

Northern Infant School NGFL Development Plan 1998 / 1999

Target	Tasks	Action	Success criteria	Timescale	Responsibility	Monitoring
Audit current ICT provision and identify areas for development.	Audit hardware and software provision and staff IT competence. Update hardware and software lists in scheme.	Identify and order software and hardware to match NGFL requirements and ICT development. Identify staff training needs.	Governors and staff agree on provision and needs are budgeted for - through NGFL moneys.	September - December 1998.	Headteacher / ICT coordinator.	Curriculum committee
Identify supplier for equipment and services to provide Internet access in accordance with HCC guidelines	Book visit from Tony Cook (HMTC) for technical advice about the resources required to access the Internet for the school, and to seek advice on the IBM King Alfred Machine.	Make decision on basis of educational benefit - and NGFL funding. Order HMTC advice, equipment and installation.	Internet access installed successfully with KA machine in line with county guidelines, and new equipment delivered and installed.	Installations and deliveries completed by end March 1998.	Headteacher / ICT coordinator	Curriculum committee
Budget for ongoing Internet access costs in future financial planning	Identify costs linked to Internet connection.	Regularly review costs. Check for competitive pricing, and funding being allowed to schools via lottery grant or further NGFL moneys	Appropriate budget commitment for annual expenditure or Internet expenditure.	End march 1999	Headteacher / ICT coordinator	Finance committee
Provide all staff with training to access and use Internet resources effectively in their teaching.	Identify training matched to school and individuals needs.	Develop and implement ongoing training program to raise staff awareness, confidence and competence in the use of the Internet.	All staff use Internet regularly to access information and resources to support their teaching.	Beginning once Internet is installed - regular use by end Summer term 1999	All Staff	Headteacher and ICT coordinator
Provide children with controlled access to Internet facilities to enable them to communicate around the world and to resource their own learning.	All of previous steps to have been carried out.	Ensure that Internet use is in planning - update scheme -include in short term plans and timetable computers for classes and for staff use. Set up links with other schools	Children use e-mail and are able to make simple searches with adult supervision.	Summer term 1999	ICT coordinator, all staff	ICT coordinator
Continue to extend the use of ICT in school management and administration.	Identify ways in which school management and administration systems can make greater use of ICT.	Update ICT development plan to include training and further hardware needs. (Portables for staff planning)	Schedule agreed for further management and administration support.	End of summer term 1999	Headteacher / ICT coordinator / Office staff	Headteacher and governors
Report on each child's progress in IT capability annually to parents and reporting NC attainment levels	Review ICT certificate scheme supplied by county.	Make decision as to how ICT will be reported to parents.	Reporting system agreed and in place.	September 1999	All staff	Curriculum committee
Develop and share curriculum resources with other schools through the Internet.	Identify opportunities in curriculum map for using Internet to link with other schools.	Develop and extend established email links, create school web site, produce work in web page format.	Children produce ICT based ICT based resources to publish on school website.	Autumn 1999 (or before - when relevant courses are complete)	ICT coordinator	Curriculum committee