Principles for Remote Teaching Learning and Assessment

This document has been approved by the College's board of governors and sets out the College approach to remote teaching, learning and assessment throughout the national lockdown. This document will be regularly reviewed.

Version 2 – approved 3rd March 2021

Our Expectations

At Hartlepool College of Further Education, HARTS are our clear expectations of our students and these remain just as important remotely as they are face to face. Specifically, for remote learning we have added examples to our HARTS expectations. See *HARTS for Remote Learning* for more details.

Following the Government announcement that Further Education could return from March 8th and the publication of the consultation results from Ofqual into summer assessments, the following principles have been adopted.

Overall Principles

- From week beginning the 8th of March, Hartlepool College students will start a phased return to college; students should remain on their existing, remote delivery, timetable until instructed otherwise.
- Students on course that have been classified by Ofqual as group 2 *Those that directly lead to employment and/or are professional practice (construction trades, hairdressing, hospitality and catering etc*) will be *prioritised for their return.*
- Where courses require a significant volume of practical to be completed, curriculum managers will create and implement new timetables. These will be communicated through programme tutors.
- Learners with an Education, Health and Care Plan (EHCP) and those most vulnerable will be returning to college as a priority from 8th of March.
- A phased return to 'pre-Christmas' timetables will take place incrementally from the 8th of March until Easter break. Programme tutors will communicate this information with their students well in advance.
- The overwhelming majority of Hartlepool College of Further Education courses, apprenticeships and study programmes will continue to have some elements of remote delivery.

Remote delivery

- All students have previously been given access to Microsoft 365 and Canvas, the College's virtual learning environment.
- All remote lessons will continue to be taught using Microsoft Teams (part of the Microsoft 365 suite of software) and supported with materials uploaded to Canvas.
- We continue to recognise that mirroring face to face teaching with remote learning is not always possible or conducive with a positive learning experience. In the first instance, Therefore, where necessary, staff will punctuate large timetabled lessons with breaks, research tasks and group activities.
- In some cases, where students are finding additional challenges accessing work (due to work commitments, childcare etc) lessons may be recorded and shared with the group prior to the timetabled session. In these instances, teachers will be available at the timetabled slot to support their students.

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Principal and Chief Executive
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Available support for remote learning

We have a suite of support available to all of our students to create the best learning experience possible:

Support for SEND learners – all learners that receive additional learning support will continue to do so remotely. In some instances, an additional hour of one to one support will be made available outside of taught lessons.

Access to remote learning – if you have limited access to a device and/or challenges with internet connection from home please notify the Welfare team as soon as possible on WARMS@hartlepoolfe.ac.uk

Digital coaches – if you are finding access and navigating the plethora of online tools a challenge and/or needs some support in best utilising the resources available to you, please contact our Digital Coaches by complete this online form

Help guides – our amazing IT team have created a number of really handy 'How to' guides that can be accessed via the Student Portal here

This document has been created by Assistant Principal – Curriculum & Standards, Shaun Hope, senior manager lead for remote learning at the College. shaun.hope@hartlepoolfe.ac.uk

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