



Beaconsfield School

'Learning Today to Meet the Challenges of Tomorrow'

ICT Strategic Plan 2014~2016

Our ICT Vision

Beaconsfield School is committed to blending ICT learning tools with traditional teaching approaches to enhance student engagement and achievement. As ICT is continually evolving and new technologies emerging, we as a School will strive to prepare our students with the skills necessary to be capable and confident digital citizens in the present and future.

We aim to:

- Use a range of ICT learning tools to enhance and extend students learning, particularly in literacy and numeracy.
- Create a progressive ICT learning environment that integrates current technologies to enhance teaching and learning.
- Prepare our students with life long learning skills and confidence to meet the ever evolving challenges of ICT.
- Provide opportunities for staff and students to continually develop their ICT skills.
- Utilise ICT to promote partnerships between School and home by encouraging family and whānau to actively participate in their child's learning.
- Promote safe and responsible use of ICT.
- Encourage students to select their use of ICT and apply their skills creatively across the Curriculum to understand the relevance of ICT in every day life.
- Create an inclusive ICT learning environment that acknowledges diverse skill capabilities and caters to students individual abilities and next learning steps.

ICT Status ~ Beginning of 2014

Infrastructure

Server

- New server installed beginning of 2013.
- Files stored on Teacher Write and Galleries. Files in need of being tidied to be readily accessible.
- Students require PD and individual passwords to store work on Student Write efficiently.

Internet

- A total of 4 Ubiquiti access points situated: outside staffroom and Rooms 4, 5 & 6 installed in 2013.
- Applications for SNUP and N4L made in 2013.
- UFB Ultra Fast Broadband installed at the gate, advised to wait for connection.

SMS *Student Management System*

- eTAP currently used for register of attendance and storage of data.
- Professional Development required to utilise full potential of system.

Equipment

Teacher Laptops

- Apple laptops leased and distributed to teachers end of 2013.
- Professional Development required to use Apple applications for teaching and learning effectively.

Classroom Laptops

- eMachines distributed evenly throughout classrooms. Pod of laptops no longer available due to resources being depleted by disrepair. Room 1: Prefers use of iPads - laptops not required. Rooms 2-5: 5 laptops each classroom.

iPads

- 36 iPads purchased at the end of 2013. Seven in each classroom and potentially one in the library.
- A high level of support and professional development required to ensure staff are able to utilise iPads to enhance teaching and learning effectively in the classroom.

Belkin Headphone Splitter

- Six Belkin Headphone Splitter devices. One device per classroom and suggest spare is issued to the library.

ICT Status ~ Beginning of 2014

Interactive Whiteboards

uBoards

- Three portable uBoard devices are available throughout the School.
- Three uBoard pens are also available, however they are not functioning and may need either new batteries or replacing. Pens are essential to operate the uBoard as it needs to be collaborated prior to use.
- Support and Professional Development is required for teachers to utilise the uBoards. This can be provided by Racheal if there is time allocated during ICT development in staff meetings.

Interactive Touch Board

- Room 5 (previously Room 6) was installed with an ITB and ceiling mounted data projector in the beginning of 2013.
- Support and Professional Development was discussed with Sitech throughout the purchasing process and requested on a number of occasions. Another request has been issued and we are currently waiting for a response.
- When PD is confirmed both Mrs Stephenson and Mrs Carter will attend.

Projection Equipment

Data Projectors

- Rooms 1, 2, 3 the Library and Salisbury Room all have ceiling mounted data projectors.
- New ceiling mounted data projectors were installed in Rooms 4 and 5 (previously Rooms 5 & 6) at the beginning of 2013.

ICT Status ~ Beginning of 2014

Software: Applications for Teaching & Learning

Literacy

- Microsoft: Word, PowerPoint.
- Apple: Pages, Keynote.
- Online resources provided on 'Learning Zone' page of Beaconsfield School Wiki.
- Promethean Planet IWB teaching tools.

Numeracy

- Apple: Numbers.
- Microsoft: Excel.
- Online resources provided on 'Learning Zone' page of Beaconsfield School Wiki.
- Promethean Planet IWB teaching tools.

Presentation & Communication

- iMovie, Photo Booth, iPhoto, Garageband.
- Classroom Wiki's, Website, Facebook, Skype & Microsoft: Outlook & Smilebox.

ICT Beyond the Classroom

Website

- Upgrade initiated Term 3 & 4 of 2013. Majority of information transferred to new format outdated or misplaced. Designated time will be required to organise and update information.
- School Information and Calendar of Events regularly updated.
- Future Focus: to continue to develop website to ensure it becomes increasingly interactive and student centered.

Wiki's

- Continued PD is required to support teachers to maintain classroom Wiki's independently.
- Regular ICT sessions during staff meetings will ensure Wiki's are updated on a regular basis.

Facebook

- Used as a tool to promote School events and inform community via newsletters and notices.

ICT Action Plan

Strategic Goal 1: Future Focused ICT

Providing resources to ensure our Students experience quality learning opportunities

Links to Beaconsfield School Charter & Strategic Goals

Strategic Goal 1.2: *To fully implement a future focused ICT strategy.*

To continue to sustain and enhance our progress.

Upgrade the existing ICT infrastructure to create a reliable network through which ICT development can flourish.

ICT strategic plan implemented & followed.

Consultation & Guidance	2014	2015	2016
	<ul style="list-style-type: none"> • ICT Strategic Plan draft presented to staff & BoT for input & feedback. • ICT Vision developed with input from staff & BoT. • ICT info presentation for parents: Term 1. • Consultation with parents: Term 1. • Strategic Plan reviewed in Term 2 & 4 and reported to BoT. • Student feedback ~ <i>'how iPads help me to learn'</i> Term 3-4. • Student ICT skill continuum developed with input from staff and BoT. 	<ul style="list-style-type: none"> • ICT Vision & aims reviewed to ensure relevant to current status and future focus. • Review staff and student ICT skill rubrics. 	<ul style="list-style-type: none"> • ICT Vision & aims reviewed to ensure relevant to current status and future focus. • Review staff and student ICT skill rubrics. • Develop ICT Strategic Plan for 2017-2019.
Review	Term One & Two	Term Two	Term Two
	<ul style="list-style-type: none"> • ICT Info Evening: T1 Tuesday 11th March Consultation via Newsletter • iPad Rules: 25th March 2014 		
	Term Four	Term Four	Term Four

Infrastructure	2014	2015	2016
	<ul style="list-style-type: none"> • Monitor effectiveness of current Ubiquiti access points to provide reliable access to internet with increased usage of devices. • Maintain reliable access to server for storage of files. • Review effectiveness of the Watchdog Net Safe filtering system. • Monitor progress of SNUP application. • Monitor progress of N4L application for connection to UFB. <p><i>Potential Challenge:</i> Ubiquiti access points insufficient for increased demand with iPads.</p>	<ul style="list-style-type: none"> • Investigate network capability and security challenges and solutions for BYOD. • Review ISP <i>Internet Service Provider</i> for UFB. <p><i>Potential Challenge:</i> Internet security and storage for BYOD.</p>	<ul style="list-style-type: none"> • Review shelf life of server and investigate cloud data storage options. <p><i>Potential Challenge:</i> Initial cost of cloud storage may be significant due to transfer of data and set up costs.</p>

Review	Term One & Two	Term Two	Term Two
	<ul style="list-style-type: none"> • Introduction of iPads has not affected internet access. Printing demands have increased as a result of iPads. 		
	Term Four	Term Four	Term Four

ICT Action Plan

Strategic Goal 2: Teaching & Learning

Integrate e-learning across our School Curriculum

Links to Beaconsfield School Charter & Strategic Goals

ICT Strategic Goal: *Further develop the use of ICT technologies in learning programmes.*

Cross curriculum ICT integration.

	2014	2015	2016
iPads	<ul style="list-style-type: none"> Regular PD in staff meetings. Teachers required to investigate & share quality literacy & numeracy learning apps aimed at their specific teaching level to share with staff. Begin developing a reference list of quality learning apps for specific learning levels. iPad applications evidenced in teachers literacy & numeracy planning. Pod of 7 iPads per class used by groups to enhance literacy & numeracy learning. Emphasis on using iPads responsibly: develop iPad rules to be discussed and displayed in classrooms. Storage solution investigated by Dave our caretaker prior to beginning of Term 1. <p><i>Potential Challenges:</i> <i>Safety and security of devices.</i> <i>Initial learning curve for teachers as they become familiar using iPads as a learning tool.</i> <i>Ensuring use of quality apps to enhance learning: may incur initial purchase costs.</i></p>	<ul style="list-style-type: none"> Regular PD & sharing in staff meetings. iPad applications evidenced in teachers planning across the Curriculum. <i>Note: our aim is to apply quality applications within authentic learning contexts.</i> Rules to guide students on responsible use of iPads reviewed & discussed with students and displayed in classrooms. Staff/student survey: effectiveness of iPads to promote engagement & enhance learning. Review how iPads are currently being used & identify strategies to maintain & improve use as an effective learning tool. Investigate BYOD protocol, safety and storage issues. 	<ul style="list-style-type: none"> Investigate condition of iPad devices and class laptops. Compare iPads with laptops & investigate potential to either replace laptops or phase in additional iPads end of 2016-beginning of 2017.
Review	<p>Term One</p> <ul style="list-style-type: none"> Server room door, cupboard in Room 4 & teachers office in Room 5 all installed with good quality locks to store iPads securely. <p>Week: 5 Term 1 2014.</p>	<p>Term One</p>	<p>Term One</p>

	2014	2015	2016
iPad Review	Term Two	Term Two	Term Two
	Term Four	Term Four	Term Four

	2014	2015	2016
Apple Laptops	<ul style="list-style-type: none"> Staff ICT skill survey to identify focus for Apple PD: Term 1. PD required to ensure the following basic applications are utilised effectively to promote learning: Keynote, Numbers, iMovie & iPhoto. ICT folder developed with notes to accompany PD sessions as an additional reference to support teachers skill development. <p><i>Potential Challenges:</i> <i>Time required to develop skills using Apple applications.</i> <i>Regular & sufficient time dedicated to PD & support for teachers is essential.</i></p>	<ul style="list-style-type: none"> Review staff ICT skill survey to ensure PD is relevant to teachers current next steps. Continue to develop ICT reference folder. PD focus: developing confidence & skills a using increasingly sophisticated apps. Maintain WOF of teacher laptops by trouble shooting any technical glitches & ensuring updates are made regularly. 	<ul style="list-style-type: none"> TELA lease ends November 2016. Apply for teacher laptop lease for 2017-2019
Review	Term One	Term One	Term One
	Staff PD: <ul style="list-style-type: none"> 12 March: Wikis, Smilebox & Keynote. 		
	Term Four	Term Four	Term Four

ICT Action Plan

Strategic Goal 3: ICT Beyond the Classroom

Developing partnerships between School and home through ICT

Links to Beaconsfield School Charter & Strategic Goals

Strategic Goal 2: *To consult, involve, communicate & report to parents, caregivers, students, staff and the wider community.*

Belief #3: *That successful education involves a partnership between staff, BOT, principal, students, parents & the community.*

Strategic Sub Goals: *Complete the website development for the school.*

Teachers regularly using and updating class ICT communications e.g. wiki pages.

	2014	2015	2016
Website	<ul style="list-style-type: none"> • Complete update of information misplaced during 2013 website upgrade. • Incorporate interactive features: video etc. • Increasingly child centered content. • Photo's and video footage of current events uploaded on a more regular basis: this requires footage being sent to Racheal promptly. <p><i>Potential Challenge: Time is required to develop & maintain website.</i></p>	<ul style="list-style-type: none"> • Review website effectiveness. • Consult staff, BoT, students, parents & community for feedback on website & potential future initiatives. • Continue to maintain website & develop increasingly child centered and interactive content. <p><i>Potential Challenge: Time is required to develop & maintain website.</i></p>	<ul style="list-style-type: none"> • Review current provider and investigate other potential providers.
Review	Term Two	Term Two	Term Two
	<ul style="list-style-type: none"> • Request SPF update data and locate lost information resulting from format update. Week: 7 Term 1 2014. • Request Newsletter uploaded onto website & Facebook by Lynda with support from Wayne. Week: 6 Term 1 2014. 		
	Term Four	Term Four	Term Four

	2014	2015	2016
Wiki's	<ul style="list-style-type: none"> • Clear 2013 content of class Wiki's & adjust to new classrooms: Beginning T1. • Regular teacher PD to develop editing and uploading skills on class Wiki. • Students trained as 'Wiki Techies' to help teachers update classroom Wiki pages on a regular basis. • Wiki 'Help!' notes to accompany PD. <p><i>Potential Challenges:</i> Time for teachers to be prepared with material to upload for Wiki PD sessions. Regular time dedicated to class Wiki maintenance during staff meetings essential. Time released for training of students.</p>	<ul style="list-style-type: none"> • Teachers confident maintaining class Wiki's independently. • Class Wiki's updated on a regular basis including samples of students work, photographs of current events, iMovie presentations, links to learning resources and interactive feedback on students work from family using Padlet or a similar app. • Class Wiki's promoted to encourage parent/family audience and feedback. <p><i>Potential Challenges:</i> Regular time dedicated to staff and student skill development is essential.</p>	<ul style="list-style-type: none"> • Students each have an individual Wiki page to display their work & promote interactive feedback. • Class Wiki pages include a range of interactive displays. • Class Wiki's are used effectively to make links between home and School by providing interactive forums for parent feedback and access to class newsletters, home learning activities and extension learning activities. <p><i>Potential Challenges:</i> Regular time dedicated to staff and student skill development is essential.</p>
Review	Term Two	Term Two	Term Two
	Term Four	Term Four	Term Four