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Our Digital Learning Plan 2018 - 2023

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. The development of this plan was set out as a priority area by the school to comply with the Department of Education publications 'Circular 0001/2017' and 'Digital Strategy for Schools'. The school staff chose to engage in the Digital Learning Planning Guidelines to create a Digital Learning Plan for our school, to support individual teacher planning and to promote digital learning at programme and cross-curricular levels and ultimately to embed digital technologies into all areas of school activity. 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:

- Saint Michael's National School is a co-educational national school. There are currently 127 children enrolled. There are 5 mainstream class teachers, 2 full time Special Education Teachers and 2 shared Special Education teachers. We have 2 Inclusion

Support Assistants. The school derives much of its population from the city centre with some pupils travelling in from the suburbs. The school have 37 nationalities represented in our school which leads to a wonderfully diverse vibrant school community.

1.2 School Vision:

- Saint Michael's National School is a school where moral values such as honesty, fairness, justice, truthfulness, tolerance, concern for and a responsible attitude towards others is fostered and encouraged. Therefore, the staff of the school strives to create a happy, safe environment for the children where they feel secure and included, knowing that if they have concerns, they will be listened to with understanding and respect and that these concerns will be acted upon. The school promotes the development of self-esteem and encourages the child's inner sense of responsibility. Every effort is made so that the children and staff may work together in an environment conducive to learning and where trust is built with the support of the parents/guardians.

- **Vision for Digital Technologies**

In line with the guidance provided by the National Council for Technology in Education (NCTE), the approach in Saint Michael's National School is to emphasise the integration of digital learning across the curriculum, in order to improve the quality of teaching and learning. Therefore Digital Learning is not a subject or a curriculum in its own right. It is a tool that can add value to the teaching and learning process when it is used appropriately. The purpose of computer literacy is the same as all teaching and learning, to awaken and to support the development of intellectual curiosity. Saint Michael's National School recognizes that a wide variety of opinions regarding the value that digital technologies have in education exist in our school community. Some parents and teachers can over value the benefits of the use of digital technologies in learning for children, while others can undervalue it. The staff are conscious of the fact that we are educating children who live in a technological age (digital natives)

and so our teaching and learning must reflect that reality. Pedagogically, digital learning can be highly motivating for the learner and particularly for those children who find the more traditional methodologies of the school setting constraining. In that light, we will strive to maximize the potential for children's learning using digital technologies, where appropriate. Our vision for digital learning in Saint Michael's National School, centers on a balanced approach – ensuring that digital technologies are integrated into lessons, when appropriate, and used only to enhance the pupil's learning experience. We also aim to ensure that our pupils begin to develop a critical appreciation of the role of digital technologies in society and develop habits which reflect an ethical and responsible use of these technologies. We aim to integrate digital technologies into the student experience and foster an environment of support and innovation. School leadership will provide resources and cultivate a supportive and collaborative teaching and learning environment for integrating technology as a meaningful and effective part of the educational process. Students will leave our school as confident, creative and productive users of new technologies, including digital technologies, and understand the impact of those technologies on society. Saint Michael's National School recognises the partnership between the school and parents as being imperative for providing students with life-long skills. Digital technologies will play a part in maintaining the links with home and regularly educate and inform parents of the best practices for digital learning initiatives at school and at home. Links with home are easily implemented via e-newsletters, e-mail, website news, and texts to parent. Digital Technologies are used for projects, when appropriate. The school website provide parents and the wider world with an up-to-date view of daily activities and relevant useful information relating to our school.

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

- We have good school broadband some wired and some wireless
- All class teachers have an interactive whiteboard in their classroom and a laptop with internet access

- Each classroom is equipped with speakers
- Each Special Education Teacher has a laptop and some SEN children use this device to further their learning
- We have a set of pupil laptops (20 but not all fully functioning & all over 6 years old)
- We have a networked colour photocopier which all teachers have access to print to
- A number of digital camera's are available in the office
- We use the basic functions of the Aladdin system – recording daily attendance , assessment results and the noticeboard

2. The focus of this Digital Learning Plan

We undertook a digital learning evaluation in our school durin. We evaluated our progress using the following sources of evidence:

- Parent Input – carried out informally. Main outcomes as follows
 - Parents think including digital technology in curricular areas is important however traditional methods should not be abandoned
 - Parents are concerned about safety surrounding digital technologies and would like more information for themselves and their children on this
 - Parents would like to be able to see more of what their children do in school and feel the school needs a website
- Teacher Survey – carried out at a staff meeting. Main outcomes as follows
 - Teachers keen to get colleagues to share/demonstrate how they use technology in their class
 - Teachers keen to hear about other teachers summer courses and any relevant useful resources that would enhance the learners experience in the school

- Some teachers felt they needed more professional development in this area
 - Some teachers felt the current student laptops were too troublesome to use in a whole class setting
 - Results on file
- Student Survey
 - Students highly motivated by use of technologies – however the in school survey was not as informative as the professional one carried out in September 2018
 - Zeeko also carried out a pupil survey on internet use in Sept 2018 – more detailed results also on file
 - 40% of students use devices 1-2 hours on weekdays
 - 25 % of pupils use devices for more than 5 hours at weekend

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

- Teaching and Learning – Teachers Collective/Collaborative Practice

2.2 The standard and statement from the Digital Learning Framework being selected

Standard	Statement(s)
Teachers work together to devise learning opportunities for pupils across	Teachers use digital technologies to collaborate with appropriate outside agencies and personnel to facilitate meaningful learning experiences for pupils.

and beyond the curriculum	
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2.3. These are a summary of our strengths with regards digital learning

- All class teachers report that they are using digital technology daily in their methodologies
- All teachers report that they would like to enable the pupils to have more contact time with digital technologies
- Pupils and Teachers are quite enthusiastic about digital technology
- Some staff members have excellent skills in this area and are willing to help others through modelling and sharing expertise
- Staff members are motivated to engage with CPD and some have already done so
- Funding available

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

- Staff need to engage with CPD to facilitate a greater use of digital technologies by pupils
- School need to engage with 3rd parties who will demonstrate to teachers how specific technologies can be used for teaching and learning. It is hoped that this will help staff to develop confidence in their own abilities
- We need to set up peer support for staff members to increase competence and confidence in embedding digital technologies
- We need to update our Acceptable Usage Policy and Mobile Phone Policy
- We need to create a school website

- We need to communicate more with parents in in school initiatives – looking at a monthly e-newsletter
- We need to expand our use of the basic functions of the Aladdin system. E.g - set up e-payments , link online enrolment portal to new website
- We need to sign up for G Suite for schools – integrate calendar into Aladdin
- We need to attend training around the new Digital Learning Framework with the PDST
- We need to be proactive in teaching 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

DOMAIN: (From Digital Learning Framework) Teachers Collective/Collaborative Practice

STANDARD(S): (From Digital Learning Framework)

Teachers work together to devise learning opportunities for pupils across and beyond the curriculum

STATEMENT(S): (From Digital Learning Framework)

Teachers use digital technologies to collaborate with appropriate outside agencies and personnel to facilitate meaningful learning experiences for pupils.

TARGETS: (What do we want to achieve?)

- School will create a website and e newsletter to improve parental communication
- School will ensure that policies surrounding digital technologies are up to date and parents and children are educated about online safety
- School will engage with external supports to develop staff confidence in using more digital technologies in their teaching and learning
- Staff will develop their own ICT skills so that they increase their capacity to empower pupils to use of digital technologies

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?)

<ul style="list-style-type: none"> ● Identify relevant digital technology courses for CPD and external supports in specific areas as identified by staff ● A school website needs to be set up ● An e-newsletter needs to be set up 	<ul style="list-style-type: none"> ● Year 1 – 2017/2018 	<ul style="list-style-type: none"> ● Principal ● Principal ● Principal 	<ul style="list-style-type: none"> ● Increase in teacher confidence and use of digital technology on a monthly basis ● Website Launch in 2018 ● Parents engaging with content and keeping up to date with what is going on in school ● More information available online – e.g Online enrolment facility , Notification of pupil absence form available for download , along with Booklists etc 	<ul style="list-style-type: none"> ● WIFI ● Laptops ● Interactive Whiteboards ● Elive – hosting service ● Wordpress – Web development tool used ● Professional Development – to enable the principal to design and build the website effectively ● Mailchimp – Online tool used to create and decimate the e-newsletter. ● Professional
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				development – principal needed to upskill to learn how to use the online tool effectively.
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?)
<ul style="list-style-type: none"> ● Staff member to take over the e-newsletter ● Staff to be trained up on how to edit their class page on the website ● Mobile Phone Policy required ● Whole school 	<ul style="list-style-type: none"> ● Year 2 – 2018/2019 	<ul style="list-style-type: none"> ● 1 staff member ● All staff ● All Staff / BOM ● Principal/BOM 	<ul style="list-style-type: none"> ● Monthly newsletter sent out ● Staff to add to their page on the website at least once this year ● Compliance by all pupils and parents ● Implementation by all staff ● Low rate of cyber bullying incidents 	<ul style="list-style-type: none"> ● Laptop – Mailchimp ● Laptops, school camera ● Laptop

<p>information talk required regarding Internet Safety – each year</p> <ul style="list-style-type: none"> ● G Suite for education needs to be set up ● Aladdin E payments needs to be set up along with a merchant account ● Teachers to get involved in peer training to increase their IT proficiency and confidence among colleagues 		<ul style="list-style-type: none"> ● Secretary and Principal ● Secretary , Treasurer of BOM and Principal ● Volunteer staff 	<ul style="list-style-type: none"> ● Implementation of the calendar through Aladdin and use of same by staff following sufficient training and peer tutoring ● Use of new system by parents ● Decrease in number of visits to the bank by secretary ● Less money being held on the school premises ● Teachers will increase the use of ICT in the classroom and confidence using GSuite for education through peer tutoring 	<ul style="list-style-type: none"> ● Outside company e.g Lurtal Communications or Zeeko ● G Suite for education ● Aladdin upgrade required ● Merchant account ● Laptops ● WIFI
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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?)
<ul style="list-style-type: none"> ● School will engage with external supports to develop staff confidence in using more digital technologies in their teaching and learning ● One teacher will trial the use of Seesaw as a class assessment tool 	<ul style="list-style-type: none"> ● Year 3 – 2019/2020 	<ul style="list-style-type: none"> ● All staff ● Principal 	<ul style="list-style-type: none"> ● The school will engage the services of Birchwater Education – a local company who will demonstrate to the teachers the programmes that they feel the children would benefit most from. The idea of this is two fold – we hold the children will begin to gain a more indepth knowledge and experience of Digital Technologies and we hope the teaching staff will use this as a learning opportunity so that next year they can put this into practice. 	<ul style="list-style-type: none"> ● School laptops ● 7 Ipads to be purchased using DES funding

<ul style="list-style-type: none"> ● Each teacher will learn to use an ipad and begin to use it to augment their teaching ● Application for Digital Schools Status ● Update and expand school wifi network 		<ul style="list-style-type: none"> ● All teachers ● Principal and one other staff member ● Principal 	<ul style="list-style-type: none"> ● Each teacher will use their ipad for checking school emails, taking roll and engaging with Aladdin, updating school website, and use as a tool to augment teaching ● Successful accreditation ● Improved wifi network for staff and also improved capability for next year when whole classes will use ipads 	<ul style="list-style-type: none"> ● Laptops ● Ipads ● DES funding
<p>ACTIONS (What needs to be done?)</p>	<p>TIMEFRAME (When is it to be done by?)</p>	<p>PERSONS / GROUPS RESPONSIBLE (Who is to do it?)</p>	<p>CRITERIA FOR SUCCESS (What are the desired outcomes?)</p>	<p>RESOURCES (What resources are needed?)</p>

<ul style="list-style-type: none"> ● Staff will develop their own ICT skills so that they increase the pupils use of digital technologies ● All staff will use Seesaw as an assessment tool at least once per term 	<ul style="list-style-type: none"> ● Year 4 (2020/2021) 	<ul style="list-style-type: none"> ● All Staff ● All Staff 	<ul style="list-style-type: none"> ● Staff will include an integrated digital technology lesson at least once per term 	<ul style="list-style-type: none"> ● 30 ipads to be purchased and used on a rota basis by each class ● Ipad charging trolley/ storage ● Ipads
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?)
<ul style="list-style-type: none"> ● Ipad need to set up for whole class use ● Staff will be 	<ul style="list-style-type: none"> ● Year 5 (2021/2022) 	<ul style="list-style-type: none"> ● IT expert ● All Staff 	<ul style="list-style-type: none"> ● Very few if any issues experienced by teachers when they use the class ipads ● Digital Technology will be used 	<ul style="list-style-type: none"> ● School ipads ● Ipad charging trolley ● Staff expertise

<p>formally teaching a higher using digital technologies</p> <ul style="list-style-type: none"> ● All students will be given an email account to be used throughout their Primary School life 		<ul style="list-style-type: none"> ● All Staff 	<p>in a variety of curricular areas throughout each school term</p> <ul style="list-style-type: none"> ● Teachers will encourage children to use their email account to enable them to submit assignments 	<ul style="list-style-type: none"> ● Increased network capacity to enable pupils print completed work ● Pupil dedicated network printer
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EVALUATION PROCEDURES:

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

Year 1

In year one a huge amount of time went into building the new school website www.smnslimerick.ie . The Board of Management Treasurer was involved in the initial set up of the website hosting service with Elive. The Parents Association chairperson was very supportive at the end of the website development with her expertise in html and back end design. The website has been extremely well received by parents and members of the wider community as well as past pupils and prospective families. The e-newsletter has been very well received with parents commenting frequently on how happy they are to get an insight into their child's learning. They really enjoy seeing pictures of their children engaging in educational activities.

Year 2

Wordpress which was to tool used the build the school website in year 1 was not the easiest tool to use and it was envisaged that teachers would be able to update their section of the website on a termly basis. This may not take place just yet but it is something that we are

working towards. Further staff training is required in this area. A staff member has taken over compiling the e-newsletter. This goes out on a monthly basis and is still very popular with parents. One problem we are encountering is that the newsletter goes into the spam folder of some parents' accounts. We need to investigate another e-newsletter builder that would not have these negative effects.

Another success of this year's plan is the increased awareness of the negative effects of mobile phone use. The Mobile Phone Policy is now up to date and children, parents and staff are more aware than ever about Cyber issues thanks to our yearly talk from Zeeko. This talk will be a yearly event.

Another major achievement in year 2 has been the successful sign up to GSuite for education. This was attempted last year but we were unsuccessful in finalising set up at the final stages. Subsequent to this the school is now able to have a calendar integrated with Aladdin that is pinned to the teacher's homepage and teachers can update it themselves. This really helps the overall running of the school and improves communication and efficiency. We are very lucky to have a school secretary who has the skills and dedication to follow through in the set up and implementation of these tools.

Year 3

Year 4

Year 5