyber Skills offered as a subject choice in S3  Progression into Level 5/6 depending of staffing  NPA data Science being considered for 2020/21 |
| Allow learner collaboration within the classroom and ensure active learning lessons are maintained across the curriculum. | Glow Videos to be set up for a student led video channel show casing all achievement across the school. Students will take ownership of this project.  Faculties agree to implement blogging/vlogging and online collaboration within lessons. | Implemented and fully functioning by 2018. | Glow Videos is not being used due to insufficient knowledge on what is allowed to be uploaded. With further investigation this should hopefully be used session 2019 | GLOW being used on a regular basis across school. All relarners are confident using Glow in class and at home  More online collaboration happening with google drive and google classroom.  Help videos being recorded in departments and trialled with parents to assist with homework |
| Improve Access to digital technology | Class set of IPad minis purchased.  Hardware including server and switches updated to allow faster bandwidth speeds.  Older IPads now defunct as of term 2017 – could be distributed amongst teachers/departments to allow recording/photos for new Digital profile.  Guest Wi-Fi allowed to be used. This would allow learners to use mobiles for interactive games/surveys/recording. This will allow all classes to be interactive without the need of the IPads. | Hardware update – term 2016  IPads Minis – purchased term 2016  Guest Wi-Fi rollout possibly 2017/2018 | Cyber Security suite implemented with 10 laptops, and private network.  PC’s updated with Windows 10.  Guest wi-fi available on request | Chromebooks – 30 – offered to school but network issues with NA  10 Laptops purchased through DYW for cyber security  Bandwidth improved and working well  IPADS – need updated. Useful for basic use but not on a whole school initiative  Some PC’s are not fit for purpose – this is an NA issue and out with school’s control |
| Assessment using Digital Technologies | Wider Achievement questionnaire distributed through the School App.  Use of Glow forms to create assessment materials. Glow forms analyses data.  Show My Homework to be used regularly to allow assessment and evaluation of homework.  Responsibility of whole school | Term 2017 – familiarise with different digital techniques to allow analysis of data.  SMHW implemented August 2017 | Plickers has been used in class to assess and evaluate Learning & Teaching.  Glow Forms is being used to assess BGE levels and differentiate material and assessment.  Digital Learning Working group created to discuss how Digital Learning and Digital Technology can be used to assess pupil progression  Sumdog for both Numeracy and Literacy purchased  Espresso coding purchased for Computing Science | GLOW forms used across school for multiple purposes. Pupil Voice/Staff voice/parent voice  Also used in class for assessment purposes.  All staff use forms confidently  Digital working group has trialled numerous Digital resources in class and have given feedback to whole school(see above) |
| Coding clubs offered to all learners during school and after school | Librarians now trained on offering coding clubs. This will be offered as extra-curricular activities. Microbits given to Library on loan from Computing department.  Learners will also be able to sign out the Microbit for home use.  Responsibility of: Library | Clubs will be running from term 2017. | Maker Space available  Coding clubs on offer – uptake not good. This will be evaluated and discussion on how to improve.  Cyber Discovery online programme offered for 2019 | Coding club uptake on the increase. Numbers are growing.  Cyber Discuvery offered to S3’s  Business enterprise competition offered to Digital Defenders. Pupils cma efirs tin the wwhole of Scotland for round 1 – this is ongoing for 2020 |
| Students | | |  |  |
| S1 Digital Literacy Course | New course starting which covers Level 3 Digital Literacy experience and outcomes. This will replace the old ICT to enhance learning course.  New course will cyber resilience, searching processing and manipulating data and using digital products and services in a variety of contexts to achieve a purposeful outcome.  Responsibility of staff given these classes.  Course design: Responsibility of Ms West | Starting August 2017 | Digital literacy course offered to S1. Digital Literacy offers student the opportunity to work collaboratively on Glow platform to create presentations, surveys etc.  Pupils are shown how to use Glow to its full potential and all tiles available.  ICT and cyber resilience is also taught. | Digital Literacy being offered to S1. This will be integrated with Sustainability for Learning in session 2020/21  1 period a week, plus 1 period of Computing Science in S1 |
| S1 Digital Profile | Change from current s3 profiling to glow blog profile from S1. Responsibility after 1st year will be on the learner to record Wider achievement, class activities, class achievements, awards etc. New S1 will create their digital profile in S1 and update it regularly during Digital Literacy class.  An example of a digital profile is available here.  <https://blogs.glowscotland.org.uk/na/digitalprofiles/> | Starting Jan 2018.  Ongoing every year after that with all students having a digital profile by 2025 | New S1 (2018) still to create profile. S2 should all have a profile and be encouraged to add to it on a regular basis across the school.  Guidance remit – S3 - ONGOING | ONGOING |
| Digital Leader Programme | To help organise blogging and ICT activities in general. Pupils apply to be part of a Digital Leaders team. They will be trained by Childnet and given badges for achievements. They assist pupils when blogging, helping them to add media or links to their posts, proof read their work to help with sentence structure and ensure pupils are being cyber safe. The team will be instrumental in bringing Digital technologies into the classroom and also advising parents and the community with regard to cyber safety. | S5 students interviewed term 2016/17. Training commencing after exams.  Digital Leaders available from term 2017/18 | ONGOING | See above |
| Digital Literacy transition day | Extra transition day in April to allow P7’s to experience Digital Literacy and Literacy.  Responsibility of: Languages and Technologies Faculties | Started term 2016/7. Every April after this. | ONGOING | Digital Literacy transition day.  Parental workshops for P7 pupils offered regarding cyber resilience |
| S2 onwards to take responsibility of their Digital Profile | After S1 have created their Digital Profile they will be expected to take responsibility for this from S2 onwards. This will include uploading their work, photos and awards. Teachers can build lessons around this to suit however the onus of responsibility will be on learners. | S1 digital profile created term 2017/18 and every year after this for S1. 2018/19 S2 will continue with their profile. | See above | ongoing |
| Parents | | |  |  |
| Make use of different social media platforms to ensure parents and carers are kept up to date with relevant information and achievements. | The school website will be re-vamped and used within all faculties to relay information/homework achievements etc. to parents and carers.  Development of app technology to receive feedback from questionnaires and surveys sent out to parents. Research during the creation of this strategy has shown parents tend to reply more to app based surveys than paper based surveys. \*  School App is now live on both play store and ITunes. This is free to download and will be regularly sent out in newsletters, twitter feeds etc. for parents and carers to download.  Show My Homework has been purchased for the school. This will allow moderation and analysis of homework. Parents can also check details and get notifications regarding homework. | Website is currently undergoing changes during term 2016.  App development will be starting during term 2017. This will include beta testing with a select group of parent/carers. Any issues arising will be worked on throughout term 2017 and progress through to term 2018, which should then see full integration of app communication with parent/carers.  SMHW training to happen on 16th August (in-service day) with rollout to departments after this for 2017 term. | School App – 730 downloads  SMHW – Above average Parental Involvement  Website – No statistics  Digital Newsletters issued and uploaded to website for parental viewing | School App – 936 downloads  SMHW – contract ends 2020. Transition to Google classroom – free and available for in class as well as homework.  Website – regularly updated  Twitter/facebook feed for whole school and some individual departments |
| Workshops offered to parents regarding cyber security | Digital leaders will take on this role, getting trained in digital literacy and internet safety and then become the voice of Auchenharvie for teachers, peers, parents and the community. Digital Leaders will offer t workshops to parents on how to ensure their children are being safe online. This will include recognising phishing scams, spyware, virus protection and keeping data safe online.  Parents will also be offered advice on social media and where to seek advice if needed.  Responsibility of: New s6 Digital Leaders | Implemented term 2017/18.  Fully integrated by term 2018. | Workshops offered throughout the year – uptake as expected. Digital Working Group will discuss ways to engage parents more.  Work closely with PIP to engage parents further with regard to Digital resilience | See above - ONGOING |
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| 2018/2019 – New Incentives  2020 Updates | | | |  |
| NAC Working group – Child Safety Online Protection | L.Davis is part of the Parental group and N.West is part of the Child group. NAC working group created to create a Council wide policy for school/children/parents/community relating to staying safe online and the new digital age we are entering.  NAC stay safer pledge to be revealed on Safer Internet Day at Saltcoats Town Hall. Pupils from all schools be part of a critical skills challenge. | Yearlong working group Aug 2018 – June 2019, perhaps further | ONGOING | N.Nicholls is now CEOP ambassador  Safer Internet day recognised and discussed in class. 2020 focused on Being a better Digital Self/digital footprint |
| CLPL Scottish Law Society – Children in the Digital Age | Valuable insight into how society progresses and accepts the new digital age children are in. How can schools embrace this era and educate children and parents about how to stay safe. | 1 day course – Nov 2018 | Information collated and shared with all staff at Auchenharvie | Information available to all staff |
| Autism friendly Digital Skills Classes | Research being undertaken to offer Autism Friendly classes for targeted ASN pupils. Research has shown that appropriate “screen time” and digital lessons engage autistic children.  N.West researching the possibility of Autism friendly classes for pupils from all year groups. N.West will work with Learning Support, outside agencies and parents to target pupils who would benefit from autism friendly classes. Classes will offer a “buddy” system to combat “isolation” that so many autistic children encounter. With regard to lesson structure, this will depend on audience and could be homework assistance, using glow to help with other subjects – reports etc. Robotics, Coding. The main focus will be to support health and wellbeing and combat isolation. | Research – 2018  Timetabled – 2019/2012 | Infancy stages of research | ONGOING through PRD |
| Digital Schools Award | All Self-evaluation completed. Appropriate documents uploaded and awaiting visit. | Awaiting visit | ONGOING | Digital Schools Award achieved as well as Cyber Resilience and Internet Safety award. School has also applied for Special Recognition in Digital Innovation award - TBC |

* <https://education.gov.scot/improvement/Pages/sacfi1b-app-technology-parental-engagement.aspx>