



<b>Distant Learning Policy</b>	
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## 1 What is distance learning and assessment?

Distance Learning is a mode of delivering education and instruction, often on an individual basis, to learners who are not physically present in a traditional setting such as a classroom. An example is learners studying independently using a virtual learning environment for example online packages, posted resources, telephone support.

## 2 What is not distance learning?

- Learners are released from employment to attend classroom based theory sessions.
- Learners are undertaking practical experience, out of the classroom, that is part of the qualification.
- Remote teaching or learning as part of a blended learning programme where at least 50% is conducted face to face.

## 3 What is distance assessment?

Distance Assessment is a method of assessment delivered to learners away from a centre, with little or no face to face contact with tutors, where the assessment is designed to be carried out remotely. Distance Assessment enables learners to be assessed even if they are in situations/settings where traditional methods of assessment delivery may be difficult or impossible to operate.

Examples include: use of an e-portfolio / E-assessment where this is the sole means of contact between the learner and the assessor. Assessments completed in a location remote from the assessor, without direct supervision from a centre. For example, assignments completed using a Virtual Learning Environment or assessments completed as part of correspondence courses.

## 4 What is not distance assessment?

- Learners are assessed in their workplace, by an assessor, for a work based learning programme (for example, NVQ Construction).
- Pearson set exams that must be completed under supervision (on demand tests).
- E-portfolios which are being used in traditional learning settings.

## 5 Vocational teachers are to ensure:

- the setting of assignments are undertaken during face-to-face sessions (where possible)
- Assignments have clear and realistic deadlines for learners.
- Assignments are set face-to-face to support the learner in preparation for the best outcome of what they have been taught. *However, this might not always be possible due to pandemic restrictions or situations such as self-isolation. If necessary, vocational teachers will provide and deliver online lesson / materials via the current virtual learning environment such as Microsoft Teams.*