

**ST BERNARD'S HIGH SCHOOL**  
A Catholic Academy for Arts and Science



# **BTEC BLENDED DISTANCE LEARNING CONTINGENCY POLICY**

This policy is reviewed annually to ensure compliance with current regulations

Reviewed by:	K Brown
Checked by:	M Allitt
<b>Date of next review</b>	January 2024



The normal way of teaching is face to face. This policy will come into effect if a year group bubble is asked to self-isolate, a rota system is put in place, or the school is asked to be open for key worker and vulnerable children.

#### Aims:

1. To ensure that blended learning delivery meets the guidelines set by the awarding organisation.
2. To ensure that assessment methodology is valid, reliable and does not disadvantage any group or individual learners.

In order to do this St Bernard's High School will:

- Ensure that teaching staff are timetabled to support blended learning when learners are working remotely
- Ensure there is a process to manage feedback on assignments, questions are constructively answered, and feedback is provided in a timely manner
- Ensure the setting of assignments is undertaken in the face-to-face sessions and that deadlines are clear
- Ensure that when learners submit work measures are taken to ensure the work is authentic and has been completed by the learner
- Maintain and store securely all assessment and internal verification records in accordance with Pearson Centre Agreement.

#### Centre Specific

MS Teams will be used as the conduit for setting, collecting and returning work for students that are working remotely.

School email will be also be used as a method of communication between students and teaching staff.

#### Links

[Pearson Distance Learning and Assessment Policy](#)

