Information and Communication Technology Policy

(i) Purpose
This Policy is intended to provide a framework for the effective use and management of information and communication technologies at Salesian College. It is animated by the Salesian College Learning and Teaching Policy and by the belief that the ability to successfully utilise information skills is an essential part of the learning process.

(ii) Principles
1. When used effectively, information and communication technologies provide a means of enhancing learning and teaching: hence, the use of appropriate information and communication technologies is vital in all subjects.
2. Carefully planned and ongoing professional development of staff is essential to the effective use of information and communication technologies.
3. Information and communication technologies have the potential, when used appropriately, to facilitate the productivity of staff and students.
4. Technical support must be provided to enable staff and students to fully utilise information and communication technologies.
5. Specialist information and communication technology facilities may be required to meet the specific needs of particular curriculum and administration areas.
6. Any initiatives for information and communication technology resources must be in accord with the educational, financial and structural goals of the College.
7. All staff and students should have access to information and communication technology resources in their daily tasks.
8. The acquisition of information and communication technology resources is to be governed by a consistent and consultative process.
9. When used appropriately, information and communication technology provides an effective and efficient means of communication and research.

(iii) Expectations
The College shall:
1. Monitor and further develop plans, guidelines, financing options and procedures pertaining to the management, use and further expansion of the College’s information and communication technology resources.
2. Provide opportunities and financial support for the delivery of appropriately planned professional development activities for all members of staff.
3. Be advised by the Learning Technologies Committee in the important process of linking information and communication technologies to curriculum development.
4. Ensure that appropriate technical support is provided to maintain and improve the College’s information and communication technology resources.
5. Develop and maintain appropriate information including inventories, acceptable use agreements and records of problems.
6. Develop procedures and guidelines for the safe and appropriate use of information and communication technology resources.

(iv) Review
This Policy will be reviewed from time to time as required.