

INFORMATION & COMMUNICATIONS  
TECHNOLOGY

William Brookes  
School



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COMMUNICATIONS  
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Parents' ICT Guide  
2009—2010



## **AIMS**

- To enable all students within William Brookes School to access all the ICT equipment regardless of ability, gender or curriculum choice.
- To provide a constructive and supportive atmosphere of learning within the department. This will allow all students to develop ICT skills that will lead to independent usage of ICT equipment, as well as independent learning.
- To promote the ICT department as a community resource accessible to all members of the William Brookes School community.
- To provide all students with the essential ICT skills, transferable across curriculum areas. This will enhance the presentation and quality of their work as well as their overall development.
- To provide all members of the school with the knowledge and skills that will allow them to face the technologies of the future with a positive outlook.

### **ICT STAFF:**

Mr P Garnett	Head of Department
Mr J Crook	ICT Co-ordinator
Mr I Biddle	Network Manager
Mr M Partridge	P/T ICT Technician
Mr P Bertrand	Electronic Resources Manager



## ACCOMMODATION AND RESOURCES

The ICT network within the school is based around a fibre optic backbone that radiates to all areas of the school. The network is under continuous development and grows from term to term. There are many key areas equipped with a suite of computers with both local and network capabilities. These include 4 computer rooms: room 12 and 14 with 30 computers, room 18 and 15 computers and room 19 with 22 computers. These are able to be booked as a resource to all curricular areas, as well as computer facilities in the Library, Maths, Design & Technology, French, Music, Geography, Learning Support, Business Studies and a wireless laptop network in Science. This enables local setup of programs, yet networked access to students' work and files. All these areas are linked to the Internet and used extensively on a daily basis. All Internet connections throughout the school are subject to a three-stage filtering process in order to protect students from undesirable content.

ICT independence is promoted in all subject areas, and programs are available to enhance student independent learning in Literacy, Numeracy, Modern Foreign Languages, ICT and the Internet. This is in addition to the usual industry standard software which is used. Most departments include interactive whiteboard technology that allow them to teach, and students to learn, in a more challenging environment.

As ICT develops worldwide the department sees it as a priority to enable the students to utilise computer technology which is as close as possible to that employed in further education and the world of work.

## CURRICULUM

### KEY STAGE 3

ICT is taught in discrete 1 hour lessons throughout most of Key Stage 3. This delivers the basis skills that the students will need throughout their education and working life. It mainly focuses on delivery of skills that can be used to enhance their work in all curriculum areas. Topics covered include Spreadsheet use and design, Desk Top Publishing, Graphics Manipulation, Internet research skills, Web Page Design and Construction and Handling Data. All of this is reinforced and used in many other subject areas throughout the three years. ICT is also delivered through host subjects such as Maths, English, Science, Music, Design & Technology, French and Geography. This enables the students to place the skills acquired within a real working context. Compulsory assessment at the end of Key Stage 3 is based upon the students' work within all host subject areas, as well as work produced in ICT lesson.

### KEY STAGE 4

Students follow the OCR National Certificate courses at Key Stage 4. All students continue to work with ICT at Key Stage 4 within a core skills course and host subject areas even if they decide not to opt for an accredited ICT course. Over the past four years, the ICT pass rate (grade C-A\* or equivalent) has increased from 67% to 98%. At present, there are three groups taking ICT as a discrete option in Year 10 and 11. This shows the popularity of ICT within the school.

### KEY STAGE 5

Students in the Sixth Form can opt to do the OCR Advanced GCE in ICT at both AS and A2. Students can study the AS Level in ICT that can then lead to a full A Level qualification. In addition to this, students can make full use of computers to assist the development of coursework and projects within other areas of study. There has been a 100% pass rate in AS and A2 courses over the last 5 years.



**COMPUTER CLUB** A computer club runs on most lunchtimes and after school. This enables students to computers for any educational purposes. This may include homework, research, coursework or just practising skills in using a certain program. Staff are available at these times to offer support.

**COMPUTER CLUB FOR GIRLS (CC4G)** We have set up a computer club for girls in years 7-9 on Monday lunchtimes. This is an initiative from industry who wants students, especially girls, to develop their ICT skills. It has their own secure website, cc4g.net has been created by e-skills UK. It is the only organisation bringing together employers, educators and government to take action to improve ICT skills in the UK. Students are registered and receive free gifts. Further information can be found at [www.cc4g.net](http://www.cc4g.net).

**HOMEWORK CLUB** In addition to the facilities described above, the library runs a homework club between 3.30 and 5.00pm Monday—Thursday. This is supported by the school librarian and allows students to access all the normal computer facilities.