

## Remote education and delivery arrangements

### 14-16

Course area	Remote education	Delivery arrangements
Construction and Engineering	Remote sessions are being delivered live, as per the timetable.	Learners are provided with tasks to complete (such as short quizzes and worksheets) via the live remote sessions.
Inclusion	Remote sessions are being delivered live, as per the timetable.	Tasks are set on Google Classroom, emailed or hard copies provided. Support is available in live sessions or via the phone.  Some students are attending the onsite provision.

### 16-19

Course area	Remote education	Delivery arrangements
Art, design and media (Creative Industries)	Remote sessions are being delivered live, as per the timetable, alongside independent/self-directed study.	Live sessions via Google Meets and Classroom.  We are using a blended learning approach to support remote study which may include: <ul style="list-style-type: none"> <li>• Independent study: Students given a task/assignment to complete by themselves.</li> <li>• Flipped learning: Students asked to prepare for a future lesson through watching a presentation or video, listening to a podcast, reading a webpage, etc.</li> <li>• Remote learning: Lessons taught via Google Meets as per the timetable.</li> </ul>

Course area	Remote education	Delivery arrangements
<p>Business, travel &amp; tourism and cabin crew</p>	<p>Remote sessions are being delivered live, as per the timetable, alongside independent/self-directed study.</p>	<p>All remote live sessions will run via Google Meet/Chat/Classroom.</p> <p>We are using a blended learning approach to support remote study which may include:</p> <ul style="list-style-type: none"> <li>● Remote learning: Lessons taught via Google Meets/Chat as per the timetable.</li> <li>● Independent study: Students are given a task/assignment to complete by themselves within a specified time.</li> <li>● Flipped learning: Students are asked to prepare something for the next lesson on a concept they will be working on. They might be asked to watch a recorded presentation from their tutor, listen to a podcast, read an article etc. When students come to the lesson they will be able to spend more time embedding learning so they can clarify points.</li> </ul> <p>Our learning support team will also be online to assist students who usually have support at college.</p> <p>Tutors will advise students how they can be contacted during timetabled lessons.</p> <p>Tutors will post assignment information and associated deadlines on Google Classroom</p>

Course area	Remote education	Delivery arrangements
Childcare	Remote sessions are being delivered live, as per the timetable, alongside independent/self-directed study.	<p>All remote live sessions will run via Google Meets/Chat/Classroom.</p> <p>We are using a blended learning approach to support remote study which may include:</p> <ul style="list-style-type: none"> <li>● Remote learning: Lessons taught via Google Meets/Chat as per the timetable.</li> <li>● Independent study: Students are given a task/assignment to complete by themselves within a specified time.</li> <li>● Flipped learning: Students are asked to prepare something for the next lesson on a concept they will be working on. They might be asked to watch a recorded presentation from their tutor, listen to a podcast, read an article etc. When students come to the lesson they will be able to spend more time embedding learning so they can clarify points.</li> </ul> <p>Our learning support team will also be online to assist students who usually have support at college.</p> <p>Tutors will advise students how they can be contacted during timetabled lessons.</p> <p>Tutors will post assignment information and associated deadlines on Google Classroom.</p>

Course area	Remote education	Delivery arrangements
Computing	Remote sessions are being delivered live, as per the timetable, alongside independent/self-directed study.	<p>All remote live sessions will run via Google Meet/Chat/Classroom.</p> <p>We are using a blended learning approach to support remote study which may include:</p> <ul style="list-style-type: none"> <li>• Remote learning: Lessons taught via Google Meets/Chat as per the timetable.</li> <li>• Independent study: Students are given a task/assignment to complete by themselves within a specified time.</li> <li>• Flipped learning: Students are asked to prepare something for the next lesson on a concept they will be working on. They might be asked to watch a recorded presentation from their tutor, listen to a podcast, read an article etc. When students come to the lesson they will be able to spend more time embedding learning so they can clarify points.</li> </ul> <p>Our learning support team will also be online to assist students who usually have support at college.</p> <p>Tutors will advise students how they can be contacted during timetabled lessons.</p> <p>Tutors will post assignment information and associated deadlines on Google Classroom.</p>
Construction and engineering	Remote sessions are being delivered live, as per the timetable, alongside independent/self-directed study.	<p>A mixture of activities, tasks and quizzes via Google Classroom, and live face-to-face video sessions for theory lessons.</p> <p>More flipped and blending learning to support remote study.</p>
Gateway	Remote sessions are being delivered live, as per the timetable.	All lessons taking place on Google Classroom, as well as a weekly update video from the Curriculum Manager. Use of live Google Meet face-to-face sessions and online chats.

Course area	Remote education	Delivery arrangements
Hair and beauty	Remote sessions are being delivered live, as per the timetable, alongside independent/self-directed study.	<p>Live sessions via Google Meets and Classroom.</p> <p>We are using a blended learning approach to support remote study which may include:</p> <ul style="list-style-type: none"> <li>● Remote learning: Lessons taught via Google Meets/Chat as per the timetable.</li> <li>● Flipped learning: Students asked to prepare for a future lesson through watching a presentation or video, listening to a podcast, reading a webpage, etc.</li> <li>● Independent study: Students given a task/assignment to complete by themselves.</li> </ul> <p>Our learning support team will also be online to assist students who usually have support at college</p> <p>Tutors will advise students how they can be contacted during timetabled lessons.</p> <p>Tutors will post assignment information and associated deadlines on Google Classroom</p>

Course area	Remote education	Delivery arrangements
Health & social care	Remote sessions are being delivered live, as per the timetable, alongside independent/self-directed study.	<p>All remote live sessions will run via Google meet/chat/classroom.</p> <p>We are using a blended learning approach to support remote study which may include:</p> <ul style="list-style-type: none"> <li>● Remote learning: Lessons taught via Google Meets/Chat as per the timetable.</li> <li>● Independent study: Students are given a task/assignment to complete by themselves within a specified time.</li> <li>● Flipped learning: Students are asked to prepare something for the next lesson on a concept they will be working on. They might be asked to watch a recorded presentation from their tutor, listen to a podcast, read an article etc. When students come to the lesson they will be able to spend more time embedding learning so they can clarify points.</li> </ul> <p>Our learning support team will also be online to assist students who usually have support at college.</p> <p>Tutors will advise students how they can be contacted during timetabled lessons.</p> <p>Tutors will post assignment information and associated deadlines on Google Classroom.</p>

Course area	Remote education	Delivery arrangements
Sport	Remote sessions are being delivered live, as per the timetable, alongside independent/self-directed study.	<p>Live sessions via Google Meets and Classroom.</p> <p>Blended learning strategies are facilitated by 'live' input and timed remote assessments which could be to complete by the end of the day or by the end of the week.</p> <ul style="list-style-type: none"> <li>● Live drop-ins: Tutors schedule live drop-ins for students to dip in and out of at their leisure for a set period of time per day.</li> <li>● Remote learning: Lessons are taught via Google Meets/Chat as per the timetable.</li> <li>● Social Media: WhatsApp groups are continuously active and enable staff and the class to communicate effectively.</li> <li>● Independent study: Students may be given a task/assignment to complete independently.</li> </ul> <p>Our learning support team will also be online to assist students who usually have support at college.</p> <p>Tutors will advise students how they can be contacted during timetabled lessons.</p> <p>Tutors will post assignment information and associated deadlines on Google Classroom</p>

Course area	Remote education	Delivery arrangements
Uniform Services	Remote sessions are being delivered live, as per the timetable, alongside independent/self-directed study.	<p>Live sessions via Google Meets and Classroom.</p> <p>A mix of supported blended learning strategies being used are:</p> <ul style="list-style-type: none"> <li>● Remote learning: Lessons taught via Google Meets/Chat as per the timetable.</li> <li>● Flipped learning: Students asked to prepare for a future lesson through watching a presentation or video, listening to a podcast, reading a webpage, etc.</li> <li>● Supported independent study: Students given a task/assignment to complete by themselves, with access to live communication with a tutor.</li> </ul> <p>Our learning support team will also be online to assist students who usually have support at college.</p> <p>Tutors will advise students how they can be contacted during timetabled lessons.</p> <p>Tutors will post assignment information and associated deadlines on Google Classroom</p> <p><b>A parents' meeting is available as a recording - please contact the team for a copy.</b></p>



## Apprentices

Course area	Remote education	Delivery arrangements
Catering and hospitality	<p>Remote sessions with assessors are being delivered live, as per the timetable.</p> <p>Work-based remote learning as planned with the assessor.</p>	<p>All remote sessions run live, as agreed by the assessor.</p> <p>Live face-to-face sessions for theory lessons.</p> <p>Flipped and blended learning to support remote work.</p>
Childcare	<p>Remote sessions are being delivered live, as per the timetable.</p>	<p>All remote sessions run live via Google Classroom/Meets/Chat, including 1:1s, tutorials and theory sessions.</p> <p>Flipped and blended learning to support remote work.</p>
Computing	<p>Remote sessions are being delivered live, as per the timetable.</p>	<p>Live sessions via Google Meets/Chat.</p> <p>Assessors will contact apprentices and arrange 1:1 meetings.</p>
Construction and engineering	<p>Remote sessions are being delivered live, as per the timetable.</p>	<p>A mixture of activities, tasks and quizzes via Google Classroom, and live face-to-face video sessions for theory lessons.</p> <p>More flipped and blending learning to support remote study.</p>
Hair and beauty	<p>Remote sessions are being delivered live, as per the timetable.</p> <p>Work-based remote learning as planned with the assessor.</p>	<p>All remote sessions run live via Google Classroom/Meets/Chat, including 1:1s, tutorials and theory sessions.</p> <p>Flipped and blended learning to support remote work.</p> <p>Adapted practical assessments that meet C&amp;G criteria are conducted via video link.</p>

## Higher education (university-level)

Course area	Remote education	Delivery arrangements
Art, design and media (Creative Industries)	Remote sessions are being delivered live, as per the timetable, alongside independent/self-directed study.	<p>Live sessions via Google Meets and Classroom.</p> <ul style="list-style-type: none"> <li>● Independent study: Students given a task/assignment to complete by themselves.</li> <li>● Flipped learning: Students asked to prepare for a future lesson through watching a presentation or video, listening to a podcast, reading a webpage, etc.</li> <li>● Remote learning: Lessons taught via Google Meets as per the timetable.</li> </ul>
Computing		<p>Live sessions via Google Meets and Classroom.</p> <ul style="list-style-type: none"> <li>● Independent study: Students given a task/assignment to complete by themselves.</li> <li>● Flipped learning: Students asked to prepare for a future lesson through watching a presentation or video, listening to a podcast, reading a webpage, etc.</li> <li>● Remote learning: Lessons taught via Google Meets as per the timetable.</li> </ul>
Construction and engineering		<p>A mixture of activities, tasks and quizzes via Google Classroom, and live face-to-face video sessions for theory lessons.</p> <p>More flipped and blending learning to support remote study.</p>

## Adults

Course area	Remote education	Delivery arrangements
AAT	Blended learning model	<p>Access to the Mindful Education (ME) virtual learning platform for interactive resources and the AAT website for study support materials and practice exam papers.</p> <p>Live remote sessions on Google Meets as per the timetable to apply knowledge learnt from the ME with practical tasks.</p> <p>Teachers available via Google Classroom and email.</p>
Access to Higher Education	Remote sessions are being delivered live, as per the timetable.	<p>Live sessions and tasks delivered remotely.</p> <p>Teachers available for support online and via email.</p>
Art, design and media (Creative Industries)	Remote sessions are being delivered live, as per the timetable.	Blended learning, self-directed study and flipped learning.
CIPD / ILM	Remote sessions are being delivered live, as per the timetable, alongside independent/self-directed study.	<p>Weekly live sessions covering curriculum content with virtual breakout groups.</p> <p>Self-directed learning whereby students are expected to utilise videos/podcasts/course materials on Google Classroom and conduct their own further reading and written assessment work.</p> <p>Individual tutorials using Google Meets are available as per the timetable as students require.</p>

Course area	Remote education	Delivery arrangements
ESOL	<p><b>Full-time study programme:</b> Remote sessions are being delivered live, as per the timetable.</p> <p><b>Pre-Entry learners:</b> Paper-based materials and phone coaching</p> <p><b>Entry 2 - Level 2 learners:</b> Remote sessions are being delivered live, as per the timetable.</p>	<p><b>Full-time study programme:</b> Use of Google Meets for live face-to-face sessions and a mix of Google Classroom activities (tasks, quizzes, etc.) Some flipped and blended learning to support the live sessions.</p> <p><b>Pre-Entry learners:</b> Where possible, we will provide paper materials to be completed and 1:1 phone support with a tutor.</p> <p><b>Entry 2 - Level 2 learners:</b> Blended learning. Timetabled sessions via Google Meets for live interactions with classmates and small group discussions. Activities on Google Classroom for independent study, including a video instruction, quizzes, interactive language exercises. Additional learning support from the ESOL team provided via online Meets, telephone calls and email.</p>
Leisure and hobby	Where possible, courses delivered by remote sessions. Others postponed until return to face-to-face teaching possible.	Remote live sessions on Google Meets.
Professional courses (not otherwise mentioned)	Remote sessions are being delivered live, as per the timetable, alongside independent/self-directed study.	<p>Weekly resources available via Google Classroom.</p> <p>Live remote sessions for participation and self-directed study using provided materials and tasks.</p> <p>Teachers available via Google Classroom and email.</p>

Course area	Remote education	Delivery arrangements
Programmes for the Unemployed (Opening Doors)	Remote sessions are being delivered live, as per the timetable, and 1:1 coaching.	Use of Google Classroom to provide course materials and activities.  Online discussion groups to meet other students and to discuss course work and career plans.  1:1 meetings with a tutor to provide guidance through the online course.

## Expectations of students

Our expectations are that students:

- Join live sessions on time
- Attend all of their timetabled lessons
- Submit set work on time
- Ask for help if they need it
- Let their teacher know if they have issues accessing the resources so we can offer suitable support
- Follow our absence reporting procedures if they are unwell
- Follow our remote learning guidance:
  - Google Chat & Google Meets should only be used for communications with people in the college
  - All instructions should be listened to and read carefully
  - Deadlines still exist and must be met promptly
  - Sit in an appropriate location for learning
  - Dress and behave appropriately
  - Do not smoke, vape or eat whilst on camera
  - When working in breakout rooms, be respectful of each other, including no use of offensive language or jokes, or sharing of inappropriate imagery
- Report any safeguarding concerns to us immediately

## **Arrangements for students studying courses that require specialist equipment or facilities**

Wherever possible, we have provided students with access to the specialist software they require for their course.

Due to the current national lockdown restrictions, we are unable to allow students access to onsite equipment or facilities. Teachers have adapted their curriculum to ensure students can still make progress with their courses during this time.

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

Students are being monitored and contacted regarding their access to devices, connectivity, and having a suitable place to study. We have a stock of IT equipment that we are offering out on loan.

## **Support for students with SEND**

If you are enrolled on a study programme or an apprenticeship, you will join the other students in your class for remote learning sessions. The ALS team will work with you and your teachers to ensure you receive support as you would when in college; this will be remote support through a variety of platforms.

If you are D/deaf and have a Communication Support Worker, they will join in your remote learning classes to provide the sign language and other support you would normally receive in college. The ALS team can also arrange follow-ups with you if you need to go over things.

Some students with SEND will be able to attend our onsite college provision.

If you find it hard to use the computer, you can be sent worksheets and tasks in the post, and your teacher will phone you to talk about the work you have been asked to do. If you have any concerns, please contact your teacher.

EHCP reviews will continue to be held remotely.

The Additional Learning Support team can be contacted via:

Worthing: [learningsupportworthing@gbmc.ac.uk](mailto:learningsupportworthing@gbmc.ac.uk)

Brighton: [learningsupportbrighton@gbmc.ac.uk](mailto:learningsupportbrighton@gbmc.ac.uk)

**MET** Greater Brighton  
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