



Ratoath College

Our Digital Learning Plan 2025-

1. Introduction

This document records the outcomes of our current digital learning plan, including targets and the actions we will implement to meet the targets.

1.1 School Details:

- Ratoath College, Jamestown, Ratoath, Co. Meath
- 76088t
- Mr Seamus Meehan (Principal)

1.2 School Vision:

At Ratoath College, we are committed to nurturing a vibrant partnership among students, staff, parents, and the community, grounded in our ethos of fostering personal development and learning through hard work, creativity, and commitment. Guided by the spirit of “Mol an óige agus tiocfaidh sí,” we aspire to empower everyone to realise their full potential within an inclusive, respectful, caring, and positive community.

Our vision extends into the realm of digital learning, where we aim to harness the transformative power of digital technology to create innovative 21st-century learning experiences. These experiences are designed to enrich our pupils' educational journey, fostering global citizenship, creativity, and the ability to think and solve problems with engagement and determination. By integrating digital tools into our curriculum, we aim to provide our students with the skills necessary to take ownership of their learning journey, becoming collaborative and reflective practitioners who are competent in navigating the digital world.

We encourage all members of our school community to embrace responsible and ethical digital citizenship, promoting positive communication and well-being in both the virtual and real-world contexts. Our commitment to digital technology is inclusive, recognizing and accommodating the diverse learning styles, needs, and strengths of our pupils. This inclusive approach ensures that digital learning is not just a method but a pathway to personal and academic growth, enabling our students to thrive in a rapidly evolving digital landscape.

Mol an Óige agus Tiocfaidh sí



In our pursuit of excellence, digital technologies serve as vital tools for both internal and external communication, fostering a collaborative and supportive environment that encourages parental engagement and student participation in our collective vision for technology. Together, we aim to create a learning environment that not only prepares our students for the challenges of the future but also empowers them to become agents of change, equipped with the knowledge, skills, and ethical understanding necessary to navigate and shape the digital world around them.

Alignment to National Strategy

This Digital Learning Plan has been developed in line with the *Digital Strategy for Schools to 2027* (Department of Education, 2022) and the *Digital Learning Framework (DLF) for Post-Primary Schools*. The Strategy sets out four key action areas, each of which informs our school's priorities:

- **Supporting Teaching, Learning and Assessment through Digital Technologies** – Our plan embeds digital tools (e.g. Microsoft 365, Compass, assistive technologies) to enhance learning experiences, support differentiation, and prepare for forthcoming Senior Cycle reform.
- **Professional Learning for Teachers** – We are investing in staff CPD, peer observation, and departmental digital leaders to ensure all teachers are confident and competent in integrating digital technologies.
- **Leadership and Planning** – The Digital Learning Team, senior management, and the Board of Management are engaged in strategic decision-making on digital technologies, with Compass and Office 365 strengthening whole-school planning and communication.
- **Empowering Learners to be Digital Citizens** – Our Digi Leaders initiative and digital safety campaigns empower students as co-creators of learning, promote responsible digital citizenship, and give voice to students in shaping digital practice.

In keeping with the *DLF*, we have selected domains across teaching, leadership, and student voice. These domains provide a structured framework for evaluation and ongoing improvement. Our plan will be reviewed annually to ensure continued alignment with both national priorities and the evolving needs of our school community.

1.3 Brief account of the use of digital technologies in the school to date:

- All classrooms have an Epson projector with internet access.
- All Staff are given a laptop or a Microsoft Surface Pro
- 3 computer labs with 80 computers in total. 2 Joey 20 Device Trolleys containing 25 surface pros in each. 1 Joey 20 trolley containing 25 Lenovo ThinkPad Laptops.
- These computer labs are dedicated to the teaching of Digital Media Literacy to first year and second years and Digital Learning to transition year.
- The Junior Cycle Digital Media Literacy short courses are also taught to first and second year students.
Link Modules portfolio preparation classes also take place in the computer labs as do Guidance classes for Senior Cycle students.
- We have a fully equipped DCG room for Junior Cycle Graphics and Leaving Certificate DCG. There are 3D printers in the Metalwork room.

Mol an Óige agus Tiocfaidh sí



- We have 5 student PCs in the Metalwork room with the required software for the creation of images using various software
- Our SEN department is equipped with 5 iPads in a Juiceit
- We have 9 iPad that are used by the 6th Year LCA class. These could also be used for recording of the CBAs in English, Business, MFL and Irish.
- 3 printers for staff use managed by Papercut.
- The school broadband is a wireless service that is in the process of being upgraded to Fibre Broadband.
- We have a school website, Facebook, Instagram, Twitter (X) accounts that are regularly updated.
- We use Cmpass Software for academic tracking.
- Staff and students have a Microsoft365 account with 1TB OneDrive storage. Students and staff have access to Canva for Education.

2. The focus of this Digital Learning Plan

The school underwent a whole school inspection. One recommendation was to have a up to date Digital Learning Plan. We undertook a digital learning evaluation in our school during the period *(Feb/2024)* to *(Apr/2024)* We evaluated our progress using the following sources of evidence:

- Meeting of the Digital Learning Team comprising of the Deputy Principal, IT Co-ordinator(AP1) and subject teachers from a range of subjects.
- Senior Management Audit using the SELFIE tool.
- Teacher Audit using the SELFIE Tool
- Student Audit using the selfie tool.
- Student Focus Group.

2.1 The dimensions and domains from the Digital Learning Framework being selected

Domain 4: Teachers' Collective/Collaborative Practice (from WSE) / Selfie	Domain 1: Leading Teaching and Learning Domain 3: Leading School Development Domain 4: Developing Leadership Capacity
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2.2 The standards and statements from the Digital Learning Framework being selected

Standard	Statement(s)
<p>Teachers value and engage in professional development and professional collaboration.</p>	<p>Teachers engage in professional development and work with colleagues to help them select and align digital technologies with effective teaching strategies to expand learning opportunities for all students.</p> <p>Teachers collaborate in determining how digital technologies can be used effectively for teaching, learning and assessment.</p>
<p>Leading Learning and Teaching Foster a commitment to inclusion, equality of opportunity and the holistic development of each student. (compass)</p> <p>Build and maintain relationships with parents, with other schools, and with the wider community.</p> <p>Promote and facilitate the development of student voice and student leadership.</p>	<p>The principal and other leaders in the school have highly effective technology-based systems for monitoring students' progress and development. They ensure that these systems are used to help students reach their full potential.</p> <p>The principal and other leaders in the school use digital technologies to enhance organisational communication with learners, parents and third parties making administrative procedures more transparent and accessible.</p> <p>The principal and other leaders in the school encourage and expect students to act as self-directed learners and students are considered co-designers of the learning process, using a range of digital technologies</p>



2.3. These are a summary of our strengths with regards digital learning

- Digitally rich environment, fast broadband, PC, and projector in each classroom
- All staff have a device and have access to a full range of office 365 tools
- All staff members proficient in the use of Eportal, Microsoft Office 365 email, file-sharing, and cloud storage.
- A culture of collaboration within the school and a positive attitude towards the use of digital technologies in the classroom
- High proportion of Student are aware of how to be digitally safe online and are aware of strategies to stay safe online
- There is a positive attitude amongst staff towards the use of digital technologies in the classroom
- Positive attitude among staff towards using Digital Technology to assist Teaching and Learning
- Positive attitude among students towards using Digital Technology to assist Teaching and Learning
- Ratoath College is investing in infrastructure to support the successful use of digital technology in school
- Most Digital Leaders are proficient in many areas of digital technologies and this knowledge is being shared amongst staff members in delivering CPD

2.4 This is what we are going to focus on to improve our digital learning practice further

- Ensure all Staff can proficiently use the new MIS system.
- Nominate Digital Leaders in Each Department
- Ensure Digital Learning is discussed at dept meetings and shared.
- More Digital Teach meets during staff meetings and in lunchtimes.
- Encourage staff to observe teachers when using digital technology.
- Continue to grow Digital Learning Team
- Continue to Strengthen the knowledge of all staff members in the use of digital technologies through inhouse CPD.
- Create a classroom containing Devices that teachers can book and take class to. This saves a trolley being moved.
- Create a Digi Leaders Team made up of TY students to help with managing devices and support teachers in class when using device. Upskill in Digital Skills



3. Our Digital Learning plan

On the next page we have recorded:

- The **targets** for improvement we have set
- The **actions** we will implement to achieve these
- **Who is responsible** for implementing, monitoring and reviewing our improvement plan
- How we will measure **progress** and check **outcomes** (criteria for success)

As we implement our improvement plan we will record:

- The **progress** made, and **adjustments** made, and **when**
- **Achievement of targets** (original and modified), and **when**

Digital Learning Action Plan

DOMAIN: Teachers' Collective/Collaborative Practice

STANDARD(S): **4.1 Teachers value and engage in professional development and professional collaboration.**

4.4 Teachers contribute to building whole- staff capacity by sharing their expertise.

STATEMENT(S): Teachers engage in professional development and work with colleagues to help them select and align digital technologies with effective teaching strategies to expand learning opportunities for all students.

Teachers collaborate in determining how digital technologies can be used effectively for teaching, learning and assessment.

TARGETS: Have a consistent approach in Using Ms Teams as VLE / Use a range of digital tools to enhance learning and teaching.

To ensure all staff are both competent and confident to use digital technologies in the classroom as part of their teaching.
Staff members and DLT to present.



ACTIONS (What needs to be done?)	TIMEFRAME (When is it to be done by?)	PERSONS / GROUPS RESPONSIBLE (Who is to do it?)	CRITERIA FOR SUCCESS (What are the desired outcomes?)	RESOURCES (What resources are needed?)
<ul style="list-style-type: none"> • Set up Digital Technologies Leader in each department. • Digital leaders will lead discussions of use of technology in their department. • Digital teach meets during staff meetings where selected digital tools to be demonstrated to staff by Teachers / DLT • Create opportunities for teachers to observe (walk in) other teacher's digital tools being used in class. 	<ul style="list-style-type: none"> • September • September – April • November – Apr • Jan 25 / Year 2 	<ul style="list-style-type: none"> • Subject Depts / Mgmt • DLT / Staff / Mgmt • DLT / Staff /MGMT • DLT/ Staff 	<ul style="list-style-type: none"> • Digital leader recorded in subject plan. • Template for dept meetings to include a space to record discussion of Digital Technologies • DLT / Staff present to staff. • Increase in staff using DT for L&T. • Increase in staff using DT. • More staff taking part in observations. 	<ul style="list-style-type: none"> • Devices • Meeting Time • Devices • Meeting Time • Time to practice using tools. • Time / support

EVALUATION PROCEDURES:

(How are we progressing? Do we need to make adjustments? Have we achieved our targets?)

This plan will be reviewed in March each year and amended according to the findings. Review will take the form of surveys and focus groups as well as feedback/observation from incidental/subject/ programme/whole school inspections.



DOMAIN: Leading Learning and Teaching				
STANDARD(S): Foster a commitment to inclusion, equality of opportunity and the holistic development of each student				
STATEMENT(S): The principal and other leaders in the school have effective systems for monitoring pupils' progress and development. They recognise that digital technologies can support systematic monitoring to help pupils reach their full potential.				
TARGETS: Roll out the use of Compass as an attendance, assessment and behaviour tool, set up a training day for staff, Communication to Parents				
ACTIONS (What needs to be done?)	TIMEFRAME (When is it to be done by?)	PERSONS / GROUPS RESPONSIBLE (Who is to do it?)	CRITERIA FOR SUCCESS (What are the desired outcomes?)	RESOURCES (What resources are needed?)
<ul style="list-style-type: none"> ● Introduction to Compass ● Compass Training to build up teacher confidence in use of tool. ● Input of school data exam results into Compass ● Compass as an admin tool for Moltoirs and Office Staff ● Compass as an academic Monitoring tool. 	<ul style="list-style-type: none"> ● Startup 2024 ● Throughout school Year 2024/2025 ● 2025/2026 	<ul style="list-style-type: none"> ● Senior Mgmt ● DLT ● Staff ● M Nissar / L&T Team ● Senior Mgmt ● Staff 	<ul style="list-style-type: none"> ● All staff are familiar with the use of Compass for attendance, punctuality, behaviour, and communication tool. ● Data used from Compass to set targets for students and differentiate work in classes. 	<ul style="list-style-type: none"> ● Compass ● Devices ● Computer Room ● Compass ● Devices
EVALUATION PROCEDURES: (How are we progressing? Do we need to make adjustments? Have we achieved our targets?)				
This plan will be reviewed in March each year and amended according to the findings. Review will take the form of surveys and focus groups as well as feedback/observation from incidental/subject/ programme/whole school inspections.				



DOMAIN: Leading School Development				
STANDARD(S): Build and maintain relationships with parents, with other schools and with the wider community				
STATEMENT(S): The principal and other leaders in the school use digital technologies to enhance organisational communication with learners, parents and third parties making administrative procedures more transparent and accessible.				
TARGETS: Open up Compass to parents, reduce paper waste, increase the use of Compass as a communication portal with parents				
ACTIONS (What needs to be done?)	TIMEFRAME (When is it to be done by?)	PERSONS / GROUPS RESPONSIBLE (Who is to do it?)	CRITERIA FOR SUCCESS (What are the desired outcomes?)	RESOURCES (What resources are needed?)
<ul style="list-style-type: none"> ● Compass to go live to parents by start of academic year. ● Christmas test results to be live from January 2025 ● Upload instructional videos to the school social media channels & website on the use of Compass. ● Contact non-engaging parents. 	<ul style="list-style-type: none"> ● Introduction to commence from Aug/Sep 2024 ● Feb 2025 ● Throughout the school year, instructional videos will be uploaded to website. ● Contact parents who are not engaging in Compass use. 	<ul style="list-style-type: none"> ● SMT / DLT ● SMT ● DLT/SMT ● Parents / School Office 	<ul style="list-style-type: none"> ● Parents contacted with log on details for Compass. ● Results can be viewed on Compass by Parents/Guardians ● High percentage of parents can log onto Compass (Use compass analytics to confirm) ● Number of non-users is a low Percentage (analytics to confirm) 	<ul style="list-style-type: none"> ● Compass ● School Website ● School social media ● Devices ● Time
EVALUATION PROCEDURES: (How are we progressing? Do we need to make adjustments? Have we achieved our targets?)				
This plan will be reviewed in March each year and amended according to the findings. Review will take the form of surveys and focus groups as well as feedback/observation from incidental/subject/ programme/whole school inspections.				



DOMAIN: Developing Leadership Capacity				
STANDARD(S): Promote and facilitate the development of student voice and student leadership.				
STATEMENT(S): The principal and other leaders in the school encourage and expect students to act as self-directed learners and students are considered co-designers of the learning process, using a range of digital technologies				
TARGETS: Setup Digital Learning Team in TY These students will assist teachers and students in overcoming Digital Issues. These students will help in First Year DML classes. Students can also be booked as Teaching assistants when teachers are using Devices. Student will undergo training during the year from external agencies such as Webwise, Oide etc				
ACTIONS (What needs to be done?)	TIMEFRAME (When is it to be done by?)	PERSONS / GROUPS RESPONSIBLE (Who is to do it?)	CRITERIA FOR SUCCESS (What are the desired outcomes?)	RESOURCES (What resources are needed?)
<ul style="list-style-type: none"> ● Set up a Student Digi Leaders Team in Transition Year to assist with the delivery of the Digital Learning Plan 2024 onwards. ● Digi Leaders will help support / mentor first year students who need extra support (assistive tech). Provide in-class support to teacher ● Digi Leaders will promote e- 	<ul style="list-style-type: none"> ● Year 1 2024 ● Year 1 ● Year 2 	<ul style="list-style-type: none"> ● M Nissar/ DLT/ Staff ● M Nissar/ DLT/ TY Co-Ordinator ● M Nissar/ DLT/ TY Co-Ordinator 	<ul style="list-style-type: none"> ● Students will feel confident assisting other students overcome issues with a range of digital technologies. ● Teachers booking Digi Leaders throughout the year. Increase in teachers using Technology. ● Delivery of e-safety to students during school year. 	<ul style="list-style-type: none"> ● Devices for Training ● Time for student Training ● Badges for ● Booking Form on compass ● Time



<p>safety during school Year.</p> <ul style="list-style-type: none"> Digi Leaders will create / promote an e safety campaign 	<ul style="list-style-type: none"> Year 3 	<ul style="list-style-type: none"> M Nissar/ DLT/ TY Co-Ordinator 	<ul style="list-style-type: none"> Creation and delivery of e-safety module 	<ul style="list-style-type: none"> Devices Office 365 Time Devices Office 365
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 (How are we progressing? Do we need to make adjustments? Have we achieved our targets?)

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