

**St. Dymphna's School**  
**Our Digital Learning Plan**  
**2024**

**1. Introduction**

This document records the outcomes of our current digital learning plan, including targets and the actions we will implement to meet the targets.

**1.1 School Details:**

St. Dymphna's School is a special school for Primary and Post Primary pupils with a MGLN.

The school has two Primary classes and four Post Primary classes, and two modular classrooms.

The pupils in the Post Primary classes follow a Post Primary Curriculum with the JC2 programme in Class 3,4,5 and QQI (Quality and Qualifications Ireland) Level 2 and when applicable Level 3 programmes in Transition Class when pupils are 16.

We have six class teachers and four part time specialist teachers for Home Economics, Materials, Technology and Wood, PE and Music.

**1.2 School Vision:**

- We aim to provide all teachers with the knowledge and skills to use digital technologies confidently and effectively to plan and enrich the learning experiences of all our pupils. We are aware that teachers knowledge and skills directly impact on pupils learning experiences.
- We will endeavour to provide the pupils, who will be working in an increasingly technological age, with the skills to become lifelong learners.
- With the use of digital technologies, we aim to provide a motivating, engaging and suitable curriculum to meet pupil's individual needs and enable them to transfer and use these skills when they leave school.
- There will be an emphasis on safety, and we will encourage all students to be aware of the risks as well as the advantages of using digital technology so that they become responsible users when they leave school.
- The approach in St. Dymphna's School is to emphasise the integration of digital learning across the curriculum, to improve the quality of teaching and learning and to encourage all staff to engage in professional development.

### 1.3 Brief account of the use of digital technologies in the school to date:

- The school has 48 devices and 32 pupils so every pupil in the school has at least one device throughout the school day.
- All classes have Google classroom, with each pupil having their own log in. All parents have updated their consent to the use of Google tools this year
- Google classroom is the school's online platform and is used for Remote learning. It is also used for homework and classwork.
- All class teachers record the use of digital technology to support teaching and learning in their short term and long-term preparation/reflection.
- The school internet network has been updated so that over 100 devices can be used in school and the internet can be used in all areas of the school building.
- A new smartboard was purchased for Class 4. There are now 3 Smartboards in school. A fourth will be purchased for the new Modular classroom. The IWB from Class 4 which is still in working order will be located in another room.
- One of the Smartboards purchased is movable so can be used anywhere in the school.
- New laptops were purchased for 3 class teachers. A teacher's laptop, less than a year old, has replaced the Home Economics teacher's laptop.
- All teachers are responsible for ensuring their school laptop is password protected and encryption software is up to date.
- There are 5 laptops stored centrally in the Resource room that are borrowed and returned each day for use by pupils. Three of these were previously teacher laptops so are a high spec but they are not encrypted.
- Shared Google Drive was set up for all teachers to upload long and short-term recorded preparation, IEP'S and share course information and CPD. Website news and photos are also uploaded to the correct file.
- All teachers are encouraged to avail of training opportunities in the area of digital technology – both online and face to face to upskill in this area- notices from Mayo Education Centre and Sligo Education centre circulated and teachers are encouraged to register for up to date information, Oide provides a range of courses as has the NCTE which all teachers can enrol for
- A number of teachers have completed courses in digital technology.
- A number of our SNA's have an interest in digital technology and have good skills in this area. They are able to provide a high level of support to pupils in their class.
- The school management actively encourages staff to upskill in this area and the BOM have made a significant investment in devices so that digital technology can be used as a cross curricular tool to improve the quality of teaching and learning in all classes
- The BOM paid for a 20-hour course for all staff on Assistive technology online
- The school management informs staff of all training opportunities available, and all staff are encouraged to register with Mayo and Sligo Education centres as well as Oide. Also, to review all training and information videos on the NCTE site.
- Staff are encouraged to share their expertise and upload information from courses to the shared Drive

- Teachers are encouraged to share examples of digital content their pupils have created with other classes and with parents on the school website

## **2. The focus of this Digital Learning Plan**

We undertook a digital learning evaluation in our school during the period May/June 2023 *We evaluated our progress using the following sources of evidence:*

- Review of DT in the school last year completed by all class teachers
- Review of targets achieved in previous Digital Learning plan with all teachers
- Parental survey from 2022
- Review of all statements of practice completed by each class teacher relating to DL plan 2022-23.

### **2.1 The dimensions and domains from the Digital Learning Framework being selected**

Primary – teaching and learning DOMAIN 1: LEARNER OUTCOMES

Primary – teaching and learning DOMAIN 2: LEARNER EXPERIENCES

Primary – teaching and learning DOMAIN 3: TEACHERS' INDIVIDUAL PRACTICE

Primary – teaching and learning DOMAIN 4: TEACHERS' COLLECTIVE/COLLABORATIVE PRACTICE

Primary – leadership and management DOMAIN 1: LEADING LEARNING AND TEACHING

DOMAIN 2: MANAGING THE ORGANISATION

## 2.2 The standards and statements from the Digital Learning Framework being selected

### DOMAIN 1: LEARNER OUTCOMES

Standard	Statement(s)
Pupils enjoy their learning, are motivated to learn and expect to achieve as learners	Pupils use appropriate digital technologies to foster active engagement in attaining appropriate learning outcomes.
Pupils have the necessary knowledge, skills and attitudes required to understand themselves and their relationships	Pupils have a positive attitude towards the use of digital technologies and are aware of possible risks and limitations.

### DOMAIN 3: TEACHERS' INDIVIDUAL PRACTICE

Standard	Statement(s)
The teacher has the requisite subject knowledge, pedagogical knowledge and classroom management skills	Teacher's design or adapt learning experiences that incorporate digital technologies and make learning activities relevant and meaningful to support pupils' learning.
The teacher responds to individual learning needs and differentiates teaching and learning activities as necessary	Teachers facilitate pupils' active use of a range of digital technologies to address individual learning needs.
The teacher selects and uses teaching approaches appropriate to the learning objective and to pupils' learning needs	Teachers use appropriate digital technologies and teaching strategies to enable the development of pupils' literacy and numeracy skills across the curriculum.

### DOMAIN 4: TEACHERS' COLLECTIVE/COLLABORATIVE PRACTICE

Standard	Statement(s)
Teacher's value and engage in professional development and professional collaboration	Teachers engage in professional development and work with colleagues to help them select and align digital technologies with effective teaching strategies to expand learning opportunities for all pupils
Teachers contribute to building whole- staff capacity by sharing their expertise	Teachers collaborate in determining how digital technologies can be used effectively for teaching, learning and assessment.

## Primary – leadership and management DOMAIN 1: LEADING LEARNING AND TEACHING

Standard	Statement(s)
Promote a culture of improvement, collaboration, innovation and creativity in learning, teaching, and assessment	The principal and other leaders in the school encourage teachers to use digital technologies to enhance their learning, teaching and assessment practices, and to share their practice.
Foster teacher professional development that enriches teachers' and pupils' learning	The principal and other leaders in the school support teachers' continuing professional development to develop teacher competence in the use of digital technologies, to support high quality teaching and learning

## DOMAIN 2: MANAGING THE ORGANISATION

Standard	Statement(s)
Establish an orderly, secure and healthy learning environment, and maintain it through effective communication	The principal and other leaders in the school ensure appropriate policies, procedures and safeguards are in place to ensure the protection of individual privacy, confidentiality and the safe use of digital technologies and data for all members of the school community

### 2.3. These are a summary of our strengths with regards digital learning

- The school has a wide range of devices. I pad. Chromebooks and laptops. A large number of pupils have individual devices purchased especially for them with individual software to meet their needs. The BOM have invested heavily in supplying the staff and pupils with digital devices.
- All pupils have access to at least one device with some classes having a number of additional devices. The school has 48 devices and 32 pupils. The school also has two projectors, 6 Blue Bots, and two Botley the robot kits
- A number of teachers do professional development in the area of digital technology regularly and use this to develop the use of digital technology in their class and share information on Google Drive.
- Some staff have a high level of expertise in DT.
- There are 5 laptops stored centrally in the Resource room that are signed out and returned at 3pm for use by pupils and classes can sahref devices as some classes have more devices than pupils.
- The school has an IWB in all classes with 3 Smartboards and a fourth board to be purchased for the new modular classroom
- The BOM paid for an online 20-hour Assistive technology course for all staff

- The school has a Google classroom account for all pupils
- The school has a shared Google drive for teachers long and short-term preparation and for sharing planning and resources from CPD.
- All teachers have a Microsoft account and a Google school account.
- Parents and pupils have a positive attitude towards using digital technologies to enhance learning
- Most of our parents have a good knowledge of digital technology and use it with their children at home.
- The school has two projectors stored in the Resource room
- The school has an updated website that has a page for each class and training will be provide to staff on this
- The school has an AUP which was updated in 2022.
- The school uses Aladdin for attendance and for schools' records- School reports etc
- The school uses text a parent.
- The school has a Digital Learning Team who meet after school and all staff had the opportunity to be part of this team.

#### **2.4 This is what we are going to focus on to improve our digital learning practice further**

- Improve staff digital knowledge and level of expertise in order to provide all pupils with equal access to digital technologies for learning
- All teachers to be encouraged to engage with CPD in digital technology.
- We need to complete training so teachers can update their class page on the school website
- Encourage staff to share their digital knowledge on an ongoing basis
- Make students more aware of the benefits and risks involved in online learning and how to be responsible users of the internet.
- Set whole school guidelines on the use of the internet especially if pupils are using You Tube in class.
- Provide training for staff to upload content and classroom resources to the school website
- Increase staff awareness of different digital tools that can be used to enhance pupils learning in different curricular areas.
- Help pupils understand the potential risks and threats in digital environments- internet safety.
- Ensure that the use of digital technologies for learning, teaching and assessment is included in teachers recorded preparation and their effectiveness evaluated and reflected upon.
- Enable staff members to increase their knowledge and confidence when it comes to digital learning by liasing with other staff members who have more technological expertise and may have completed CPD.
- We need to be proactive in instructing the children and their parents about online safety

### 3. Our Digital Learning plan

On the next page we have recorded:

- The **targets** for improvement we have set
- The **actions** we will implement to achieve these
- **Who is responsible** for implementing, monitoring and reviewing our improvement plan
- How we will measure **progress** and check **outcomes** (criteria for success)

As we implement our improvement plan, we will record:

- The **progress** made, and **adjustments** made, and **when**
- **Achievement of targets** (original and modified), and **when**

## Digital Learning Action Plan

<p>DOMAIN: (From Digital Learning Framework)</p> <p><b>Domain 1 Learner Outcomes</b></p>				
<p>STANDARD(S): (From Digital Learning Framework)</p> <p>Pupils enjoy their learning, are motivated to learn and expect to achieve as learners</p> <p>Pupils have the necessary knowledge, skills and attitudes required to understand themselves and their relationships</p>				
<p>STATEMENT(S): (From Digital Learning Framework)</p> <p>Pupils use appropriate digital technologies to foster active engagement in attaining appropriate learning outcomes.</p> <p>Pupils have a positive attitude towards the use of digital technologies and are aware of possible risks and limitations.</p>				
<p>TARGETS: (What do we want to achieve?)</p> <p>That pupils will create and share curricular based content, appropriate to their class level twice a term</p> <p>That pupils will be taught lessons on internet safety using the web wise resources</p> <p>That pupils will be aware of the rules regarding internet use in school – Schools AUP- and the rules displayed in each class updated to reflect this.</p> <p>That all staff and pupils will abide by agreed rules on the use of Tou Tube by pupils.</p>				
ACTIONS (What needs to be done?)	TIMEFRAME (When is it to be done by?)	PERSONS / GROUPS RESPONSIBLE (Who is to do it?)	CRITERIA FOR SUCCESS (What are the desired outcomes?)	RESOURCES (What resources are needed?)
<p>Teachers to continue to use Book Creator to create content with pupils at their level.</p> <p>Pupils to regularly share the digital content they have created with their peers and get feedback- Post Primary.</p> <p>Class 1 and 2 will post some work based on the class theme of the month/half term on the</p>	<p>From January to June 2024</p>	<p>All staff</p>	<p>Each half term class teachers will share at a staff meeting content created by pupils.</p> <ul style="list-style-type: none"> <li>Each half term at staff meeting, staff to share work completed starting with one class project before end of February 2024.</li> </ul>	<p>Teacher's laptops</p> <p>Devices for each pupil</p> <p>Online tools- book Creator used last year.</p> <p>Share with other classes- shared drive</p> <p>Share with parents on website</p>



<p>class page on the school website Blabberize to be used by class 1 and 2 and some students in Post Primary to create content. Teachers will ensure all pupils use safe search in Post Primary and/or Kidrex in the Primary classes.</p> <p>Post Primary classes to use Google Slides to create a slideshow/presentation to show curriculum learning.</p> <p>Staff will share their experiences using Digital technology in their classrooms with each other and engage in peer support informally.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>All staff</p> <p>Post Primary staff</p> <p>All staff</p> <p>All staff</p>	<p>Feedback from teachers regarding the use of the technologies written in staff Meeting minutes</p> <p>Pupils will have created at least one slideshow/presentation with Google Slides each term. Fortnightly reports will include details.</p> <p>Staff who wish will meet and share their knowledge- attendance optional</p>	<p>Teachers to familiarise themselves with features of Google slides- resources online Pupils to use their Google account to access slides All pupils have own devices. IWB if creating a shared project</p> <p>Sharing good practice at staff meetings and informally with peer support.</p>
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<p>All pupils will engage in web wise lessons and parents will receive information on the safe use of the internet All pupils will use Safe search in school.</p>	<p>By June 2024</p>	<p>Class teachers Parents to support safe use of internet</p>	<p>Students will report a positive attitude to digital technologies in the end of year survey Students are able to identify the risk and limitations of digital technologies in the end of lessons evaluation</p>	<p>Web wise resource, HTML Heroes(3rd/4th), My Selfie and the Wider World (5th/6th) Be Kind Online (Garda School Programme) All aboard to Digitown (J.I-2nd) End of year survey</p>
<p>Class rules for internet use will be based on the schools AUP and discussed with pupils and displayed in all classes. Parents, pupils and all staff are committed to upholding the AUP.</p>	<p>By March 2024</p>	<p>Class teachers Parents to support safe use of internet</p>	<p>Students will all know the school rules around Internet use Internet rules will be clearly displayed in all classes. Parents and staff abide by the schools AUP Use of You Tube by pupils is supervised and recorded in short term preparation by teachers.</p>	
<p>Post Primary classes will look at Cyber bullying- what this means.</p>	<p>By June 2024</p>	<p>Post Primary class teachers Community Garda asked to speak to pupils on this</p>	<p>Students become more aware of safety on the internet. Students demonstrate via</p>	<p>Community Garda Stay Safe programme School SPHE plan</p>

<p>Safer Internet Day 6th Feb Theme 'Inspiring change? School will have a Safer Internet Month starting on 6th February 2024.</p> <p>Involve all students in active digital learning that is enjoyable with achievable outcomes.</p>	<p>February 2024</p> <p>Ongoing</p>	<p>All staff</p>	<p>questionnaire that understand the meaning of cyber bullying</p> <p>February 2024 Whole school Safer Internet month</p> <p>All students have experienced success in at least one area of digital learning</p>	<p>Chromebooks, iPads, and appropriate apps and websites</p>
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**EVALUATION PROCEDURES:**  
(How are we progressing? Do we need to make adjustments? Have we achieved our targets?)

**We will evaluate based on the following criteria**

All classes will have shared Digital content at least once per half term with their peers.  
Pupils will be able to use Google slides in Class 3,4,5 and TY to create content  
Teachers will share examples of pupils or whole class projects on the school website and at staff meetings  
All pupils will have been taught lessons on Internet safety  
All pupils will understand the school rules around internet use, and these will be displayed in each classroom in an appropriate way based on the age of the pupils.  
All classes use Safe search – as agreed in 2022.  
There will be increased use of the school website to publish work.  
Child Safe search engines will be used in all classes

## Digital Learning Action Plan

DOMAIN: (From Digital Learning Framework)

Teachers individual Practice

STANDARD(S): (From Digital Learning Framework)

The teacher has the requisite subject knowledge, pedagogical knowledge and classroom management skills.

The teacher responds to individual learning needs and differentiates teaching and learning activities as necessary.

The teacher selects and uses teaching approaches appropriate to the learning objective and to pupils' learning needs.

STATEMENT(S): (From Digital Learning Framework)

Teacher's design or adapt learning experiences that incorporate digital technologies and make learning activities relevant and meaningful to support pupils' learning.

Teachers facilitate pupils' active use of a range of digital technologies to address individual learning needs.

Teachers use appropriate digital technologies and teaching strategies to enable the development of pupils' literacy and numeracy skills across the curriculum.

TARGETS: (What do we want to achieve?)

That teachers will use appropriate digital technologies to foster active engagement by pupils.

That teacher's will use digital technologies to allow pupils to access the curriculum at their individual level.

That pupils will use a range of apps and other digital technologies to develop their numeracy and literacy skills.

That the use of digital technology by pupils will be included in long- and short-term preparation and in teachers' reflection so that targets and actions can be reviewed.

ACTIONS (What needs to be done?)	TIMEFRAME (When is it to be done by?)	PERSONS / GROUPS RESPONSIBLE (Who is to do it?)	CRITERIA FOR SUCCESS (What are the desired outcomes?)	RESOURCES (What resources are needed?)
<p>1. Teachers to be advised of relevant CPD online and face to face courses.</p> <p>2. Teachers to be advised of good practice videos on DL site.</p> <p>● Teachers will be encouraged to become familiar with a variety of digital tools and resources through courses or</p>		<p>Staff to register for flyers from Education centres. Register with Oide-teachers NCTE – check for courses and good practice videos.</p>	<p>Teachers to complete CPD and record of kept in office CPD file. Teachers to share what they have learnt during Croke Park hours once each half term or at optional CPD sessions in school. Teaching and learning to reflect what has been learnt.</p> <p>Good practice videos to be shared at staff meetings and Teaching and learning to reflect what has been learnt</p> <p>Evidence of increased use of resources and tools in all classes.</p>	<p>Teachers own interest in professional development.</p> <p>NCTE site Time</p> <p>List of apps/sites supplied by Principal- to be added to by teachers.</p>

<p>shared information at staff meetings,</p> <ol style="list-style-type: none"> <li>3. Sessions to be held once each half term- more if required for staff to share practice and share skills- attendance optional- agenda for session to be agreed- practical sessions.</li> <li>4. Teachers to share good practice and work completed in Croke Park hour once each half term</li> <li>5. Teachers to use digital technology skills to allow pupils to access the curriculum at their individual level – use of tools suggested in Assistive Technology</li> </ol>			<p>Sharing of Good practice and what is being done in classes and CPD completed by staff – resources to be shared.</p> <p>Once each half term Class teachers will share what their class are doing- Book Creator. PowerPoint etc. Minutes of meeting to record what was shared.</p> <p>All pupils to be able to access the curriculum at a level/ in a mode that suits them- use of Immersive reader etc – covered in Assistive Technology course.</p>	<p>Time</p> <p>Time to be agreed after school for sharing good practice- agenda for meeting- voluntary attendance.</p> <p>Croke Park hour in -school support from staff, support from outside school, e.g. PDST courses</p> <p>Preparation for teaching and learning to highlight. Invisible preparation - Time.</p>
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<p>Course and from NCTE website</p> <p>Staff to be trained on how to edit their class page on the website</p>			<p>Staff to add to their page on the website at least once each half term.</p>	<ul style="list-style-type: none"> <li>• Time - interaction with pupils- uploading to site.</li> </ul>
<p><b>EVALUATION PROCEDURES:</b> (How are we progressing? Do we need to make adjustments? Have we achieved our targets?)</p>				
<p><b><u>We will evaluate based on the following criteria</u></b></p> <p>That all pupils can use digital technology to access the curriculum at their level- recorded in preparation for teaching and learning That teachers will have shared each half term content created by the pupils during a Croke park hour and this will be recorded in the minutes of the meeting. Teachers will have edited and/or uploaded content to the school website at least once each half term.</p>				

## Digital Learning Action Plan

<p>DOMAIN: (From Digital Learning Framework)</p>
<p>TEACHERS' COLLECTIVE/COLLABORATIVE PRACTICE</p>
<p>STANDARD(S): (From Digital Learning Framework)</p>
<p>Teacher's value and engage in professional development and professional collaboration. Teachers contribute to building whole- staff capacity by sharing their expertise</p>
<p>STATEMENT(S): (From Digital Learning Framework)</p>
<p>Teachers engage in professional development and work with colleagues to help them select and align digital technologies with effective teaching strategies to expand learning opportunities for all pupils.</p>
<p>Teachers collaborate in determining how digital technologies can be used effectively for teaching, learning and assessment.</p>
<p>TARGETS: (What do we want to achieve?)</p>
<p>A digital learning team to be set up- all staff to be invited to be part of this.</p>

Teachers to engage in professional development to				
ACTIONS (What needs to be done?)	TIMEFRAME (When is it to be done by?)	PERSONS / GROUPS RESPONSIBLE (Who is to do it?)	CRITERIA FOR SUCCESS (What are the desired outcomes?)	RESOURCES (What resources are needed?)
1. Staff sessions on Unplugged and plugged activities. Use of Blu Bots. Robbie the robot.	January- February 2024 at 2 staff meetings. Additional sessions as agreed.	Principal Digital Learning Team All staff	Staff meetings to look at activities to have been held	Resources on unplugged activities Videos of class lessons on unplugged activities Blu Bots and Robbie the Robot
2. Teachers to introduce to class- link to maths. PE	February 2024	Class teachers	Class teachers to have introduced Coding at a level suitable for pupils in their class and feedback at staff meetings and record in preparation	All classes have I- pads and I pads can be shared between classes, so all pupils have access to one.
3. Use of I pad to control Blu Bots by pupils individually or as a class lesson.	February 2024	Class teachers		
4. Hour of Code activities- introduction to Kodable- already used by some classes	February 2024- to June 2024	Class teachers	Class teachers to have introduced hour of Code activities to their class and be including details of this in their preparation for learning	Hour of Code Activities Resources available online
5. Hour of Code activities				



#### EVALUATION PROCEDURES:

(How are we progressing? Do we need to make adjustments? Have we achieved our targets?)

Class teachers to record the use of Digital technologies in their preparation for teaching and learning

Class teachers to highlight on DL plan what has been completed and feedback at staff meetings

Digital Learning Team to meet at least each half term to review progress and challenges.

Staff meetings and questionnaires to classes to review progress

Plan to be shared with parents and feedback requested,

## Digital Learning Action Plan

DOMAIN: (From Digital Learning Framework)

Primary – leadership and management

Primary – leadership and management DOMAIN 1: LEADING LEARNING AND TEACHING

STANDARD(S): (From Digital Learning Framework)

Promote a culture of improvement, collaboration, innovation and creativity in learning, teaching, and assessment.

Foster teacher professional development that enriches teachers' and pupils' learning

STATEMENT(S): (From Digital Learning Framework)

The principal and other leaders in the school encourage teachers to use digital technologies to enhance their learning, teaching and assessment practices, and to share their practice.

The principal and other leaders in the school support teachers' continuing professional development to develop teacher competence in the use of digital technologies, to support high quality teaching and learning.

TARGETS: (What do we want to achieve?)

To ensure all staff are both competent and confident to use new digital technologies in the classroom to enrich and support teaching and learning

That teachers increased knowledge and proficiency in DL is reflected in pupil activities and their increased knowledge and use of DT.

That teacher's will complete CPD in DT and share this with their colleagues and use it to improve teaching and learning outcomes.

ACTIONS (What needs to be done?)	TIMEFRAME (When is it to be done by?)	PERSONS / GROUPS RESPONSIBLE (Who is to do it?)	CRITERIA FOR SUCCESS (What are the desired outcomes?)	RESOURCES (What resources are needed?)
<ol style="list-style-type: none"> <li>1. Identify relevant digital technology courses for continuing professional development. Identify external experts for CPD in specific areas as identified by staff.</li>   <li>2. Teachers to engage in regular collaboration and team planning in relation to digital technologies.</li>   <li>3. Teachers to get involved in peer training to increase the IT proficiency and confidence among their colleagues.</li> </ol>	<p>Ongoing</p>	<p>Volunteer teachers willing to share expertise Session time agreed between teachers after school to share use of DT in their class</p>	<p>An increase in the number of teachers who are confident to use digital technologies in their everyday teaching.</p> <p>Teachers to meet informally/share information on Shared Drive on Digital technologies in their preparation which is uploaded.</p> <p>Teachers will increase the use of digital learning in the classroom and will identify class appropriate activities and integrate them into their teaching.</p>	<p>Courses available online and face to face from Mayo and Sligo Education centres. PDST –Technology in Education- courses and videos. Oide.</p>

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**EVALUATION PROCEDURES:**  
 (How are we progressing? Do we need to make adjustments? Have we achieved our targets?)

**We will evaluate based on the following criteria**

Evidence of professional development completed by teachers included in CPD folder  
 Resources shared- on shared Drive or informally with other teachers.  
 Use of resources etc from course evident in teaching and learning  
 Improved outcomes for pupils based on teachers increased knowledge and confidence  
 Improved DT knowledge and skills shared.

## Digital Learning Action Plan

DOMAIN: (From Digital Learning Framework) <b>DOMAIN 2: MANAGING THE ORGANISATION</b>
STANDARD(S): (From Digital Learning Framework) Establish an orderly, secure and healthy learning environment, and maintain it through effective communication
STATEMENT(S): (From Digital Learning Framework) The principal and other leaders in the school ensure appropriate policies, procedures and safeguards are in place to ensure the protection of individual privacy, confidentiality and the safe use of digital technologies and data for all members of the school community
TARGETS: (What do we want to achieve?) An updated AUP policy That all staff will ensure the schools AUP Policy is followed. That pupils will be aware of the schools' rules around the use of the Internet and lessons on internet safety will have been taught in all classes at a level commiserate with pupils age and understanding

That all teachers will monitor the use of You Tube by pupils and include how it is used in recorded preparation  
 That all classes will display the schools' rules on internet use and the use of You Tube.  
 That the school will review its Data Protection Policy and the storage of records.

ACTIONS (What needs to be done?)	TIMEFRAME (When is it to be done by?)	PERSONS / GROUPS RESPONSIBLE (Who is to do it?)	CRITERIA FOR SUCCESS (What are the desired outcomes?)	RESOURCES (What resources are needed?)
1. AUP policy 2022 to be read and updated if required.  2. Use of internet in class is strictly monitored and pupils understand the rules around internet use.  3. Staff to agree and follow school guidelines around the use of You Tube.	By end of January 2024  Ongoing  By end of January 2024-	Principal Digital Learning Team Reviewed by staff. BOM Parents  Principal Digital Learning Team Reviewed by staff. BOM Parents	All staff and pupils follow the schools AUP policy. Internet use by pupils is always supervised and safe search used by all pupils.  AUP policy to include school guidelines around the use of You Tube by pupils. All class teachers to reference how YOU Tube is used by pupils in preparation for teaching and learning. Rules on use of You Tube to be displayed in classrooms and be understood by pupils.	AUP policy 2022  All teachers to input on internet rules currently in place in their class. All teachers to look at when and why pupils use You Tube and agree rules around use of

4. Data Protection Policy and storage of records to be reviewed and updated if required.			Data Protection Policy reviewed and updated and implemented by all staff.	
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**EVALUATION PROCEDURES:**  
 (How are we progressing? Do we need to make adjustments? Have we achieved our targets?)

**We will evaluate based on the following criteria**

We will have an updated AUP policy that is implemented throughout the school  
 There will be guidelines followed by all class teachers concerning the use of You Tube and when You Tube is used, if ever, by Individual pupils.  
 Pupils will be aware of and follow the rules around internet use and the use of You Tube by pupils will be supervised and  
 The Data Protection Policy will have been reviewed and updated if required and will be implemented in full by all staff