

21st October 2020

Dear students,

I hope you are all well. As we approach the half-term break, I am writing with an update on how college is going this year, and to make you aware of some changes we will be making after half-term.

Safety and Wellbeing

As you all know, we have been working hard to ensure The City of Liverpool College is a safe place for all of you during the ongoing Covid-19 pandemic. I want to thank you all for the part you are playing in this. I see how mindful our students are of the safety measures we have in place on campus and it is wonderful to witness our students and staff working together to keep each other safe.

I would like to remind you all of the Tier 3 local restrictions currently in place for Liverpool. It is so important that we are careful and responsible outside of college, not just in it. As we head into half-term, I encourage you to keep up-to-date with the latest local information on the <u>Liverpool City</u> <u>Council website</u> and to act responsibly to look out for each other and our communities. In particular, remember:

- You **must not** meet anyone outside your own household or bubble in any indoor setting (excluding schools, colleges and universities); and
- You **should not** socialise with anyone outside your own household or bubble in outdoor public spaces, such as parks and outdoor hospitality.

You can find out more about the measures we have in place in college <u>here</u>, and also attached is a Quick Guide with guidance on what you need to do if you have, or suspect you have, Coronavirus.

I know this is a worrying time for many and want to remind you that we are here to support you. If you have worries, concerns or just need to chat, we are here to listen. You'll find attached a list of contacts for our Safeguarding and Mental Health teams, and for students aged 16-18 your progress leader is also on hand for support. These services are available to all students year-round, even if the college closes as part of any future lockdown – we are always here to help.

Changes to Timetables

After the half-term break, your timetable will be updated. For most of you, this will mean more faceto-face teaching, while still observing the same safety measures around social distancing and other precautions. You will have the opportunity to discuss these changes with your tutor during Progress Week, as detailed below.

This does not mean that online learning will stop completely. Learning will continue to be a blended approach (a mix of face-to-face and online) and it is important that you continue to engage with both methods. Your online learning is a vital part of your course, and just as important as your face-to-face classes, so please continue to make use of the excellent online teaching available to you as a City of Liverpool College student. Engage, work hard and enjoy this new way of learning, I have no doubt you will all reap the benefits of doing so.











After Half-Term – Progress Week

The first week back after half-term (week commencing 2nd November) will be **Progress Week** for most students. During Progress Week, the vast majority of students will have no face-to-face lessons and this time should be used to catch up on any missed learning online. During this week, you will also have a one-to-one review session with your teacher. This is a chance to talk to your tutor about your progress so far, how you're finding college and to discuss any concerns you have.

Exams

Some of you are sitting exams after half-term. All November exams will take place in classrooms instead of exam halls so that we can maintain social distancing and keep each other safe. Exam start times will be staggered to help manage the flow of students coming into the building. If you are sitting exams, **you must check your college email inbox regularly** for details of your exam arrangements. Arrangements will be sent later this week and will also be available via ProPortal.

Finally, I want to thank you all again for your hard work and encourage you all to enjoy some wellearned rest during the half-term break.

Stay safe and keep well.

Best wishes,

Elaine Bowker

Principal The City of Liverpool College



















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