Digital Leaders Cross Site Meeting Minutes 4/12/23

Attendance:			
Orchard	Southwold		Hoxton Garden
Mr Hoary	TA's		Ms Jordan
Orchard DL's	Southwold DL's		Hoxton DL's
Item	Discussion/Tasks		Action
Action from previous meeting:	Has delivering the key Internet safety messages been embedded in weekly computing lessons? Was it a success? What was the outcome? Has anything been completed since? How could it be improved this year? What are the next steps?		
	HG The landing page is being used at the beginning of every lesson to embed understanding of 3 strands. Key vocab is being introduced and used throughout ICT lessons. Key words are displayed on ICT displays. DL's would like some help/reminders for e-safety messages. The landing page is being used at the	SW Key vocab is shared on a slide in ICT lessons. Children were unsure about the landing page. Children felt they needed more support delivering key e-safety messages in lessons. ORCH DL's would like reminders to share key e-safety messages. Key vocabulary is shared and modelled by teachers. Key vocab is modelled using sentences. Landing page is used at the beginning of most lessons.	Continue to support DL's to further embed delivery of key messages (online safety actions)

	beginning of every lesson to embed understanding of 3 strands			
Online Safety	What are the key areas of online safety? What are you learning about in classrooms? Are you delivering the weekly safety messages at the beginning of each computing lesson? Is there anything we could do to make this easier to manage/remember? Has using the problem and praise box to share weekly messages linked to online safety been successful? How can we build on this?			
	HG The four C's DL's could discuss their current learning P&P is being used for online safety issues. They were able to articulate many of the online safety issues children face and their learning in class. All three schools need support/reminders to deliver the key online safety messages at the beginning of a lesson. Suggestions were given and will be our actions.	SW The four C's DL's could discuss their current learning P&P is being used for online safety but not regularly. DL's will continue to submit online safety scenarios to the P and P box. They were able to articulate many of the online safety issues children face and their learning in class.	ORCH The four C's DL's could discuss their current learning P&P is being used for online safety but not regularly. DL's will continue to share weekly messages in problem and praise box linked to online Safety. They were able to articulate many of the online safety issues children face and their learning in class.	Computing leads to ensure that all online safety messages are printed and displayed in classes for DL's to utilise Add reminder to key vocabulary slides to share messages, as reminder for staff and DL's to endure consistency across all sites DL's to continue to share weekly messages and scenarios in problem and praise box linked to online Safety

Safer Internet Day	Safer Internet Day 2024 will take place on the 6th of February 2024, with celebrations and learning based around the theme 'Inspiring change? Making a difference, managing influence and navigating change online'. How will we raise the profile across the school? How will we raise the profile for parents?			
	HG Assemblies for class during circle times based around key online safety message and discuss new technology that might be a risk Leaflets for the parents introducing new technology/websites/apps they may not know about	SW Posters to promote online safety displayed in classes made by DL's Assemblies with all DL's in key stage assembly	Orch Online posters/leaflets for website. Assemblies.	Computing leads to register to become SID supporters. An outline of the day to be shared and then we will receive certificates for our schools– here is the link for computing leads to complete registration https://saferinternet.org.uk/safer-internet-day/safer-internet-day-2024/supporters-registration
Cross Site Project	What do you think the focus for the project should be this year? Think back to last year's video project?			
	HG Digital online safety posters on the school's websites	SW Digital online safety posters on the school's websites	ORCH Digital online safety posters on the school's websites	DL's to meet locally to design online safety poster amalgamating SID's top tips and they will be digitised by computing leads for each school, for the website.

				Ms Browne to support computing leads. Computing leads to liaise to finalise work for poster by week 2 Spring term 1 Deadline end of January
Next steps for Digital Leaders **How can we build on your role this year?** **Are there any responsibilities you want to take on this year or would like to improve?**	DL's to have time to work on a section of the digital poster with computing leads Each site to share their section of draft poster by early January Prepare DL's for SID 2024 i.e. assemblies DL's to continue to submit P&P each week linked to online safety			