

08 May 2020

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Dear Students

COVID-19 response – amendment to the year planner for The Independent Institute of Education and its campuses

We are committed to completing this academic year successfully and to ensuring that the personal circumstances of students during lockdown do not negatively impact on your ability to complete your semesters.

In order to accommodate these two priorities, the following arrangements are currently in place. Please note however that as the progress of the COVID-19 pandemic is uncertain further changes are likely. At all times we will make our decisions based on our commitment to your successful progress, recognizing that some students face additional challenges.

1. As soon as we can, we will allow students on to campus to use the infrastructure (wi-fi, computers and the library) on the campus to study and consult with staff.
2. Online teaching for this semester will continue until 17 July for those students able to do so, and if safe, you will be able to participate in sessions in small tutorial groups on campus.
3. A “boot campus” of intensive teaching will be instituted for those students who have not been able to participate in the online process. Preliminary dates for the Boot Campus are between 8 June and 17 July although these dates depend on when we are permitted to have students on the campus.

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Directors: RJ Douglas (UK), JDR Oesch*, MD Aitken*, FJ Coughlan* (*Non-executive)

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4. We are mindful of the need to keep student numbers low on campus and thus the timetable for these sessions will probably include extended hours and Saturdays to ensure that students get the support they need in conditions that allow social distancing.
5. Students currently engaging online may book to participate in the Boot Campus sessions.
6. At the moment, the final module completion date (by which all assessments need to have been submitted) is 28 August and you will then get your results in September. If your assessments are all submitted by 31 July you will get your results in August. We would encourage all students who are able to submit by the end of July to do so. Remember that you are permitted to resubmit all assessments this semester and you thus need to leave yourself time to do so.
7. Teaching for the second semester is planned to start on 11th August for most qualifications and for Education qualifications on 3rd August. We hope to end the year by 27 November.
8. There were a small number of modules we could not complete the teaching or assessment in the first semester as they require access to our laboratories – these will be taught in the second semester.
9. Where modules are run in both semesters the structure of the assessments will be the same in both semesters – the only difference is that submission deadlines for individual assessments are being reintroduced in the second semester.
10. For most modules, formative assessments in the second semester will also not include tests. That means there will only be tests where the professional bodies require them or where this is the only reasonable way to assess students given the module.

...Continue next page

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11. The conditions under which summative exams for second semester will be written are still being planned but will hopefully include standard examinations where relevant.

The amended Assessment Strategy and Policy which applies for this period and the year planner as amended, are attached to this letter.

We will not leave any group of students behind and will thus respond to whatever changes are required of us to achieve this.

Please keep safe and compliant with the regulations about personal safety that are in place – our best chance to return to campus as soon as we can, lies in all of us assisting in combatting the spread of the virus.

Yours sincerely



Greg Fillmore
Managing Director
Rosebank College

See next pages for planner

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Proposed academic year planner for IIE contact part time students

The table below explains the current academic year plan for the remainder of 2020. Please however note:

- This remains subject to change depending on the government announcements and the trajectory of the pandemic

Week Starting	Students able to fully / mostly engage online	Students able to partially / not engage online	Education Students
20-Apr	Online T&L	Online T&L / self-study	Online T&L where possible Relevant academic week for your programme
27-Apr	Online T&L	Online T&L / self-study	Online T&L where possible Relevant academic week for your programme
04-May	Continuation of previous two academic weeks	Online T&L / self-study	Online T&L where possible Relevant academic week for your programme
11-May	Online T&L	Online T&L / self-study	Online T&L where possible Relevant academic week for your programme
18-May	Continuation of previous academic week	Online T&L / self-study	Online T&L where possible Relevant academic week for your programme
25-May	Online T&L	Online T&L / self-study	Online T&L where possible Relevant academic week for your programme
01-Jun	Continuation of previous academic week	Online T&L / self-study	Focussed support interventions (Possibly only from 4 June)
08-Jun	Online T&L	Focussed support	Boot Camp(us) - BLOCK 1

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IIE COLLEGE

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		interventions	
15-Jun	Continuation of previous academic week	Boot Camp(us) - BLOCK 1	
22-Jun	Online T&L		Boot Camp(us) BLOCK 2
29-Jun	Continuation of previous academic week	Boot Camp(us) BLOCK 2	
06-Jul	Online T&L		Boot Camp(us) BLOCK 3
13-Jul	Continuation of previous academic week	Boot Camp(us) BLOCK 3	Completion of any outstanding assessments Final Course Completion Date: 28 August (Professional qualification exceptions may apply)
20-Jul	Completion of any outstanding assessments	Completion of any outstanding assessments Final Course Completion Date: 28 August (Professional qualification exceptions may apply)	
27-Jul	Final Course Completion Date: 28 August (Professional qualification exceptions may apply)	Date: 28 August (Professional qualification exceptions may apply)	BREAK
03-Aug	BREAK		SEMESTER 2 STARTS (SOE): 03 AUGUST Contact teaching AW 1

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10-Aug	SEMESTER 2 STARTS 11 AUGUST (10th = Public Holiday) Contact teaching AW 1	Contact teaching AW 2
17-Aug	Contact teaching AW 2	Contact teaching AW 3
24-Aug	Contact teaching AW 3	Contact teaching AW 4
31-Aug	Contact teaching AW 4	Contact teaching AW 5
07-Sep	Contact teaching AW 5	Contact teaching AW 6
14-Sep	Contact teaching AW 6	Contact teaching AW 7
21-Sep	Contact teaching AW 7	Contact teaching AW 8
28-Sep	Contact teaching AW 8	Contact teaching AW 9
05-Oct	Contact teaching AW 9	Contact teaching AW 10
12-Oct	Contact teaching AW 10	Contact teaching AW 11 + Allowance for TE PGCE
19-Oct	Contact teaching AW 11	Contact teaching AW 11 + Allowance for TE PGCE
26-Oct	Contact teaching AW 12	Allowance for TE (HCECCE)
02-Nov	Booster/ Mop up Sessions	Allowance for TE (HCECCE)
09-Nov	Exam Week 1	Exam week 1 & Submission of POEs
16-Nov	Exam week 2	Exam week 2 & Submission of POEs
23-Nov	Exam week 3 Final Course Completion Date 1: 27 November	Exam week 3 Final Course Completion Date 1: 27 November

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