

SECTION	N/A
POLICY	Blended Learning Policy
DATE OF CREATION	
VERSION	
DATE OF ISSUE	14th September 2020
REVIEW DATE	31st August 2027

BLENDING LEARNING POLICY

1.0 Aims/Purpose

1. To ensure that blended learning meets the guidelines set out by the awarding organisation (Pearson/NCFE)
2. To ensure that assessment methodology is valid, reliable and does not disadvantage any group or individual learners.
3. To ensure that learners who are unable to access work within college can access the same opportunity to succeed as all students in the cohort.

2.0 How the centre will achieve this:

- Ensure that teaching staff are timetabled to support blended learning where learners are working remotely.
- Ensure that all content and activities are readily available via the online learning platform of Google Classroom/Teams.
- Ensure that there is a process to manage feedback on assignments, questions are constructively answered and feedback is provided in a timely manner in line with awarding body rules (See BTEC/awarding body policy)
- Ensure that when learners submit work, measures are taken to ensure the work is authentic and has been completed by the learner. (See BTEC/awarding body policy)
- Maintain and securely store assessment and internal verification records in accordance with awarding body agreement. This is stored via Google Drive/Teams.
- In lessons delivered online, two staff members will be present in line with the safeguarding policy. Further to this, messages between learners and tutors will also be shared amongst the teaching team.

3.0 Related Policies and Procedures

- Examination & Assessment registration and procedures
- BTEC/awarding body examination and assessment Policy
- Internal Verification Policy
- Assessment Appeals Policy and Procedure
- Plagiarism and Malpractice Policy
- Malpractice by College Staff Policy
- Moderation Policies and Procedures Handbook
- College Risk Management Policy
- College Fire Safety Policy and Evacuation Procedures –(Examinations Fire Evacuation)
- Examination Access and Arrangements Policy and Procedure
- Disaster and Contingency Policy and Procedures
- Controlled Assessment Procedure
- Attendance Policy
- Safeguarding Policy