
E-LEARNING POLICY

RESPONSIBLE FOR REVIEW:	Board of Trustees
DEPARTMENT RESPONSIBLE:	SLT and ICT Team
DATE LAST REVIEWED:	June 2015
NEXT REVIEW DATE:	June 2018

Rationale

Preparing students to use E-learning effectively and appropriately is important for participation in the world of the future. Both students and staff are expected to approach E-learning in a manner which encourages self-responsibility and respect for others.

Policy

1. Access to E-learning facilities is to be made available upon students and their parents/caregivers signing a User Agreement which shall set out the right and responsibilities of e-learning use.
2. Both staff and students will be provided with information with regard to the responsible use of E-learning.
3. Staff will incorporate E-learning into their teaching.
4. On behalf of the Board of Trustees, the College SLT / ICT teams have the right to monitor, assess and review all use of internet facilities and E-learning equipment, including privately owned equipment while it is at the College to ensure ongoing compliance with the user agreement.
5. The College will access the services of Netsafe, legal counsel and the Teachers Council if unsure how to proceed in the event of a breach of this policy.
6. Any serious breach of this policy will be addressed in accordance with the Discipline Policy and accompanying procedures.

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Signature (BOT Chairperson)

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Date Ratified

Definition

E-learning: The use of electronic equipment and communication networks as a way of complimenting and enhancing teaching and learning.