

Remote Learning Policy Statement

The following underlying principles continue to drive the College response to the COVID-19 pandemic:

- The Health and Safety of all members of the College community remains our number one priority
- We have an unrelenting commitment to providing the highest quality education for our students
- Safeguarding, whether remote or online, is at the heart of all we do
- We can never reduce risk completely, but we will do all we can to minimise risk as much as possible

Lesson Delivery

To minimise the disruption to student learning and progress, the College has ensured it is able to provide full timetable coverage 'live' via Microsoft Teams. This includes not only all the core A Level, BTEC and GCSE courses but also +Enrichment options such as EPQ, Core Maths, and +Explore courses. Students also continue to receive tutorial support, and this too is delivered via Microsoft Teams as per individual student timetables. The type of 'live' lesson delivery for each lesson will vary according to subject content demands. It might be that during some lessons students are set work to complete, accessing their teacher during that lesson with questions they might have. Whilst in another lesson it might be that the teacher delivers live, via Teams, a PowerPoint to introduce a new topic or material. At all times, students are encouraged to participate as fully as possible in lessons via the chat function, use of cameras, breakout rooms etc.

Response to differing scenarios/government requirements in response to the pandemic:

Fully Remote Learning as required by National Lockdowns:

All lessons will be accessed via Microsoft Teams as per timetable – see above.

Blended Learning:

If transmission rates are still high locally and nationally, then in the interests of Health and Safety, the College will adopt its cohort blended learning approach. This is to minimise the risk of mixing and transmission amongst students and staff as well as ensure maximum continuity of teaching and learning. Students have been allocated to a particular Cohort A or B and alternate, on a fortnightly basis, being in College for lessons or at home to receive these lessons via Microsoft Teams. If a student or member of staff should have to self-isolate it means that students/staff can quickly and easily continue to access/deliver lessons, if they are well enough to do so, ensuring maximum continuity of teaching and learning.

Attendance:

All online lessons will be registered as normal. Attendance is closely monitored and chased up as per the College attendance procedures.

Assessment:

All students will continue to be assessed as normal according to Departmental assessment policies and in line with the College assessment cycle.

Student Support:

If the College has concerns about a student's progress, the College action plan system/discipline and support system will be instigated as per normal. Parents will be informed of concerns and invited to join meetings to review student progress as appropriate. Likewise, if a parent has a concern, they should get in touch with their son/daughter's Personal Tutor in the first instance. 'Learning Coaching' to specifically help those students struggling with remote learning is also taking place via Teams. If there are any concerns regarding students from a safeguarding perspective, staff will address these in the normal way via the Safeguarding Team. All students/parents have also been informed to use the safeguarding@godalming.ac.uk e-mail address to raise concerns.

Learning Support:

Learning support sessions for those students who have specific needs is also provided as per their timetable via Teams. Students who require extra time/scribe etc for their assessments have been contacted individually to outline how this is enabled remotely via Teams and other software. Students who need to access general study support to get help with areas such as time management, note taking, revision etc can also do so by contacting: learningsupport@godalming.ac.uk.

Communication:

Students should regularly check both their College e-mail and their Teams channels and chats. Please note there are Upper Sixth Bulletin Board and Lower Sixth Bulletin Board Teams sites that are regularly updated with College communications as well as information about Careers/Progression and Wellbeing etc.

Accessing Remote Learning:

If a student has a problem with accessing their lessons remotely, they should speak with their Personal Tutor in the first instance. Students can also contact itsupport@godalming.ac.uk for technical help/assistance.

Reviews and Feedback:

The College has its own internal quality review cycle and student progress with their learning was a key part of the review of each Department in the Autumn Term. All Departments reported that coverage of the Scheme of Work is largely in line with a 'normal' academic year. On a weekly basis, the Senior Management Team discuss and reflect upon the College approach and feedback is sought from students via Student Union, who also meet with the Senior Management Team, as well as via our Learner Voice process.

The College keeps its response to the pandemic under constant review. This includes liaison and sharing of best practice with other local similar sized colleges, as well as the sector in general via the Sixth Form College Association.