



**BREHERTON ENDOWED CE
PRIMARY SCHOOL**

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Walking in the footsteps of Jesus with our Christian family, we learn, grow, achieve and flourish together in God's love.

Strategic IT hardware and network action plan for Bretherton Endowed CE Primary School 2021

| | Area of need | Importance ***** 5 is high priority | Recommendations | Cost | Comments |
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| 1 | To secure a medium term relationship with a Google certified educator to plan and facilitate staff training and expertise and SLT management of google admin so we are self maintained for the future. This is in the absence of Google certified support from Virtue. | ***** | <ul style="list-style-type: none"> Secure certified trainer Ben Whitaker (Ormskirk) to work with school over 2 years. Review virtue SLA and amend according to needs – possible reduction in days as reduced workload with chromebooks in school Ensure all staff inc TA's are involved in training so all staff are skilled and where possible move towards staff being Google educators level 1 for expertise in teaching children (online course supported by Ben) | £3000(1500 for each year) which constitutes 1 staff meeting and 3 twilights (in lieu of inset not attended in June) over the year. This constitutes @£150 per hour training and offers online and telephone support for Computing lead throughout the 2 | <p>We have secured this for 2021 2022 and there have been 5 wole school CPD sessions and 1 SLT/SL CPD session along with inset day session and online support. Decided not to pursue Year 2 programme due to more pressing issues in other subjects but very good progress made and progress looks as it will be sustainable.</p> <p>Virtue SLA is pay as we go through Matt Schofield</p> |

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| | | | | years. | <p>– high skills ; limited availability – wait @3 weeks when requested but support on phone or email quick</p> <p>Most staff engaged in training. Will need to offer ‘topic’ training for TA’s over the next 12 weeks and in September</p> <p>All staff wanting to complete level 1 google educator award, can sign up before the end of the year. 3 staff so far have commenced the process</p> <p>Google educator to be kept as ‘goto’ google support and would pay on ad hoc basis if required for CPD or SL. He has offered High quality subject leader and staff CPD</p> |
| 2 | Training for SLT and Computing lead on google admin | ***** | Included in the above package to ensure policies and procedures promote online safety and GDPR In addition 3 1.5 hour training sessions with SLT inc SA to be able to admin manage our provision. | As above | Completed and more positive approach from SLT in understanding policies and can operate most day to day updates confidently. Support may be required for significant protocol changes. End of year able to be completed in house with no cost. Am |

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| | | | | | to support SA so 2 people know what to do. |
| 3 | To review the use of bitlocker in relation to staff laptops to comply with GDPR expectations | **** | To add bitlocker to staff laptops that will leave the school building. | Virtue SLA | Not yet actioned from 2020 2021 Again still not actioned but will review in light of chromebooks. Changed to ** priority in discussions with virtue after assessing risk |
| 4 | Technology requirements: Which staff need an chromebook? | *** | NS; JV; JC;SA;DB have been allocated Need to check others and support the use of them as planning for future failings in Microsoft word hardware CARE: IWB will always need a wondows device due to cable ports. This will facilitate their understanding of Google platform | SLT | SA to purchase link lead for chromebooks to IWB before thee end of the year Staff advised of summer term to begin using google and chromebooks more regularly pending action plan to transfer children and teachers to google as sole platform (except office 365 emails at this time) |
| 5 | Successful end of year process for the end of year 1 using google classroom | ***** | <ul style="list-style-type: none"> Remove existing year 6 from :@ bretherton.lancs accounts and write to parents. Archive their work Strip old chromebook machines back to factory settings and bretherton domain Allocate the old ones to function in school. Storage in Wilson suite for emergency access | Alison Sarah | Am completed this. Old chromebooks were 4 years old and some were not in best condition. They are not touch screen like the new devices but are good spare ones for children and can be used for groups in class 1 if required. Archived year 6 last year from @ bretherton. |

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| | | | | | AM to train SA on end of year process at end of June 2022 |
| 6 | Review leading to end of 2022 how to facilitate the 1 to 1 devices being decommissioned for Bretherton accounts | *** | <ul style="list-style-type: none"> • Set up year 2's with their devices and insurance etc • Manage the payments of existing devices with school office so total commitment to budget is known • Training for SA /AM on ensuring the devices are able to function out of Bretherton • July 2022 will need to remove '1 to 1' Year 6 devices from @bretherton domain so no longer managed • | Dec so paperwork and quotes October | Year 2 parents invited. Limited success this year so complete again along with new year 2 after Sept 2022. Ok as some extra devices but not same quality and spec. Ask parents what barriers are – could be financial as cost of living concerns |
| 6 | AM /SA/JC to review the use of netsweeper to ensure we can block and unblock sites as before | *** | <p>Btls to change setting to daily reports to ascertain online issues and address immediately. Virtue attempted to change but not done New expectation of staff to do history checks randomly each half term and report findings to IT lead through online breach google form SA to continue to review netsweeper reports weekly – oversight by HT</p> | Time only SA.JC.AM | AM confident at unblocking possible websites and interpreting and investigating through the reports and BTLs SA overseeing the reports and reporting to Govs termly any concerns. SA and AM active reviewers and all concerns and advice sought recorded on online safety report or/and cpoms History checks implemented and diarised for all classes. Await outcomes.Referral to early support from Lancs constabulary involved regarding incident at home/in school. May look to invite to speak to KS2 as a whole regarding |

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| | | | | | being safe online and impact of digital trail. |
| 7 | To maximise the learning for pupils we will put teaching of the Google platform as high priority for this coming year so we can maximise the technology available. | | <ul style="list-style-type: none"> • This will start after staff CPD in September • SA to review Purple Mash and school long term plan to highlight where google learning will take place and provide a skills progression for year groups so skills can be built upon and staff can access all google platform for other subject lessons well. | SA | <p>Remote learning used and more blended approach used in relations to homework; children at home and in school and to reduce photocopying in school by providing spelling lists for example on classroom.</p> <p>This has space to develop more as there is increased confidence in using it with staff.</p> <p>Next steps will be to ensure all TA's are also confident and a number of workshops for TA's will be needed to upskill TA's in a variety of areas. In addition specialism of staff to be shared – VG and SA to lead to increase further blended classroom</p> <p>Next steps: SA to reflect on google workspace to see if anything else is needed for computing curriculum and unplugged activities and learning reflection book may be needed.</p> |
| 8 | Timetable for use of | **** | <ul style="list-style-type: none"> • SA to leave Iads into long term plan for classes and | | Will use the 4 C's of |

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| | ipads and training to ensure class sets are used to complement the computing curriculum for all classes and that Ipads are also used to enhance learning in all other subjects eg Design and technology | | <p>identify possible apps or uses</p> <ul style="list-style-type: none"> • Class teachers/ subject leaders to be encouraged to look for opportunities where IPADS will enhance learning in their class/ subjects • Subject leaders to review apps that could enhance learning in their subject • SA to cascade any previous training on the use of Ipads (IT with MR P etc) to staff through staff meetings with small focused topic /subject focus so staff can take risks with learning and build up confidence and repertoire over time. | | <p>computing literacy to look at how our google educator training can be developed in classroom for teaching and learning. Focus on SL next year to support how technology can support their subject and workshop style staff meetings once a half term linked to subjects and / or use of technology</p> <p>Next steps: Ipads not being accessed or used. To look at how the apple devices can complement the use of chromebooks and ensure apps loaded that will support teaching in subjects identified</p> |
| 9 | Build up on skills and allocate tech to match the apps and teaching in every year group. | ** | <p>2 year cycle – CPD for staff matching the needs of school.</p> <p>Staff to be asked every half term, what they need and support in house or seek external support where needed now that tech is more reliable</p> <p>Regular reflection of impact of training, use of tech to support teaching and learning and limitations or barriers to outcomes reported and removed where possible</p> | AM/SA | <p>Significant progress in this area</p> <p>Next steps to pursue this further and SL to look how tech and apps can complement their subjects eg digimaps. Mario maps for Geography</p> |
| 10 | National online safety platform | ***** | <ul style="list-style-type: none"> • Look at the CPD on offer and map the training for staff group roles and share with staff at the start of the year • Share everyones login and promote use for lessons and CPD of individuals at INSET Sept 2021 • Promote and launch well for parents so they can access where needs are | AM/SA | <p>Staff CPD completed. Many newsletter links. Letters and workshop for parents in relation to keeping children safe at home. Achieved certified school status</p> |

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| | | | <ul style="list-style-type: none"> Children to be aware of this initiative to raise profile so school is different as a result of having the platform- children know this is a high priority | | <p>Online safety teaching evident through school in all year groups. May need more regular reviews and pupil questionnaires due to extensive use of IT platforms by KS2 children.</p> <p>Next steps: Determine whether we should purchase next year.</p> <p>Comprehensive staff CPD for DSL and subject leaders</p> |
| 7 | Ipads- staff | *** | <ul style="list-style-type: none"> All staff ipads to be configured – push kindle ; joint area for resources 4 Staff ipads still need adding as old versions. All others added to MDM Storage difficulties have been resolved with new trolley and now have 34 ipads for children’s use and apple TV in school hall for use with PE and modelling. Old ipads may need to be allocated to class 1 for general use and staff allocated the spare new ones for class and blogging use | Existing Virtue SLA days | <p>To do summer 2022 as many changes and updates for staff devices need them to be factory reset so all photographs to be downloaded to the server.</p> <p>2 days by virtue have trained AM on MDM – apple manager and how to facilitate apps and push updates and update and prepare all devices</p> |
| 8 | Ipads – children | ***** | <p>Children’s ipads to be connected to MDM for ease of updates and app purchases</p> <p>Children’s ipads start from scratch to ensure all can be linked and may require charging and sync trolley</p> <p>Sub contract matt Schofield</p> | Included within existing Virtue SLA days | <p>Completed and AM taught how to add apps.</p> <p>Further training completed as listed above</p> |
| 9 | 1-3 year plan to move all staff to google and using gdrive and | ** | <ul style="list-style-type: none"> Training in converging and saving Pay chrome books for all staff | SA | <p>Action plan for this to be written summer 2022 and start to roll out Sept 2022.</p> <p>Likely cut off for all</p> |

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| | decommissioning one drive 365. | | | | works on google Christmas 2022 soft date Easter 2023 hard date. No change to office 365 in foreseeable future. |
| 10 | SEN d focus on google and ipads to support | *** | <ul style="list-style-type: none"> • Roulette of training where each staff member takes one area and is trained and can then cascade to others. • NS – LBQ • DB – Espresso discovery • SA- Showbe? • LH – garage band • AM – scratch and mind mapping • ?others | AM staff meeting workshops | These already to use and mostly being used. List of specialist teachers and pupil digital leaders to be written so staff can access as and when needed. Digital leaders led computing club in ks2 and incorporated use of cad design and 3 d printer |
| | Coding and algorithms for upper school. | ** | <ul style="list-style-type: none"> • To ensure we have adequate apps for upper school • Communicate with local high schools on their apps to determine ours – bishops, Tarleton, hutton. • Email them to support in 2021 with staff and pupil understanding | SA | Next steps: CPD from computing hub for SA and links for whole school as Bishops. Bishops agreed to support VG link with Hutton Grammar if can support |
| | Review Virtue SLA – How much time needed? What support needed for SLT or SL? | | <ul style="list-style-type: none"> • SL 1 to 1 time how to push to all devices and use of MDM (Ipads) • Do we need 12 half days with high quality Tech on site now? | | No don't need 12 days SAL. Virtue agreed to pay as we go which will be cost effective. New Wifi being installed by Virtue through Gov grant. Old wifi being sold to Matt and costs reclaimed by school. Budget planning allows for 12 days but it is the hope that we may not require all of these. |

Mrs A Moxham
Head Teacher

Written July 2021 linked to whole school action plan and school priorities and changes in technology after Covid 19 pandemic.
Updated April 2022 in preparation for Online safety Governor report Spring 2022



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