

	KS3		KS4
	Y7 ICT	Y8 ICT	Y9 ICT
AUTUMN TERM	<p>Using ICT within the school community</p> <ul style="list-style-type: none"> • Online safety and acceptable use policy • Introduction to school network and Google Apps • Word-processing skills: formatting and layout techniques; picture editing skills • Video editing skills including converting file formats (using Min-y-don videos) • Graphic design: using formatting, layout and picture editing skills to create a document to encourage school community to support OCC and conserve energy 	<p>Using ICT within the school community</p> <ul style="list-style-type: none"> • Online safety and acceptable use policy <p>Using ICT to analyse and present data</p> <ul style="list-style-type: none"> • Basic spreadsheet skills • Create spreadsheet models • Graphical representation of data using spreadsheets 	<p>Using ICT to support the ETS programme</p> <ul style="list-style-type: none"> • Personal budgeting spreadsheet • Micro-enterprise financial planning and reporting document • Micro-enterprise marketing material • Creating a crowd-fundraising page <p>Developing Functional Skills</p> <ul style="list-style-type: none"> • Working towards Level 2 assessment: internet research, spreadsheets, creating an e-document, email, using ICT safely and efficiently in a workplace context
SPRING TERM	<p>Computer Science</p> <ul style="list-style-type: none"> • Introduction to coding using Scratch https://scratch.mit.edu/ • Algorithms, flowcharts and pseudo code • Create Scratch programs using iteration, if/else and variables • Create an on-line safety animation from Scratch (for consideration for entry to Animation17 national competition http://animation17.cs.manchester.ac.uk/) 	<p>Computer science</p> <ul style="list-style-type: none"> • Research and deliver a presentation about a hero of computer science using presentation by PowerPoint • How computers use the binary system to represent text, sound and images and digital/analogue conversion • Computer systems: purposes, architecture, configuration, specifications • Develop coding skills in Python, using strings, integers, floating points, variables, logical, arithmetic and relational operators, conditional statements, functions, lists. 	<p>Using ICT to support the ETS programme</p> <ul style="list-style-type: none"> • Blogging Romania project progress • Bridging the digital divide (possible practical application to refugee digital penpal project) <p>Using ICT to interact with the world</p> <ul style="list-style-type: none"> • Prepare US assembly and parent information leaflet about creating a safer internet (including YPSI) – in connection with Safer Internet Day (Feb) <p>Developing Functional Skills (as above)</p>

	KS3		KS4
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SUMMER TERM	<p>Communicating with ICT</p> <ul style="list-style-type: none"> • Formal letter writing, Mail-merge • Developing PowerPoint skills and using PowerPoint to support a presentation with the focus on delivery in (liaison with Communications) 	<p>Using ICT to interact with the world</p> <ul style="list-style-type: none"> • Creating web sites: <ul style="list-style-type: none"> ○ introduction to HTML ○ Using an online web editor to create web pages about digital citizenship • Digital citizenship <ul style="list-style-type: none"> ○ Using content effectively, legally and ethically (discriminating between sources, citing sources, respecting copyright and avoiding plagiarism) ○ Online safety: including cyber-bullying, CSE, gaming addiction, information overload, digital fasting/sunset, the Googlisation of knowledge, online scams. 	<p>Using ICT to support the ETS programme</p> <ul style="list-style-type: none"> • Blogging Romania project <p>Using ICT to interact with the world</p> <ul style="list-style-type: none"> • Use online communication tools to begin interaction with Dutch peers. • Develop and implement a safe social media for the Netherlands Exchange <p>Developing Functional Skills (as above)</p>