

19 May 2020

Important information:**Update for students/parents/carers****Full-time and part-time students**

In line with Government guidance the College has been closed since the 23 March and the transition to remote teaching and learning has been successfully achieved. I want to take the opportunity to thank you for continuing to engage with the College through these difficult times. You will have seen the recent announcement from the Government regarding schools and colleges potentially re-opening from the 01 June. The College's Risk Management Group have taken the decision that the College will continue to support your teaching and learning remotely and will not be open to students at this point.

Full-Cost Study Programme students

If you have enrolled on a full-cost course through Tyro (Training), we are working towards a return to the college earlier than August 2020. The intention is that we will be able to deliver these courses under social distancing measures. This intention will be reviewed regularly based on the guidance from the Department for Education and the College's risk assessment. However, if you need to continue to self-isolate, then we can offer the option of attending the course on-line through a video conferencing facility such as MS Teams, Skype or Zoom.

Distance Learning Students

Anyone who is on a Distance Learning course will continue as they are. You can submit your assignments for marking as you currently do and your Assessors will respond with feedback in a timely manner.

Once you achieve your Level 2 Certificate, the college will apply for your qualification and will post it onto you as normal.

Adult Learners

We will aim to support adult learners, such as RHS students, through a blended learning approach. The intention is to provide classroom learning with the opportunity to attend on-line, if you are unable to attend in person. Whilst we are working towards an earlier start date than August 2020, we are monitoring Government guidelines as they are released. Your Tutor will contact you if there is an opportunity to return to the college earlier than anticipated, however this is likely to be for practical activities which will be risk assessed by your Tutor on a one-to-one basis

Apprentices

During the ongoing period of social distancing, the College is committed to supporting learning and apprenticeship delivery. We will keep in contact with you throughout your apprenticeship and we will continue to support you through on-line and one-to-one learning via telephone, email and video calls. Knowledge based skills will be the main focus of your apprenticeship at the current time, although your Assessors will arrange for you to undertake practical activities and assessments on a one-to-one basis when the college returns from the summer break in August 2020. Where applicable, preparing for end-point assessments will be a college priority for all apprentices

Students with support requirements

Where a student has disclosed a learning difficulty/disability or medical condition that affects their studies, the SEND Team will contact students, parents and carers in order to complete a One Page

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Profile to identify individual support needs. They will carry out risk assessments and care plans and refer students on to our various support services. Each student's needs will be assessed on an individual basis and in exceptional circumstances, this may include attending the College Campus to discuss their support arrangements with our dedicated team (whilst maintaining social distancing guidance). These arrangements will enable staff to develop effective support plans prior to students beginning their studies and ensures that specific resources are prepared in advance and enables students to settle quickly into their studies. Parents/carers are encouraged to contact Amanda McGrath, SEND Team Leader amcgrath@craven-college.ac.uk – 07545 647 068 if they wish to share information with us or discuss the support arrangements.

Calculated grades

The College is now beginning to receive information from awarding bodies regarding the academic, vocational and technical qualifications where a calculated grade will be given instead of sitting an exam or completing further assessments. The list of qualifications that have been identified as being in this category so far can be seen below this letter on the following webpage <https://www.craven-college.ac.uk/coronavirus-update/> (see: **List of College qualifications where a calculated grade will be given**). We are still waiting to hear from some awarding bodies and the list will be updated as we receive more information so please keep checking back.

Please be reassured that any grades we are asked to put forward will be a fair and accurate reflection of your ability and progress so far on your course. These grades will then be standardised by the awarding body to make sure that they are as fair as possible.

There are also other vocational and technical qualifications which are mainly designed to support progression into employment or into an apprenticeship where awarding bodies will be looking at changes to assessments or delivery models. I will provide an update as soon as I receive further information on which qualifications fit into these categories. Again, please keep checking the website.

What will happen after May Spring Bank Half-term?

Due to the awarding of calculated grades in summer, your current course will, in effect, be complete by the 22 May. However, we want you to be as prepared as possible for your next steps. If you are a full-time further education student, you will start remote learning for your next level of course from the 01 June. Your teachers are currently putting together an exciting programme of activities using social media to allow you to meet your fellow classmates and start making friends now. Your teachers will be in touch with you very soon so why not start following the College on social media now.

Those of you that were anticipating completing your studies this year and are now perhaps uncertain of what you will be able to do, then we are still available for careers advice, information and guidance so please do contact us kmolloy@craven-college.ac.uk. We have a wide range of provision that can support you on your journey to employment or further study.

I would like to thank you again for your continued commitment to the College. If you have any questions and queries please do not hesitate to contact us on the main College number 01756 791 411 or via email at enquiries@craven-college.ac.uk

Kind regards
Anita Lall
Vice Principal (Curriculum and Quality)