



Developing a School **ICT POLICY**

A PRESENTATION BY
ROGERS MUKALELE
(www.mukalele.net)

In this presentation

- What a school ICT policy is, samples of school ICT policies
- Why should a school have an ICT Policy?
- Brainstorming sessions on key things to include in a school ICT policy (e.g ICT infrastructure and resources, BYOD policy, guidelines on acquisition, use, access control, maintenance of ICTs, etc)
- Acceptable User Policy (AUP) in areas such as Internet, access to information, printing resources etc)
- Computer lab rules and regulations
- Stakeholders and their roles
- National Policy Instruments for Context. Is your policy consistent with national policies?

Introduction

- Brainstorm about the following:
 - What is a ‘policy’?
 - Name some policies used in schools and their use?
 - Do you think an ICT Policy is important? Why?

National Policy Instruments for Context

- Download the National ICT Policy through the following link:

bit.ly/ICTPolicyNational

- Which policy guidance is given regarding use of ICT in Education?

Identifying ICTs in schools



ICTs to Regulate

- In groups, identify how each of the following ICT resources can be used by teachers and/or students in the teaching learning process
 - Calculator
 - Radio
 - TV
 - Smart phone
 - Tablet
 - Computers
 - Internet
- In which ways can the above ICTs be misused?
- Suggest regulations which should be included in the ICT policy to regulate the usage of the above ICTs.

Activity⁷

- In your groups, discuss and list down the key things to include in an ICT Policy.
- Refer to the following links:
 - bit.ly/ICTPolicy1
 - bit.ly/ICTPolicy2
 - bit.ly/ICTPolicy3
 - bit.ly/ICTPolicy4
 - bit.ly/ICTPolicy5

Further Discussion

- Identify the various stakeholders and their roles regarding use of ICT in schools.
- What is role of the Acceptable User Policy (AUP) in areas such as Internet, access to information, printing resources etc)
- Which Computer lab rules and regulations does a school need to guide usage by the various parties?

What is
BYOD?

What are the
merits/demerits
of BYOD
in a school
setting?





Read more: bit.ly/byodinschools

Conclusion

- After you have set the long-term aims of the school for ICT, the next step is to develop or audit the school's current ICT policy.
- Ensure that you know the school's position and what factors will influence it from the outside.
- Gather the opinions of the staff on the current policy about how well it reflects the quality and extent of children's learning with ICT across the curriculum.

Thank You

Rogers Mukalele
National Coordinator, ICT Teachers Association of Uganda
(ITAU)

0776960740/0706060740

www.mukalele.net

