

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:

- Convent Primary School Killaloe is an all-girls' primary school with a current enrolment of 121 pupils. We have 6 mainstream classroom teachers, 2 Special Education Teachers (SETs) and 1 Special Needs Assistant (SNA).
- We have 15 laptops and 25 Android tablets for pupil use. We have 6 Interactive Whiteboards, 8 teacher laptops, 9 teacher tablets and 1 visualiser.
- We invest in an annual contract with a local IT technician for maintenance and upgrade of our digital equipment.

1.2 School Vision:

- We recognise that the effective integration of digital technologies in the classroom can enhance teaching, learning and assessment and make learning more accessible for all pupils and learning styles.
- We aim to provide meaningful opportunities for our pupils to research information online, collaboratively create and present digital books and presentations and develop their digital portfolios over time.
- As a staff, we endeavour to further enhance our culture of collective and collaborative practice when using digital technologies. We will continue to develop our digital knowledge and skills and share our experiences with one another.
- As a school, we are committed to investing in the maintenance and purchase of additional digital resources to best meet the needs of our teachers and learners.

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

- Interactive whiteboards are used by teachers to display and interact with programmes such as “*Jolly Phonics, Bua na Cainte, Abair Liom*”
- Teachers use a variety of online websites to enhance literacy, numeracy and other areas of the curriculum.
- In 2018, we purchased a school domain and set up the online platform, Microsoft 365. It is currently being used by staff members to access and collaborate on school policies, Plean Scoile and different school initiatives.
- During school closures in 2020, we introduced the online digital platform, Seesaw, to facilitate online teaching, learning and assessment. Teachers created age-appropriate activities for pupils to engage in at home. They also recorded screencasts and videos and uploaded them on Seesaw to scaffold pupil learning remotely. They also identified suitable educational websites and videos online to share with pupils. As pupils completed activities, teachers offered feedback and, in many cases, pupils improved their work based on this feedback.
- In recent years, we invested in the upgrade of our school website. We also introduced the social media platforms, Facebook and Twitter, to share pupils' learning experiences with our wider school community on a regular basis.

2. The focus of this Digital Learning Plan

We undertook a digital learning evaluation in our school during the period *January 2022*. We evaluated our progress using the following sources of evidence:

- Teacher feedback
- Pupil feedback

2.1 The dimensions and domains from the Digital Learning Framework being selected

- Teaching and Learning: Learner Outcomes; Learner Experiences
- Leadership and Management: Managing the Organisation

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

Standard	Statements
Pupils enjoy their learning, are motivated to learn and achieve as learners	Pupils use appropriate digital technologies to foster active engagement in attaining appropriate learning outcomes.
Pupils reflect on their progress as learners and develop a sense of ownership of and responsibility for their learning.	Pupils use digital technologies to collect evidence, record and reflect on their progress, and develop their competence as self-directed learners.
Manage the school's human, physical and financial resources so as to create and maintain a learning organisation	The board of management ensures the provision and maintenance of digital teaching aids and equipment to a good standard.

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

- Teachers use digital technologies in their lessons on a regular basis. Teachers are interested in maximising the use of the digital devices available in the school and are eager to create meaningful digital learning opportunities for their pupils.

- The majority of staff have availed of professional development opportunities in the area of digital technologies. Most recently, teachers availed of CPD opportunities to increase their understanding of how best to capitalise on the features and interactive tools of Seesaw and make learning activities more accessible and engaging for their pupils.
- During school closures, the use of Seesaw enabled meaningful two-way communication and provided an age-appropriate platform for pupils to use in an effective way.
- Pupils regularly use tablets to enhance their learning
- Staff are actively using Microsoft Teams to collaborate on school policies and plans.
- We have a strong online presence through our use of Facebook and Twitter.

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

- Teachers will provide opportunities for pupils, at all class levels, to actively use digital technologies in a meaningful and purposeful way.
- Use Seesaw as a means for pupils to create digital assessment portfolios by recording evidence of their work and reflecting on their progress.
- Invest in additional: tablet devices for pupil use, a greenscreen, podcast equipment, visualiser, teacher laptops, sound system. We will also invest in upgrading the Seesaw plan.

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

Digital Learning Action Plan 1 (Content Creation)

DOMAIN: Learner Outcomes				
STANDARD: Pupils enjoy their learning, are motivated to learn and achieve as learners				
STATEMENT OF EFFECTIVE STATEMENT: Pupils use appropriate digital technologies to foster active engagement in attaining appropriate learning outcomes				
TARGET: Pupils at all class levels will actively engage with, create and share curricular-based digital content, appropriate to their class level, once per term.				
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?)
CPD: <ul style="list-style-type: none"> Teachers will engage in CPD to upskill on the use of shared documents, Seesaw as a means of creating a digital portfolio, creating podcasts. 	<ul style="list-style-type: none"> June 2022 	<ul style="list-style-type: none"> All staff 	<ul style="list-style-type: none"> Teachers are familiar with and confident using the digital resources to be explored at their class level. 	<ul style="list-style-type: none"> Staff collaboration
Junior and Senior Infants: <ul style="list-style-type: none"> Pupils will use various means to create short voice recordings on a selected topic once per term. Peer tutoring sessions with senior class pupils. 1st & 2nd <ul style="list-style-type: none"> Pupils will create one digital book, independently or in small groups, on a chosen topic once per term using various apps and Microsoft programmes. 	<ul style="list-style-type: none"> Jan2022- Jan 2023 Jan2022- Jan 2023 	Aine Green Maeve Gough/Ms Hickey	<ul style="list-style-type: none"> Pupils have actively created curricular-based digital content once per term. Evidence of their completed work is available. Pupils have shared and presented their work to their peers. 	<ul style="list-style-type: none"> Laptops Tablets Green

<ul style="list-style-type: none"> ● Pupils will present their digital book to their peers. <p>3rd - 6th Class:</p> <ul style="list-style-type: none"> ● Pupils will create an online, digital presentation using Powerpoint to showcase their knowledge and understanding of a chosen curricular topic. ● Pupils will engage in online research to find information relevant to their project topic. ● Pupils will source copyright-free images and videos to include in their presentation. ● Pupils will present their presentation to their peers. ● 5th and 6th Class will start the process of creating a podcast. ● 5th and 6th to create a monthly presentation of whole school news which will be shared with the whole school community. ● Green screen projects will begin in some classes 	<ul style="list-style-type: none"> ● Jan2022- Jan 2023 	<p>Claire O Callaghan Alison Varley Tina McLoughlin</p>		
<p>Teacher Reflection</p> <ul style="list-style-type: none"> ● Teachers will reflect on the use of IT in their classroom and share their experience with their colleagues. 	<p>Continuous feedback at staff meetings</p>	<ul style="list-style-type: none"> ● All staff 	<ul style="list-style-type: none"> ● Teachers have shared their experience of using the digital tools assigned to their class level with each other. 	

EVALUATION PROCEDURES:

(How are we progressing? Do we need to make adjustments? Have we achieved our targets?)

- An evaluation will be completed in June 2022 and January 2023.

Review August 2022

- ★ Seesaw will not be used as a platform for online sharing due to its increasing cost, a quote of €2,000. This is outside our budget. Tina Mc L will trial using Microsoft Teams in her classroom and feedback to staff. IT Systems are currently setting up pupil emails.
- ★ CPD will continue to occur informally and at times during CP hours
- ★ Infants have used the Green Screen. Aine Green will use this with each class every Tuesday for a one hour slot, on rotation between classes.
- ★ Peer tutoring will commence this term.
- ★ Senior pupils created numerous PowerPoints and gave presentations to peers. Some presentations were recorded to share with the school community via social media .
- ★ Senior Classes created a Podcast called 'Let's Talk'. Series one was focused on Female Leaders in our Society. Guests were invited on to share their knowledge and experience with the girls and school community. This was shared via Spotify and Anchor.

Digital Learning Action Plan (Digital Portfolios - Seesaw)

DOMAIN: Learner Experiences				
STANDARD: Pupils reflect on their progress as learners and develop a sense of ownership of and responsibility for their learning.				
STATEMENT OF EFFECTIVE PRACTICE: Pupils use digital technologies to collect evidence, record and reflect on their progress, and develop their competence as self-directed learners.				
TARGET: Use Seesaw as means for pupils to compile their own assessment portfolios where they collect evidence of their work and self-reflect on their progress.				
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?)
CPD <ul style="list-style-type: none"> Teachers will receive CPD on the use of the digital portfolio, Seesaw. 	<ul style="list-style-type: none"> June 2022 	<ul style="list-style-type: none"> Tina McLoughlin /Aine Greene 	<ul style="list-style-type: none"> Class teachers feel more confident using Seesaw. 	<ul style="list-style-type: none"> Laptop Tablets Seesaw app
Use of Seesaw <ul style="list-style-type: none"> Pupils will add content to their Seesaw account once a fortnight. Pupils will digitally record reflections on the work added to their digital portfolios. Teachers will prepare age-appropriate activities for pupils to complete on Seesaw once a month. 	<ul style="list-style-type: none"> Jan 2022 - June 2023 	<ul style="list-style-type: none"> Class teachers Pupils 	<ul style="list-style-type: none"> Pupils have uploaded photographs and videos of their work to provide evidence of their engagement and levels of understanding/ attainment. Pupils have engaged in self-reflection. 	<ul style="list-style-type: none"> Laptop Seesaw Tablets

<ul style="list-style-type: none"> ● Pupils will engage with activities posted on Seesaw and improve their work based on teacher feedback. 			<ul style="list-style-type: none"> ● Pupils have engaged with a range of activities and actively improved their work based on feedback. 	
<p>EVALUATION PROCEDURES: (How are we progressing? Do we need to make adjustments? Have we achieved our targets?)</p>				
<p>Evaluation June 2022 and January. Feedback from teachers and pupils.</p>				
<p>Review August 2022</p> <ul style="list-style-type: none"> ★ Seesaw will not be used as a whole school platform due to the cost, staff will instead be trained in Microsoft Teams. ★ Actions and targets will be set once Teams is up and running. 				

Digital Learning Action Plan 3 (Microsoft 365)

DOMAIN: Leading Learning and Teaching				
STANDARD: Promote a culture of improvement, collaboration, innovation and creativity in learning, teaching, and assessment				
STATEMENT OF PRACTICE: They promote and encourage the use of digital technology to foster innovation and creativity. They recognise the value of individual and collective contributions and achievements.				
TARGET: Use Microsoft 365 for administrative purposes and for collaborative staff planning to ensure continuity throughout the school.				
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?)
<ul style="list-style-type: none"> Populate our One Drive with plans and policies and ensure the appropriate access rights are in place. 	<ul style="list-style-type: none"> September 2021 	<ul style="list-style-type: none"> Principal 	<ul style="list-style-type: none"> Microsoft 365 activated and used for different purposes. 	<ul style="list-style-type: none"> Laptops Tablets
<ul style="list-style-type: none"> Each teacher to upload one piece of class news to a shared file each month which will inform senior pupils news presentation. 	<ul style="list-style-type: none"> Jan 2022 ongoing 	<ul style="list-style-type: none"> All staff 	<ul style="list-style-type: none"> News presentation containing news from each class created and shared monthly 	<ul style="list-style-type: none"> Tablets Laptops
<ul style="list-style-type: none"> Each staff member will create a Kahoot quiz and use with their class 	<ul style="list-style-type: none"> Jan- June2022 	<ul style="list-style-type: none"> All Staff 	<ul style="list-style-type: none"> Kahoot quiz created and completed 	<ul style="list-style-type: none"> Tablets Laptops
EVALUATION PROCEDURES: (How are we progressing? Do we need to make adjustments? Have we achieved our targets?)				
Evaluate June 2022 and Jan 2023				

Review August 2022

- ★ All staff will begin to use One Drive 'Cuntas' folder to upload Cuntas Míosúil each month.
- ★ Class plans will begin to be uploaded to the online system this year.
- ★ Teachers continue to populate One Drive with resources eg Building Bridges resources.
- ★ Each staff member will update their school website section at least once per term. A video of how to do this will be sent to staff
- ★ Kahoot Quizzes will be utilised as appropriate

Digital Learning Action Plan 4 (Devices)

DOMAIN: Managing the Organisation				
STANDARD: Manage the school’s human, physical and financial resources so as to create and maintain a learning organisation				
STATEMENT OF EFFECTIVE PRACTICE: The board of management ensures the provision and maintenance of digital teaching aids and equipment to a good standard.				
TARGET: Management will ensure that the digital infrastructure in the school is fit-for-purpose to meet the digital learning needs of the teachers and pupils.				
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?)
Digital Devices <ul style="list-style-type: none"> Identify what digital devices would enhance our pupils’ digital learning experiences by considering our school vision for digital learning and seeking feedback from teachers and pupils. Purchase new digital devices. 	<ul style="list-style-type: none"> Jan 2022 Jan -June 2022 	<ul style="list-style-type: none"> Tina Tina/ principal/ BOM 	<ul style="list-style-type: none"> Informed decision made regarding the purchase of new devices. New devices purchased. 	
EVALUATION PROCEDURES: (How are we progressing? Do we need to make adjustments? Have we achieved our targets?)				
Evaulate June 2022 and January 2023				
Review August 2022				
❖ 15 new laptops purchased				

- ❖ Sound system purchased
- ❖ Green screen purchased
- ❖ We will continue to identify what digital devices would enhance our pupils' digital learning experiences

