Remote Education Offer at Truro and Penwith College

Truro and Penwith College uses the Microsoft Teams digital platform to deliver and support **all** learners remotely, including apprentices and part-time courses. In addition, Moodle and OneFile are also used as Virtual Learning Environments and textbooks are available as appropriate to students.

The remote curriculum will be aligned to the classroom curriculum as much as possible. Methods of remote education are primarily digital remote education (synchronous online learning – during timetabled lessons) supplemented with asynchronous education (prepared by the member of staff and accessed at any time by learners).

All lessons will be sequenced as they would in the classroom and aims and objectives will be made explicit to all learners.

All learners will follow their normal teaching timetable. All Teams lessons are scheduled, and learners receive several notifications to inform them the lesson is about to start. Once the staff member has started the meeting a notification pops up and learners can join from their Teams/Outlook calendar.

Feedback and assessment will be provided by members of staff through a range of methods for example written feedback on submitted work, virtual classroom discussions, 1 to 1's, questioning in live lessons, quizzes, polls and chat groups.

The Student Services teams at both Truro and Penwith will continue to provide a range of services including bursary support, counselling and mental health support and offer personal support and support where there are safeguarding concerns.

Weekly tutorials will take place and the colleges career guidance offer will continue remotely.

The 'Health, Well-Being and Sport' is available and will provide free remote exercise opportunities starting on January 11th January via YouTube: HWS Truro Penwith Callywith.

Expectation of Learners:

Attendance receives the same priority as on-site face to face delivery and will be recorded by the lecturers through their electronic register.

The college retains the same high expectations and standards for online learning as for face to face on site and as such the disciplinary procedure will continue to apply for inappropriate behaviour.

Learners should engage fully in remote education (via live lessons, worksheets, textbook questions, quizzes, homework, assignments etc..) completing all to the best of their ability.

Learners should not leave their college account open if they are away from their computer.

It is preferable that learners and staff have their cameras **on** during the lesson with a blurred or added background and learners should wear headphones during their lessons.

Learners should be punctual and prepared for learning with all the equipment they need.

Learners should be dressed appropriately for lessons i.e. not in sleepwear or inappropriately dressed for a lesson.

Behaviour should reflect what is expected when on college site (no smoking in lessons, taking turns to ask questions etc).

Attendance will be recorded and monitored, and staff will stay in regular contact with learners.

Arrangements for students studying courses that require specialist equipment or facilities

The remote curriculum will be aligned to the classroom curriculum as much as possible. Staff will consider what can be done from home, using simulations. Worked examples, modelling and demonstrations will be used together with specialist input from the industry and employers.

Support for students without devices, connectivity or a suitable environment for learning

All learners should have access to a digital device, a PC or laptop is more suitable than using a phone.

The college will support students to engage with appropriate resources on loan where appropriate and achievable. Elements may include non-digital approaches to remote education.

Cornwall has significant rurality and connectivity challenges: combined with the need of specialist software or hardware resources, Learning Resources Centre study spaces at both Truro and Penwith campuses will be made available for those with access problems to a suitable environment for learning or suitable resources.

Support for students with SEND

If a learner has an LSA in a classroom lesson, then the LSA will be invited to join the remote lessons via Teams. LSAs will then follow up on the lessons with students.

Students with EHCPs are contacted throughout the week to monitor their engagement and wellbeing.

EHCP reviews continue to be carried out via Teams and staff attend online school reviews of students hoping to start at the college in September.

Careers interviews for students with EHCPs leaving in July are being organised remotely.

Learning support tutors will continue to offer one to one sessions via the Teams platform. Referrals for support are taking place remotely with new students met online to discuss their support requirements.