

Dear Parents

The following information has been provided to your son/daughter and is available on the college's website. What they need to do depends on whether they are an apprentice or are following a 16-19 Study Programme.

16-19 study programme learners who attend college for their courses

Now that the Government has instructed schools and colleges to close this is what you should do:

- Not attend college.
- Use the virtual learning environment (VLE) to continue with work that is set online by your lecturers. For most of you this will be moodle but some courses use a different VLE which you will already be aware of. Links to the VLE can be accessed via the college website.
- Continue to follow all government and public health England advice connected with the corona virus.
- Check the college website and social media channels every day. When the college is able to re-open it will be announced on them

The college is working to obtain clear information about how qualifications will be awarded now that examinations for GCSEs will not go ahead in the summer term. We work with a large number of awarding bodies and once the process for each qualification becomes clear we will communicate with students on a course-by-course basis to update them. The college offers a range of qualifications over and above GCSEs so it may take some time for all this information to become available. In the meantime you should continue with the work that is being set by your lecturers so that you build up as much evidence as possible to support your achievement and grade.

Apprentices

Now that the Government has instructed schools and colleges to close this is what you should do:

- Not attend college.
- Use the virtual learning environment (VLE) to continue with any work that is set online by your lecturers. Most of you will use an e-portfolio as your virtual learning environment. Links to the VLEs can be accessed via the college website.
- Continue to follow all government and public health England advice connected with the corona virus.
- Check the college website and social media channels every day. When the college is able to re-open it will be announced on them.
- Continue to record your off the job training where you generate this evidence whilst still at work.
- Inform the college if your employer requires you to work from home or if your employer's premises have to close as a consequence of the virus.

Further information can be accessed from the Government website

https://www.gov.uk/government/publications/coronavirus-covid-19-apprenticeship-programme-response?es_c=B84CF1E6DC08B0E33908F40A376BD194&es_cl=B47B5A223B9D6E71E17065182233FCD7&es_id=9d%c2%a3o3

Learners who are educated off-site (e.g. Airport Academy and Western Power apprentices)

Now that the Government has instructed schools and colleges to close at the end of lessons on Friday 20th March this is what you should do:

- Use the virtual learning environment (VLE) to continue with work that is set online by your lecturers. For most of you this will be moodle but some courses use a different VLE which you will already be aware of. Links to the VLE can be accessed via the college website.
- Continue to follow all government and public health England advice connected with the corona virus.

Distance learning students

Your learning is supported remotely by your tutor, so even though the Government has instructed schools and colleges to close, you should continue with your qualification in the usual way.

Our learners remain at the centre of all our efforts to minimise the impact of these unprecedented times on your child's progress. We recognise that these are unusual times and we are here to support you and your child. You can contact us in a number of ways:

- Direct Message us on social media
- Email marketing@stephensoncoll.ac.uk

Please also follow us on Facebook, Instagram or Twitter where we will not only be providing updates, but will also be sharing useful hints and tips and some fun messages along the way!