

# Coachford College

## Digital Learning Plan 2023-2024

### 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:

- Coachford College, Coachford, Co. Cork P12 DY92

#### 1.2 School Vision:

The school's vision for the effective use of digital technologies is:

- To encourage and enhance student engagement toward ownership of learning, active, creative and critical thinking, management of self, management of information;
- To equip students to collect information, record, evaluate, reflect and find solutions;
- To support diversity and inclusion; and to ensure differentiation and inclusion in fully providing for all the school's student cohort irrespective of its needs;
- To support the ethical and responsible use of digital devices; and to ensure that digital interactions between students, and between students and teachers are respectful, challenging, and enhance the wellbeing and learning of all;
- To empower teachers in embedding digital technologies to develop, monitor and evaluate students' literacy and numeracy on an on-going basis;
- To promote collaboration and sharing of best practice amongst teachers to support their planning, reflection and daily practice at individual, departmental and whole-school level;
- To identify, plan and provide for in an informed manner, the CPL needs of the school staff to ensure that all teachers have the pre-requisite knowledge and management skills to design engaging opportunities for excellent learning and teaching, model the highest levels of teaching excellence to support innovation and creativity.

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

- All students and staff have a school email address and access to Google for Education.

- All staff have a Chromebook. All rooms are equipped with a TV which links by Chromecast to the Chromebook.
- 4 computer rooms, 1A, 9B, 6C and 8C.
- A set of laptops is available, currently in SL's office.
- Chromebooks are available to all teachers, via a booking system.
- Mobile phones may be used by TY, 5<sup>th</sup> and 6<sup>th</sup> year students in accordance with agreed procedures, and in limited circumstances, by 3<sup>rd</sup> year students.
- All Junior Cycle students have one digital literacy class per week.
- All staff and students use Google Classroom and have been doing so since September 2019.

## 2. The focus of this Digital Learning Plan

We undertook Digital Learning Evaluations in our school during 2021-22 and 2022-23, in accordance with the school's SSE process. We evaluated our progress using the following sources of evidence:

- Teacher surveys;
- Parent surveys;
- Staff surveys.

### 2.1 The dimensions and domains from the Digital Learning Framework being selected for 2022-23 are:

- Dimension: Teaching and Learning
- Domain: Learner Experiences

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

Standard	Statement(s)
2.1 Students engage purposefully in meaningful learning activities	Students use digital technologies for sourcing, exchanging of information to develop understanding and support basic knowledge creation.

### 2.3. These are a summary of our strengths with regards digital learning

- All students know the basics of Google for Education apps.
- All students and staff have access to technological devices.
- Resources for staff are available on Shared Drives.

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

- Create a student-centred learning environment where students are active users of technology.
- Encourage self-directed and independent learning.
- Empower students to research information for themselves.
- Facilitate students creating their own digital education content e.g. podcasts, presentations, digital stories.
- Utilise digital technologies to improve student reflection

### 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**, and
- **Achievement of targets** (original and modified), and **when**.

#### 3.1 2023-24 Targets

The Digital Learning Plan targets for 2023/2024 are as follows:

1 - Curriculum/Wellbeing:

- A. Digital Literacy classes in Junior Cycle continue, focusing on the Webwise module “Connected” culminating in a Classroom Based Assessment in the 3rd year classes.
- B. Junior Cycle Digital Literacy classes will continue to focus on internet safety, respectful online behaviour, digital resilience, and online safety.
- C. The topics and content will be updated along with including lessons on AI and CANVA to develop students literacy skills.

- D. The FUSE anti-bullying programme is used in 1st and 2nd year classes to make students aware of the negative effects of cyberbullying. This links to the school's Wellbeing Plan empowering students to be safe users of technology and online media.

## 2 - School Self-Evaluation (SSE) / School-Improvement Plan (SIP)

- A. The Digital Learning Plan will build on last year's SIP which focused on goal setting and post exam reflection/feedback sheets for incoming 3rd and 6th Years. It is also intended to continue the work that has been done on implementing this practice on a school wide basis.
- B. The purpose of this is to develop students as independent learners and give them a sense of ownership and responsibility for their learning.
- C. We will continue to work on the SSE domain which is Learner Experiences. DL teachers will focus on improving student engagement levels and the 5 Creative Habits of Mind through the use of active learning methodologies which use digital learning devices and methodologies to make students more active and independent learners.
- D. Extra devices have been sourced this year which will provide more opportunities for students to engage in active learning methodologies using digital devices.

## 3 - Classroom Based Assessments (CBAs)/Coursework

- A. Promoting the integrity, authentication and monitoring of the work submitted by students for Classroom Based Assessments and Leaving Certificate projects is another target for our DL plan this year.
- B. The purpose of this is to combat the use of AI generated material by students and instead further develop students research skills.
- C. The extra set of devices will enable teachers to monitor more effectively the work done by students. It is intended that more of this work will be done in class rather than on digital devices at home.
- D. Emphasising the importance of meeting targets (breaking tasks down into small components and to create deadlines for each one) and final deadlines will also form part of this plan.

## 4 - Creative Schools

- A. The linking of our Creative Schools programme will form part of our SIP in 2023-24. This will involve the linking of the 5 Creative Habits of Mind with the 5 E's of engagement which was part of the 2022-23 SIP.
- B. The 5 principles are as follows: to communicate, collaborate, stimulate their imaginations, be inventive, and to harness students' curiosity.

- C. The aim for DL is to develop these principles within the digital creative space to help students develop skills that they may use in school, college and the workplace. The Creative Schools Programme states that 65% of the jobs in store for children entering primary school today have not yet been invented yet which is why we feel this area is an important area to focus on.
- D. One principle will be taken per term and incorporated into the planning for Digital Learning classes.

<p>DOMAIN: Learner Experiences</p>
<p>STANDARD(S): Continuing on from the targets of 2022-23:          2.2 Students grow as learners through respectful interactions and experiences that are challenging and supportive.</p> <p>AND:          2.4 Students experience opportunities to develop the skills and attitudes necessary for lifelong learning.</p>
<p>STATEMENT(S):          Continuing on with:          Digital interactions among students and between students and teachers are respectful, challenging and support the wellbeing of all students.          AND          Students use digital technologies to respectfully communicate, collaborate and co-create knowledge through active engagement in appropriate public discourse and civic participation.          AND          Pupils are innovative, confident and creative in using technology individually and with peers to enhance the learning experience and develop appropriate skills. They are responsible in their use of technology and actively mitigate risk to ensure technology has a positive impact on themselves and others.</p>
<p>TARGETS:          1 - Curriculum/Wellbeing:</p> <ul style="list-style-type: none"> <li>- The rollout of the Digital Literacy classes in Junior Cycle continues, focusing on the Webwise module “Connected” culminating in a CBA in the 3rd year classes.</li> <li>- Junior Cycle Digital Literacy classes will continue to focus on internet safety, respectful online behaviour, digital resilience, and online safety.</li> </ul>

- The topics and content will be updated along with including lessons on AI and CANVA to develop students literacy skills.
- The FUSE anti-bullying programme is used in 1st and 2nd year classes to make students aware of the negative effects of cyberbullying. This links to the school’s Wellbeing Plan empowering students to be safe users of technology and online media.

2. - CBAs/Coursework

- Promoting the integrity, authentication and monitoring of the work submitted by students for Classroom Based Assessments and Leaving Certificate projects is another target for our DL plan this year.
- The purpose of this is to combat the use of AI generated material by students and instead further develop students research skills.
- The extra set of devices will enable teachers to monitor more effectively the work done by students. It is intended that more of this work will be done in class rather than on digital devices at home.
- Emphasising the importance of meeting targets (breaking tasks down into small components and to create deadlines for each one) and final deadlines will also form part of this plan.

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	RESOURCES (What resources are needed?)
<p>All Junior Cycle students have a timetabled class for digital literacy as part of our wellbeing programme.</p> <p>All students are assigned a school email address through which they</p>	<p>This is a continuous process and is a three year programme.</p> <p>Students commence the programme in 1st year and it culminates in a CBA in 3rd year.</p>	<p>Deputy Principal in charge of timetabling and administrator of Google for Education creates student accounts.</p> <p>DL coordinator provides lessons and resources for all classes. These are</p>	<p>All 1st year students will have the necessary skills and knowledge to use Google Apps for Education, to be able to create effective content and reflect on their work.</p> <p>All Junior cycle students will be able</p>	<p>Chromebooks, 3 sets, 2 in the main building and one in the E block. Devices can be booked on a Google sheet which is available in the weekly update.</p> <p>Adequate Wifi.</p> <p>Webwise resource “Connected”</p>

<p>can access their Google Workspace.</p> <p>All students will be educated on the use of AI and how they can protect their work to maintain integrity and authenticity</p>	<p>Throughout the year as CBAs are completed</p>	<p>available in the Team Drive. These will be updated as the year progresses to incorporate new topics</p> <p>AG/EF- develop a lesson on AI to be given to 3rd Year DL teachers to teach to their classes All staff when carrying out their CBA's and booking the devices</p>	<p>to manage their online life, digital resilience, internet safety, cyberbullying. They will learn how to be respectful online in their communications and how to become responsible digital citizens.</p> <p>All CBAs will be conducted in class with their respective teachers and their work will be authentic and integrity will be maintained.</p>	<p>3 sets of Chromebooks</p> <p>AI lessons</p>
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DOMAIN: Learner Experiences

STANDARD(S): 2.3 Students reflect on their progress as learners and develop a sense of ownership of and responsibility for their learning.

And continuing with:

2.1 Students engage purposefully in meaningful learning activities

STATEMENT(S): Students use digital technologies to creatively and critically develop their competence as autonomous, self-directed learners and are able to set meaningful personal goals for future learning.

And

Students use digital technologies for sourcing, exchanging of information to develop understanding and support basic knowledge creation.

TARGETS:

1 SSE / SIP

- The DL plan this year will build on last year's SIP which focused on goal setting and post exam reflection/feedback sheets for incoming 3rd and 6th Years. It is also intended to continue the work that has been done on implementing this practice on a school wide basis.
- The purpose of this is to develop students as independent learners and give them a sense of ownership and responsibility for their learning.
- We will continue to work on the SSE domain which is Learner Experiences. DL teachers will focus on improving student engagement levels through the use of active learning methodologies which use digital learning devices and methodologies to make students more active and independent learners.
- Extra devices have been sourced this year which will provide more opportunities for students to engage in active learning methodologies using digital devices.

2 - Creative Schools



- It is intended that the linking of our Creative Schools programme will form part of our SIP in 2023/24. This will involve the linking of the 5 creative principles with the 5 E's of engagement which was part of the 2022/23 SIP.
- The 5 principles are as follows: to communicate, collaborate, stimulate their imaginations, be inventive, and to harness their curiosity.
- The aim for DL is to develop these principles within the digital creative space to help students develop skills that they may use in school, college and the workplace. The Creative Schools Programme states that 65% of the jobs in store for children entering primary school today have not yet been invented yet which is why we feel this area is an important area to focus on.
- One principle will be taken per term and incorporated into the planning for Digital learning classes.

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>1. Inform Staff</p> <p>2. Share effective goal setting techniques and reflection support phrases with 3rd and 6th year students.</p> <p>3. Each teacher will conduct at least one active learning methodology class with their 3rd &amp;</p>	<p>SM August</p> <p>DL classes (particularly 3rd years) to set up a "Reflection" folder/Learning Journal folder in Drive</p> <p>December 2023-June 2024</p>	<p>AG/EF</p> <p>DL teachers</p> <p>All teachers of 3rd &amp; 6th Year classes</p>	<p>Staff are aware of what they are doing and how they can effectively embed digital technologies in their own classes.</p> <p>Students have the necessary resources to set goals and reflect on their progress.</p> <p>All 3rd &amp; 6th Year students are using digital technologies in their classes at least once a term.</p>	<p>Whole Staff Presentation</p> <p>Follow-up email</p> <p>Chromebooks, 3 sets, 2 in the main building and one in E block. These can be booked on the Google sheet on the weekly update.</p> <p>Slideshow with Goal-setting Questions. Google Doc template for goal setting. Slideshow with Reflection questions. Google form template for reflection. Available in IFS folder</p>

<p>6th year students using Chromebooks. They will also have goal setting class (before the Christmas/pre exam) and one reflection class (after the Christmas/pre exam)</p> <p>4. Resources to share with all staff to enable teachers to embed goal setting and reflection in third year classes.</p> <p>5. All students will develop the 5 creative schools principles within the digital creative space.</p>	<p>SM November</p> <p>Throughout the year- One principle will be incorporated per term.</p>	<p>AG/EF</p> <p>AG- developing the lessons and DL teachers teaching their JC DL classes</p>	<p>3rd &amp; 6th year students will be confident in creating goals and reflecting on their work. These goals will be available on their Drive so they can check on their progress and be aware of their learning.</p> <p>All JC students will develop in the 5 areas of Creative schools along with enhancing their engagement in class.</p>	<p>Creative schools Lessons Email for DL teachers Information available in IFS for all staff</p>
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This Policy was reviewed by the Board of Management of Coachford College on October 2nd 2023, as signed by the Chairperson of the Board of Management and the Principal.

It is available to all members of the school community, and posted on the school's website.

The policy will be reviewed on an annual basis, and/or as deemed necessary.

Signed:

A handwritten signature in black ink that reads "Niamh Lehane".

Chairperson of the Board of Management

Date:

A handwritten signature in blue ink, which is partially illegible but appears to be "D. O'Sullivan".

Principal

Date: 02/10/2023