

Pūtahi Akoranga

Pūtahi - centre, middle, two paths or streams running into each other
Akoranga - to learn or teach
Overall meaning 'Centre for teaching and learning'.

The South Learning Centre is the first of its kind to offer lifelong learning opportunities to the community. It is a place for children, teachers and the community to integrate technology into their learning, update skills and access electronic information.

Born out of the closure of Sydenham School, the South Learning Centre now caters to all of the Christchurch community.

South Learning Centre aims to achieve Christchurch City Libraries' strategic goal for Learning and Literacy as outlined in The Plan:

<http://christchurchcitylibraries.com/ThePlan/>

South Learning Centre is funded by: Christchurch City Council



South Learning Centre is sponsored by:
Telecom
Microsoft
Hewlett Packard
Technology Leasing and Computers

Schedule of Charges

Room Hire*	Price per Hour
The Lab	\$51.10
Sydenham Room	\$15.30
Video conference room - Dialing out / Set up of Bridge	\$15.30 \$71.60

Size	Product	Price per Item
A4	Black and White Copy	\$.20c
A4	Colour Copy	\$2
A4	Lamination	\$.30c
A3	Colour Copy	\$3.10
A3	Lamination	\$.50c
80min	CD Rom	\$1

Miscellaneous	Price
Polycom Sound Station	\$46 per half day
Data Projector	\$51.10 per half day
Video Conference Session	\$30.70 min. charge
Security	\$20.40 per half hour
Staff fee	\$15.30 per half hour
Network Installation	\$35.80
Local Installation	\$76.70

*Please Note

Not for profit community groups are usually exempt from room hire charges.

Venue Options

South Learning Centre has three venue options. Rates are negotiable for not for profit community based groups coordinating learning. They are:

- **The Lab**, a networked computer suite of 31 computers, each with their own web cam, an inbuilt data projector, and printer/scanner/photocopier. Maximum of 35 people.
- **The Sydenham Room** which has all the requirements for meetings big and small. Maximum of 60 people.



- **Video Conferencing Room**, a permanent room dedicated to live distant communication. Maximum 8 people.

In addition, the South Learning Centre has up to: 24 PC tablets, 2 datashow projectors, 6 digital cameras, and 2 video cameras for your use within the centre.

South Learning Centre
66 Colombo St, cnr Hunter Tce
PO Box 1466
Christchurch
t: 03 941 5140
e: learningcentre@ccc.govt.nz

Conditions of Use & Agreement for Community Groups



‘ Extending horizons and developing confident, creative and collaborative learners through a dynamic technological environment ’

South Learning Centre

South Learning Centre – Putahi Akoranga, has been purpose built for Information and Communication Technology (ICT) learning. It is part of the South Christchurch Library, Service Centre and Learning Centre complex which was designed using sustainable principles. This is a flagship building within Christchurch. The South Learning Centre and South Christchurch Library aim to provide the local community with today’s technology.



Approved local community groups are able to use the South Learning Centre rooms to further their learning in ICT. The rooms available are The Lab, The Sydenham Room and the Video Conferencing Room. These rooms host a wide range of technology as noted on the orange strip on the back of this form.

The following conditions have been put in place to protect you and your group, as well as the South Learning Centre and South Christchurch Library.

Your Responsibilities

Prior to Use

Prior to using The Lab, Sydenham Room or Video Conferencing Room make sure that the venue is suitable for your use.

- Familiarise yourself with safe access to and from the venue, and also the location of fire alarms and fire extinguishers in the building.
- If you are bringing in external tutors they will need to have an orientation session of the equipment, layout etc with South Learning Centre staff. In some cases this may be charged back to the hirer.
- For fee paying users payment of a non refundable deposit (equivalent to 2 hours hire) is required upon confirmation of booking.

During Use

- Before moving any furniture/equipment in The Lab or Video Conferencing Room please ask South Learning Centre staff.
- If you want to attach any additional fixtures or fittings (e.g. signs, banners, balloons) ask South Learning Centre staff first.
- The venues are not to be used in any noisy, noxious or offensive manner or for any illegal purpose.
- The South Christchurch Library, Service Centre and Learning Centre is a smoke free environment.
- For fire safety reasons the maximum number of people allowed in each room are:
The Lab - 35 people;
The Sydenham Room - 35 people;
The Video Conferencing Suite - 8 people.

- Providing all exits remain clear and the other Learning Centre rooms are empty of people, the maximum number allowed in the Sydenham room is 60 people.
- For bookings on weekdays and after library hours, all people are required to promptly leave the South Learning Centre at 9:30pm, or before.
- Bookings during weekends may incur a staff or security charge. The cost of this will be arranged with and invoiced to the user.
- South Learning Centre staff reserve the right to visit the venue during the period of use.
- red Café in the South Christchurch Library provides a catering service, by arrangement.
- Groups are able to make their own catering arrangements. Tea and coffee can be supplied through South Learning Centre. The cost of these arrangements are to be met by the user.

After Use

- When leaving ensure that the venue is left clean, tidy and secure. If any cleaning is necessary after the hire this will be charged on to the user.
- Make sure that you take all your extra equipment when you leave.
- Please report any damage to the buildings or chattels straight away to the South Learning Centre. Any repair work required may be charged back to the user.
- Where hire charges have been agreed, payment is to be paid by the 20th of the month following the date of the invoice sent to the user.

Conditions of Use Agreement

Name of group _____

Contact person _____

Address _____

Phone _____

Mobile _____

Email _____

I have read and agreed to comply with the conditions of use and acknowledge my responsibilities as outlined in the attached South Learning Centre “Conditions of Use & Agreement for Community Groups”.

Signature _____

Print name _____

Date _____

Deposit lodged _____

Acknowledged by _____