Teachers have told us that their schools are at different stages of readiness to implement Using ICT in their curriculum and assessment practices. Some schools have told us that they are ready for assessment and moderation of Using ICT. Others have told us that they need more support.

This is why, in the 2014–15 school year, we will deliver different types of support aimed at meeting the needs of all schools.

Participation in all aspects of this supportive year is voluntary, although we encourage all schools to begin the journey of preparing for the implementation of Using ICT.
<table>
<thead>
<tr>
<th>When</th>
<th>What CCEA is providing</th>
<th>Format</th>
<th>Content</th>
<th>Additional Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct-Nov 2014</td>
<td>Explore 2 Workshop: Exploring Interactive Design and Managing Data</td>
<td>face-to-face</td>
<td>A half-day, afternoon workshop looking at relevant software and identifying standards</td>
<td>Once we have arranged the dates, we will send letters to schools. Please wait until you have received a letter with details of the events before requesting a place. <strong>We will allocate places on a first come, first served basis.</strong> Teacher release is not available.</td>
</tr>
<tr>
<td>Dec 2014</td>
<td>Workshops: focus to be confirmed</td>
<td>face-to-face</td>
<td>As above</td>
<td><strong>We will allocate places on a first come, first served basis.</strong> Teacher release is not available.</td>
</tr>
<tr>
<td>Jan-Mar 2015</td>
<td>TWO OPTIONS OFFERED</td>
<td></td>
<td><strong>Please see details on pages 3–5</strong></td>
<td>Schools may participate in one option, but not both.</td>
</tr>
<tr>
<td>Ongoing</td>
<td>Using ICT Tasks</td>
<td>online</td>
<td>• updated tasks post-C2k Transformation;</td>
<td>We will highlight and identify new tasks on the Using ICT microsite (available in the Key Stage 1 and 2 section at <a href="http://www.nicurriculum.org.uk">www.nicurriculum.org.uk</a>).</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• SEN tasks (Levels 1 and 2) for older pupils; and</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• app-friendly tasks.</td>
<td></td>
</tr>
<tr>
<td>Ongoing</td>
<td>Agreement Trials in:</td>
<td>online</td>
<td>• sets of material (samples of pupil work, levelled commentaries and teacher activity books) for teachers to use to run an Agreement Trial in their own school (these may be useful before carrying out your own internal standardisation for UICT)</td>
<td>We will make all materials available on the Using ICT microsite (available in the Key Stage 1 and 2 section at <a href="http://www.nicurriculum.org.uk">www.nicurriculum.org.uk</a>).</td>
</tr>
<tr>
<td>Ongoing</td>
<td>Task workshops in:</td>
<td>online</td>
<td>• activity booklets; and</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Film and Animation (Windows Live Movie Maker and PhotoStory3); and</td>
<td></td>
<td>• information about getting started with software.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Interactive Design (Scratch and Logo).</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**January – March 2015**

**Using ICT Support Options for Primary Schools**

From January – March 2015, schools can benefit from our further support by taking part in one of two options (subject to availability):  

**OPTION 1**

**Voluntary Moderation of Using ICT;** or

**OPTION 2**

**Standard Setting and Sharing Practice Workshop**

Please take time to reflect on your school’s stage of readiness when deciding which option, if any, you would like your school to take part in.

You can take part in only one of the options, **not both**.

Please note that we will offer places for each option on a **first come, first served basis**, as capacity is limited.

Please accept our apologies if you are not allocated a place for your chosen option.

Details about each option can be found overleaf
OPTION 1

Voluntary Moderation of Using ICT

Participation in this option will be additional to a school’s statutory moderation requirement for either Communication or Using Mathematics.

Voluntary moderation will follow the same procedure as full statutory moderation.

This year we can delay the date for submitting Using ICT portfolios so that it does not coincide with the date for submitting Communication or Using Mathematics portfolios. We hope that this will accommodate schools wishing to take part in Voluntary Moderation of Using ICT by giving them extra time to prepare and collate their portfolio.

Is this option right for your school?
This option may suit schools that have already embedded Using ICT into their curriculum and assessment practices, such as internal standardisation, and feel confident in making judgements about the standards as set out in the Levels of Progression. It may also suit schools that have previously participated in the ICT Accreditation Scheme or Standard Setting Support (in 2013-14), although this is not a requirement.

What does this option entail?

Is this option right for your school?
This option may suit schools in the developing stages of implementing Using ICT in their curriculum and assessment practices. It may also suit schools that have not taken part in the ICT Accreditation Scheme or Standard Setting Support (in 2013–14) or those that have limited experience or confidence who would like further support.

What does this option entail?

What should I do now?
If you would like your school to take part in either Option 1 or Option 2, please register your interest by emailing UICT@ccea.org.uk by Friday 17 October 2014.

Please include the following information in your email:
• school name;
• DE Number;
• contact name;
• contact email address (please ensure that this is correct and checked regularly, as we may use this for correspondence); and
• your chosen option: 1 or 2.

We will then allocate schools a place on either Option 1 or Option 2, depending on availability, on a first come, first served basis.

Once we have allocated your place, we will inform you and send you additional information including key dates and requirements.

For Option 1 Voluntary Moderation of Using ICT, we will contact schools again in December to confirm their participation.
There is a statutory requirement to deliver Using ICT, to pupils in all year groups, as set out in the 5 ‘E’s:
• Explore (both parts: ‘Explore 1’ and ‘Explore 2’);
• Express;
• Exchange;
• Evaluate; and
• Exhibit.

As the 5 ‘E’s simply describe, in very broad terms, the types of Using ICT experiences that pupils should be given, it is up to teachers to decide which types of ICT will be carried out in order to give pupils relevant opportunities. This requires planning.

CCEA have provided a bank of almost 80 Using ICT tasks which teachers can pick and choose from. There is no statutory requirement to use the CCEA tasks and if teachers prefer, they can carry out their own ICT activities with their pupils.

If you do decide to use the CCEA Using ICT tasks, it is important to note that these are a resource that you can use with every year group:
• as a guide for incorporating various types of ICT in ways that give pupils meaningful opportunities to develop their skills;
• to help you develop ideas for your own classroom activities; and
• as a structure and scaffold for covering the curriculum requirements and providing you with assessment opportunities.

There are several ways to go about selecting tasks, to use both as a means of covering the curriculum requirements for Using ICT (in every year group) and at the end of the Key Stage (for statutory assessment purposes).

While each individual teacher can select types of ICT and/or tasks to carry out with their pupils, the best way for a school to plan for Using ICT is through a co-ordinated approach. More information can be found in the ‘Planning for Using ICT’ section of the Using ICT microsite available in the KS1 & 2 section at www.nicurriculum.org.uk

Assessing Using ICT – Making a Summative Judgement

You need to make an end of Key Stage summative judgement on the level a pupil has achieved. For a pupil to achieve an overall level, it is important to consider all five of the ‘E’s – Explore, Express, Exchange, Evaluate and Exhibit.

To inform your judgement, you should consider the pupil’s response to a number of Using ICT activities and/or CCEA Tasks carried out during the Key Stage. You should aim to identify, looking holistically, their achievement in each of the 5 ‘E’s across the range of activities they have carried out.

You should then apply the following criteria in order to arrive at a final, summative outcome for each pupil:

Three out of the 5 ‘E’s must be at or above the level to be awarded:
• One of these three ‘E’s must be Explore (both bullet points of Explore*);
• one must be Express*; and
• one other ‘E’.

*This is because Explore and Express form the core of most activities that your pupils will be involved in.

For example:

<table>
<thead>
<tr>
<th>Pupil A</th>
<th>Pupil B</th>
<th>Pupil C</th>
</tr>
</thead>
<tbody>
<tr>
<td>Explore*</td>
<td>Level 5</td>
<td>Level 2</td>
</tr>
<tr>
<td>Express</td>
<td>Level 4</td>
<td>Level 2</td>
</tr>
<tr>
<td>Exchange</td>
<td>Level 4</td>
<td>Level 3</td>
</tr>
<tr>
<td>Evaluate</td>
<td>Level 3</td>
<td>Level 3</td>
</tr>
<tr>
<td>Exhibit</td>
<td>Level 3</td>
<td>Level 3</td>
</tr>
<tr>
<td>Overall Using ICT Level: Level 4</td>
<td>Overall Using ICT Level: Level 2</td>
<td>Overall Using ICT Level: Level 3</td>
</tr>
</tbody>
</table>

*This refers to both bullet points of Explore
Using ICT Microsite

The Using ICT microsite contains all the materials you will need to support you. These include guidance documents, examples of ICT in practice, Using ICT tasks, information about assessment and moderation, the Exemplification Library and much more.

Online Course for the Cross-Curricular Skill of Using ICT

Our online course, available at www.nicurriculum.org.uk/training, will introduce you and your colleagues to the Cross-Curricular Skill of Using ICT.

Foundation Stage Non-Statutory Assessment Guidance and Online Course

The Using ICT section of the Foundation Stage online course will give teachers ideas about ways to plan for and deliver Using ICT opportunities in the Foundation Stage.