



Digital Strategy Template

Castleton CofE Primary School

This

Last Reviewed	22/06/2026
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Job Role	Headteacher
Next Review Date	June 2027
Version released Spring 2025	Amendments indicated in green text: Vision and Mission section has been renamed Vision and Goals and moved into the Current State Assessment for better flow

document will be reviewed annually and sooner when significant changes are made to the law.

Guidance from the Department for Education about school policies can be found here:

<https://www.gov.uk/government/publications/statutory-policies-for-schools-and-academy-trusts/statutory-policies-for-schools-and-academy-trusts>

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1. Executive Summary

The purpose of this digital strategy is to identify plan and implement IT solutions to support the school's vision - School Improvement Plan (SIP). The digital strategy will be informed by the DfE Digital Standards for Schools and Colleges to ensure a robust and compliant infrastructure offering a safe and secure learning environment for pupils/students and user in line with the KCSiE and Prevent Duty.

The digital strategy will solidify best practice, promote digital literacy and digital citizenship and ensure that pupils are given the best opportunities our school can provide.

To adequately implement these opportunities, financing, staffing, IT support, online safety, cyber security, training, infrastructure improvements, and policy and processes will all be reviewed.

Digital technologies will be integrated into the wider curriculum strategy and School Improvement Plan (SIP), to ensure the delivery of successful outcomes. Overuse of technology can have a negative impact, and new technologies will be selected based on the benefit they provide and how they complement existing teaching methods.

2. Introduction

The implementation of a digital strategy ensures that an informed and structured approach is taken towards the planning and identification of the school's approved users and pupils/students digital needs. The strategy aids budgetary planning enabling control mechanisms and measurables, aiding the management of risk thus ensuring greater success.

The digital strategy enables the training needs of users and pupils/students to be identified and managed ensuring that statutory requirements are being met and a culture of digital awareness of continuous improvement is fostered.

An informed digital strategy will reduce the interruption and delays to teaching and learning due to ineffective digital technology, relieve budget pressures due to failed technology, supporting the use and replacement of digital technology.

3. Prerequisite

Before completing our digital strategy we will ensure that we have completed the following in line with the [DfE Digital Leadership and Governance Standards](#):

- Assign a senior leadership team (SLT) member to be responsible for digital technology.
- Keep registers relating to hardware and systems up to date.
- Include digital technology within disaster recovery and business continuity plans.

Once these were completed, a digital strategy has been formulated which supports our School Improvement Plan to inform our next budget cycle.

4. Related Documents

- Schools Risk Register (statutory for academies or IT/Digital Risk Register template in policy tool kit recommended to manage and mitigate digital risk)
- Disaster Recovery Plan (all elements of risk including a cyber attack)
- Contract register for your digital estate – know when your contracts and license are due
- Asset register – identify end of life and plan.
- Information asset register
- School improvement plan / curriculum strategy

5. Current State Assessment

We evaluate the current digital infrastructure in the school and assess the digital skills and literacy levels among users (staff/governors and pupils/students. We also identify any curriculum gaps which could be supported and assess current risks.

By conducting a current state assessment for Castleton CofE Primary School we are able to get an up-to-date picture of where we are on our digital journey. By following the process in [Appendix -1 Digital strategy flow diagram](#) “Check current status” we can ensure that there is a structured and robust process in place to ensure areas of risk are not missed.

5.1. Vision and Goals

The overall vision for Castleton CofE Primary School is to create a safe and secure digital estate to enhance teaching and learning and ultimately improve outcomes using digital technology. The school and our staff will foster a positive attitude and utilise new technologies in all areas of the curriculum and at all levels.

Castleton CofE Primary School intends pupils to have access to a range of digital technologies to learn the life skills needed for them to contribute to today’s digital world responsibly, with positivity and creativity.

5.2. Ongoing aspects of our digital strategy

On reviewing our previous digital strategy, the following areas have been identified as ongoing and will be reviewed to assess if the need to still current and the solution still required.

- Ongoing evaluation of software linked to each curriculum area
- Ongoing evaluation and replacement of devices

5.3. Other identified considerations

By reviewing inputs from identified areas of risk and recommendations including input from stakeholders such as the DPO, or IT suppliers the following areas have been identified: Please see the school's latest Cyber Audit.

5.4. SWOT Analysis

Identify strengths, weaknesses, opportunities, and threats related to digital education in the school environment.

	POSITIVE	NEGATIVE
INTERNAL	Strengths: (Identify key strengths related to digital education in your setting) 1. High ration of hardware and software 2. ICT support in place as part of our DCC purchased package 3. Comprehensive IT curriculum and safety awareness opportunities for pupils and staff 4. Ongoing audits and training	Weaknesses: (What challenges exist in the current implementation of digital education?) 1. Timetabling considerations linked to flexi-schooling 2. Cost can be prohibitive to purchasing hardware and software that would enhance digital education
EXTERNAL	Opportunities: (Identify opportunities for enhancing digital education in your setting) 1. Links with school's in the cluster 2. SEND linked IT enhanced learning / training (ISAT)	Threats: (What potential threats or obstacles may impact the success of the digital strategy) 1. Insufficient budget 2. Maintaining staff training and confidence in using IT 3. Change in provider (EMPSN ceasing in November 2026)

5.5. Digital Landscape Questionnaire

Questionnaires are used to assess the current state of the digital landscape and gain an insight into the inefficiencies or opportunities from the user's perspective.

6. Goals and Objectives

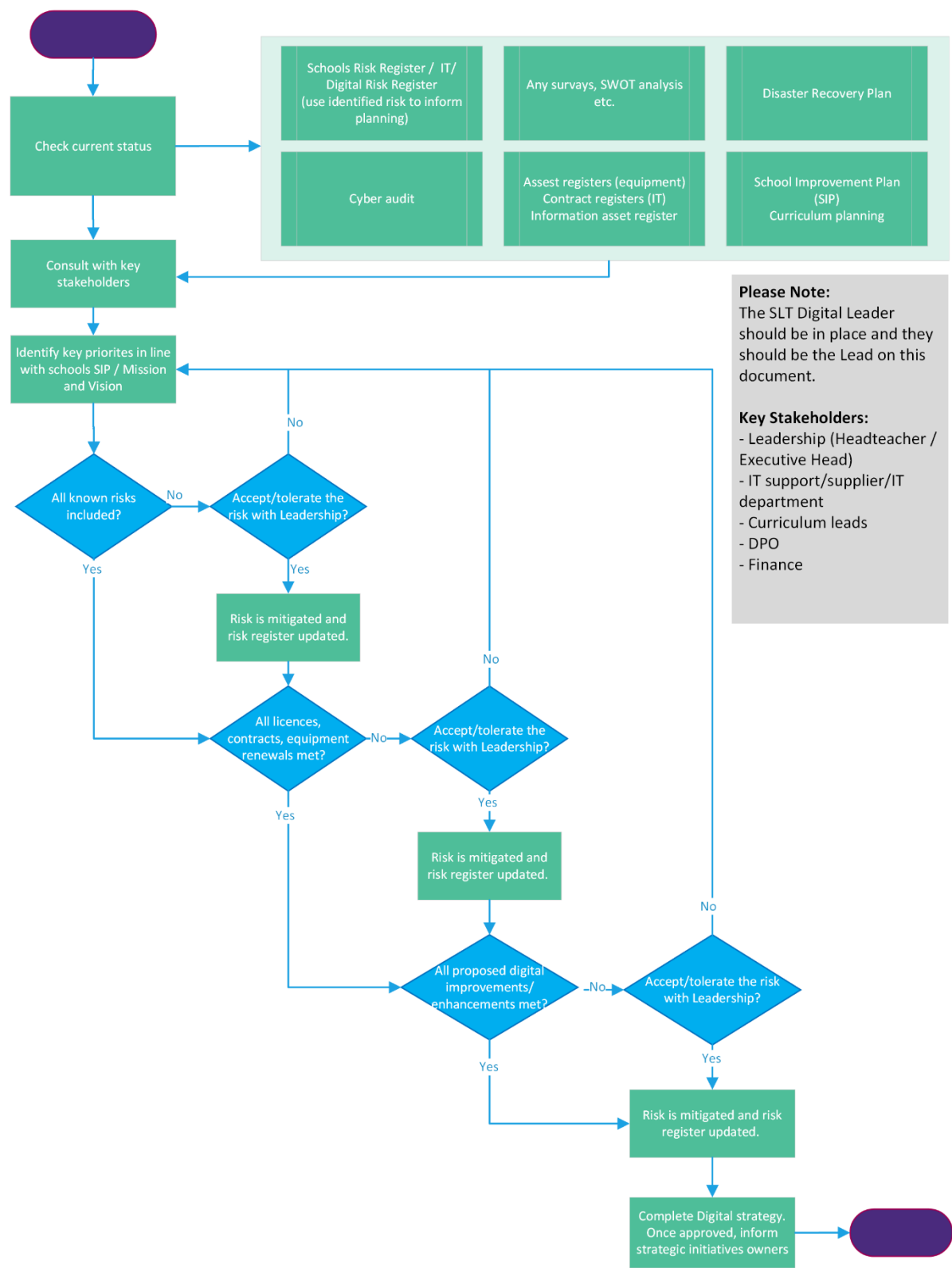
- **Pupil Centred Approach** – Digital learning / curriculum will be used to enhance the learning experience for pupils. Integration of digital tools to support personalised learning.
- **Professional Development** – All staff trained in digital tools and methodologies and ongoing professional development opportunities. Annual training to create a robust cyber security culture within school.
- **Infrastructure and Technology** - Review and evaluation of current hardware, software, and network infrastructure.
- **Data Security and Privacy** - Outline measures to ensure the security and privacy of pupil/student and staff data. Compliance with relevant data protection regulations.
- **Monitoring and Evaluation** - Establish key performance indicators (KPIs) in place to measure the success of the digital strategy. Regular assessments and adjustments based on feedback.
- **Budget and Resource Allocation** – A budget is set at least annually for implementing the digital strategy. Allocate resources effectively.
- **Communication Plan** – Digital strategy is communicated to stakeholders. Collaboration and transparency is fostered.
- **Risk Management** - Identify potential risks and mitigation strategies are developed and ongoing. Address challenges related to technology integration and adoption.
- **Timeline** – see SIP 26/27

6.1. Teaching and learning

Castleton CofE Primary School aims to ensure that pupil's are well equipped to function effectively and successfully in a digital world. These skills and knowledge will support the curriculum and children's accessibility to learning.

Appendix-1

Digital strategy flow diagram



Appendix-2

Digital strategy considerations/check list

This will be used to ensure that we are building in all the possible considerations/elements of a digital strategy. We will work through this check list for each of the goal included and the associated objectives identified ensuring that each point is considered.

- **Strategic Initiatives/objectives** – Outline specific initiatives to achieve the set goals. Include plans for infrastructure upgrades, training and user and pupils’ engagement.
- **Pupil Centred Approach** - Emphasise how the strategy will enhance the learning experience for pupils. Integrate digital tools to support personalised learning.
- **Professional Development** - Detail plans for training staff in digital tools and methodologies. In addition to training needs identified in the strategic initiative, it is important to consider ongoing professional development opportunities, and annual training need to create a robust cyber security culture within school
- **Infrastructure and Technology** - Define the necessary hardware, software, and network infrastructure improvements, scalability and sustainability of technology investments. These improvements may be required by the replacement of no longer supported and end of life hardware, improvement for infrastructure due to technological advancements or upgrades required to implement identified systems, these will always be assessed from a whole infrastructure approach to ensure that a centralised approach is taken. You will bear in mind that Infrastructure changes may have dependencies on other strategic initiatives.
- **Data Security and Privacy** - Outline measures to ensure the security and privacy of pupil/student and staff data. Comply with relevant data protection regulations.
- **Monitoring and Evaluation** - Establish key performance indicators (KPIs) to measure the success of the digital strategy. Implement regular assessments and adjustments based on feedback.
- **Budget and Resource Allocation** - Provide a detailed budget for implementing the digital strategy. Allocate resources effectively.
- **Communication Plan** - Develop a plan to communicate the digital strategy to stakeholders, including parents, teachers and students. Foster collaboration and transparency.
- **Risk Management** - Identify potential risks and develop mitigation strategies. Address challenges related to technology integration and adoption.
- **Timeline** - Create a realistic timeline for the phased implementation of the digital strategy highlight milestones and checkpoint.