

# Personnel

## Online Learning Policy

### Rationale

Education support for home-based students is available to augment traditional face to face delivery methods. Students and staff are able to use desktop sharing software and computer equipment to connect across the Internet, as well as using online education programmes.

### Purpose

To provide improved and varied learning opportunities for students.

### Guidelines

- a) Computer hardware and software will be loaned to families when the need is identified.
- b) Access to web-based education programmes, subscribed to by the school, will be provided.
- c) Support for the provision of a suitable internet connection, along with consumables such as printer ink and paper can be provided where the need is identified,
- d) Students and their families will be provided with information about:
  - internet safety
  - care of equipment
  - health and safety related to computer use
  - operation of the hardware and software
- e) Students and their families will be required to sign a loan agreement for any computer hardware and software loaned, which will cover its use, the cost of any consumables and insurance.
- f) Under the Internet Safety Policy, procedures for the safety of students and staff are in place and must be agreed to by participants.
- g) A regular audit of loaned computer hardware and software will be conducted to ensure no inappropriate use.

Adopted August 2023

Presiding Member \_\_\_\_\_

Review Date March 2026