

Dear Parents/Carers,

We are writing to inform you about how we intend to support our students through self-directed study, and potential planned classwork in the event of an enforced college closure using both Moodle and Google Suite.

What is Moodle?

Moodle is a Virtual Learning Environment (VLE) that provides students with online resources to support their study. Here is an example of what the site looks like:



What is the Google Suite?

Google Suite is a set of cloud-based applications such as document editors, online file storage and virtual meetings. Our students use these in their learning and to complete assignments.

What is a Google Hangout?

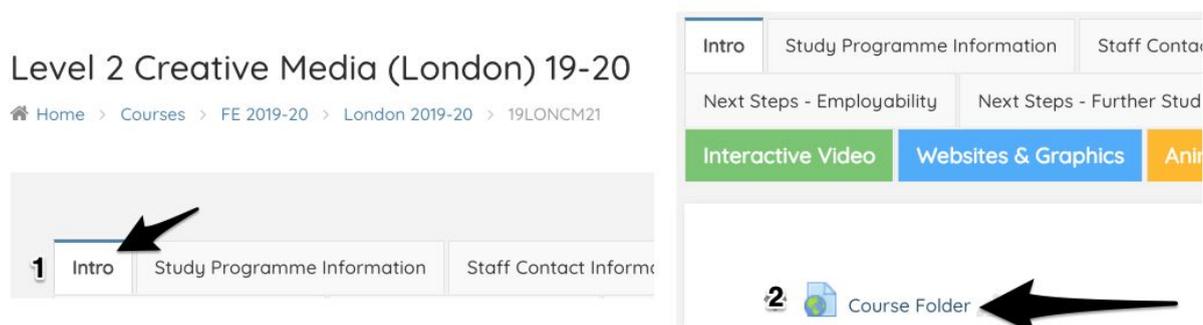
It is Google's equivalent to Skype or FaceTime. It is a video conferencing tool that allows virtual meetings and lessons to take place over the Internet using a computer's microphone and or webcam. We are equipped to use this to support our students in the event of enforced closure.

What is Self-Directed Study?

This is an activity that can be completed independently using provided resources in support of the task.

How does a student access information related to their self-directed study?

- Students can access their self-directed study through Moodle via the following URL address: <https://moodle.accesstomusic.ac.uk/>
- Under 'My Courses' there is a specific Moodle course page that provides information and resources for the course they are enrolled on;
- There is a folder on the first tab of every course page maintained by the Course Leader (as shown below).



What kind of work will be set?

Every course has a Course Leader that has an allocation of students that they look after. Work will be set weekly by Course Leaders and will be structured to make things as clear as possible. This will be achieved through a weekly digest that contains the following information:

- Introduction to the week;
- Assignment summary;
- Self-directed study digest;
- Recommended reading, viewing or doing.

What if a student cannot access Moodle or has any questions?

In the first instance, they should contact their Course Leader. If they're unable to contact their Course Leader, then every subject area has a Pathway Manager who they should contact instead.

How can I support a student with their study?

Where you can, take the time to familiarise yourself with the weekly digest. Allow your child to access Moodle and Google Suite to complete suggested activities. Check on whether assignments and activities on the digest have been completed.