The Granville School
Computing and Digital Technology Policy

Including Early Years Foundation Stage

Updated: September 2026

Next Review: September 2027

Introduction

The purpose of this policy is to outline the school's approach to Computing, Digital Technology and Computer Science throughout the school, including the Early Years Foundation Stage. The policy reflects the ethos and vision of The Granville School and ensures that all pupils are equipped with the knowledge, creativity and confidence to use technology safely, responsibly and effectively in an ever-changing digital world.

Aims and Vision

The Granville School recognises that Computing and Digital Technology are essential parts of modern life and learning.

We aim to provide pupils with opportunities to become confident, creative and responsible users of technology.

- To provide a broad and balanced Computing curriculum.
- To develop pupils' understanding of Computer Science, Information Technology and Digital Literacy.
- To teach pupils to use technology safely, respectfully and responsibly.
- To encourage creativity through coding, digital art, animation, robotics, website design, app creation and multimedia.
- To prepare pupils for a future shaped by rapidly developing technologies including Artificial Intelligence.
- To ensure technology supports inclusion and accessibility for all learners.
- To promote problem solving, logical thinking and resilience.
- To support staff in developing confidence and competence in the use of technology across the curriculum.

Curriculum

Computing is taught both discretely and across the curriculum. Pupils are provided with regular opportunities to apply digital skills in meaningful contexts.

The curriculum includes:

- Computer Science – algorithms, coding, logical reasoning and programming.
- Information Technology – creating and editing digital content including presentations, spreadsheets, websites, graphics and multimedia.
- Digital Literacy – understanding technology and its role within modern life.

The curriculum is reviewed annually to ensure it remains current, engaging and relevant to emerging technologies.

Artificial Intelligence (AI)

The school recognises the growing importance of Artificial Intelligence in education and society. Pupils will be introduced to age-appropriate discussions and activities related to AI including understanding what AI is, how it works, its benefits, limitations and ethical considerations.

Staff may use AI tools to support planning and administration where appropriate. Any AI-generated content must be reviewed carefully for accuracy, safeguarding and suitability before use with pupils.

Online Safety and Digital Wellbeing

Online safety is embedded throughout the Computing curriculum and wider school life.

Weekly 10-minute online safety discussions will take place at the start of Computing lessons across the school. Topics include privacy, passwords, cyberbullying, healthy screen habits, misinformation, gaming safety and AI awareness.

The school follows guidance from Keeping Children Safe in Education (KCSIE) and Education for a Connected World.

Early Years Foundation Stage

In the Early Years Foundation Stage, technology is introduced through play-based and exploratory experiences. Children develop early digital skills using programmable toys, digital drawing tools, storytelling software, cameras and age-appropriate educational activities.

Technology is used to support creativity, communication, sequencing, language development and problem solving.

Inclusion and Equal Opportunities

The school is committed to ensuring all pupils can access the Computing curriculum regardless of ability or additional need. Technology may be used to support accessibility and personalised learning.

Technology may be used to support accessibility and personalised learning through adaptations such as enlarged text, alternative input devices, visual support materials and assistive technologies.

Assessment

Assessment in Computing is ongoing and includes observation, discussion, completed digital work and practical activities. Assessment information informs future planning and supports pupil progress.

Resources and Equipment

The school provides a range of digital devices and technologies to support learning including laptops, iPads, programmable toys, robots, micro:bits and interactive displays.

Software and online services are reviewed regularly to ensure suitability and safeguarding compliance.

Roles and Responsibilities

Computer Specialist Teacher

- Leads and develops the curriculum.
- Supports staff.

- Monitors standards.

IT Manager and Technical Support

- Maintain systems, devices and network infrastructure.
- Ensure systems are secure, updated and functioning effectively.
- Manage filtering, monitoring and backups.

Teachers and Teaching Assistants

- Deliver lessons safely and effectively.
- Promote responsible technology use.

Pupils

- Follow the Acceptable Use Policy.
- Use technology safely and respectfully.

Parents

- Support safe and balanced technology use at home.

Data Protection and Security

The school complies with UK GDPR and Data Protection legislation. Filtering and monitoring systems are used to safeguard pupils online.

Staff must keep passwords secure and follow school procedures for handling personal information.

Copyright and Intellectual Property

Pupils are taught to respect copyright and intellectual property. Older pupils begin learning about referencing sources and using online images appropriately.

Staff should ensure that materials used within school comply with copyright guidance.

Monitoring and Review

This policy will be reviewed annually or sooner if required due to technological or safeguarding developments.

Linked Policies

- Online Safety Policy
- Acceptable Use Policies
- Safeguarding and Child Protection Policy
- Behaviour Policy
- Anti-Bullying Policy
- Data Protection Policy