



DIGITAL LEARNING POLICY (Senior School)

Vision

As demonstrated by our introduction of Enterprise Technology, Croydon High is committed to ensure that our use of technology keeps abreast of recent technological developments. As such, Croydon High School will endeavour to utilise technology in teaching and learning over the coming years to develop independent study, increase collaborative learning, use modern research mediums and utilise international expertise. We want our students to become independent problem solvers with excellent communication skills. Our use of technology is one way we seek to fulfil this aim. Through the use of the Virtual Learning Environment, pupils will harness mobile technology both inside and outside the classroom to develop their intellectual understanding and curiosity whilst also preparing them for the adoption of similar technology in leading universities in the UK and beyond.

Learning anywhere and anytime, whilst not being restricted to a particular piece of hardware, will allow Croydon High School to be flexible as modern technology continues to leap forward. The use Google Classroom, VR headsets, robotics, programming software and other technologies will offer new possibilities in pedagogical delivery whether on geography field trips, communicating with linguists across the world or video conferencing with experts at world-leading facilities. Croydon High School aspires to harness mobile technology to also compliment current teaching practices to enable teachers to become more reflective in their approach. In tandem, we will ensure that all departments become dynamic and embrace the opportunities that technology can offer to the education of pupils. This policy should be read alongside our Bring Your Own Device (BYOD) Policy.

Virtual Learning Environment

The School's chosen VLE is Firefly. Each Head of Department is responsible for the upkeep of their own departmental pages but may delegate the responsibility to another member of the department as part of professional development.

Firefly is to be a dynamic VLE rather than a static resource bank and therefore forums and pupil-led pages are encouraged. Furthermore, staff are to set homework tasks on Firefly on the designated homework days. It is important that members of staff notify pupils when this has been done. Pupils should check Firefly at the end of each academic day as a matter of course.

Google Classroom

Through enterprise technology, pupils develop their familiarity with Google Classroom. Google Classroom makes teaching more productive and meaningful by streamlining assignments, boosting collaboration, and fostering communication. Teachers can create

classes, distribute assignments, send feedback, and see everything in one place. Classroom also seamlessly integrates with other Google tools like Google Docs and Drive.

Enterprise Technology Across the Curriculum

Designed and developed by our own teaching staff, Enterprise Technology honours our commitment to ensuring that girls are 'real-world ready' and prepared for the future. This bespoke subject combines essential computing skills, such as programming, with skills needed in the workplace such as project management, teamwork, problem solving and – crucially – creativity. Taken together this subject allows our students to become independent problem solvers with excellent communication skills. In doing so, our pupils study a range of emerging technologies, including AI, Robotics, IoT, Virtual and Augmented Reality and Cyber Security.

We encourage academic departments to collaborate with Enterprise Technology teachers to enhance the teaching and learning for our pupils. Importantly, we seek to ensure that there is always a clear educational benefit for utilising technology in all our teaching practice.

Email

The School provides each member of staff and students with an email address through Microsoft Exchange. This should be used for all communication between members of staff, parents and pupils.

Policy on the Use of Laptops in Lessons

In principle, the school supports the use of laptops in lessons, provided they are helpful to the pupil and do not cause inconvenience or distraction to the teacher, or to the rest of the class.

Use of laptops by pupils with SEN (Special Educational Needs)

- The SENCO will provide a list of all pupils with SEN who have permission to bring their laptop to lessons. If anyone wishes to be added to the list, they must see the SENCO first;
- The use of a laptop in each lesson is at the discretion of the individual class teacher. They will direct when and how it is set up and used.

Use of Laptops by Other Pupils

Any member of the Sixth Form may use a laptop, at the discretion of the individual class teacher. Anyone from other years, who wants to use a laptop, and is not in a group already mentioned, must first get permission from the SENCO.

General Information on Laptop Usage

- Any pupil wanting to use a laptop in lessons must first obtain permission from the relevant member of staff.
- There will be lists, in the Staff Room and on the Intranet, of those who have permission to use a laptop
- Laptops cannot be used for purposes other than work in either the classroom or the LRC

- Pupils must ensure that laptops have sufficient battery life to last a morning or afternoon without recharging.
- Pupils must ensure that they print off all work regularly and that the use of the laptop does not result in gaps in their books or files. Word processed work should generally be handed in at the same time as work from the rest of the class.
- Pupils are responsible for their own machines at all times. They must NOT allow other pupils to use them or interfere with them in any way; this applies anywhere in the School.

Responsibility: Deputy Head (Academic)

Written: Summer 2019

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