

Learning Centre Policy



The Learning Centre will:

- Provide students with a range of spaces where independent study can take place
- Provide students with up to date resources, both physical and online, relevant to their courses
- Be available for use by staff and students during the college day, as well as periods before and after lesson times
- Have staff who can help students with a range of topics, such as: how to find resources, how to research effectively, referencing, and copyright
- Encourage students to read widely, both fiction and non-fiction
- Monitor students computer use and behaviour

Students using the Learning Centre will:

- Treat the building, its staff, and other users with respect
- Only use the study areas and computers to complete college related work and research – no gaming, TV/movies etc.
- Work quietly to ensure they do not disturb other users

Students will **NOT**:

- Consume food and/or drinks in the Learning Centre other than bottled water. Students will be banned from using the Learning Centre for a set period if they are repeatedly caught eating or drinking
- Use the Learning Centre as a place for socialising. Students who are not working will be given **two warnings** before being told to leave
- Disturb other Learning Centre users. Students will be given **two warnings** about unacceptable noise or behaviour before being told to leave