



The Primary ICT & E-learning Co-ordinator's Manual: Book Two, A Guide for Experienced Leaders and Managers: 2

James Wright

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'[This book] certainly isn't one of the dry educational tomes that often bedeck the shelves of the staffroom; it is an informative, accessible text which evolves into an enjoyable read. There aren't too many practitioner manuals that can boast that particular combination. A useful guide for the ICT leader seeking a practical/effective annual structure for their ICT leadership role' - *Teach Primary Magazine*

This practical manual is the second part of a 2-volume set that together makes up a detailed 2-year training programme for primary ICT and E-learning co-ordinators. The second book takes coordinators through the second year of the programme but may also be used as a starting point by more experienced staff. The structured training programme, timed over three terms, includes:

- o a complete review of E-Safety procedures in the light of the Every Child Matters agenda

- o Developing a funding model in order to plan for ICT developments, together with a broader ICT action planning review to embed a revised E learning vision through a series of long-term sustainable actions

- o Reviewing the curriculum in order to examine how the E Learning community will adapt its core practices to facilitate new technology

- o the evolving role of school websites as they assume interactivity and examine the place of E Learning within the extended schools agenda

- o Reviewing the use of ICT as a tool for management systems and discussing how ICT can be used to support different groups of children

o examining self-evaluation strategies linked to the school's SEF, the Ofsted Section 5 Framework and Every Child Matters.

The books have a companion website, which will offer downloadable versions of the photocopiable sheets from the book, as well as links to other sources of help and advice.

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Peter Beaton:

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