MIS METROPOLITAN INTERNATIONAL SCHOOL

MANNHEIM | VIERNHEIM | HEIDELBERG

Pupils using technology in classroom

The Metropolitan School wishes to have a progressive and developed approach to integrating technology into the learning and teaching of the school.

The MIS understands that computers, and integrated technologies are playing an ever growing role in the classroom. Access to the internet allows pupils to have access to an incredible amount information, and current technological devices give pupils a huge range of tools to interact with concepts and information, keep a range of records and responses, and apply their understanding in a range of ways.

The school wishes to continually develop its approach to technology in the classroom and school life, integrating it with our processes, policies and requirements. The MIS wishes to ensure our learners are capable and experienced in modern and established forms of education, and are able to challenge themselves to grow in a contemporary yet safe manner.

It is stated on the fees and supply list from the school website that every student from Grade 5 is required to bring their own, personal learning computer to school for lessons. If a child does not have a computer for any reason, the school may temporarily provide a google Chromebook or equivalent.

If the equipment is continuously missing, the missing materials consequence will be followed.

The requirements of this computer are as follows:

- Internet browser, accessing information on various public websites, logging on to the school platform itslearning, emailing files directly. Submitting, downloading files and uploading learning activities in the school platform.

- Word processing, allowing text documents to be created, edited and formatted,

common file extensions: .doc, .docx, odt, .gdoc .pdf

- Presentation program, allowing numerous slides to be created, edited and presented, including image and video editing.

common file extensions: .ppt, .pptx, .odp, .gslides .pdf

- Spreadsheet, allowing calculation, formula creating, graphing tools,

common file extensions: .xls, .xlsx, .gsheet, .ods

Laptops, tablets and any other digital device.

The ability to use technology in a class is at the discretion of the timetabled teacher, unless explicitly state on a student's Individual education plan (IEP)

Permission may not be given to students for the following reasons:

- The teacher wishes to collect classwork to assess and monitor pupil note taking, class activities or to make classwork/formative assessments.

- The ability to write in a formed manner is a part of a department's development plans. A part of the class is guiding pupils in making clear, effective and appropriate hand written responses.

- Exam preparation: Many exams require an extended hand written pupil response, and the ability to write consistently and to a high level with paper and pen requires practice.

- The teacher feels that they are unable to manage distractions to the individual or the class.

- The teacher feels the pupil is unable to keep themselves or others safe in regard to internet safety or exposure.

- Concern regarding privacy, where photos or recording may be made without teacher or pupil permission.