

Thursday 4<sup>th</sup> March 2021

Dear Students and Parents

On Monday 22<sup>nd</sup> February 2021 the Prime Minister announced that all schools and colleges would re-open from Monday 8 March 2021. A link to the government's roadmap is here [COVID-19 response - Spring 2021 \(summary\)](#)

This letter will outline the plans for the return to classroom teaching and learning for APT learners from week commencing 8<sup>th</sup> March 2021.

### **Key Points**

1. All safety measures we put in place during the autumn term will continue when students return
2. There is greater flexibility for students on adult and higher education programmes including apprentices. We will be reviewing all courses on a case-by-case basis and ascertaining whether they can remain online or require on site face to face teaching. Return to face to face teaching will be staggered and phased over the next few weeks.
3. All students will receive a further communication from their tutor, that specifies the date of return for their course if this is applicable.

### **If you have symptoms**

**IMPORTANT** - If you have COVID symptoms you must not attend APT. If you develop symptoms at any time (including a high temperature; a new continuous cough; or a loss or change to your sense of smell or taste) you must immediately self-isolate and book a test by calling 119 or visiting <https://www.gov.uk/get-coronavirus-test>.

**IMPORTANT** – Students must notify APT if:

- You have COVID symptoms
- You have been contacted by NHS Track and Trace and told to self-isolate, e.g. because a member of your household has had a positive test
- You have had a positive test result

On confirmation of a positive test result, students should immediately inform APT by email [safeguarding@apt4u.training](mailto:safeguarding@apt4u.training)

Please ensure you state your name, course and leave a contact telephone number. APT will then initiate the track and trace process and notify individuals who are identified as a close contact.

Notified individuals will have to self-isolate for 10 days.

### **Clinically Extremely Vulnerable (CEV) Students**

Students who are CEV (i.e. those with a letter from the NHS or their GP confirming this) are advised to study from home and not to come into APT at this time. If you have recently been added to the

CEV list please contact your tutor to let them know. You will need to continue your studies remotely at this time. The government is due to review this guidance after Easter.

### **Systems of Control – Health and Safety Rules**

All students are reminded of the following:

- Face coverings (and visors if you wish) are to be worn indoors at all times by staff and students (unless you are working on your own / independently away from others)
- Follow social distancing protocols – 2 metre distance where possible, 1 metre within classrooms and workshops
- Regularly wash your hands and use hand sanitizer
- Follow directional signage around building
- No large groups mixing/gathering indoors or outdoors
- Ventilation is important – open windows when you can

### **Blended Delivery Model – return to pre-lockdown timetables**

From Monday 8<sup>th</sup> March we will return to our pre-lockdown delivery and the majority of APT students will return to face to face classes. Some will have a blended timetable with a mix of online / remote learning and face to face tuition in the classroom and will return on a phased basis according to the need for practical and physical resources and support. At APT we have been using online learning very effectively for some time now and we were able to continue to deliver all of our teaching programmes throughout lockdown periods. We would like to continue making learning flexible to meet every learner's and employer's needs and circumstances.

All students will receive a further communication from their Tutor detailing the exact date that they are to return. Students should only attend APT when they are specifically asked to do so.

### **Assessment and Examinations**

At APT all assessments and end point assessments (EPA's) have continued as normal during the lockdown either in the centre or remotely using awarding body approved platforms. For now, all students should continue to actively engage in their learning, attend online and face to face classes when scheduled and ensure they are up to date with all their work and assessments.

### **Finally**

Thank you for your hard work, commitment and dedication to your studies. At APT, we are doing all that we can to protect our students and staff, your health and safety remain our absolute priority. We are committed to ensuring we do all we can to enable all our students to progress and complete their learning safely.

Yours sincerely



Balwinder Gill  
**Director of Business**