



# Park Road Academy Digital Leaders 2017/18



## What is a Digital Leader?

A Digital Leader is a pupil who possesses the knowledge and is able to apply the use of technology across a wide range of areas within our school. They work with the Computing Lead and members of the Senior Leadership Team to ensure that there is support for teachers, pupils, parents and the wider community in using technology in a positive way to enhance learning and teaching.

Digital Leaders are students who are adept at using technology and are willing to share their knowledge and skills with others. Through working with staff, peers and school leaders, Digital Leaders are able to help shape how technology is used in and outside of the classroom.

They have a range of duties which includes day to day classroom support, representing school at events and playing an active role in the development of Computing and eSafety initiatives at our school. A great digital leader will also share ideas about using different technologies, such as iPads, from tips on apps you use in class to recommending new apps and gadgets for your teacher and other pupils.



## How do children become Digital Leaders?

Applications for the position of Digital Leaders for the academic year 2017/18 will begin in the Summer term. The application process will involve children completing a short written application form with the most promising applicants being invited to an interview with the Park Road Academy Computing Lead.

The application form aims to find out why children are interested in the role and why they think they are a good fit. Children will be asked what types of technology they enjoy using both in and outside of school. They will also be asked to reflect on their skills, including in ICT and personal skills such as leadership and responsibilities.

The interview acts as a follow-up to the answers provided in the application and provides children with a short Computing activity. The aim of this is to enable children to show off their capabilities that are relevant to the role.

## What are the roles and responsibilities of Digital Leaders?

- Keep technology spaces clean and tidy and serviced.
- Report broken or malfunctioning equipment.
- Audit how often different programs and apps are used.
- Seek opinions of other pupils to give pupils more of a voice in ICT/Computing initiatives.
- Review apps and software and make recommendations.
- Raise the profile of Computing/ICT in the school
- Run or help out at a lunch club.
- Write instructions for different pieces of software or apps.
- Make governors more aware of the importance of Computing/ICT in all areas of the school.
- Offer technical support to teachers and fellow pupils.
- Participate in events to keep up-to-date with trends.
- Help to inform and enforce the school's e-safety policies.
- Mentor younger pupils in the school, helping them to use iPads to create amazing projects in the classroom.
- Test out new equipment and resources.
- Improve their understanding of technology.
- Holding events for the local community including parents/grandparents etc. with training sessions to help them learn more about current technology.



## **What are the benefits of becoming a Digital Leader?**

Becoming a Digital Leader has a number of benefits for children. They will be able to develop their confidence and proficiency in using a wide range of technologies both in and outside of school. Children will get to share their knowledge and skills with teachers and other pupils and ensure that we all get the most out of the amazing technology we have to offer at Park Road Academy. Digital Leaders will be given opportunities to test out and evaluate new equipment and services provided by the school.

They will have excellent opportunities to attend meetings with our Digital Leader teams from local schools where they can share ideas and work on special projects. They will get the opportunity to work with others to solve problems, apply innovative solutions to aid pupils and teachers and work in creative teams to help in the wider school community in learning and teaching with technology.

Digital Leaders will be provided with training to help them succeed in their role. There is also the opportunity to attend official Apple training where they will be trained as an 'iGenius'.

They will also develop important skills that will aid and further their development through their careers and into future employment, including leadership and presentation skills.

All Digital Leaders are also awarded with a 'Digital Leader' pin badge and certificate upon selection to highlight their role to the rest of the school community.



## Park Road Academy Digital Leader Application Form

Please complete the questions below to apply for a position as a Digital Leader.

Please fill out the document yourself and return to Mr Sidwell by **Friday 12<sup>th</sup> May 2017**.

Your name:		Year:	
Why do you want to become a Digital Leader?			
What is your favourite part of ICT from either home or school?			
Give an example of something that you are responsible for, either at home or school.			
What skills do you have that will make you a good Digital Leader?			



## DIGITAL LEADERS 2017/18

Dear Parents/Carers,

To further develop the ICT and Computing skills of the pupils and adults at Park Road Academy Primary School, we have established the 'Digital Leaders' programme. Your child has expressed an interest in becoming a Digital Leader. As part of a team, a Digital Leader can expect to perform the following roles within school:

- Audit how often different programs and apps are used.
- Seek opinions of other pupils to give pupils more of a voice in ICT/Computing initiatives.
- Review new apps and software, and make recommendations.
- Raise the profile of Computing/ICT in the school
- Run or help out at a lunchtime club.
- Write instructions for different pieces of software or apps.
- Make governors more aware of the importance of Computing/ICT in all areas of the school.
- Offer technical support to teachers and fellow pupils.
- Participate in events to keep up-to-date with trends.
- Help to inform and enforce the school's e-safety policy.
- Mentor younger pupils in the school, helping them to use iPads to create amazing projects in the classroom.
- Test out new equipment and resources.
- Improve their understanding of technology.
- Hold events for the local community, including parents/grandparents etc. with training sessions to help them learn more about current technology.

We are commencing the application process now, with successful applicants continuing in the role until the end of the Spring term 2018. Applications are welcome from all children in Year 2 to Year 5 and 2 Digital Leaders will be chosen to represent each class. Training, support and supervision will be given at all times.

As your child has expressed an interest in applying for the position of Digital Leader, you may wish to read more about the programme. More information is available at:

[www.parkroadacademy.co.uk/digitalleaders](http://www.parkroadacademy.co.uk/digitalleaders).

If your child wishes to apply for a position, please help them to complete the attached application form. **The closing date for applications is Friday 12<sup>th</sup> May.** Successful applicants will then be invited to a follow-up interview to discuss their application and set a short Computing task to show off their skills.

We expect to announce the first group of Digital Leaders by 26<sup>th</sup> May 2017. I am certain that the Digital Leaders initiative will be of great benefit to all at Park Road Academy. I look forward to reading your child's application form.

Kind regards

Mr Sidwell  
Computing & ICT Lead



## Park Road Academy Digital Leaders 2017/18 Code of Practice

The role of a Digital Leader comes with much responsibility. Before you can start to work as a Digital Leader, you must read and understand the terms set out below.

Your teacher will explain these to you. You must take them home and discuss them with your parents, who must also sign below. When you have read and understood the, please sign your signature at the bottom of the page if you agree to the terms.

I will keep my login details and passwords secret. I will only share them with a teacher if I am asked to.

I will only delete my files, and none of those belonging to anyone else.

I will only access areas to which I am allowed when working as a Digital Leader.

I will use all technology correctly and sensibly, and only when I am permitted to do so.

I will remain polite and sensible in all my duties, both online and offline.

I will only send emails or messages with the permission of the teacher. I will never give out any personal information including my home address, phone number or email address or that of anyone else, without the permission of the teacher.

If I see anything, open anything or read a message that I am worried about I will inform a teacher immediately.

I will never arrange to meet someone I have only ever met on the Internet.

I understand that the school may monitor my computer activity, and the websites I visit.

I understand that if I break any of these rules, my privilege of being a Digital Leader may be withdrawn.

I will always follow these rules. If I am unsure about anything, I will ask a teacher or other responsible adult before I continue.

Pupil Name		Signature	
Parent/Carer		Signature	
Signed School		Date	