

Digital Transformation Action Plan 2018/2019

Vision: We strive to equip our pupils with skills for the future with a drive to develop the use of technology for learning across all subjects to better prepare our children for the demands of the 21st century workplace, with the belief that effective use of technology in lessons enhances and extends student learning.

Planned Actions	Time Scale	Personnel	Resources	Intended Outcomes	Monitoring Process	Evaluation of Impact
Principal and Academy Lead Digital Champion to attend Microsoft Showcase School Training at Paddington	December 2018	Mrs Kendal Mrs Jenson	Train tickets to London	To develop the knowledge and skill set of the Computing Leads in the academy to disseminate in the academy.	N/A	Principal and Lead Digital Champion attended training and are the academy experts.
Academy system to be upgraded to a one sign in for all staff and pupils	November 2018	IT Team	New switches	We will migrate on to Windows 10 in line with the Trust's rolling program. Airhead will be live for staff and pupils for easy access to all Computing programs	Termly SCR Meetings with Daniel Dudley and Sonia Kendal Deputy Principal ensuring Teaching Assistants are fully engaging.	All children and staff access Airhead on or off site. Teams is fully embedded becoming the main vehicle for communication and collaboration.
All staff to be trained on Microsoft applications	January 2019	Mrs Kendal	Tablet Academy Training Days x 3 17 Supply teachers	Staff will be confident to use Microsoft 365 programs to enhance our teaching and learning to improve our outcomes for pupils.	Teachers are to have Tablet Academy Training to ensure they are confident with using Microsoft applications to their full potential with teaching and Learning. Deputy Principal will deliver training with Teaching Assistants. Midday, admin and site staff to be able to access drop-in clinics to develop their use of Microsoft 365 if they come across barriers which will impact their role.	Deputy Principal ensuring Teaching Assistants are fully engaging. Staff able to access training through drop-in clinics
At least 10 digital devices to be placed in each classroom	April 2019	Mrs Kendal	Wave 1 – 70 Dell Latitudes Wave 2 – 80 Dell Latitudes	Pupils should have good access to a digital device when needed. Pupils should be able to make an informed decision when they should use technology to support their learning and be able to access it without barriers.	Wave 1 of the laptops have been placed in each classroom. The devices are used in the same way as some stationery. Technology is embedded in the majority of classrooms.	

All teaching staff to become MIE (Microsoft Innovative Educator)	February 2019	Mrs Kendal Mrs Radford-Rea	N/A	Teachers will be committed to their professional development of using technology in the classroom by completing Microsoft Education Courses to further their understanding of how to create a 21 st century classroom.	All teaching and Teaching Assistants have become MIE certified. Staff encouraged to update the MIE leader board of their achievements.	
At least 25% of teaching staff are to become MIEE (Microsoft Innovative Educator Experts)	March 2019	Mrs Kendal Miss Calver Mrs Worts Miss Jensen Miss Bowler Mr Storer Mrs Noyes Miss Rikh Miss Hill	N/A	Our staff will show commitment to using technology in the classroom. We will have MIE Experts in all year groups across the academy to drive the use of technology in all classrooms.	10/3/19 - Staff have submitted their applications and we are waiting for approval.	
Children from Year 2 to Year 6 access Microsoft Teams in learning time.	February 2019	Teaching Staff	N/A	Pupils will be able to enhance their learning by the use of technology in the lessons. Through the use of Teams, everything will be accessed in one place to maximise learning time.	March 2019 – Pupils are using Teams in all year groups in and out of learning time.	
Digital technology should be present in at least 90% of lessons.	May 2019	Middle Leadership Team	N/A	Technology will become so embedded that it is used where it is needed naturally without specific planning or direction.	Learning walks planned for April 2019	
75% of children reach ARE when assessed against the criteria in our Basic Skills Policy.	July 2018	Digital Champion		Children will be working at ARE or above with Microsoft applications		