**NATIONAL DIGITAL LEARNING COUNCIL**

**10:00 TO 14:30 TUESDAY 15 MARCH 2016**

**CADOXTON PRIMARY, BARRY**

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| **In attendance** | | **Apologies** |
| Janet Hayward (JH) [Chair] | Janice Lane (JL) | Simon Brown (SBr) |
| Iain Tweedale (IT) | Catherine Kucia (CK) | Mark Jones (MJ) |
| Dilwyn Owen (DO) | Angharad Lloyd Williams (ALW) | Robin Williams (RW) |
| Huw Marshall (HM) |  | Tom Crick (TC) |
| Sian Thomas (ST) | **WELSH GOVERNMENT** | Mathew Jones (MRJ) |
| Geoff Elliott (GE) | Ruth Meadows (RM) | Ty Golding (TG) |
| Simon Billington (SBi) | Chris Owen (CO) | Jessica Jones (JJ) |
| Gareth Dacey (GD) | Chris Roderick (CR) | Chris Britten (CB) |
|  |  | Darren Long (DL) |

1. **Welcome**
   1. JH thanked members for making the trip to Cadoxton and provided a brief overview of the school.
2. **Overview of the Learning in Digital Wales (LiDW) Programme – Chris Owen**
   1. CO highlighted some significant milestones achieved recently:

* Over 500,000 users provisioned on a single tenancy (currently the largest of its kind internationally);
* public-facing websites available for every school in Wales;
* training on using the platform provided to every school;
* regularly achieving over one million page views per month;
* 61% of schools are ‘actively engaged’ with the platform (10+ logins per month).
  1. The Hwb contract has been extended for a period of one year, through to January 2017. A full OJEU tender process has been commissioned to migrate to over this period.
  2. The e-Safety contract with SWGfL has also been extended for a further six months.
  3. A new specification is due to be finalised and issued in April. CO requested volunteers to represent the NDLC on the tender evaluation panel to assess the tender bids received, with meetings expected to take place between May and July.

**Action: Members who are interested in participating on the moderation panel to inform the secretariat.**

* 1. The appointed supplier will be required to migrate all features that the existing platform offers, and also provide schools with adequate training for any significant changes.
  2. The new ‘Creativity Learning Zone’ will receive a soft launch on 16 March, with a formal Ministerial launch to follow.
  3. In order to accommodate users of the new zones, who will not require access to the wider elements of the Hwb platform (Hwb+, O365 etc.), a new separate login area for these users has been created. This new login will be available when logging on in the respective zones.

**Office365**

* 1. CO highlighted that O365 is a key element in getting schools to engage with the Learning in Digital Wales programme. This also has the potential to assist local authorities in making significant savings – with the future possibility of SharePoint functionality being utilised to allow them to work more closely with schools. Developments are underway and are involving stakeholders at all levels.
  2. SBi highlighted that security is a lynchpin in encouraging schools to use Hwb instead of alternatives like Google Drive. CO confirmed that a CLAS consultant has been commissioned to update the Information Governance Guidance document and the update will be issued shortly.
  3. CO also stated that the Hwb Team is working with Microsoft to highlight the need for Welsh language packs to be built in across the platform, to ensure that these fully comply with the Welsh Language Act.

**HwbMeets**

* 1. CO highlighted that the next HwbMeet will be taking place on 17 March in Bangor. To date, thirty attendees have signed up.

**Safer Internet Day 2016**

* 1. CO gave an overview of the events held on 9 February. There were [two winners for the competition run by SWGfL](http://hwb.wales.gov.uk/News/articles/0902e027-0171-491c-a74f-c5579ca6f482) – Cornist Park Primary in Flint and Ysgol Y Preseli in Pembrokeshire (secondary). Both schools developed apps designed to “make the internet a better place.”
  2. CO also announced that Debbie Campbell has recently been appointed as the new e-Safety Advisor within the Hwb Team. It is hoped that with a new dedicated advisor in place, Safer Internet Day will have a much wider presence next year.
  3. JH highlighted the e-Cadet scheme, which has proved successful in her school in recent years. CO stated that as a commercial company, it would be difficult to bring this scheme under the Hwb banner. However, companies are free to approach SWGfL, to establish a possible link.

**CPD Workshops**

* 1. CO provided an update on the coding workshops being run by Technocamps. The project has been extended for a further six months. The small amount of residual schools that have not engaged to date have received a hand-delivered letter to the head teacher asking them to confirm that the school does not wish to participate in these workshops.

**National Digital Learning Event 2016**

* 1. CO confirmed that Nia Parry has agreed to be the MC for the day.
  2. It has also been confirmed that Professor Donaldson will provide a keynote and also Josie Frazer from DigiLit. A third speaker is currently being approached.
  3. JH stressed the importance of gaining press coverage for this year‘s event. RM stated that an announcement would be required in order to encourage media attention.
  4. HM suggested that it may be possible for S4C to schedule some related programming during the week of the event and requested that details be passed on.

**Action: WG Comms & Marketing to pass on details of the event to S4C and BBC for any potential media tie-ins.**

* 1. This year’s NDLE Awards have officially been launched, with a closing date of 18 April. They are currently being promoted on Hwb and members were asked to promote and highlight them to schools at every opportunity.
  2. The winners of the awards will also be presenting workshops during the afternoon session.
  3. The Eventbrite booking system for the event will be open shortly after the Easter break.

**BBC micro:bit**

* 1. CO gave a quick demonstration of the BBC micro:bit device and DO gave an example of how it had been used during some filming carried out at his school recently.
  2. A launch event is due to take place on 22 March, with lots of BBC coverage. The BBC aims to provide a device to every Year 7 pupil in the UK.
  3. It was suggested that these be showcased in some way at the NDLE.
  4. IT stated that the BBC will work to ensure that the end-to-end experience for Welsh language users will be as complete as possible.

**LiDW CPD Grant (Phase 2)**

* 1. CO provided an overview of the existing LiDW CPD funding provided to consortia, totalling £250,000 over the last three years.
  2. CO confirmed that the Minister has approved the continuation of this for a further three years (subject to annual budget approval), with up to £500,000 offered per annum. This will support the reduced capacity when the Hwb Digital Leaders contracts expire.
  3. Currently, the management of the grant involves an annual reporting process, with reviews taking place each March. However, there are plans for an additional mid-year review to be introduced, to ensure that priorities and goals are being achieved throughout the year, along with monthly highlight reports.

**SBW Marketing Campaign**

* 1. RM circulated a marketing plan, which is due to go live on 16 March, involving adverts in the regional and local press, on days where the publications are focussed on education. There will also be online banner adverts on high traffic teaching websites, such as TES, eteach/FE jobs and Wales Online.
  2. There will also be a twitter campaign running across various twitter accounts, using the hashtag #hwbdysgu.
  3. In addition to these, there will also be promotional flyers available.
  4. The campaign will run for three weeks, up until the pre-election period commences on 6 April, when no high-profile Welsh Government-related promotional activity can take place.

1. **Digital Competence Framework – Dilwyn Owen**
   1. DO circulated hard copies of the current draft of the framework, for members to gain an idea of the format and to provide comment.
   2. JL highlighted the importance of learners thinking critically and trusting the source of the information. It was suggested that this would fall under Digital Citizenship.
   3. It was noted that marketing the framework correctly to schools will be crucial, and that training should be provided to all school leaders, as well as practitioners.
   4. CO stated that a Pioneer Schools Steering Group will be meeting soon and it is hoped that this will involve one or two Council representatives. Any members who would like to participate should inform the secretariat.
   5. It was also agreed that the provisional workshop scheduled for Friday 13 May should go ahead, in order for the framework to be considered in full.

**Action: Secretariat to confirm date for workshop on 13 May.**

* 1. ALW stressed that the document should be as interactive as possible, linking to all of the additional materials that will be available.

1. **Minutes of the last meeting (21 January)**
   1. CR confirmed that accommodation has been booked for the NDLE, for the 11 Council members who requested it.
   2. Whilst the Welsh Government will arrange transport both to and from the airport for anyone flying from south Wales, members should book their own flights and claim back the cost, due to difficulties encountered in the past in booking flights on behalf of members.
   3. **Action 5.8** – due to staff pressures it has not been possible to arrange a meeting between content providers, the Hwb Team and colleagues in Curriculum to date. However, it is hoped that this can be taken forward during the summer term.
2. **Feedback from meeting with the Minister for Education and Skills**
   1. JH provided some brief feedback from the meeting with the Minister on 3 February.
   2. JH stressed the need for CPD in relation to the Digital Competence Framework, which the Minister agreed with, and also the provision of Hwb for college students – specifically those in Initial Teacher Education and Training (ITETs). It was also addressed that Estyn must be aligned with current developments.
   3. CO confirmed that discussions regarding the broadening of the Hwb programme to all learners are in in progress.
3. **Future of the Council**
   1. RM stated that proposals regarding the continuation of the Council for a further two-year term would be put to the newly appointed Education Minister in May/June.
   2. The key discussion points included:

* ensuring that the embedding of the Digital Competence Framework is considered a priority;
* an emphasis should be placed on establishing how content can be best procured and shared;
* how best to use the infrastructure, tools and content that are currently available.
  1. RM stated that the application process for the new Council would be similar to that as for the current iteration via a Public Appointments process. There was discussion of sectors not currently represented, which included:
* wider consortia representation;
* SOCITM/Heads of IT;
* ITET;
* digital leads;
* curriculum/New Deal;
* ADEW.
  1. It was agreed that the main focus of the new Council should be on using Hwb as a teaching and learning tool within the classroom, including the development of case studies.
  2. The Digital Competency Framework will provide an expectation of what the ideal learner should look like, and it is important that teachers demonstrate how the tools can be used effectively to encourage pupils to reach for this.

1. **Any other business**

**Hwb project – Gareth Dacey**

* 1. GD provided a brief overview of a project being jointly run for all Year 2 and Year 4 pupils in his and Ty Golding’s schools.
  2. Using a limited amount of funding from their consortium, they have developed a series of videos involving a ‘time traveller’ which demonstrate how they can utilise blogs and Hwb/Twitter in an innovative and imaginative way. The tasks are closely linked to the different strands of the Digital Competence Framework, with teachers ticking off each one to ensure that by the end of the project, all of the relevant areas have been covered.
  3. As a condition of the funding they received, they will also be preparing a case study for the consortium.
  4. The Council were very enthusiastic about the project and how this could inspire learners.
  5. HM offered to provide some ‘off the shelf’ assets/characters that could be used to develop similar projects in future.
  6. CO also requested that GD deliver a keynote on the project at the HwbMeet taking place in Cardiff on 17 May.

**ACTION: Hwb Team to link with GD over keynote at HwbMeet on 17 May.**

**Summary of Actions**

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| **Ref** | **Action** |
| 2.4 | Members who are interested in participating on the moderation panel to inform the secretariat. |
| 2.19 | WG Comms & Marketing to pass on details of the event to S4C and BBC for any potential media tie-ins. |
| 3.5 | Secretariat to confirm date for workshop on 13 May. |
| 7.6 | Hwb Team to link with GD over keynote at HwbMeet on 17 May. |