

MindFoster School
Online Learning Policy
For Students and Parents Enrolled in the Online Learning Programme

Effective Date: Sept 1, 2026

Review Cycle: Annual

Welcome to the MindFoster School Online Learning Programme. We are delighted to partner with your family in providing an engaging, flexible, and high-quality education that reflects our commitment to academic excellence and student wellbeing.

Our online programme is guided by the same values that define every learning experience at MindFoster School—respect, integrity, responsibility, curiosity, and a love of lifelong learning. This policy outlines the shared expectations that help create a positive, safe, and successful online learning community.

1. Scope

This policy applies to all students enrolled in the MindFoster School Online Learning Programme and their parents or legal guardians.

2. Our Shared Commitment

Successful online learning is founded on a strong partnership between the school, students, and families. Together, we create an environment where students are encouraged to grow academically, develop independence, and enjoy meaningful learning experiences.

MindFoster School is committed to providing a safe, inclusive, and engaging virtual classroom where every learner is supported, challenged, and respected.

3. Student Expectations

Students are expected to:

Attend all scheduled lessons punctually and prepared to learn.

Log in using their official school account.

Participate actively, respectfully, and positively in every lesson.

Learn from a quiet and appropriate environment whenever possible.

Dress appropriately for live classes.

Complete assignments and assessments honestly and on time.

Treat teachers and fellow students with courtesy, kindness, and respect.

Use school technology responsibly.

Inform the school promptly if technical difficulties affect their participation.

4. Parent Partnership

Parents and guardians are valued partners in their child's education. We appreciate your support in helping your child establish positive learning habits and remain engaged throughout their online learning journey.

We ask parents and guardians to:

Provide a suitable learning environment and appropriate technology where reasonably possible.
Encourage regular attendance, punctuality, and independent learning.

Monitor their child's wellbeing and academic progress.

Communicate promptly with the school regarding concerns, absences, or technical challenges.

Encourage respectful digital behaviour and allow students to participate independently during live lessons whenever appropriate.

5. Attendance

Regular attendance is essential to student success and active participation.

If a student is unable to attend due to illness or another unavoidable circumstance, parents or guardians should notify the school as soon as reasonably possible. Where attendance concerns arise, we will work collaboratively with families to provide appropriate support.

6. Respectful Online Conduct

Every member of the MindFoster School community has the right to learn in an environment that is safe, respectful, and welcoming.

Students are expected to demonstrate courtesy, integrity, and good digital citizenship at all times.

The following are not permitted:

Bullying, cyberbullying, harassment, or intimidation.

Disruptive behaviour during lessons.

Inappropriate or offensive language.

Sharing meeting links, passwords, or login credentials.

Recording or sharing online lessons without the school's permission.

Posting or sharing inappropriate or harmful content through school platforms.

7. Academic Integrity

Academic honesty is fundamental to learning.

Students are expected to complete all work independently unless collaboration has been authorised by the teacher. All submitted work should represent the student's own understanding

and effort. Where artificial intelligence or other digital tools are permitted, teachers will provide clear guidance on their appropriate use.

8. Technology

Students should have access to:

- A laptop, desktop computer, or approved tablet.
- A reliable internet connection.
- A working camera and microphone where required.
- The software and applications specified by the school.

Families experiencing technology challenges are encouraged to contact the school so that appropriate support can be explored.

9. Privacy and Digital Safety

Protecting the privacy and wellbeing of our school community is a shared responsibility.

Students and parents are expected to:

- Respect the privacy of teachers and fellow students.
- Keep login credentials secure.
- Refrain from recording or sharing lessons without prior permission.
- Use school platforms and learning resources responsibly and for educational purposes only.

10. Communication

Open, respectful, and timely communication strengthens our partnership with families.

The school will communicate through its official channels, and parents are encouraged to contact us whenever they require support, clarification, or wish to discuss their child's progress.

11. Supporting Student Success

Our approach is to guide, encourage, and support every learner.

Where concerns arise regarding attendance, behaviour, or academic integrity, we will work collaboratively with students and families to identify constructive solutions. Where necessary, the school may take appropriate action in accordance with its Code of Conduct and enrolment terms.

12. Our Partnership

By enrolling in the MindFoster School Online Learning Programme, students and parents acknowledge their commitment to the expectations outlined in this policy and to working in partnership with the school.

Together, we aim to cultivate a learning community where every student is inspired to grow with confidence, integrity, curiosity, and compassion.

We look forward to partnering with your family and supporting your child's educational journey.