

In accordance with ESFA requirements we are publishing our remote learning offer.

- Our class timetables are unaltered, apprentices should attend classes remotely or in person, in accordance with current guidance.
- Remote classes are delivered using Zoom, all apprentices will be sent a link to join their classes.
- Arrangements for assessments and exams will be made in accordance with Government and awarding body guidelines. We will continue to plan, in accordance with Government guidelines, for apprentices to attend the training centre to take examinations. Where this is not possible, we will work with awarding bodies and learners to make alternative arrangements.

Expectations of apprentices

Apprentices attending the training centre must only do so if:

- The apprentice is not experiencing symptoms of Covid-19
- The apprentice has not been in close contact with anyone displaying symptoms or tested positive for Covid-19.
- The apprentice has not been working at a practice or branch where there is anyone with Covid-19 symptoms or positive Covid-19 cases, regardless of whether they have been in close contact.
- They follow Covid safe protocols as determined by LITE Ltd and in accordance with their employer's requirements.

On arrival at the training centre:

- Apprentices will have their temperature checked and be asked to confirm they meet the above requirements.
- Apprentices are expected to 'Check in' using the NHS Test and Trace App.
- Apprentices will be required to wear a mask (and any other PPE required by their employer) at all times, except when they are sitting at their workstation taking the examination / assessment.
- Apprentices will be asked to wipe down their workstations before and after use with wipes provided. This is in addition to the enhanced cleaning protocols in place, followed by staff.

Any apprentice without access to data or devices which may impact on their learning are requested to inform their tutor / monitoring officer so that we can identify and arrange for support.