**Digital leaders minutes**

**Date:** 11.01.2017

**Present:** Miss Rahman, Matilde, Hamid, Sara, Simon, Denny, Ayesha, Aksa, Ethan, Tysha, Cavalli and Sachin

**Absent:** Tasfiyah, Fatima A

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| **MINUTES**  | **ACTION** |
| **New website** * Was launched before the Christmas holidays
* All of the digital leaders have had a chance to look at new website – said it looked “nice” and “professional”
* Digital leaders were shown their section – every month some digital leaders will be called to add an article
 | Matilde, Isa and Haroon to write an article for the digital leaders section on the school website (to be completed by Friday 20th)MR to organise a time when digital leaders can type the article using Class Jamaica computers – maybe lunchtime. |
| **Digital leaders video*** Digital leaders to spend a day with MR to record video clips of teaching and learning at different times of the day (Year 5 digital leaders in the morning, Year 6 digital leaders in the afternoon)
* Outcome – short video clip – “Behind the scenes at Downsell” or “Downsell at work”

  | MR to speak to DC and get a date booked in the diary – cover teacher required.  |
| **Hour of code - feedback*** Some said it worked on chrome
* Some teachers used internet explorer and it didn’t work
* MR explained that due to large number of pupils on laptops/computers, network went slow – possibility
 | Before the next hour of code, MR to ensure that NH checks the link works on all computers and laptops – push the link out. |
| **AOB*** Safer Internet Day – Feb
* E-safety – digital leaders would like to talk about this to their peers – MR suggested talking about SMART internet rules, internet safety posters displayed in classrooms and browsing safely on the internet/apps
 | MR to email teachers with copy of the minutes.Teachers – please could you kindly allow your digital leaders to talk about e-safety in the beginning of your computing lessons. |