Operational

Policy: Student Use of Software and Electronic Information
Approved By: Board of Directors
Date of Approval: 09 February 2022
Review Date: 09 February 2024
Policy Owner: Quality Assurance Manager

Purpose

Because electronic information is volatile and easily reproduced, respect for the work and personal expression of others is especially critical in computer environments.

Violations of authorial integrity, including plagiarism, invasion of privacy, unauthorised access, and trade secret and copyright violations, may be grounds for sanctions against members of Ama Training Group whanau, this includes staff and students.

Procedure

If a breach of privacy or information is suspected to have occurred this must be reported to theQuality Assurance Manager in the first instance for investigation.

Compliance

Approved policies and procedures are intended at all times to comply and conform with current Ministry of Education, TEC, NZQA and other external agency requirements and procedures.