

POLICY PROPOSAL ON HOW TO INTEGRATE NEW TECHNOLOGIES AT SCHOOL

21st century schools need to use digital technologies as an integral component of their learning and teaching programs, safely and responsibly. In order for such a policy to be applied, the project partners promote the following Decalogue of recommendations that can be an essential part of a strategic planning:

1. The school unit should incorporate in their strategic planning and vision a common policy on how to correctly use the internet and technology in a school basis.
2. It is recommended that the school unit is equipped with the necessary technological equipment (either funded by government funds or by private ones) in order to promote the basic technological skills and the correct standards of managing internet effectively (i.e. a computer lab connected with printers, scanners, a smart board and a reliable wireless connection).
3. Consequently, teachers should be trained and educated in matters of technology and computer knowledge (i.e. knowledge of all software to be used in the school unit, installing and uninstalling software or applications on desktops, laptops or tablets). It is imperative that they should also be informed about what is Creative Commons License so that no problems with copyrights would occur by the use of images, videos, music etc found on the internet.
4. Parents, whose professions are related with technology, computers or software, should be actively involved either to train teachers in a school basis or to organize short training courses for the students, always under the supervision of the teachers.
5. Each teacher should be able to use consciously and intentionally specific software or apps that will serve their every day teaching goals and aims.

6. The school unit should organize safe internet activities in order (a) to raise students' awareness in safe internet issues, (b) to help students learn how to detect risks on the internet (c) to promote the use of internet as a tool for teaching/learning but also as an everyday tool (i.e., to find useful websites, to find teaching/learning tools and software, to search for music/images/videos, to use the email, etc).
7. It is recommended that schools organize lectures/seminars for the parents informing them about the dangers related with the reckless use of internet. Informing and training the parents in this field is imperative and necessary, in order to promote and develop the same technology principals, both in the school life and in the family life as well.
8. At the classroom level, teachers can collaborate with their students in order to create their own Decalogue about the safe use of internet. This Decalogue can be signed by both parents and students so as to be applied at home as well and teachers can refer to it, as often as they can.
9. Students themselves should be actively involved in finding safe and useful websites or applications related with the content of their lessons.
10. The school unit should promote the idea of creating an information document (i.e. a triptych) with the aim to inform the nearby community about the dangers and the safe use of the internet.