Digital Literacy

Semi formal and Formal
Within Strand 6, students will participate in structured digital literacy lessons designed to develop the fundamental skills required to use technology safely, confidently, and purposefully across a range of contexts. Students will be taught a series of clearly defined digital literacy topics, which will then be applied meaningfully within their chosen vocational and enterprise options, including horticulture, café enterprise, and creative enterprise, as well as within community access and project organisation sessions. Learners will develop an understanding of how digital tools such as mobile phones, emails, websites, and apps can be used effectively in everyday life, employment, and community settings. Teaching will draw upon and reinforce students' reading, writing, and online communication skills, supporting their ability to access information, communicate appropriately, and complete digital tasks independently. E-safety will underpin all aspects of digital literacy learning, ensuring that students understand how to stay safe online, manage digital risks, and make informed choices when using technology. Throughout their time in Strand 6, students will be supported to manage their own online record of learning and will access the Evidence for Learning learner app. This will enable students to upload evidence, reflect on progress, and develop independence, ownership, and digital responsibility in line with their Preparing for Adulthood outcomes.

Digital Literacy

Semi-Formal and Formal **Skills – mouse, keyboard, phone/ipad, emails, word processing, passwords and log ins, save and retrieve in different apps/contexts, e-safety, producing and editing, printing, accessibility – reading/typing,**					
Year A					
Autumn 1 E-Safety	Autumn 2 Creativity	Spring 1 Exploring the internet	Spring 2 Increasing independence	Summer 1 Using technology for a purpose	Summer 2 Digital Skills for Employment and Adult Life
Online Safety - Who see's what I post. - How wide does my post go - Using technology safely. - Online reputation	Adverts Strand related promotional adverts.	Planning a trip -travel (timetables, prices) -activity (research places) -sending emails (booking and planning)	Accessibility tools /Switches Functional technology (related to home management) Managing money	Buying online • Scams and trust information • Price and quality • Addiction	Understand personal information and how to protect it online. Use secure passwords and recognise unsafe online activity. Communicate appropriately using digital technology. Explore how technology supports daily living

					Understand how technology is used in workplaces and community settings.
- Consent - Appropriate videos - Yes or no to photos - Asking before watching videos	Potential Software: • Canva • PowerPoint	Potential Software: • Microsoft 365 • Trainline • Trusted Websites • Venue websites • Online bookings	Potential Software: • Banking app (Monzo?) • Mobile phone • Google Store/ App Stores • Reading Apps • Cpen • Speechify • Immersive reader • Dictation - Speech to Text	Potential Software: • Supermarket websites • Comparison of shopping apps	Potential Software: <u>Organisation and Independence</u> • Microsoft Calendar • Microsoft To Do <u>Preparing for Employment</u> • Microsoft Word • Microsoft Forms • Canva (CVs, posters, portfolios) <u>Everyday Living</u> • Trainline • Google Maps • NHS App (awareness) • Supermarket apps • Banking app demonstrations (using screenshots/simulations) <u>Accessibility</u>

					• Immersive Reader • Dictation (Speech to Text) • Read Aloud • Accessibility settings on iPad and Android devices <u>E-Safety and Digital Citizenship</u> • Google Safe Search • Childnet resources • BBC Own It resources • Internet Matters activities