

## 1.12

### John Paul College Policy

## **E-LEARNING POLICY**

### **RATIONALE:**

John Paul College, as reflected in the College's mission, strives to prepare our students as lifelong learners. Technology and the Internet have changed the way we learn. Students can learn anywhere, anytime and from anyone. They are part of a global learning network and technological devices together with the Internet must be appropriately utilized in the delivery of the curriculum and in students' self-directed learning.

### **PURPOSE:**

1. To enable electronic learning (E-Learning) to be as efficient as possible where all students have the opportunity to access devices and the internet to facilitate this learning at school.
2. To ensure that the students are prepared for the world in which they will be living and working when they leave school.
3. To enable improved access to information, resources and experts that will foster critical thinking, greater independence and personalized learning.
4. To provide students with a greater ability to communicate with teachers, parents and peers and to support learning through instant access to school.
5. To ensure a cohesive and comprehensive strategic approach to the implementation of new technologies to the College that will enhance teaching and student learning.
6. To foster and develop classroom teachers so they can teach their students to effectively use the internet.

### **GUIDELINES:**

1. A member of the Senior Leadership team will be appointed by the Principal as the school's E-Learning Coordinator.
2. The E-Learning Coordinator will be responsible for leading the team of staff which includes: the Network Manager and a representative from each faculty.

This team is the E-Learning Committee that will advise the Principal and Board of Trustees on future E-Learning and technology strategies.

3. The Coordinator will be the main point of contact for all issues or incidents involving communication technologies in the school and will report to the Principal.
4. The BOT will fund teacher laptops, or the appropriate equivalent, and data projectors for every teaching space.

5. The College will provide a strong, secure, wireless network which will enable access to the internet that is efficient and fast.
6. The use of personal devices by students to assist learning must be under the supervision and direction of the classroom teacher.
7. Students bringing their own devices (I-Pods and their equivalent, tablets, Smart Phones, laptops/netbooks) may only do so in line with the 'Bring Your Own Device Agreement' requirements and procedures.
8. Devices brought to school do not need to be application or software specific which therefore allows any device to be used e.g Microsoft Office will not have to be on every device.
9. Teachers/ staff should make appropriate preparation for lessons that require use of the Internet to prevent potential problems e.g a list of suggested sites to visit can keep students on task and avoid conflicts with any filtering system.
10. E-Learning and the responsible use of the Internet and communication devices by both staff and students must be undertaken in conjunction with the following documents:
  - Policy 5.19: Cybersafety
  - Policy 5.19.1: Faculty and Classroom Cybersafety
  - John Paul College Intranet and eLearning Resources Acceptable Use Agreement for Students (signed by parents/caregivers and students)
  - John Paul College Cybersafety Use Agreement (signed by staff)
  - Digital Citizenship Contract (signed by students)
  - Bring Your Own Devices Agreement (signed by parents/caregivers)

*Ratified by Board*



*Signed for B.O.T Chair*

30.03.2015

2015

*Next Review*

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*Signed for B.O.T*

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