Remote Education and Training Provision

Designing our remote education delivery

Hybrid Technical Services currently have ten apprentices under the age of nineteen working towards a gas engineering apprenticeship level 3 and maths and English level 2.

In designing our remote education delivery, we have analysed our level 3 Apprenticeship offer along with functional skills maths and English level 2.

Hybrids first priority within the curriculum is to ensure we are designing activities accessible to apprentices, parents, guardians and employers both, on and offline. Many of our apprentices don't have access to laptops or computers. And many works for small companies or sole traders who don't have access to technology, or who have no wireless connect whilst at work.

For this reason, we have tried to keep our delivery model simple whilst ensuring it is working effectively. Most of our apprentices have access to mobile/smartphones and have shown confidence to work away from the centre in previous times of restrictions, or through absence.

Hybrids aim when delivering remote education is to ensure the following:

Remote education is accessible off-line for those who do not have the capacity or technology to use online platforms or resources.

Ensuring all of our delivery and practices are inclusive using existing technology. Including differentiation of teaching and learning and additional support as required.

Keeping the focus of effective teaching and assessment practices, feedback and assessment to all apprentices.

Safeguarding and best practice

Our staff train yearly in safeguarding, online safety and mental health & wellbeing to support apprentices throughout their time with us. All staff have a code of conduct agreement to ensure they understand and adhere to professional boundaries whilst working remotely with apprentices of all ages.

Apprentices have completed online prevent training, received safeguarding awareness training, including how to report an issue. And signed and agreed to their

code of conduct and online safety contract at induction. This information will be reinforced throughout the lockdown period.

Identifying and allowing for variation when necessary.

The delivery model that works for our apprentices and employers when receiving work remotely is via smartphone, WhatsApp, Google Schools and email.
Hard copies can be delivered to employers whose apprentice has remained in work. The support of the employer to work with us will be invaluable throughout the lockdown restrictions period. All other apprentices will receive their work through their preferred platform as an electronic copy.

In order to return completed work, apprentices can use electronic worksheets or take photos of completed work and send it back for feedback and marking. Information from websites and use of standard on-site guidance and videos will only require facilitation, as is part of level three expectations. The same requirements are expected when apprentices write up their individual log-books and portfolio evidence.

Quality of education and remote delivery

Audits of apprentices' compliance to 'Off the Job Training' is planned for the end of each week. Tutors and trainers collate participation and compliance data, including any areas for concern to the IQA. Early intervention strategies implemented as soon as possible to support apprentices, staff, employers and parents/guardians. Feedback to all parties will be continuous and evaluated through our usual quality and standardisation processes and progress review systems.