*We appreciate that this is a very challenging time and that personal circumstances will change over the coming weeks. We want to reassure you that we are doing everything we can to ensure that teaching continues and that students are supported as much as possible.*

**Expectations of teaching staff:**

Each department is putting in place two weeks of work for each student up until the Easter break. We are asking staff to ensure resources are available via either Learnzone or the Microsoft Teams. Resources could include presentations, interactive quizzes, topic booklets, audio and video clips amongst many others.

Each department will have a different form of delivery and will explain where students can find the work that they have set. Every effort will be made to mark work that has been completed wherever possible. We will send out more information after the Easter break to update you if the College remains closed.

The staff will try their best to respond to emails from their students, but only during working hours (8:45am-4:00pm). Students may wish to make contact with their teacher via email or Microsoft Teams as an alternative to email. It is important that everyone understands that teachers, like students, will have demands placed on them by working from home. Everyone will be doing the best they can.

**Expectations of students:**

 Each student should be aiming for 9 hours of work per subject per week (during term time). You can expect the equivalent of 4.5 hours lesson time which will typically be delivered as outlined above. In addition to this, there is expected to be 4.5 hours of consolidation and revision work based on previous course content. The same expectations would apply to assignment work on vocational courses.

Where possible, we would expect you to continue this revision and consolidation work during the Easter break. Please do not expect staff to respond to communications during the Easter break.

Try and keep to some form of timetable so that you keep the structure of learning in place as much as possible. It is difficult to be in a very structured environment one minute and then independent learning the next. However, you all know how to study independently and consolidate your learning.