

Presentation Secondary School Digital Learning Plan 2019/2020

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:

Presentation Secondary School Mitchelstown as it is today, caters for over 300 girls, providing a very extensive curriculum, enhanced at senior cycle by a co-operation policy with the neighbouring C.B.S. Though the first lay principal was appointed in 1996, the school is ever consistent with the Presentation ethos and the legacy of Nano Nagle. Caring and full developmental education are the key elements of the school and each student is nurtured in accordance with her individual needs. The dedication of the Principal and the Staff ensure continuance of a tradition of excellence.

1.2 School Vision:

Our school motto is Preparing for Life.

We aim to be a school where all our students are cherished equally and assisted in their efforts to achieve their academic and personal goals. The spiritual and moral development of pupils is a matter of paramount importance at Presentation Secondary Mitchelstown. We strive to develop in each pupil a sense of pride and courage. Our aim is to integrate technology 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 ICT, and understand the impact of those technologies on society.

We propose to train our teaching staff and our students in innovative and meaningful uses of digital technologies in education to collaborate, research and create. We wish to develop further the already positive attitude to digital technology that exists in our school. It is our intention that all students will partake in BYOD (Bring Your Own Device) from September 2019. We endeavour to utilise digital technology as a tool to develop students' personal development and social skills through the use of cooperative learning strategies and presentation of research work. It is also our intention that staff will further develop their knowledge of and use of Digital Technology in their lesson planning and daily teaching & learning. As all the Junior Cycle Key Skills have a digital focus, the promotion of Digital Learning is key for teaching, learning and assessment. Our school leaders will promote a culture of improvement, collaboration, innovation and creativity in learning, teaching and

assessment by providing teachers with opportunities to collaborate in person and through the use of digital technology – across and beyond our own school. By creating a one-to-one computing environment in our school, we will encourage students to collaborate with each other and with their teachers, thereby enriching student learning experiences and helping them to become self-motivated and autonomous learners. In this way, every classroom becomes an IT suite wherein students can collaborate, create and share. Teachers will have more scope to create more innovative assessment methods and learning opportunities across and beyond the curriculum with a focus on collaboration.

Our specific goals for 2019/2020:

1. To formulate a digital learning plan to enable staff and students to become digitally literate. We want our community of learners to be able to access digital technology in an ethical and responsible manner, to collaborate, share expertise and knowledge, to continue to strive for excellence in our learning, teaching and assessment.
2. To continue to build on what has already been put in place. This includes the introduction of tablet devices.
3. It is envisioned that digital technologies will enhance student engagement to become independent and active learners.
4. Teachers will support this through the sharing of effective pedagogical approaches and the sharing of knowledge.
5. The Leadership and Management team will support infrastructural changes and promote CPD opportunities (both in & out of school).

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

- All classrooms have an overhead projector or screen and a desktop computer with internet access.
- We have one computer labs with 25 computers and 10 laptops. The computer lab is equipped with a printer.
- We have 2 staff computers in the staffroom both connected to the photocopier.
- A number of SEN students use laptops to support their learning.
- We are currently in the process of renewing our school website. We have a Facebook page that is regularly updated and use “text a parent” software to contact parents.
- We currently use VS Ware to record student data, attendance and assessment results.
- All teachers have a Pres Mitchelstown office 365 account to enable teacher collaboration.
- All students have been given an office 365 login username and password.
- ICT Coordinators provided training for all staff in the use of Microsoft OneDrive.
- Staff collaborate with each other through Microsoft Office (Teams and Outlook)
- We have 10 student devices stored in a trolley. These are used to assist Teaching and Learning in the classroom setting.

- We have successfully implemented a BYOD policy in our school in 2019.

2. The focus of this Digital Learning Plan

We are currently undertaking a digital learning evaluation in our school during the period (Sept/2019) to (May/2020). We evaluated our progress using the following sources of evidence:

- Teachers Questionnaires
- Student Focus Groups
- Formal discussions at staff meetings

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

Dimension Teaching and Learning Dimension Leadership and Management

Domain 1: Learner Outcomes Domain 1: Leading Learning and Teaching

Domain 2: Learner Experience Domain 2: Managing the Organisation

Domain 3: Teachers' Individual Practice Domain 3: Leading School Development

Domain 4: Teachers' Collective/Collaborative Practice Domain 4: Developing Leadership Capacity

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

Standard	Statement(s)
<p><u>Domain 2: Learner Experiences</u> Students engage purposely in meaningful learning activities</p>	<p>Students use digital technologies for sourcing, exchanging of information to develop understanding and support basic knowledge creation.</p>
<p><u>Domain 1: Leading Learning and Teaching</u></p>	<p>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.</p>

Promote a culture of improvement, collaboration, innovation and creativity in learning, teaching and assessment	
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2.3. These are a summary of our strengths with regards digital learning

- Our school has been developing a culture of collaborative practice, especially since the introduction of office 365.
- All teachers and students have an office 365 pres Mitchelstown log in.
- All teachers and students have a pres Mitchelstown e-mail account.
- PC and projector in each classroom.
- A Digital technology team is in place and they are developing a strong digital technologies support structure.
- There is a positive attitude among staff towards the use of digital technologies in the classroom.
- Several staff members are very proficient in digital technologies and we have the capacity to provide a lot of inhouse training/CPD to teachers.
- All staff members proficient in the use of Microsoft Office, email, file-sharing and cloud storage. All staff members have a personal device.

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

- Utilising trained teachers already on staff to disseminate their skills and knowledge to the wider staff. Staff members will provide training in the form of “micro-sessions” frequently throughout the school year.
- Nominate and train a digital leader from each subject department.
- To maintain existing digital learning infrastructure we will outsource a service contract for on-going maintenance.
- We will establish a printing hub to support our Bring Your Own Device policy.
- We aim to integrate ICT into every subject more in the coming years and allow time in subject planning for digital learning.

- We aim to provide more access to IT for students use across all curricular subjects.
- We aim to incorporate digital technologies more into our teaching of subjects that are currently on board or coming on board in the area of Junior Cycle Reform.
- Develop a new website and incorporate student and teacher access to Microsoft 365 and VSWare.
- Develop communication with wider school community via the new website and twitter.
- Establish a student and teacher wifi system to support our BYOD policy.
- Review and update our AUP.

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: **Domain 2: Learner Experiences**

STANDARD(S): Standard 1: Students engage purposely in meaningful learning activities.

STATEMENT(S): Students use digital technologies for sourcing, exchanging of information to develop understanding and support basic knowledge creation

TARGETS: Students use technology to actively engage in learning. Teachers use technology when delivering the curriculum to students.

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>To expand the use of digital learning in delivering the curriculum and ensure that all students experience digital learning activities regularly.</p> <p>Create a student focus group</p>	<p>Sept 2019 to May 2020</p> <p>Sept 2019 to May 2020</p>	<p>Digital Learning Team</p> <p>All teaching staff</p> <p>Digital Learning Team</p>	<p>All teachers will embed digital learning in their Teaching and Learning by using Padlet for groupwork activities, Mentimeter for student feedback and Kahoot for assessment of learning</p> <p>Junior classes in particular subjects to undertake a PowerPoint presentation or Group assignment for CBA's that engages the student in the use of ICT.</p> <p>TY students will conduct research and submit selected projects in digital format during the year.</p> <p>All students will have access to computer devices to source and review information.</p> <p>Constructive feedback from students in the use of devices for improving T&L in the classroom.</p>	<p>Computer Access</p> <p>Internet Access</p> <p>Ipad Access</p> <p>Meeting Time</p>

Increase number of devices available for student use	May 2020	DL Team/ Management	Funding and Government Grants	
EVALUATION PROCEDURES: (How are we progressing? Do we need to make adjustments? Have we achieved our targets?)				

Digital Learning Action Plan

DOMAIN: <u>Domain 1: Leading Learning and Teaching</u>
STANDARD(S): Standard 1: Promote a culture of improvement, collaboration, innovation and creativity in learning, teaching & assessment
STATEMENT(S): 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.

TARGETS: To encourage use of ICT in planning for classes, notify staff of courses that are available and provide access to IT for students within the School. To develop a practice of sharing expertise and experience of use of IT for teaching & learning amongst colleagues.

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>“Teacher Open Door System” to promote Digital Strategies in T&L</p> <p>Provide training to Digital Leaders (Wriggle) on how to operate ipads. (classroom management)</p> <p>Establish support groups between DL Team and staff</p> <p>Update (and continuous monitoring) of staff on the step-bystep guide to</p>	<p>Numerous times across academic year</p> <p>September 2019</p> <p>September 2019</p>	<p>Digital Learning Team</p> <p>Digital Learning Team</p> <p>Digital Learning Team</p>	<p>Teacher feed back Willingness to sign-up</p> <p>Digital Leaders presentation at staff meetings.</p> <p>Teachers sign up to a group to work in consultation with a member of digital learning team.</p>	<p>Computer access Internet access</p>

booking of student devices for all staff.	September 2019 – May 2020	Digital Learning Team	Teachers fill in fortnightly timetables to book use of laptops, ipads and computer lab	
EVALUATION PROCEDURES: (How are we progressing? Do we need to make adjustments? Have we achieved our targets?)				