

**City of Bristol College Centres:**

Advanced Engineering Centre (AEC) at Parkway  
Ashley Down Centre  
College Green Centre  
Motor Vehicle Technology Centre at Parkway  
South Bristol Skills Academy  
The Brislington Centre



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Principal & Chief Executive  
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Dear parent/carer,

**We are open for learning!**

Now we have a second national lockdown, I'm writing to let you know what's happening with our study programmes, including English and maths, tutorial and work experience activity.

The College will be open for learning in a COVID secure environment during the period of lockdown in line with Government guidance. We will continue to deliver face to face teaching as timetabled and we expect all our students to attend their lessons to ensure they continue to make progress.

Travel is permitted for those attending education. The college remains a safe environment for our students to learn and our staff to work. There has been a very low number of confirmed cases in the College since September, so we have confidence that our health and safety arrangements are working well. The recent increase in infections across England has been mainly due to transmission in social settings, not in colleges.

**Teaching and Learning**

We believe it's important to offer as much face-to-face education as we can and we expect all our students to continue to attend their lessons as normal. We are delivering face-to-face English & Maths lessons for our young learners and it is essential that students who need them attend these sessions, as well as their vocational lessons and tutorials.

On some courses, students are due to complete practical assessments shortly and we are working with our awarding organisations to make adaptations. We will do our utmost to ensure practical assessments – or suitable alternatives - will take place.



For the time being submission and assessment dates for assignments will remain the same. Should students have any difficulties meeting deadlines due to self-isolation, please contact the head of department or member of staff as soon as possible.

We will still be offering work placements and work experience activity wherever possible and it's important students continue with these. It develops career choices, provides a taste of the world of work, helps students to decide on career pathways and develops vital employability skills.

There is a range of support available for all students, including welfare support, safeguarding, mental health and counselling. Students should contact their study coach or personal tutor to find out more.

### **Contact details**

Please update us with any change in personal contact details, such as email and home address, in case we need to make contact to inform you when we have to respond quickly to a Covid-19 positive test result. We will move to online delivery where a member of a teaching group or staff member has a positive test result and you will be informed by e-mail any further steps you need to take.

### **What will happen after the lockdown ends?**

After the lockdown ends we expect to go back into the Tier structure with local restrictions. Once we know the position in Bristol, we will review our plans and update you.

Yours faithfully



Andy Forbes  
**Principal and Chief Executive**

