

DELIVERY OF REMOTE LEARNING

Timetabling & attendance

Remote learning for all students (daytime and adult learners) are to be delivered at the same time, and for the same duration, as face to face lessons in college. If students or parents need a reminder of the timetable, they should log into their ProPortal to view.

[Parent Guide for ProPortal](#)

Attendance is marked in the normal way by the teacher completing a register each lesson.

Our Virtual Learning Environments

During periods of remote learning, delivery of lessons will take place via Zoom.

Zoom invitations will be sent by the teacher to the student's college email address, and the relevant Google Classroom page for their class.

Lessons will replicate the normal classroom experience as closely as possible, and will contain:

- Live face-to-face teacher led activity
- Opportunity for interactive work such as discussion and questioning
- Periods of time when students are working independently. During independent tasks, students will still have access to support from the class teacher throughout the timetabled lesson, via either the chat function on zoom, email or Google Classroom.

Lessons will replicate as far as possible teaching practices that are successful in the face-to-face classroom. These may include:

- The sharing of the lesson objective
- Differentiated tasks
- Questioning in person or using the chat facility on Zoom
- Group work using break out rooms
- Feedback on work via Google Classroom - this should be recorded by the student

Feedback

Students should receive feedback on their work and progress at least once a week. This will normally take place via Google Classroom and students should keep a record of feedback received and how they have responded to this.

Assessment

Teachers should assess students regularly, conducting at least two formal assessments per half term on academic courses. For students in their final year of a course, these assessments should be marked using the marking criteria of the relevant exam board.

Expectations of students

The full list of expectations of students can be found in the document ['Expectations for Online Learning'](#)

ARRANGEMENTS FOR STUDENTS ON COURSES THAT REQUIRE SPECIALIST EQUIPMENT OR FACILITIES

The college will try as far as possible to mitigate for the barriers encountered by students unable to access facilities or equipment usually available on site.

Some of the ways this might take place are:

- Altering the order in which course content is delivered so that where possible, practical content is delivered later in the year when a return to safe face-to-face delivery is possible
- Changing the units delivered on vocational courses so that units requiring high levels of practical work, or specialist equipment, are replaced by units that can more easily be delivered remotely. This would be subject to approval by the relevant awarding body
- Arranging for students to borrow equipment from college for use at home
- Arranging for the installation of specialist software on students' home computers
- Prioritising the early return of students who need access to specialist facilities or equipment as soon as it is safe to do so.

HOME LEARNING ENVIRONMENTS, IT & CONNECTIVITY

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

Students in receipt of bursary are entitled to the free loan of an iPad. These students should ensure that they have taken advantage of this and should contact studservrichardtaunton.ac.uk if they require more information about this scheme.

All students are eligible to lease an iPad via a monthly repayment scheme. For details of this scheme, see <https://rtc.store.academia.co.uk/>

Students who are unable to access remote learning because they do not have sole use of a device at home should inform their tutor in the first instance. We have a limited number of devices that we can loan to students.

Students who do not have good Wi-Fi access should contact their tutor in the first instance. We will try to support students to access Wi-Fi services. We have a number of data SIM cards for students who are relying on data to access remote learning.

SUPPORT FOR STUDENTS WITH SEND

Students who have an EHCP can work on site if they wish to do so. They should inform Student Services if they wish to take advantage of this offer.

Students who normally access TSA support in class will continue to do so as the LSA will attend the lesson and can assist students as they usually would.

Students who work one to one with a TSA when in college can continue to attend their normal session. For safeguarding reasons, the TSA will be accompanied by another member of staff who will act as a 'silent' observer in the session.

Students who need additional support at home to access remote learning, for example voice activated software, should make this request via their tutor. We will then do everything reasonably possible to provide solutions that give students equal access to online learning.