

# DE Policy & Guidelines Overview

## Policy Overview

Distance Education students at ACC Marsden Park adhere to the school policies and procedures. The following policies have been adapted to provide information additional information specific to distance education students.

<b>Policy</b>	<b>Date Reviewed</b>	<b>Next Review</b>
DE Enrolment	2016	2017
DE Authenticating Student Work	2016	2017
DE Residential Schools	2016	2017
DE Additional Residential Schools	2016	2017
DE Teacher Visits	2016	2017
DE Teaching Programs	2016	2017
DE Student Progress	2016	2017
DE Attendance	2016	2017
DE Formal Supervision of External Examinations	2016	2017
DE Communication & Complaints Resolution	2016	2017
DE Assessment	2016	2017

<b>Guidelines</b>	<b>Date Reviewed</b>	<b>Next Review</b>
2016 DE Guidelines for Onsite Supervisors	2016	2017
DE Student Teacher Communication	2016	2017
DE School Aims	2016	2017

DE Student Welfare Overview	2016	2017
DE Staff Roles & Responsibilities	2016	2017
DE Personal & Social Development	2016	2017

**Persons Responsible**

- Principal - Ms. Paulle Kwok
- Academic Coordinator - Ms. Barbara Howard
- Teachers - Ms. Rachel Eriksen, Mr. Don Hastie, Ms. Diahanna Kwok, Ms. Debbie Truman
- Administration Manager - Mr. Michael Buttrose
- Administration Officer - Ms. Ruth Donaldson

**Version**

3.0