

17.03.20

UPDATE COMMUNICATION SIMULTANEOUSLY ISSUED TO STUDENTS, STAFF AND SCHOOLS IN PARTNERSHIP

On Sunday 15th March we communicated the decision to stop all face to face teaching at the University of Warwick as a result of legitimate concerns in connection with Covid-19. We continue to follow the advice from Public Health England and the University in relation to student and staff self-isolation and social distancing where appropriate.

As our Teacher Education courses are both higher education and professional qualifications, changes to delivery do present some complex questions that we are working swiftly with the wider University and the Department of Education to resolve. We will continue to do our best to provide clear and transparent information to our students, school partners and staff as soon as we are able.

We felt that it would be useful to write to you with a common message for students, schools and staff, with the information that we have at present.

University Taught elements of PGCEs

University of Warwick campus-based teaching:

All face to face (in person) teaching of PGCE trainees has stopped for the foreseeable future and will be replaced by online alternatives. Trainees should check their [Moodle](#) for self-study materials and for updates regarding any online sessions.

Hubs (Derby and London) / School Direct Alliances:

All face-to-face (in person) local teaching of PGCE trainees by Warwick staff should now have stopped. For the foreseeable future this will be replaced by online alternatives, where possible.

Tutorials:

These will take place through online alternatives or by phone. Your tutor will let you know how, well in advance;

Assessment

PGCE assignments:

Any guidance that you are due to receive will be online through Moodle or other virtual learning environments (VLEs). Please use your time wisely to complete assignments.

School-based activity for PGCEs

Placements:

No one knows at the moment if and when schools will be open or closed in the coming weeks and months. Although we generally advise that our partners follow the advice of Public Health England (which at the time of writing is that schools need not close), we respect that some of our partner schools have already taken the decision to close as a precautionary measure. If a school opts to close or has reason to curtail a trainees' placement in any way, please do let us know by emailing partnership@warwick.ac.uk.

We are proactively seeking guidance from the Department for Education on how we support trainee teachers, if schools are closed for a protracted period of time and trainees therefore miss a long period of time from their placement in schools. We generally advise that trainees should attend school as planned until there is guidance from their school, the University or Public Health England to the contrary.

Our commitment is always to be constructive and to support trainee teachers faced with the above challenges towards successful completion of the PGCE and meeting the Teacher Standards.

Moderation tutor visits by University of Warwick staff:

These have all stopped being undertaken in person with effect 16 March 2020 until further notice. We ask that University staff communicate with mentors and trainees to continue to maintain appropriate levels of support and to liaise over placements.

If there is wider advice from the Department for Education about assessment and moderation for final placements, we will share that as soon as we can.

External Examiner visits:

These are usually set for the summer term. No arrangements have yet been confirmed, but we will look to alternatives if schools are closed and External Examiner visits are not possible.

University activities

Committees / meetings:

We will use virtual platforms for all CTE meetings and committees, from now until further notice.

Interviews for applicants for 2020/21 entry:

As of week commencing Mon 23rd March, CTE will be conducting all interviews for prospective students online. We are still refining our plans for this and will provide further details to those invited to interview by the end of this week.

Note: We are in touch with applicants with interviews scheduled for this week as we will offer a combination of in person and online options given the timing of policy change.

Information evenings and recruitment events:

The Information Evening 16.03.2020 has been cancelled. Face to face (in person) recruitment events and information sessions are to be replaced in the short term with online opportunities to engage with our staff and find out more about our courses. The first of these will take place next week. We are still refining our plans for this and will provide further details to applicants and our partners by the end of this week.

Communications and Support

Communications

We aim to write to you on a weekly basis with an update on the situation. Where new advice/ requirements change rapidly, we will let you know. We thank you for bearing with us and ask you to be reassured that the challenges we face are national ones and we are working with the DfE and other providers to find solutions to these as soon as possible.

Student support

We appreciate that some trainees might feel anxious at present. If you are a student and have any questions/ concerns, please do not hesitate to contact your personal tutor at the University. Additional support from the University's Wellbeing Support Services can be found at <https://warwick.ac.uk/services/wss>

The University also publishes up-to-date information in relation to the Coronavirus (Covid-19), including a set of Staff and Student FAQs here: <https://warwick.ac.uk/insite/coronavirus/>

If you are a student and you can't contact your personal tutor due to them having a leave of absence, please contact ctecurrentstudents@warwick.ac.uk who will forward your query to an appropriate alternative member of staff.

School support

If any of our partner schools or Alliances have any specific or urgent concerns, please do not hesitate to contact the Partnership office at the University (partnership@warwick.ac.uk) who will direct your query as appropriate.

University staff support

Further to the most recent guidance from Public Health England and a communication from the Vice-Chancellor of the University on Monday 16 March 2020, CTE Staff will work from home as much as possible in the near future. Due to remote working applications, staff should continue to have access to email and their phonelines as normal (details published here): <https://warwick.ac.uk/fac/soc/cte/about/our-staff/>

If you are a member of staff and have any questions/ concerns, please do contact your line manager at the University. The University publishes up-to-date information in relation to the Coronavirus (Covid-19), including a set of Staff and Student FAQs here: <https://warwick.ac.uk/insite/coronavirus/>

We recognise that the current situation may cause some staff to experience stress and anxiety, please remember that additional support for staff can be found at <https://warwick.ac.uk/services/humanresources/internal/wellbeing/>

If you a member of staff and you can't contact your line manager, please contact a member of the Senior Leadership Team for further advice:

Des Hewitt – Primary Head of Phase, D.M.Hewitt@warwick.ac.uk

Andy Hind – Secondary Head of Phase, Andrew.Hind@warwick.ac.uk

Cara Pearson – Head of Operations, C.Pearson@warwick.ac.uk

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