



مدرسة البكالوريا - عمان  
Amman BaccaLaureate School

# ICT VISION & STRATEGY

2010 – 2013

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## ICT Vision Statement

### ABS aims:-

- to become the leading school in the region for integrating technology in all aspects of education and to ensure that ICT is at the centre of Learning and Teaching at ABS
- to prepare students for an increasingly technology-driven world and to ensure that students are able to use technology critically, creatively, safely, ethically and in a responsible manner

## ABS ICT STRATEGIC PLAN 2010 - 2013

OBJECTIVE	MAIN ACTION	LEAD	TIME SCALE	HOW	IMPACT INDICATORS	RESOURCES
What are we trying to do?	What main action(s) are required to do this?		By when?	INSET, Working Groups etc	How will we measure impact?	Training: costs, source
<b>1</b> To create a whole school vision and approach	<b>1.1</b> Create an ICT Strategic Planning Group that represents all four schools and administration	Prin, DoR	Sep 09	Director of Resources identifies staff who will form the ICT strategic Planning Group	Group is created and meets regularly	Staff time
	<b>1.2</b> Create a whole school vision statement for ICT at ABS	DoR	Oct 09	ICT Strategic Planning Group	Approval by Mgt Team, BoT, used in school publications	Staff time
	<b>1.3</b> Create an ICT Strategic Plan for ABS that reflects the school's Aims and Mission	DoR	Nov 09	ICT Strategic Planning Group	Approval by Mgt Team, BoT, used in school publications	Staff time
	<b>1.4</b> Develop detailed ICT plans for each school and the administration to link with the whole school plan	HoS	Mar 10	School working groups	Published, clear action plans for each school that relate to the whole school plan	Management and staff time
	<b>1.5</b> Develop strategies to fund the ICT plan	Prin, DoR, Finance Mgr	Jan 10	Finance Mtgs, BEF, Board Finance Sub-Committee	Funds are available for proposed ICTdevelopments	Management, BEF members and Finance Sub-Committee time

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2 To ensure that ICT is at the centre of Learning and Teaching at ABS	2.1 Periodic evaluation and revision of ICT in the KG-12 curriculum	VPs' E-Learning Co-ord, HoS	Annual Apr-May	VPs, Heads of Schools, Heads of Departments, e-learning co-ordinator, IT staff	Publication of evaluation findings and revised KG-12 ICT in the Curriculum plan	Staff time
	2.2 Phased introduction of laptops for students and staff	DoR, HoS, IT Manager	Aug 10 for first deployment	Phased introduction of laptops for staff. Increased use of laptops by students. Phased introduction of laptops on carts for younger grades.	Reduced total number of PCs, staff 'ownership' of own laptop producing fewer IT technical issues compared to using multiple PCs. Higher levels of staff ICT competence. Greater use of ICT in learning and teaching.	Cost of laptops, carts, completion of wireless. Training for staff. Additional IT Technician. Some improvements to power infrastructure and storage facilities.
	2.3 Develop a staffing structure of ICT expertise to ensure that the vision can be met	Prin, VPs, DoR, HoS	Dec 09	Meetings	Improved management and strategic direction	Recruitment, training of staff, time allowances

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	<b>2.4</b> Provide a structured and evaluated programme of staff training and development to ensure that the vision can be met	VPs, HoS, E-Learning Co-ord	Ongoing, plan for the following academic year in May	Meetings, identifying appropriate training and areas that need to be targetted	Improved staff competencies, improved use of ICT in classroom for learning and teaching	Cost of providing INSET, staff time
	<b>2.5</b> Evaluate and develop integration strategies in Learning Support for challenged students	Prin, E-Learning Co-ord, CLS Counsellor	Jun 10 with annual review	Review available software and/or software and peripherals to support student needs	Improved student achievements, more integration in class, less need for teacher support	Cost of additional software, training, staff time

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<b>3</b> To develop electronic administration throughout all four schools by ensuring that the electronic administration systems are being effectively utilised	<b>3.1</b> Appoint Data Officer	DoR	Nov 09	Internal and external adverts, Interviews	Appointment made	Additional salary
	<b>3.2</b> Develop and implement modules of the student administration system for Discipline, Scheduling and Reporting	DoR, DoS, DO	Jan 10 - Aug 11	Dir of Resources and Data Officer work with Offtec technical support and key school staff to devise appropriate systems	Successful staff use of discipline, scheduling and reporting modules that replace existing systems. Easier data entry, more efficient processes	Basic modules already purchased, annual updates and maintenance costs
	<b>3.3</b> Develop a virtual learning platform	E-Learning Co-ord	Phased implementation Sep - Jul 11	E-Learning Co-ord plans training and implementation	Delivery of e-learning to students. Clear plan for distance learning in case of school or section closure.	Staff time. Annual support agreement for software
	<b>3.4</b> Establish a secure staff intranet	DoR, DO, IT Mgr	Jun 10	Data Officer builds structure and adds documents	Staff access to school current documents	Initial cost of software already budgetted in 2009-10. Staff time.
	<b>3.5</b> Periodically evaluate and review ABS website	DoR	Review whole site at end of each semester. New site design Jan 2013	DoR/HoS/HoD evaluate content and provide updates and ideas for improvements	Clear, informative, easy to use website designed for target audience	Annual server space rental, staff time. Costs of major site maintenance and new site.

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	<b>3.6</b> Investigate and implement where necessary tools to improve productivity and efficiency in the administration	IT Mgr	Annual recommendations for inclusion in Dec budget	ICT Strategic Planning group reviews suggestions	Able to complete tasks faster and with less time. Possible reduction in staff.	Cost of software / hardware. Training.
	<b>3.7</b> Implement and evaluate a Curriculum Mapping System	VPs, HoS	Dec 11	Meet with Curriculum Mapping System provider to discuss ABS requirements	Clear mapping of whole school curriculum KG-12	Cost of Curriculum Mapping Software. Staff time.
	<b>3.8</b> Produce digital archive of ABS history	Head of MC, IT Mgr	Dec 11	Media Centre staff collect documents, identify appropriate materials and catalogue	Searchable database of school history since school opened	Staff time. Archiving system software. Hardware.

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<b>4</b> To ensure that the school has the necessary infrastructure to support further developments	<b>4.1</b> IT infrastructure to be audited by external Educational Technology consultant every 2 years	DoR, IT Mgr	Aug 10	External audit	Report, action plans	Cost of bringing in external audit person
	<b>4.2</b> Produce a 3-year plan for maintaining and upgrading infrastructure to meet the requirements from schools and administration	DoR, IT Mgr	Dec 09 then annual review	Meetings	Clear strategy for maintenance, upgrades and replacements with cost implications	Cost of identified hardware / software
	<b>4.3</b> Progressively increase Internet bandwidth in order to support the required needs	IT Mgr	Aug 10 - 8 Mb, Aug 11 - 16 Mb, Aug 12 - 32 Mb	Consultation with Internet providers: upgrading microwave link, considering alternatives	Faster access, ability to use higher bandwidth applications eg videostreaming	Annual Internet access fees, additional hardware at server side
	<b>4.4</b> Ensure that robust methods of backup and security exist and are tested in order to guarantee the safety of all data	IT Mgr	Aug 10 with annual review through audit by external body	Consultation and researching industry best practice	Successful restores both as an exercise and for real	Cost of new software and hardware
	<b>4.5</b> Periodically review all IT related procedures, policies and documentation	IT Mgr, DoR	Mar 10 then annually	Meetings, reviewing, structuring documentation	Clear procedures, policies and documentation that are periodically updated	Staff time

# ICT STRATEGIC PLAN COSTS

	2010/11		2011/12		2012/13	
	Capital	Expense	Capital	Expense	Capital	Expense
2.2 Phased intro of laptops for staff 60/40/20 @850	51,000		34,000		17,000	
Wireless	17,300		-		-	
Laptop carts for JS Gr 6 / 5 - 4 carts	-		51,400		-	
Laptop carts for JS Gr 4 / 3 - 4 carts	-		-		51,400	
PCs (DT - specialist area)	12,100					
Additional Technician (Staffing Budget)	-	-	-	-	-	-
Improvements to power infrastructure	1,100		200		200	
Training for staff (PD Budget)	-		-		-	
2.3 Equivalent to one extra teaching staff (could be in time allowances across many staff)		15,000		15,000		15,000
2.4 Prof Dev (PD Budget)	-		-		-	
2.5 Learning Support (Hardware, Software)	2,000		2,000		2,000	
3.1 Data Officer Salary (Staffing Budget)	-		-		-	
3.2 Annual Support Agreement		8,500		8,500		8,500
Edline Web Hosting		2,900		2,900		2,900
Additional Modules/Tools	5,407		2,500		2,500	
3.4 Intranet Dashboard	4,000			400		400
3.5 Website		500		500	10,000	500
3.6 With laptops we should use MS Exchange to provide unified communication system	-		-		8,750	
AD Manager Plus - managing user accounts	900		-		-	
Media Communication Centre Interface	-		3,500		-	
HelpDesk Software (also for Maintenance)	5,950			800		800
3.7 Curriculum Mapping Software			2,000	4,100		4,100
3.8 Digital archive of ABS history			5,000			
4.1 Consultation fees	5,000		-		5,000	
4.2 Printers (additional + replacement)	6,800		5,800		5,800	
Theatre Data Projector			12,000			
LCD screen info/news system for Reception & College	3,920					
Data Projectors 16/20/20	14,880		18,600		18,600	
Scanners 3/3/3	600		600		600	
Server RAM	3,200		-		-	
Multi-Function Printer for Admin			3,500			
NetOp Software (100 computer licence)	3,100					
Other expenses (detail in 2010/11 ICT Budget)		64,583		64,583		64,583
UPS power circuits	9,450					
Software - Curriculum	12,656		5,000		5,000	
SMART CE Response Systems	1,100		1,100		1,100	
Smartboards with cabling (JS)	19,925		-		-	
4.3 8 / 16 / 32 Mb bandwidth annual cost (microwave)		27,000		40,000		60,000
Additional hardware	-		4,700		2,400	
4.4 Backup System	7,800			1,000		1,000
<b>ANNUAL TOTAL</b>	<b>188,188</b>	<b>118,483</b>	<b>151,900</b>	<b>137,783</b>	<b>130,350</b>	<b>157,783</b>
<b>TOTAL CAPITAL</b>	<b>470,438</b>					
<b>TOTAL EXPENSE</b>		<b>414,049</b>				
<b>+ NEW KG HARDWARE (2009/10)</b>	<b>45,692</b>					

**NOTE: All costs EXCLUDE TAX**