

## ACL update no 14

Dear All,

This week's update includes advice about online learning, external CPD opportunities and Government updates.

If you come across anything that you think would benefit other providers do please let me know and I will add it to the weekly updates. Please do share what you think is relevant to your contacts.

Please do contact us if you need anything else.

Keep safe and well

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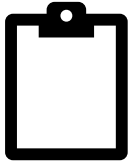
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### Digital advice:

- When delivering online, try to have 2 devices available, where you can log in as a participant, that way you can check the learner view.
- Be mindful of too much talk and have variation in activities and tone of voice.
- If you are using slides then have only one point per slide, the transition of the slides will help to keep learners focused.
- When planning your course think about what learners will be doing, seeing and hearing.
- When setting individual tasks, ask learners to hide video and mute so there are no distractions, making sure you give specific time for when you will ask all to return.
- If you have new learners do a practice log-in with them first to check access and functionality
- Complete additional Initial Assessment which includes their experience of using your platform, and the device they will be using to access the learning.
- If you have a number of new learners then have an additional person at the start of the course who can provide telephone support to learners
- Make sure there are plenty of opportunities for learners to participate – especially those with camera off (check engagement)

### Digital Learning Survey:



With so much good work completed with supporting learners by moving courses online we thought it would be good to capture the learners experience of online learning. A link to this survey has been sent to providers who engaged with online learning. The cut off for completion is Aug 7<sup>th</sup> 2020, please do promote to all your learners who joined an online course.

### Professional development courses on FutureLearn

If following the success of online learning you are thinking of creating a blended programme then a course to be aware of is Future Learn's [Blended Learning Essentials course](#). It is designed to help anyone teaching or supporting learning in vocational education and training to understand the benefits of blended learning and how to use technology effectively to support learners. It is also FREE

### Mandatory Training – records

A reminder that as we approach the new academic year, we will be asking all providers to send in a new Single Central Record (SCR) for 2020/21. We will be using this to update our tutor list for each provider and to allocate unique observation numbers. Thank you to those of you who have already started this and have kept us updated throughout the year.

### PREVENT resource

You will find attached to this update the 2020 Regional Overview for frontline Officers and Staff this is a useful reminder about the PREVENT strategy.

### Updated guidance on face to face delivery from Sept 2020

The Government have updated their guidance to education provision, including adult community learning for Sept 2020, you can view this guidance [here](#)

The main change is the inclusion of a specific section on supporting vulnerable young people.

### Wearing of Face Coverings

I'm sure you are all aware of the change in Government strategy in relation to the requirement to wear a face covering in shops in England from 24<sup>th</sup> July. You can find information about this on the [Government Website](#). You might therefore be inspired to make your own, so we have attached the previous circulated PDF on how to make your own. If you would like more information on how to make a face covering with materials from around your home please visit the [Big Community Sew website](#). Here you will find step-by-step video tutorials on how to make face coverings and other useful tips and advice.