**NATIONAL DIGITAL LEARNING COUNCIL**

**VILLAGE HOTEL, CORYTON**

**4 APRIL 2017**

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| **IN ATTENDANCE** | **APOLOGIES** |
| **NDLC** | **Welsh Government** | **NDLC** |
| Janet Hayward [Chair] (JH) | Ruth Meadows (RM) | Ty Golding (TG) |
| Catherine Kucia (CK) | Chris Owen (CO) | Simon Brown (SBr) |
| Kay Morris (KM) | Lloyd Hopkin (LH) | Gareth Dacey (GD) |
| Dilwyn Owen (DO) | Mike Jones (MJ) | Simon Billington (SBi) |
| Hannah Mathias (HM) | Claire Rowlands (CRo) | **Welsh Government** |
| Chris Britten (CB) | David Heath (DH) | Chris Roderick (CR) |
| Alyson Nicholson (AN) | Jacqs Sohal (JS) |  |
| Alison Howells (AH) | **Digital Pioneers** |  |
| Gary Beauchamp (GB) | Sonny Singh (SS) |  |
| Paul Watkins (PW) | Luke Mansfield (LM) |  |

1. **Welcome & Introductions**
	1. JH provided a background to the National Digital Learning Council for the guest speakers and thanked everyone for attending.
2. **Role of the NDLC – governance arrangements** - Ruth Meadows / Claire Rowlands
	1. RM outlined the role of the National Digital Learning Council.
	2. RM explained that there are two key programmes of work where we seek their expertise - the Learning in Digital Wales programme and relevant areas of the curriculum reform programme.

**Learning in Digital Wales –** Ruth Meadows

* 1. The Welsh Government is investing a further £5million into broadband for schools. Advice to the Cabinet Secretary will be sent in the next few weeks.
	2. The NDLC will be able to provide expert input into the strategic direction of the tools and resources available through the Learning in Digital Wales programme. This will be driven in part by the commercial contracts and their end dates.
	3. RM suggested that more regular meetings of the National Digital Learning Council could take place due to the fast pace of current work streams. The Council agreed this.
	4. RM confirmed that the Council is the overall steering group to support the advice that officials present to the Cabinet Secretary.

**New curriculum –** Claire Rowlands

* 1. The Welsh Government has just started strand two of the new curriculum design process, which is the reform process.
	2. From September, content for each of the Areas of Learning and Experience (AoLEs) will begin development.
	3. There is an increasing need for input from experts in aligning the new curriculum. There are established groups such as the Curriculum and Assessment Group, which provides direct expertise lined up with each AoLE in terms of curriculum and assessment, and the Foundation Phase Expert Group, which supports child development. Further involvement from the NDLC going forward would be welcomed.

**Action 1**: Item to be added to agenda for next meeting, for Council members to go through the new curriculum in more detail and to align NDLC members to AoLEs.

* 1. Resources will be developed to support the new curriculum; these will need to follow the flexible approach of the new curriculum.
	2. One of the biggest jobs for the curriculum team is to allow sufficient space for creativity within each of the AoLEs but we still need consistency across the areas. Each of the AoLEs has a network on Hwb, which allows them to collaborate digitally.
	3. Frameworks aim to be completed by the end of the summer term 2017.

**Action 2**: CRo to brief the NDLC on how all of the working groups/structures work together during the May meeting.

**Action 3**: RM and CRo to send information about the AoLEs to the Council.

**Action 4**: Opportunity for NDLC members to get involved with the AoLEs to advise on the cross curricular aspects of the Digital Competence Framework. Send expressions of interest to CR in advance of next meeting.

* 1. The real urgency is around the strand 3 work, which begins in September.
	2. NDLC members queried whether there would be any funding available to release their time.

**Action 5**: CRo to find out if there is funding available to release NDLC members to get involved with the AoLEs.

1. **Digital Competence Framework -** Lloyd Hopkin / Digital Pioneers

**Supporting materials**

* 1. The supporting materials, which will help practitioners to deliver the Digital Competence Framework, have been refined since the last NDLC meeting following feedback from NDLC members.
	2. The materials have been put into templates to help practitioners to use them.
	3. Concerns were raised about the supporting materials being too prescriptive and the quality of the topics within them. Agreed that they are a starting point to inspire ideas; tangible examples of how practitioners can implement the framework.

**Action 6**: CO to upload the example supporting materials to the NDLC collaboration site.

* 1. The idea is that these supporting materials will be put on Hwb and created on a termly or half termly basis.
	2. CO highlighted that the Welsh Government cannot endorse commercial products in the supporting materials. If software is to be mentioned, it must be generalised.
	3. The structure of the Digital Competence Framework is by no means a finished product and will evolve and develop over time.

**Action 7**: CRo to share the curriculum development communications plan with the NDLC.

* 1. Suggestion to launch the supporting materials at the National Digital Learning Event (#DCFIdeas).

**Hwb confidence rating tool**

* 1. Professional learning approach needs to be available to all staff in the country. Every teacher needs the same entitlement and high level approach.
	2. Practitioners need to understand why digital learning is important to ensure the Digital Competence Framework doesn’t become a box ticking exercise.
	3. The Hwb confidence rating tool assesses and identifies the learning needs of the teachers and their ability to deliver the aspects of the Digital Competence Framework.
	4. HM highlighted that Jisc has released a self-assessment tool which looks at digital competence in further and higher education institutions. Suggestion that this could be reviewed for schools.
	5. Data collected from the tool will be available at school, local authority, regional education consortium and national levels anonymously.
1. **Welsh Government Coding Action Plan (In confidence)** – David Heath
	1. ‘Cracking the code’ is the Welsh Government’s plan to get schools coding following the First Minister’s announcement last year to work with the third sector to encourage code clubs.
	2. The coding action plan is a draft document which sets out options to expand code clubs in schools in Wales.
	3. The plan sets out three broad aims on how we want to achieve this:
		* the benefits of code clubs;
		* breaking down barriers – understanding of the leadership team and increasing capacity in schools;
		* experience – how we get more partners working with the schools.
	4. This project will be supported by £1.3m over four years, which will be allocated to the regional education consortia.
	5. The plan is set to be released in May 2017.
	6. Concerns were raised that the digital leads in schools, who are already overloaded during breaks and after school, will have to take on this work. DH assured the NDLC that some of the money will go towards training for other members of staff. NDLC suggested training PGCE students.
	7. We expect to see increasing numbers of code clubs from September 2017.
	8. DO volunteered to get involved with the coding plan.
2. **Learning in Digital Wales programme - phase 2** – Chris Owen / Mike Jones
	1. The Learning in Digital Wales (LiDW) programme has evolved significantly since it began in 2012.

**LiDW grant connectivity update**:

* 1. There were 33 schools classified as sub speed. All but two of these schools were completed by the end of March, the remaining two aim to be finished in the next fortnight.
	2. Frequently asked questions will be published and sent to local authorities and regional education consortia in the next few weeks to give a sense of what we aim to deliver in the second phase.
	3. 330 schools will benefit from the funding; Commercial models will go out to local authorities soon. There are 20 schools that are more difficult to reach and will therefore cost more.

**Action 8**: We will have costs for phase two of the LiDW connectivity grant by the end of October and anticipate having some funding left over. NDLC to feed back ideas on utilising these funds to CR.

**LiDW commercial contract delivery**

* 1. The Welsh Government has three core contracts to deliver the digital tools and platforms:
* CDSM for Hwb / Online Safety
* Learning Possibilities for Hwb+ / Provisioning
* Microsoft for Office 365
	1. CO highlighted that the Hwb platform had just exceeded another project milestone and received over 3 million page views and an average of 28k logins per day in March.
	2. The Hwb+ / provisioning contract with Learning Possibilities ends on 31 August 2018 and there is no contract extension option. Officials are already exploring exit strategy arrangements to ensure continuity of service specifically around the provisioning service which underpins the user authentication for all Hwb services.
	3. CO outlined the current thinking around the next phase of the provisioning, authentication and user management for LiDW users. NDLC members stressed the importance of ensuring the replacement service offered high-availability levels as this is such a pivotal element of the programme. CO confirmed that this was fully understood and already part of the planning.
	4. The other aspect of the contract with Learning Possibilities is the delivery of Hwb+, the individual school’s learning platform. Statistics indicate that there are low numbers of schools in Wales demonstrating embedded use of Hwb+ (e.g. 30 learners logging in once a day).
	5. It was agreed that a sub-group of NDLC members would be established to explore options for engaging with stakeholders over their use of the Hwb+ platform. This information would be used to inform the next steps and to present options to the Cabinet Secretary for Education.
	6. Any change in provision needs to be carefully managed and the Welsh Government will work closely with schools to minimise any disruption at the end of the current Learning Possibilities contract.
	7. NDLC members queried whether a learning platform was required as blending the centrally offered services such as Hwb, J2e and Office 365 now potentially provides a range of suitable options. This will be considered as part of the engagement with stakeholders.
	8. A draft stakeholder survey which would seek to find out what worked well and what didn’t work so well with Hwb+ is one option to engage.
	9. HM, CB, KM and DO volunteered to work with the Welsh Government on the sub-group.

**Action 9:** CO to organise a meeting with HM, CB, KM and DO to go through the Hwb+ next steps.

1. **Minutes, actions and next steps** – Janet Hayward

**Feedback on accuracy of previous minutes:**

* 1. NDLC members highlighted that very little had been noted in the previous minutes about the discussion around DCF supporting materials. This was due to the sensitivity of the issues surrounding these discussions, which was felt inappropriate for the minutes. RM confirmed that this meeting was to address that and the members agreed.

**Arising actions from 26 January 2017:**

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| **Ref** | **Owner** | **Action** |
| 2.12 | Members | Members to provide comments on the Online Safety Zone.* HM would like to see more resources for further and higher education.
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| 2.16 | Members | Members to provide suggestions for speakers, workshops and themes for this year’s NDLE.* Suggestions have been received.
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| 3.7 | Members | Members to submit any comments on the Professional Learning Offer to the Secretariat.* No feedback.
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| 3.8 | Secretariat | Secretariat to share the Curriculum Mapping Tool via the collaboration site.* Link is on the collaboration site.
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| 3.14 | Secretariat | Secretariat to circulate communications regarding the Self-Assessment tool.* Link is on the collaboration site.
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* 1. The next meeting will take place in the Welsh Government offices in Llandudno Junction on 12 May 2017.

**Action 10:** CR to arrange accommodation in Llandudno Junction for the NDLC.

**Summary of Actions (4 April 2017)**

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| **Ref** | **Owner** | **Action** |
| 2.9 | Secretariat | Item to be added to agenda for next meeting, for Council members to go through the new curriculum in more detail and to align NDLC members to AoLEs. |
| 2.12 | CRo | CRo to brief the NDLC on how all of the working groups/structures work together during the May meeting. |
| 2.12 | RM / CRo | RM and CRo to send information about the AoLEs to the council. |
| 2.12 | Council | Opportunity for NDLC members to get involved with the AoLEs to advise on the cross curricular aspects of the Digital Competence Framework. Send expressions of interest to CR in advance of next meeting. |
| 2.14 | CRo | CRo to find out if there is funding available to release NDLC members to get involved with the AoLEs. |
| 3.3 | CO | CO to send example supporting materials to the NDLC. |
| 3.6 | CRo | CO to upload the example supporting materials to the NDLC collaboration site. |
| 5.4 | Council | We will have costs for phase two of the LiDW connectivity grant by the end of October and anticipate having some funding left over. NDLC to feed back ideas on utilising these funds to CR. |
| 5.14 | CO | CO to organise a meeting with HM, CB, KM and DO to go through the Hwb+ next steps. |
| 6.2 | Secretariat | Secretariat to arrange accommodation in Llandudno Junction for the NDLC. |