

Support with learning through COVID-19 Restrictions

Acorn Training Ltd is committed to providing all learners and apprentices with a quality remote learning experience, following the updated Government guidance.

Acorn Training Ltd are in regular contact with all employer partners, working with them to understand the changing needs and challenges in their business during lockdown and agreeing appropriate flexible support.

Operations can continue through working with learners and apprentices while they are placed on furlough, providing support and motivation for their learning from home.

A range of options are offered while the restrictions are in place, including digital remote learning, blended learning and where it has been assessed safe to do so, face to face learning and assessment. This is available to all learners on a programme of study with Acorn Training Ltd.

Face to face visits have been adapted, and bringing them online through video conferencing wherever possible. Learners can expect the same quality one to one and classroom delivery that they have always had.

Acorn Training Ltd have introduced further checks to ensure that we are staying in contact with our learners to pick up quickly on those that don't attend agreed sessions and provide support to improve participation and motivation.

Apprentices have access to their online e-portfolio OneFile where they can interact with their Trainer Assessors and keep on track with their progress. All the good work completed towards off-the-job-training is recorded here and will continue to be accrued throughout this time.

Online workshops and classes are available for a range of subjects including English, Maths, digital skills and vocational learning. Acorn Training Ltd also have one to one sessions available with Functional Skills Specialists to support with any particularly challenging areas.

Where learners and apprentices do not have access to suitable devices, connectivity or environments conducive to learning, solutions are found to continue work with these individuals on a one to one basis to understand what additional support can be provided. Examples of this support include access to a safe space at one of training centres, agreements with employers to access equipment, support through the phone and access to safe physical resources on a loan basis.

It is appreciated that assessment arrangements have been affected due to the restrictions, especially for direct observation and examinations. Acorn Training Ltd work closely with our Awarding Organisations to make the best use of alternative assessment arrangements, ensuring that all learners have the best possible opportunities to evidence their vocational and academic competence.

Each learner and apprentice have continued access to their Trainer Assessor or Tutor and the Learner Support Services. Where it is identified that learners have additional learning support requirements, Acorn Training Ltd will continue to work with these individuals to provide extra assistance. This will be delivered remotely where it can be facilitated.

Support for apprentices to prepare for their End Point Assessments is still provided, and working closely with EPAO's to take advantage of flexibilities and remote assessment to ensure apprentices are achieving as planned and progression opportunities are still attainable.

When it is safe to do so, face to face visits will resume after a robust risk assessment and any mitigation has been agreed by Acorn Training Ltd and the apprentice's workplace. All staff have completed specific COVID-19 awareness training. Acorn Training Ltd will ensure that our staff have been provided with the correct personal protective equipment when visiting sites so that all individuals and organisations be confident that safety is of the highest importance to Acorn Training Ltd.

Support with redundancy

Acorn Training Ltd understand that the pandemic has had a significant impact in the sectors that we work closely with. A package of additional support will be provided for any apprentices who have been made redundant including support to find a new job and employer.

If an apprentice is made redundant, and is within 6 months of completing their apprenticeship, Acorn Training Ltd will continue to support the apprentice up to their end point assessment.

If the apprentice is more than 6 months away from completing, the apprenticeship will continue to be delivered for up to a maximum 12 weeks. During this time, Acorn Training

Ltd will support the apprentice to find a new job and employer, and when successful, they can continue their apprenticeship to completion.