



E-Learning Policy

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E-Learning Policy

Aims of the policy

ICT plays an increasingly important role in the way we communicate, learn and live. The challenge is to effectively harness these technologies in a way that serves the interests of learning and the larger teaching/learning community. It can be used to ensure the effective use of ICT and preparing students for an increasing digital world. This policy aims to:-

- Ensure all students are ICT Literate.
- Enhance the students teaching and learning experience using ICT.
- Engage students in the classroom and beyond.
- Encourage students to learn independently using ICT.
- Enable all students to develop the needed skills to effectively use ICT across the curriculum.
- Help students use ICT effectively to support all their abilities, as well as support those with Additional Educational Needs to fulfil their potential.
- Use ICT to build and maintain links with the wider college community.
- Ensure students are equipped to use ICT in a safe and secure manner.

ICT Curriculum Development

ICT has the capacity to promote and encourage the transformation of education from a very teacher directed enterprise to one which supports more student-centred models. Students using ICT for learning purposes become more immersed in the process of learning. And as students become more proficient in using ICT tools, this continues to influence the use of technology in supporting students to learn.

The use of ICT in the curriculum delivery should be evident in the schemes of work for all subjects across the curriculum. All subject areas have a responsibility to ensure students can participate effectively in an ever increasingly and rapidly changing world of technology. This will prepare students for life-long learning and ICT use within the workplace, thus enhancing their employability skills.

All curriculum areas will include a focus on the use of ICT and Digital Technology as an effective way to engage and motivate students as well as to enhance the student learning experience.

Staff Development

Blackburn Gould is committed to ensuring staff have all the skills and knowledge to deliver the curriculum using E Learning strategies as part of ICT across the curriculum. All staff will receive annual training on the use of ICT and Digital Technologies delivered both internally or by external bodies. Staff are provided with regular updates on changes to ICT within the college via email. Staff are asked to request/suggest areas for CPD in relation to ICT and digital technology as well as Sharing Good Practice in this area.

ICT across the Curriculum

Students are enabled to develop ICT skills in the following areas as designated by the Department of Education:

Explore

- Access, select, interpret and research information from safe and reliable sources.
- Investigate, make predictions and solve problems through interaction with digital tools.

Express

- Being creative and developing and presenting ideas using: Text, sound, music, and still or moving images.
- Using software to produce an outcome.

Exchange

- Communicate safely and responsibly using a range of contemporary digital methods and tools.
- Sharing, exchanging, collaborating and developing ideas digitally.

Evaluate

- Students reflect on their process and outcomes.
- Students think about how they carried out a task and identify how they might improve on what they did.

Exhibit

- Pupils will store and manage their work digitally.
- Pupils will showcase their work digitally.

ICT and Inclusion

ICT is an integral part of Blackburn Gould's ability to deliver a broad and balanced curriculum enabling the engagement and achievement of all students whatever their academic ability.

ICT and digital technologies will be used to enable all students to access their chosen curriculum pathway.

All staff will make reasonable adjustments to teaching and learning strategies involving ICT and digital technologies to all those who are gifted and talented and those who have Additional Educational Needs to achieve their potential.

E Learning Co-ordinator

- Develop and maintain an E Learning vision and a three-year strategy for E Learning.
- Ensure the E Learning Policies are reviewed and updated.
- Monitor the E-Learning strategy in the organisation.
- Ensure relevant information is disseminated to all staff regarding the use of ICT and Digital Technologies.
- Plan and Deliver CPD on the use of ICT and Digital Technologies to all staff and the organisation.
- Assist in the development of the VLE in the organisation.
- To annually survey, staff and students in the effective use of ICT and Digital Technologies for Teaching and Learning.

Head of Department

- To ensure appropriate opportunities are identified in Schemes of Work for the use of ICT and digital technologies.
- To ensure a Departmental E Learning strategy is communicated to all department staff.
- To ensure subject teachers are implementing departmental strategy on E Learning.
- To monitor student work created using ICT and Digital Technologies.
- To oversee and update any departmental website or VLE information.

Subject Teacher

- To ensure opportunities identified in Schemes of Work are implemented in the classroom.
- To deliver quality lessons using ICT and digital technologies where appropriate.
- To ensure students are using ICT and digital technologies in a safe manner.

Students

- To abide by the organisation's expectations when using digital technologies for teaching and learning.
- To ensure they bring their digital technology devices to college for use every day in lessons.
- To keep all digital technologies safe and secure when in school.
- To abide by the rules in the organisation in relation to digital technologies.

Monitoring and Review

This policy and the use of ICT and Digital Technologies will be reviewed and updated annually or more frequently based on changes to Digital Technologies. The intention is to ensure we are at the forefront of using E Learning in all its forms. The monitoring and review of this policy will be done in conjunction with the social networking policy.