



a guide for
secondary school
teachers



*...transforming the learning experience...
and creating new opportunities for
teachers to engage and motivate pupils*

about Becta

Information and communications technology (ICT) is transforming the learning experience in classrooms across the UK, and creating new opportunities for teachers to engage and motivate pupils in their care.

Becta is the Government's lead partner in the strategic development and delivery of its e-strategy for the schools and the learning and skills sectors.

Becta provides strategic leadership in the innovative and effective use of ICT to enable the transformation of learning, teaching and educational organisations for the benefit of every learner. Working with the DfES, other government agencies and a range of industry partners, Becta is encouraging and supporting the development of a more coherent and co-ordinated approach, both in policy and practice.

A major priority is to promote the innovative and effective use of ICT in learning and teaching, and to help practitioners and learners exploit to the full the benefits of new technologies.



This guide provides an overview of the support and guidance available to secondary school teachers through Becta, and acts as a signpost to other sources of information and advice to help you explore new ways of using ICT in your work.

For further information about Becta:
<http://www.becta.org.uk>

Enhancing learning and teaching

For pupils, many of whom have become highly familiar with ICT outside the school environment, its use contributes not only to improved attainment, but also to making learning more enjoyable. Evidence also shows that ICT can enhance learners' perceptions of their achievement, thus building confidence and encouraging further learning.

To help practitioners integrate ICT into their teaching to best effect, Becta offers advice on the use of tools, such as PDAs, whiteboards and tablet PCs, and guidance on how their use can boost the learning potential of pupils.

Through Becta, teachers can also explore alternative ways of delivering curricula, and find out more about the potential of new technologies to support and inspire pupils.

The Becta Review 2005: Evidence on the progress of ICT in education provides the most definitive national picture of the current state of ICT in education in schools and in the learning and skills sector.

<http://www.becta.org.uk/publications>



Extending the boundaries of learning

New technologies are facilitating the development of personalised online learning spaces that will support 'anywhere, any time learning' for every pupil.

Learners will benefit from ready access to their own e-portfolio of work, whether they are in school, the library, in clubs or at home, and from a highly interactive learning experience that is adaptive to their preferences, and to their pace and context of learning.

The development of e-portfolios enables online monitoring and assessment of an individual's progress, as that person moves through school and eventually to college and into the workplace.

E-learning benefits, in particular, those with special social, cognitive or physical needs, as well as those groups that the system may fail, such as travellers. It also opens up new opportunities for schools to extend their traditional reach, removing many of the barriers between learners and teachers, institutions, parents, and the wider community.

Becta has published '*Extending the boundaries of learning*'. Available to order or download from Becta publications <http://www.becta.org.uk/publications>

...explore alternative ways of delivering curricula, and find out more about the potential of new technologies...

Using ICT to achieve improvement: Becta's self-review framework

To help schools take a more holistic and strategic approach to institutional improvement through ICT, Becta has developed the self-review framework.

An online tool, the self-review framework offers a straightforward route for schools to take to benchmark their current use of ICT against acknowledged best practice, and to create a viable action plan for its future development.

As ICT becomes more firmly embedded across all aspects of a school's operations, teachers can more readily access the tools and resources they need to enhance the learning experience, to plan and monitor progress, and to reduce time spent on classroom management and administration.

By adopting the framework, teachers can review their own personal development needs, and access a pool of information and guidance to help them identify suitable training and development opportunities.

Further information is available at:
<http://becta.org.uk/schools/selfreviewframework>

ICT Excellence Awards

The effective use of ICT is now a vital aspect of schools' educational development. This new awards scheme aims to identify and reward schools that are excelling in the use of ICT to support practitioners and learners, and are seeing real improvements in school performance as a result. This is also a unique opportunity for schools to share their knowledge and successes with the wider educational community.

Sponsored by Ramesys and supported by the TES, the ICT Excellence Awards seek to identify and reward exemplary schools across the UK that have transformed aspects of their business through ICT, benefiting their whole community, inside and outside the school building.

There are seven award categories, with each having a sub-category for primary and secondary schools. In addition, a Best School category for both primary and secondary schools will reward those schools that have achieved ICT excellence across their institution. Monetary prizes to go towards ICT equipment or related training will be awarded at a ceremony in November 2006.

Further details can be found at:
<http://www.becta.org.uk/excellenceawards>



finding, choosing and using resources

There are a wealth of internet-based resources and applications available to support learning and teaching in secondary subjects, and Becta is working with its partner organisations on an ongoing basis to improve both the scope and the quality of the material available. Some of the resources to be found on the following websites are free of charge; others may be bought with e-learning credits (eLCs).

Communication Aids Project (CAP)

<http://www.becta.org.uk/cap>
A catalogue of 1,500 ICT resources to support pupils with communication difficulties. Funding for CAP ends in March 2006. The website will continue to offer access to a wide range of resources.



Curriculum Online

<http://curriculumonline.gov.uk>
A portal offering easy, accurate searching through all the thousands of multimedia resources that schools can buy with eLCs.



Teacher Resource Exchange (TRE)

<http://tre.ngfl.gov.uk>
A moderated database of resources and activities designed to help teachers share and develop ideas for best practice.



Inclusion

<http://inclusion.ngfl.gov.uk>
An extensive catalogue of resources to support teaching those with individual learning needs.



Subject case study reports

A report on the use of ICT in art and design

This report explores good practice in the use of ICT in art and design. It explores how the use of technology in art and design differs from its use in other subjects, and also covers cross-curricular uses, and areas in which ICT affects art teaching uniquely.

Available to order or download from

Becta publications: <http://www.becta.org.uk/publications>

Resources to aid subject teaching

Becta also offers, free of charge, comprehensive advice on integrating ICT in a range of curriculum subjects.

Publications for the following subject areas can be downloaded from the Becta website:

- Design and technology
- English as an additional language (EAL)
- English
- Geography
- History
- Mathematics
- Music
- RE
- Science.

<http://www.becta.org.uk/publications>

ICT Advice leaflets

Becta also produces a series of advice and guidance leaflets on the selection of appropriate resources. Some of the leaflets also include examples of good practice. These are available as downloads on the following topics:

- Curriculum Online and Electronic Learning Credits (eLCs)
- Support assistants and ICT
- What are presentation technologies?
- Wireless networks

Available to order or download from Becta publications:

<http://www.becta.org.uk/publications>



Best value procurement

So that schools can purchase ICT equipment and services at best value prices, Becta has negotiated a series of procurement framework agreements with a number of suppliers of hardware, software and support services.

Purchasing through these frameworks offers schools several distinct advantages: as well as making significant cost savings on items such as laptops, interactive whiteboards and non-curricular software, schools benefit from the fact that approved suppliers are required to conform to standards set out by Becta, and they are monitored and audited to ensure compliance.

Becta is also working with schools and local authorities to encourage institutions to aggregate demand and achieve economies of scale.

For information and guidance about the specification and purchase of ICT: <http://www.becta.org.uk/procurement>



Continuing professional development

Evidence suggests that the confidence and competence of teachers using ICT in subject teaching has risen over the past five years, making it one of the most marked areas of ICT-related improvement over the period.

Becta is supporting this process, devising new models through which the safe and inclusive use of ICT can be embedded, both in initial teacher training courses and in professional development programmes for practitioners.

Becta is also encouraging teachers to become more active within their professional practice communities, and enhance their expertise through peer-to-peer review and support.

Information about professional development opportunities is available from: <http://www.becta.org.uk/schools>

The screenshot shows the Becta Schools website. The header includes the Becta logo and navigation links for Schools, Government & partners, Industry & content developers, and Leadership. The main navigation bar lists Leadership, Learning & teaching, Supporting schools, Technology, Technical support, and Inclusion & Access. The page title is 'Home > Procurement'. The main content area is titled 'Procurement introduction' and includes a welcome message, a list of 'Examples in Procurement' (Choose software, Consultancy services, ICT investment planner, Whiteboard and projector security), and a sidebar with 'Essential websites' and 'Related services'. The footer contains copyright information for Becta 2006 and links for Freedom of information, Privacy policy, Feedback, and Return to top.

every child matters

E-safety

The emergence of interactive communications technologies is raising new issues for all those concerned with the safety and well-being of children and young people, and Becta is actively promoting increased awareness of the issue of e-safety to educationalists and practitioners across the schools sector.

Becta has been working with the DfES since 1998, providing guidance to schools and to LEAs on all aspects of security:
<http://www.becta.org.uk/schools/esafety>

E-safety: Provides guidance for schools on developing appropriate policies and procedures to ensure safe use of communications technologies by the children and young people in their care.



<http://www.becta.org.uk/publications>

Signposts to safety: Is aimed at teachers of Key Stages 3 and 4, and signposts them to resources from a range of organisations to support lesson planning.



<http://www.becta.org.uk/publications>

E-safety: The experience in English educational establishments: The results of recent Becta-commissioned research auditing the current level and range of activity within English state-maintained educational establishments to ensure the safe and effective use of ICT.

<http://www.becta.org.uk/research/reports/esafetyaudit>

Safeguarding children in a digital world: Developing a strategic approach to e-safety: Provides a strategic overview of e-safety issues relevant to policy makers, and outlines a model for a co-ordinated approach by key stakeholders.

<http://www.becta.org.uk/publications>



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Becta publications

Becta has a number of free publications available to order or download. Hard copy publications are available to UK residents only. Please call 024 7647 6885 if you have any queries about an order.

- View recent publications
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Recent publications

- Content Advisory Board (CAB) Report no.3**
Ref: BEC2-15403
Corporate projects
ICT Suppliers
This is the third report from the Content Advisory Board to the Secretary of State for Education and Skills.
- Safeguarding children in a digital world**
Ref: BEC2-15401
Developing a strategic approach to e-safety
- E-safety (revised)**
Ref: BEC2-15402
Developing whole-school policies to support effective practice

Home Office guidance: a wealth of guidance is also available from: <http://police.homeoffice.gov.uk>



Inclusion and special needs

The use of ICT is proving especially valuable in engaging learners with individual needs, and Becta has produced a series of information sheets designed to assist both classroom teachers and school managers intending to develop their own practice in this respect. Each sheet is accompanied by a CD containing video clips illustrating best practice.

<http://www.becta.org.uk/publications>

Guidance for those seeking a solution appropriate to the requirements of their school is available from: <http://www.becta.org.uk/cap>

Funding for CAP ends in March 2006. The website will continue to offer access to a wide range of resources.

A comprehensive set of resources to support teaching professionals is available from the Inclusion website: <http://inclusion.ngfl.gov.uk>

Becta's schools website provides advice and information, and holds an extensive catalogue of resources to support teaching professionals and others in meeting learners' individual learning needs. www.becta.org.uk/schools



All Becta publications can be downloaded from the website

www.becta.org.uk/publications

There is also the facility to order printed versions of some publications.

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