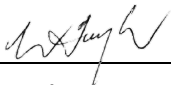
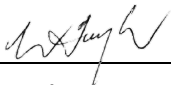
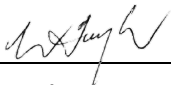


<b>Policy Name</b>	<b>LEARNING AND TEACHING POLICY</b>
<b>Policy Number</b>	<b>A006_PO_VET (Academic)</b>
<b>Purpose</b>	This policy articulates the commitment of Whitehouse Institute of Design, Australia (Whitehouse) to excellence in learning and teaching.
<b>Scope</b>	This policy applies to all Whitehouse staff involved in the administration and delivery of all vocational education (VET) and training qualifications and courses delivered by Whitehouse.
<b>Policy Statement</b>	<p>In the implementation of this policy, the Whitehouse Academic Board will monitor systems and processes that support quality teaching and facilitate learning by ensuring that:</p> <ul style="list-style-type: none"> <li>• training and assessment is delivered by appropriately qualified and experienced staff who provide an engaging learning experience</li> <li>• all trainers and assessors undertake relevant professional development on a continual basis</li> <li>• training products delivered at Whitehouse are current</li> <li>• training and assessment strategies and practices are developed for each training product and regularly monitored, reviewed and refined</li> <li>• a range of strategies are in place for industry engagement to ensure industry relevance</li> <li>• student feedback is systematically sought and used to develop and implement improvements to teaching practice and the learning environment</li> <li>• students have access to resources to support quality learning and</li> <li>• students have access to relevant and adequate support services.</li> </ul>
<b>Relevant Legislation</b>	<ul style="list-style-type: none"> <li>• <a href="#">2016 Higher Education Support Act (2003)</a></li> <li>• <a href="#">Standards for Registered Training Organisations (RTOs) 2015</a></li> <li>• <a href="#">Australia Qualifications Framework (AQF)</a></li> <li>• <a href="#">Education Services for Overseas Students Act 2000 (ESOS)</a></li> <li>• <a href="#">Commonwealth Register of International Courses for Overseas Students (CRICOS)</a></li> </ul>
<b>Key Related Documents</b>	<p>Recognition of Prior Learning Policy (VET)  Recognition of Prior Learning Procedure (VET)  Academic Grievance Policy (VET)  Academic Grievance Procedure (VET)  Learning and Teaching Procedure (VET)  Code of Conduct  Assessment Policy (VET)  Assessment Procedure (VET)  Free Intellectual Inquiry Policy (VET)  Access and Equity Policy  Access and Equity Procedure</p>

	<p>Employment Policy</p> <p>Academic Honesty Policy (VET)</p> <p>Academic Misconduct Procedure (VET)</p>
<b>Definitions</b>	<p>The following definitions apply for the purpose of this Policy:</p> <p><b>Industry Engagement:</b> may include, but is not limited to, strategies such as:</p> <ol style="list-style-type: none"> <li>a) partnering with local employers, regional/national businesses, relevant industry bodies and/or enterprise RTOs</li> <li>b) involving employer nominees in industry advisory committees and/or reference groups</li> <li>c) embedding staff within enterprises</li> <li>d) networking in an ongoing way with industry networks, peak bodies and/or employers</li> <li>e) developing networks of relevant employers and industry representatives to participate in assessment validation and</li> <li>f) exchanging knowledge, staff, and/or resources with employers, networks and industry bodies.</li> </ol> <p><b>Training and Assessment Strategies and Practices:</b> are the approach of, and method adopted by, an RTO with respect to training and assessment designed to enable learners to meet the requirements of the training package or accredited course.</p> <p><b>Training Product:</b> means AQF qualification, skill set, unit of competency, accredited short course and module.</p>
<b>Responsible Officer</b>	Academic Director
<b>Approval Authority/ Authorities</b>	<p>Joint Executive Directors</p> <p>Academic Board</p>
<b>Date Approved</b>	10/12/2018
<b>Date of Commencement</b>	10/12/2018
<b>Date for Review</b>	10/12/2021
<b>Documents superseded by this Procedure</b>	012 -Learning and Teaching Policy
<b>Amendment History</b>	<p><b>09/2018</b></p> <p>Policy and procedure separated and re-written to better align with vocational education delivery</p> <p><b>11/2016</b></p> <p>Policy and Procedures separated and HE and VET documentations separated</p>

	<p><b>11/12</b>                  Changed formatting                  Significant adjustments and inclusions to policy wording - material changes</p> <p><b>19/09/2012</b>                  Approved and effective</p>						
<p><b>Signed and dated                  for Whitehouse                  Institute Pty Ltd</b></p>	<table border="1"> <tr> <td data-bbox="386 415 781 562">  </td> <td data-bbox="781 415 1195 562"> <p>Les Taylor</p> </td> <td data-bbox="1195 415 1520 562"> <p>10/12/18</p> </td> </tr> <tr> <td data-bbox="386 562 781 619"> <p><b>Signature</b></p> </td> <td data-bbox="781 562 1195 619"> <p><b>Name</b></p> </td> <td data-bbox="1195 562 1520 619"> <p><b>Date</b></p> </td> </tr> </table>		<p>Les Taylor</p>	<p>10/12/18</p>	<p><b>Signature</b></p>	<p><b>Name</b></p>	<p><b>Date</b></p>
	<p>Les Taylor</p>	<p>10/12/18</p>					
<p><b>Signature</b></p>	<p><b>Name</b></p>	<p><b>Date</b></p>					

INFORMATION FOR PUBLISHING ON POLICY REGISTER	
<p><b>Category</b></p>	<p>Academic</p>
<p><b>Stakeholders</b></p>	<p>Academic Board                      Executive Management                      Academic Staff                      Administration Staff                      Students</p>