

London School of Academics Student Protection Plan

(2020)-COVID 19 response-April 2020

London School of Academics are committed to ensuring the continuation of study therefore we have a student protection plan which is based on our current risk assessment, this sets out measures to indicate our actions to mitigate any risk likely to crystallise. During this unprecedented time with COVID 19 we issue the following response to students in relation to the measures we are taking to ensure the continuation of studies, this will be updated as we monitor the current situation.

All students would have received notice of our provider`s campus closing, this decision was taken on the advice of the Government, we closed our campus to students on the 16th of March to protect our students and staff from getting the virus as close contact is a way of spreading it. Our campus was deep cleaned, we hoped to reopen it on the 30th of March 2020, however due to the Government issuing notice that all educational establishments close campus we are unable to do so, we are awaiting further notice.

For our current students the following measures are in place (note that we will make regular contact to ensure the communication of updates, this is through phone, email and VLE posts):

-Soni and Sheila have been designated as key persons to contact should you have any questions regarding the course or any other matters, they will do our utmost to help you or sign post you to the relevant internal /external bodies. You can communicate with them through both email and phone, see below:

sheila@londonschoolofacademics.com

soni@londonschoolofacademics.com

Work mobile number: 07731074619

A preferred form of communication is through email however they are responsible for the responding back to you using the work mobile between the hours of 10am and 5pm Monday to Saturday. Having two designated persons ensures accuracy of communication to you, all students are welcome to contact them directly through the above means.

-All students have been provided with a mobile number as referred to above, students can call, message and WhatsApp between 10am and 5pm. All students are welcome to contact them, even for a quick chat.

-All members of our team are working remotely therefore they can all be emailed, lecturers will continue to mark your work, we expect all students to continue to study from home.

-We will continue to deliver your course through virtual means until further notice, this is based on the government`s advice, Unit 506 and Unit 417 have been selected at the two units we want students to complete, although your handbook has a different structure we want to ensure we provide students will a more manageable study load. Unit 516 will be deferred until further notice as this is a specialist unit better delivered face to face. There is a new submission date for Unit 506 which is the 25th of May 2020 and Unit 417 which is the 8th of June 2020. It is

advised where possible if you are working for our National Health Service or a key worker you contact us to discuss extensions.

-Students have full access to the VLE, please contact Soni should you have any issues with this.

-Unit 506 and Unit 417 were recorded on the 24th of March 2020, students were given access to these on the 29th of March 2020.

-All slides for Unit 506 and Unit 417 have been placed on the VLE without editing and including activities.

-By the 30th of March 2020 all students were contacted by phone by myself.

-We are looking into platforms to connect live on class days for a few hours to answer any questions you have on your units, this will be in April 2020 after the spring break, notice will be provided.

-Placements and observations are frozen until further notice, however if any of you are offering your services in Schools, Academies or any other educational service during this period for organisations which remain open for key workers then these hours will count towards your placement, please ensure to keep evidence.

-We understand that isolation and limitations on social interaction may cause a drop in morale therefore we have opened a private Instagram page, we can do live videos, send you quick updates, post recent class pictures, inspiration content and generally create a social aspect which we know a lot of you will miss.

Thank you for your patience, we hope that you all stay safe during this unprecedented situation.

We would like to take the time to thank all our students who are working for our National Health Service and key services, we appreciate you. We would like you to contact us as we understand that studies will need to be placed on hold, you will have our full support.

Drafted: Sheila Singh (Managing Director) and Soni Singh (Curriculum Manager)
1st of April 2020