Digital Learning Policy

Subject Area	Subject Lead	Date Reviewed
Digital Learning	Justin John-Baptiste	September 2025

The Nature of Digital Learning

The aim of this policy is to set out the guidelines and commitment that The Arcadia School has made to delivering a digital learning approach. Arcadia is an Apple Distinguished School and has been recognised for our continued innovative approach to using Apple technology to enhance teaching and learning. This policy will outline the expectation of what each and every pupil at our school will receive as part of our curriculum. It will also set out the responsibilities and best practices in school in order to maximize the standard of digital learning in our school.

At Arcadia School, we will:
- Provide students and staff with a variety of hardware and software to make the curriculum more engaging. All of our hardware will be Apple-based with the use of iPads, MacBooks and iMacs embedded into all areas of learning.
- Provide children with the opportunity to use innovative technology-based learning in a variety of subjects and lessons to enhance their experience with at least one dedicated cross-curricular computing unit of work each year.
- Teach children about being safe, respectful and responsible online through e-safety lessons. We also have an Online Safety and Cyberbullying policy that goes into more detail on this.
- Engage with the wider school community using technology as a key driver.
- Give teachers the skills and confidence to use digital learning tools to their maximum by providing continued professional development. Teachers will be supported to complete the Apple Educator certification and receive external PD through our continued relationship with Edruption Training agency.
- Review our approach annually and as well as during the term where appropriate to ensure that we are constantly being innovative and moving education forward. This is linked to our Innovation Policy.
- Adopt the latest technology into our ecosystem. This includes the use of Artificial Intelligence in school. Please refer to our Artificial Intelligence Policy.

Hardware

It is important that we give our staff and students the latest hardware that they need to access and enhance their learning. We have the following approach to hardware for staff and students.

Staff
➔ All Teaching Assistants will receive an iPad.
➔ All Teachers will receive a MacBook and an iPad.

Students
➔ In the Foundation Stage, we have a 1:2 iPad-to-student ratio.
➔ In Key Stage 1, we have a 1:1 iPad-to-student ratio. These are provided to the students by the school.
➔ In Key Stage 2 and 3, students' families purchase an iPad for their child that is then controlled by the school's Mobile Device Management system (MDM).
➔ In Key Stage 4, families and students can use a MacBook or an iPad.

Other areas
➔ We offer iMac computers to Teaching Assistants for when they need to do printing and resourcing.
➔ We have designated computer labs on both campuses that are equipped with iMac computers or MacBook laptops.

Software

At Arcadia, we provide all of the software for our students and teachers. This is a mixture of paid and free software that has been trialled and tested in the classroom. Some software has a singular subject-specific purpose, these are considered consumer apps. Other pieces of software can be used for multiple purposes and are considered creative pieces of software. As much as possible, we want to use creative apps so children can express their learning in a variety of ways. We have several pieces of 'Core Software', that are used across the entire school.

Seesaw

Seesaw is a learning journal tool for students, teachers and parents. Teachers can add assignments where the children can complete their work in a variety of means. Photos, videos, files and many other media can be added to Seesaw to engage students in their learning. Students can see their learning journal and upload their own work to it. Parents can then see what is happening in their child's classroom as soon as anything is uploaded. Parents and teachers are also able to communicate with one another through the messaging feature. This is used in Key Stage 1 and Key Stage 2.

Nearpod

Nearpod is a teaching tool to provide students with media-rich, multi-faceted lessons. Teachers can launch 'live lessons' or 'student-paced' lessons where they will provide students with everything they need via Nearpod. There are lots of assessment-based games and quiz styles that teachers can use to assess student understanding as well as being able to provide them with YouTube videos and other resources all in one place. The app gives teachers much more control over what the children are seeing and doing on their devices.

Google Classroom

Google Classroom is used in a similar way to Seesaw in primary school. Google Classroom allows teachers to share resources with their students for their lessons. Students can upload their work directly to Classroom allowing class teachers to give written or audio feedback on their assignments. Cross-Curricular Digital Learning

At Arcadia, we have a one-to-one iPad program, meaning our students have access to the best technology available, all of the time. This means that teachers are encouraged and trained to use technology across all subjects. Opportunities are made and encouraged to make cross-curricular links. Some examples of this are:

➔ Creating digital content that can be presented to other students, parents and the school community. This includes creating an iBook about endangered animals from their science work.
➔ While completing computer science, children design and create a game that is based on their UAE topic work.
➔ Children create digital invitations that they send to their parents to invite them to their winter show.
➔ Children analyse the weather in the UAE and their own country, and they then create a weather report video about the two.
➔ Using Augmented Reality and animation to showcase their cross-curricular learning.

Our Head of Digital Literacy works with all teachers to ensure they feel confident to be able to deliver an innovative approach to digital learning. This will be sometimes based on individual lessons but can sometimes have a long-term theme, focusing on particular learning skills or areas of the curriculum.

Screen time

At the Arcadia School, we want to make sure our children are safe, happy and healthy when using technology. As we are a technology-heavy school, we want to make sure we are up to date with the latest guidance and suggestions from experts when it comes to children's development and health with screen time and other issues.

We follow the 20-20-20 rule that is recommended by the Association of Optometrists. This means that if a student has been looking at a screen for 20 minutes they should take a 20-second break and look at something 20 feet away. This is monitored by class teachers in the following ways:

➔ Teachers set timers to keep track of how long students have been on their iPads or computers
➔ Regularly, teachers will recap learning points or give children more input
➔ The term "screen break" is used and children are taught to look out of the window for 20 seconds

In terms of the amount of time on screens per day, the research is limited. At Arcadia, we have decided on set rules for the different age groups in our school.

➔ Foundation Stage: On average, no more than 1 hour of educational screen time per day.
➔ Key Stage 1: On average, no more than 2 hours of educational screen time per day.
➔ Key Stage 2: On average, no more than 3 hours of educational screen time per day.

We encourage children to take part in a range of activities and sports, away from all technology to further reduce the screen time they have. All screen time is structured and educational, so students are completing activities that promote critical thinking, communication, creativity and collaboration skills.

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