

Timetable for EB/WB September 2020

The college is expected to return all students to full time study and to take steps to prevent infection. The college has in place a wide range of health and safety measures. The timetabling of students can also be used as a measure to reduce risk through limiting student interaction.

Running our current timetable is possible, but does not enhance preventive measures which we consider are appropriate at the current time. Limiting student interaction with a large cohorts of A Level students is not possible via bubbles.

Therefore, a solution is required which adapts the timetable. The two key considerations are the need to limit student interactions as part of our prevention strategy and to provide the most effective teaching and learning experience, both for our students and for teachers.

There will never be one single perfect timetable which suits everyone, indeed there are well-known limitations in our usual timetable, but we have considered multiple alternatives in finding ways to return students and staff back to college in September.

This has included: using an extended block model where there was one four hour face-to-face session per block per week supplemented by online learning: teaching one four hour forty minutes block per day by converting to a 5 block timetable; student rotas by surname or by year group; 'bubble' students by choices of subjects. All of these models are either logistically impossible, or create a very poor learning experience for students, or require teachers to operate in both face to face and remote modes.

We have concluded that a two-week half-day block model is the best option for the academic and vocational art provision. In this model there are 20 half days across two weeks. 18 will be used for teaching (3 for each block A-F) and two will be used for meetings and other activities.

The benefits of this model are:

- It will enhance student and staff safety by significantly reducing the numbers of students on each campus at any one time – limited to two blocks per day at max. which will relieve the pressure in corridors / common spaces etc.
- It will reduce the number of students travelling to college on any given day
- It will provide students with a meaningful lesson of a half day, with a session long enough to allow practical activities but with regularly spaced lessons to allow building up of learning
- Longer gap in the middle of the day will enable many students to only be in college for half a day unless they are a college bus user. Those who need to stay for the whole day can be allocated study spaces which we can supervise. Likewise we could arrange for students to book spaces in the 'empty slots' for study if they don't have suitable facilities at home
- Lessons are long enough to make the journey worthwhile if students only have one session in a day
- It maps to the current start and finish time of the college day and the underlying block structure of our current timetable, so that staff already timetabled should be able to adjust to these patterns
- It removes the need for staff to plan for a mix of online and face-to-face delivery – they will be able to teach as normal, though will need to plan for longer lessons than usual
- Pattern avoids any back-to-back lessons which is more necessary when lessons are this length
- It enables us to deliver the full guided learning hours required for students
- This does not extend the directed day since Tues/Wed currently run until 4:10 when you include the usual allocated meetings, but it does change the placement of where teaching and meetings would sit. Clearly meetings still need to take place for effective consultation and decisions but these can be arranged to fit within the gaps on this model or within a longer lunch break if that suited particular teams better.

- Teaching time is maintained over the fortnight but is unevenly split – at worst a full-time member of staff would have 24 hours one week followed by 21 the next (when breaks are considered).
- Breaks can be staggered which would again reduce pressure on communal spaces during the long blocks.

After induction week this rotating two-week pattern would commence and run for the foreseeable future. If we were able to revert to our standard pattern at some point later in the year it would be carefully planned with sufficient notice and we'd ensure that an even number of weeks on this pattern had happened to ensure even delivery between the blocks. The usual half-day block week would no longer apply later in the year if we were still running this pattern by that point.

Induction Week – Year 1 only in college and no teaching required for Year 2 that week in any form

	Mon 31 st Aug	Tues 1 st Sept	Wed 2 nd Sept	Thurs 3 rd Sept	Fri 4 th Sept
8:50 – 10:50	Bank Holiday	Admin Day (to include staff meeting via teams)	Tutor groups A	Subject Lesson Block B	Subject Lesson Block D
11:10 -1:10			Tutor groups B and C	Subject Lesson Block F	Subject Lesson Block E
			Lunch	Lunch	Lunch
1:50 – 3:50			Tutor groups D and E	Subject Lesson Block A	Subject Lesson Block C

Rotating two-week timetable

Week 1	Mon	Tues	Wed	Thurs	Fri
8:50 – 12:05 to include break	A	C	E	B	D
Lunch					
12:55 – 16:10 to include break	D	D	F	A	C

Week 2	Mon	Tues	Wed	Thurs	Fri
8:50 – 12:05 to include break	F	C	E	B	D
Lunch					
12:55 – 16:10 to include break	B	D	F	A	E