**NATIONAL DIGITAL LEARNING COUNCIL (NDLC) MINUTES**

**11:00 TO 15:00; TUESDAY 15 JULY 2014**

**YSGOL Y GOGARTH, LLANDUDNO**

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| **In attendance:**Janet Hayward (JH) [Chair]Hannah Mathias (HM)Chris Britten (CB)Tom Crick (TC)Pete Richardson (PR)Iain Tweedale (IT)Mark Jones (MJ)Huw Evans (HE)Lindsay Harvey (LH) [Welsh Government]Chris Roderick (CR) [Welsh Government] | **Apologies:**Geraint JamesMaldwyn Pryse Catherine GroutDavid MorganSimon PridhamSue BurnettRobert NewsomeGareth MorganChris Owen |

1. **Welcome**
	1. JH thanked PR for arranging for the meeting to be held at Ysgol Y Gogarth and for attending the meeting.
2. **Hwb / Digital Learning in Digital Wales Programme Update – Lindsay Harvey**

**Learning in Digital Wales Grant**

* 1. LH provided the Council with aa update on the progress that has been made with regard to improving broadband provision in schools. It is anticipated that 1355 schools will have benefitted from the grant by 31 July.
	2. DfES is currently investigating alternative solutions including:
		1. copper access – this should achieve the required 30 kbps per pupil, at least in smaller schools;
		2. wifi – which will only be suitable in certain areas; or
		3. to wait until the rollout of SuperFast Cymru

**Hwb**

* 1. LH noted that there had been a slight decrease in the bounce rate from the Hwb homepage this month.
	2. LH confirmed that state of play regarding training on Hwb+. 1813 teachers have now received training from 1308 schools.
	3. HM suggested delivering CPD training online, with the possibility of teachers earning open badges. LH agreed that this could be looked into.
	4. LH highlighted that it is proving difficult obtaining the required MIS data from some settings (notably Pupil Referral Units).
	5. Public websites for each school should be made available throughout September and October 2014. This will be highlighted in workshops with consortia and local authority staff in September and communicated to schools via the previously agreed channels.
	6. LH highlighted that providing parents and governors with access could prove a significant challenge. When rolling this out to parents in Wolverhampton as part of a previous project, Learning Possibilities encountered issues related to parents with more than one child; particularly those with children in more than one school.
	7. HM stated that in her experience, governors should not have any issues adjusting to the platform. However, administrative staff in schools must also receive training in order for schools to make best use of this.
	8. LH announced that Dilwyn Owen, one of the original Hwb Digital Leaders will be returning to teach at his school a term earlier than expected. Dave Stacey from Olchfa CS has agreed to take his place on the Digital Leader Team from September.

**Additional funding**

* 1. LH noted that around £5m of funding is being made available to eligible local authorities through the revenue savings created by the LiDW Grant. LH noted that local authorities are obliged to reinvest this money in local educational ICT.
	2. £750k is also being provided to consortia and local authorities to support local digital literacy including Hwb+ training.

**Web filtering**

* 1. LH updated the Council on the work the Digital Learning Division is doing in respect of working with local authorities to develop a web filtering framework for Wales. It is envisaged that this will be available by April 2015.
	2. PR questioned whether a framework will resolve the issue at hand. TC stated that it should, but that there needed to be an appropriate mechanism to whitelist sites. Whether whitelisting appropriate sites or blacklisting in appropriate sites, both methods are very labour intensive.
	3. MJ stated that in his school, all whitelisting requests are submitted to him as headteacher for consideration, before forwarding to his local authority ICT team for action. The process usually takes no more than a couple of hours and MJ felt that this has worked well, despite some unnecessary ‘blanket’ rules (i.e. any page featuring any kind of advert will automatically be blocked) and would be reluctant for this to change.
	4. However, MJ did state that by definition, https sites are entirely secure, so there should be no reason for these to be blocked by local authorities as they currently appear to be.
	5. HM stated that her college has significantly relaxed their filters, with social media able to be accessed.
	6. TC noted that an increase in the use of https sites will prove a losing battle, if these continue to be blocked. By definition, these sites are secure so there should be no reason for these to be blocked by default.
	7. LH noted that local authority staff had reacted positively to the proposed filtering framework and were actively (and expertly) participating in workshops.
	8. PR questioned who should decide what level of filtering should be applied. MJ noted that this should be for individual schools, rather than the Welsh Government or local authority IT units.
	9. The Council requested an update on how ITT and early CPD linked with web filtering and e-Safety initiatives.
	10. HM highlighted the [EPICT](http://www.swgfl.org.uk/Training/EPICT/About-EPICT) online safety qualification run by South West Grid for Learning (SWGfL).
	11. It was suggested that links be made with the Mozilla community to explore open badges.

**Key dates: schools**

* 1. It is anticipated that 95% of schools will receive Hwb+ training by deadline of 31 July 2014. From September, the focus of Hwb Digital Leader training will switch to how the platform can be used, rather than how to use the platform.
	2. LH stated that 11 local authorities submitted full returns to the recent ICT equipment survey conducted last month, with 4 submitting partial returns.
	3. It was highlighted that this ratio could include ‘ancient’ devices (old PCs) that are still on site. The survey will not distinguish between these and newer current devices.
	4. CB questioned the usefulness of the survey, given its broad focus. LH stated that this was part of a Ministerial commission – gathering data on what ICT equipment is currently out there in schools. The next step will be to put strategies in place to ensure that these are being used effectively.
	5. LH confirmed that an interim report on the “in school” element of the Learning in Digital Wales Grant is due to be completed by 30 September.

**Key dates: Welsh Government**

* 1. LH showed screenshots of the new look Hwb homepage. LH then showed a video produced by CDSM, who are developing this section in conjunction with the Hwb Content Team.
	2. LH previewed a roadmap established for the remainder of the project which included key delivery dates against a range of activities.
	3. HM highlighted a recent change in copyright law where it is now possible to use copyrighted material for SEN purposes more freely.

<https://www.gov.uk/government/policies/increasing-options-and-improving-provision-for-children-with-special-educational-needs-sen>

* 1. IT suggested recognising ‘super teachers’ that produce and share a lot of good quality resources in some way, to encourage openness and sharing. JH suggested adding a further category to the National Digital Learning Awards 2015. NGfL had a financial incentive (Innovative Schools Fund), but it’s very unlikely that anything along these lines will be possible in the near future.
	2. IT stated that the BBC are currently evaluating how social media has had an impact on media as a whole, with viewers no longer just watching content – they are now also participating.
	3. HM suggested using open badges as an incentive, for users that submit 5 good quality resources.
	4. LH highlighted plans for the new Online Professional Learning Communities, pulling together teachers relating to specific year groups, subjects, interests and leadership roles, to facilitate collaboration across Wales.

**Office365**

* 1. LH stated that OneDrive now provides users with 1TB of cloud storage space.
	2. LH stated that the Hwb Team is currently investigating whether hwbmail could/should be restricted to peer-to-peer use only, blocking any kind of external correspondence.
	3. LH stated that two user guides for O365 have been produced. One for staff and one specifically for students. HM suggested making these available as iBooks, which LH agreed that this would be looked into.
	4. LH stated that there had been a slight delay in the publishing of the Hwb+ literacy and numeracy resources but that these should be ready for launch in time for the new school term. LH confirmed that these will be in PDF format when they are uploaded to Hwb.
	5. LH announced that videos from this year’s NDLE will be uploaded to Hwb shortly. HM suggested that these also be uploaded to iTunesU, which LH agreed should be possible.
	6. LH thanked members for their support and steer over the last two years, which JH reiterated.
1. **Minutes of previous meetings**
	1. 20 May 2014

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| **REF** | **ACTION** | **UPDATE** |
| 3.24 | Hwb Team to pursue avenues in relation to early promotion of 2015 NDLE awards. [Information on 2015 awards will be published as soon as possible following this year’s event via Hwb.] | It was stressed that the momentum developed in the lead up to this year’s awards should be built upon, with arrangements for the 2015 Awards being advertised as soon as possible. It was suggested that the Minister for Education and Skills could promote these as part of the upcoming e-safety events. |

* 1. 9 June 2014

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| **REF** | **ACTION** | **UPDATE** |
| 3.5 | Secretariat to circulate link to ‘ICT situation in schools’ survey. | LH confirmed that this would not be possible until advice has been put up to the Minister. |

* 1. LH confirmed that the Adopt framework is available on Hwb. It was suggested that it would be useful for this to be drawn to schools’ attention.
	2. JH questioned the situation regarding advice on tablets for parents. LH stated that this proposal will be put to the DfES ICT Delivery Group prior to any formal commissioning.
	3. HM also stated that more should be done to highlight the difference between Hwb and Hwb+.
	4. JH highlighted the success of a recent HwbMeet type event held at Cadoxton Primary School, involving a number of speed dating type talks on individual tables hosted by Professor Stephen Heppell, Ceri-Ann Clarke from Cadoxton, Andy Wood on 360 degree safe and some digital leaders within the school. At least half of the 60-70 people in attendance said it was the best INSET they had ever attended.
	5. (3.28) IT provided feedback on the connected studios event held on 17 June. While the event went well on the day, it had been agreed that the word ‘coding’ was putting students off, so it is likely that this will be called ‘digital making’ in future. LH asked if there was any difference between the terms ‘programming’ and ‘coding’. TC stated that there is no difference but coding is more popular at the moment.
	6. The Council thanked the Hwb Team, particularly Catrin Hughes, Glen Gilchrist and Chris Owen for all their hard work putting the NDLE together. The event was considered a great success and a great stepping stone to be built upon next year.
	7. PR highlighted that Bryn Elian was described during the awards as a primary school, when this is not the case. It is a secondary school.
	8. IT provided feedback on Digital Innovation Week as a whole. There was disappointment over the lack of integration between our event, the games day and the other days throughout the week. The intention was for representatives from all sectors to establish links and this wasn’t achieved.
	9. It was suggested that the event be linked with Digital Wales 2015 next year. LH agreed to discuss this point with EST colleagues.
	10. IT stated that an original aim for the week was to provide a challenge on the first day, with £100k of development funding to be awarded to the best idea at the end. This could not be taken forward however, given the lack of integration between the five days.
	11. It was highlighted that there was very little integration between the education and industry days as part of the Digital 2014 event this year.
	12. MJ suggested having an education day at the start of the week next year, and then another towards the end so that the other sectors can then feed back into Education.

**Action: LH to explore synchronising next year’s NDLE 2015, Digital Innovation Week 2015 and Digital Wales 2015.**

* 1. (5.3) TC stressed that the ICT field is not ‘always evolving’. There is a set criteria.
	2. (5.6) TC also questioned the statement that a Business Studies qualification would be of more use than that of something related to ICT. He felt this was too general. MJ clarified this statement that he made at the last meeting. This is how he felt ICT qualifications seemed at the moment.
1. **Future of the National Digital Learning Council**
	1. LH provided members with an update on the future of the Council (as agreed by the Minister).
	2. HM noted the importance of securing Jisc RSC and a number of other related sectors (Work Based Learning) representation on the Council.
	3. MJ stressed the importance of securing appropriate levels of Welsh language representation on the Council.
	4. JH highlighted that as meetings will be held quarterly, sub-committees may need to be established to discuss activities in the interim as and when required.
	5. LH noted that the two areas which require further discussion during the second term of the Council are learner voice and the use of digital technology in special education settings.
	6. TC noted that he would like to also see a greater emphasis on digital learning, digital literacy and computing in the HE sector during the Council’s next term.
	7. The provisional agenda for the first meeting of the new Council in September stands as below. This will be considered further nearer the date:
		1. NDLE 2015
		2. Content development
		3. Tools
		4. E-Safety
		5. Curriculum issues