POL-QA-05 Student Computer & Internet Use Policy

GOVERNANCE

SRTO standard 5.2   Prior to enrolment or the commencement of training and assessment, whichever comes first, the RTO provides, in print or through referral to an electronic copy, current and accurate information that enables the learner to make informed decisions about undertaking training with the RTO

POLICY

Ironwood Institute is committed to providing necessary access to educational and support services for the student to meet the requirements of the training products offered.

In accordance with the SRTO's standards, Ironwood will ensure that Students can always access the internet in the College as part of their formal learning classwork and for sourcing information and completing various assignments set by the College. In this way any student who does not have access to the internet within their home environment can undertake their relevant research and study within the College using the computers and internet freely available to them.

CONTEXT

Educational use of the internet is expanding rapidly, and the management and staff of Ironwood Institute strongly believe in the use of Internet as a valuable tool in attaining educational excellence. Whilst Ironwood Institute has a wealth of resources available to support student learning, the increasing use of the internet in all learning areas requires free access for all students.

PROVISION OF COMPUTERS AND INTERNET SERVICES

Ironwood Institute will provide access to the College Computer lab to students. The use of these computers is intended primarily for education purposes, but it is understood that students may wish to use the computers for communication, peer support and managing personal affairs.

However, whilst electronic information resources offer tremendous opportunities of educational value, Ironwood Institute holds concerns that inappropriate material may be accessed by the student. Filtering software is not considered to be either reliable or appropriate and is therefore not installed on the Ironwood Institute server.

Ironwood Institute believes that personal responsibility for appropriate online behaviour should be a condition of use of any computer or internet link provided by the College. To that effect students are to sign an Acceptable Use Agreement which ensures that they are responsible for all online behaviour when using Institute computers and internet.

Conditions of Use

The use of the internet at Ironwood is a privilege, not a right, and students should understand that any inappropriate use will result in temporary or permanent cancellation of this privilege.

An Acceptable Use Agreement must be signed by all students requesting the use of Institute computers and internet, signifying an acceptance of personal responsibility for their online behaviour.

The Institute internet account exists to provide access to curriculum related information. It should not be used for other material unless students are given permission by the Institute's Management or Staff.

- The use of the computers and internet should not result in students accessing any material that is inappropriate. This includes racist, pornographic, or material with obscene language or material that can offend the religious sentiments of others.
- As plagiarism is unacceptable within the Institute, students will not use the works of another person found on the World Wide Web without acknowledging that person. Students will not break copyright law by copying and/or distributing the work of another person other than as part of a study requirement.
- As representatives of the Institute, students understand that any message, they transfer by electronic mail can be viewed globally, and as such any communications over the internet by students will only use appropriate language, such as would be acceptable in any assignment undertaken for the Institute. In all communications students will be courteous and professional.
- Misuse of the internet by any students must be reported to the staff/management of the Institute.

In fairness to other users Internet use should be used efficiently permitting other users to access the available computers.

Failure to abide by these conditions of use will be regarded as student misconduct and may result in action being taken against the student including cancellation of enrolment.

RESPONSIBILITY

CEO/Delegate – for all authority