

Brough Primary School – Curriculum Intention Plan 2023 - 2024



Subject: Computing Year Group: Year 3/4		Area of learning: Collecting and analysing data "We are communicators" (RS 3.5)
Links to previous work/Remember when	<p>Computing: Use technology safely, respectfully and responsibly; recognise acceptable/unacceptable behaviour; identify a range of ways to report concerns about content and contact.</p> <p>English: This unit provides opportunities for the children to write for a range of real purposes and audiences as part of their work across the curriculum.</p> <p>History: You could link this unit to a history topic, such as communication through the ages (see the Weblinks section in Classroom ideas on page 61).</p> <p>French: French penpal? This unit could provide opportunities for the children to understand and respond to spoken and written language from a variety of authentic sources.</p>	
Term	Year 3/4	Key Skills to be taught
Spring 1 2024 What the children should know at the end of this series of lessons	This unit allows the children to learn about a number of online safety matters in a positive way. They will work with a partner in another class, learning how to use email and video conferencing safely.	

Vocabulary

safety, email, communication, proofread, attachment, mail server, transmits, recipient, receive

Sequence of learning	Learning Objectives/Outcomes	suggested Lesson Outline
1	<p>Learning Objective: To plan the project.</p> <p>Key Knowledge: Talk about who else it is safe to email, and discuss the dangers they could be exposed to by communicating with strangers.</p>	<p>Recap – Brainstorm ways of using technology to communicate. Ask the children whether they use email and, if so, what they use it for.</p> <p>Tell the children they are going to undertake a research project, working with a partner in another class, and they will use email to share information and collaborate on a presentation. Discuss topics, mind mapping some ideas. You could tell the</p>

Brough Primary School – Curriculum Intention

Plan 2023 - 2024



		<p>children about their partner class, or the children could use an initial email to find out about them. Tell the children that they will 'meet' their partner in a video conference at the end of the unit. Emphasise that you know the other teacher, so it is 'safe' to email them. Talk about who else it is safe to email, and discuss the dangers they could be exposed to by communicating with strangers. Ask the children to think about circles of trust in the real world, and how these circles are extended when they are introduced to someone new by someone they trust. With the children's input, draft a message to the partner class. Emphasise the use of emails as a written conversation. Proofread the message together and then send it to the partner class.</p>
2	<p>Learning Objective: Learning how email works.</p> <p>Key Knowledge: By this point, you should have received an email from the partner class; model opening it. Ask the children to provide ideas and phrases to include in a shared response. Talk about the process of attaching files.</p>	<p>Recap – Display the How email works poster and talk the children through the process. An email user writes a message, which the mail client (the email program running on the device/ computer) then sends to the outbound mail server, usually via the internet. This server then sends the message via the internet to the recipient's inbound mail server. That server then waits until the recipient's mail client asks for the message, and then transmits it, again normally across the internet. The recipient can then read the message on screen.</p> <p>Emphasise that email is fast and reliable but insecure. Anyone with access to the mail servers or the internet connections between them could read the text of email messages. If you want to talk about something really private, think twice before using email or use encryption (see Unit 5.2 – We are cryptographers). Discuss rules for using emails (see the resource on My Rising Stars). By this point, you should have received an email from the partner class; model opening it. Ask the children to provide ideas and phrases to include in a shared response. Talk about the process of attaching files. Ask the children to suggest an interesting and informative attachment for your email response.</p>
3	Learning Objective:	Recap –

Brough Primary School – Curriculum Intention

Plan 2023 - 2024



	<p>Using email safely.</p> <p>Key Knowledge: Ask the children to write an email introducing themselves and discussing an aspect of the chosen topic, sharing information and asking questions, as modelled previously.</p>	<p>If using your school's email system, brief the children on the Acceptable Use Policy (AUP). If you're using Gmail, demonstrate how to activate email accounts if pupils have not already done so. Discuss the CAPTCHA test on the sign-up page (in which pupils have to type a made-up word to prove they're not robots) and talk the children through key points of the terms and conditions.</p> <p>At this point, you could run an activity in which the children discuss how they would respond to a range of emails (see the dilemma cards on My Rising Stars). Assign children their partner, as agreed with the teacher of the partnering class. Ask the children to write an email introducing themselves and discussing an aspect of the chosen topic, sharing information and asking questions, as modelled previously. Ask the children to plan how they will work with their partner to create a joint presentation. (Some children will need additional support with this.) Point out the cc: field, and ask the children to include your email address there, as well as the email address of their partner's class teacher.</p>
4	<p>Learning Objective: Working with attachments.</p> <p>Key Knowledge: Ask the children to create a PowerPoint® (or similar) presentation on their agreed topic with their partner. Ask the children to email their presentation as an attachment to their partner.</p>	<p>Recap – Ask the children what cc. means on an email?</p> <p>Ask the children to create a PowerPoint® (or similar) presentation on their agreed topic with their partner. They should create a number of slides, exploring the topic, perhaps from their particular perspective, while leaving room for additional slides from their partner.</p> <p>The information the children include on the slides could come from their own understanding of the topic, particularly if this is something they are studying in school or related to the local area, or through using their research skills to learn about the topic using books or web-based resources. The children might find it helpful to mind map their ideas first, or use the outline tool in PowerPoint, which allows users to work on the structure and content of their slides rather than constructing each slide in turn. Ask the children to state the source of the information they use. Encourage them to add images to their slides, especially if presenting to a class that speaks another language. The pupils could use their own or school digital photos, or search for them on the web; encourage them to use photos licensed</p>

Brough Primary School – Curriculum Intention Plan 2023 - 2024



		under a Creative Commons licence wherever possible. Ask the children to email their presentation as an attachment to their partner, together with information explaining what they've done and ideas for what their partner could do next.
5	<p>Learning Objective: Developing the joint presentations.</p> <p>Key Knowledge: Ask the children to continue to work on their joint presentation, sending the slides to and fro, and suggesting ideas and changes in the body of their emails as they do so.</p>	<p>Recap – Remind the children about aspects of online safety related to attachments, explaining that they should avoid opening files attached to emails from unknown or unexpected sources.</p> <p>Ask the children to continue to work on their joint presentation, sending the slides to and fro, and suggesting ideas and changes in the body of their emails as they do so. Encourage the children to use some of the extra functionality in the presentation software, such as links and transitions, without losing focus of the content of the presentation. You could also ask the children to email the presentation to some friends in the class, asking them to review the slides and provide some feedback. They should copy in ('cc') their partner, together with both class teachers.</p>

Learning Outcome/product

This unit will enable the children to: develop a basic understanding of how email works, gain skills in using email, be aware of broader issues surrounding email, including 'netiquette' and online safety work collaboratively with a remote partner.

Assessment records	List only those children who have not achieved the expected outcomes.