

Gleneagles Secondary College

INFORMATION COMMUNICATION POLICY

1. Policy Statement:

To ensure the College designs quality learning experiences that incorporate new pedagogies, accelerated by digital technologies to build deep learning competencies in learners. To ensure the College plans for and provides the necessary resources to support the effective use of digital technologies in the teaching and learning program. Partner with parents to have an appropriate device in the hands of each student, through a College Council program

2. Policy Objectives:

2.1 Within the resources available to the College, develop the ICT infrastructure to effectively support the use of digital technologies in the teaching and learning program.

2.2 To research best practice in digital learning and use this to inform the College's ICT program

2.3 Inform Council on proposed programs and ensure Council takes a significant role in the evaluation of options for a quality IT program at the College, while considering the resourcing implications.

2.4 Research 1:1 devices that will support the teaching and learning program from year 7 to 12

2.5 Determine an ICT implementation plan which may include:

- Student devices that will be supported by the College infrastructure
- Preferred supplier determined through a tender process endorsed by the College Council
- Timeline for the roll out of initiatives
- Specifying what will be supported through the College program

2.6 To effectively utilise the technical support available in the College, to support the school program and Department initiatives. Technical support will be one factor that will be considered by Council when determining the feasibility of initiatives and implementation plans. Lack of technical support is likely to provide limitations to the scope of the programs, including but not limited to the range of devices students will be supported to use at school

NB in 2015, one full time Specialist Technician is provided by the department for a number of hours based on a fortnightly visitation schedule. Support is provided to design, build and maintain the ICT in schools. The following are the supported areas within the school environment in order of priority:

- approved Department directives, initiatives and programmes (i.e. CASES Hardware, Notebook for Teachers and Principals Program, Wireless)
- servicing school curriculum networks
- maintaining documentation
- training

2.7 To facilitate ongoing professional development for teaching staff to ensure digital technologies are effectively integrated into a quality teaching and learning program.

2.8 The College will review the school booklist to remove items that are no longer appropriate given the 1:1 device on an annual basis and in consultation with the relevant Domain leaders.

2.9 The College will specify certain software as an alternative to textbooks and the associated cost may be incorporated into the Essential Education levy, with the approval of the College Council.

3. Procedure

The College Council will review the ICT budget annually, in line with the overall College budgeting process

The College Council will approve the College's 1:1 program and the associated implementation plan. College Council will authorise student devices that will be supported by the College program.

Council formally endorsed a detailed implementation plan for **2015** which specifies:

- Two approved models of Lenovo tablet PCs – ThinkPad 11e Yoga – 20D9000UAU with 3 year onsite warranty and ThinkPad Yoga 12.5 – 20C00068AU with 3 year onsite warranty and sealed battery. These devices are to be purchased by parents for their child through the preferred supplier which is Edunet. The College Council endorsed Edunet after a thorough tender process that evaluated a number of companies against an extensive range of criteria including cost to parents.
- The 1:1 program is implemented for all students in year 7 and 10 in 2015 and is optional for year 11 and 12 students
- The 1:1 program has a three year implementation plan that will facilitate all students having a device from 2017
- Short term loan program is facilitated in certain circumstances (as outlined in the detailed 1:1 Implementation Plan)

Parents who choose to purchase the **approved device with 3 year onsite warranty** from a supplier different from the College's nominated supplier, do so with the understanding that they assume all responsibility for the maintenance and repair of the device. The College technicians will provide the standard image and general advice only. They will not under any circumstances, undertake repairs as this may void a warranty.

Students are not permitted to bring or use devices that are not endorsed by the College Council.

The teaching professionals will determine the educational software/programs that utilizes the devices including determining the software/programs that will be used.

The College will communicate with the community through the College website and appropriate information nights e.g. year 7 information night.

The Gleneagles staff will implement the plan endorsed by Council.

4. Links and Appendices

- 1:1 Implementation Plan
- Internet Use Policy
- Acceptable Use of Technology Agreement

5. Evaluation

This policy and the implementation plan will be reviewed annually or more often if necessary due to changes to regulations or circumstances