



YOUR GUIDE TO LEARNING ONLINE

AUTUMN TERM 2020

from home to campus
with you every step of
the way





CONTENTS

3. A message from the Executive Principal
4. Our commitment to you
5. Our online options
6. Learning online
7. The learning day
7. Extra provisions online
8. The learning contract
9. Your route to CATS Colleges



A message from the Executive Principal

As we head towards a new academic year although the impact of coronavirus is still significantly impacting people's daily lives in many countries we are lucky that significant normality is returning in the UK. We are therefore encouraging all students to return to study with us face to face on our campuses. We will of course continue with the additional measures which we have announced in our #WeCare Pledge to ensure the safety of our students for as long as these are necessary.

We do understand that for some students making arrangements for travelling may be difficult due to arranging visas, or the ability to book flights. We also appreciate that despite the improving situation where our schools are located some parents may still be unsure about sending their children overseas at this time. Therefore in addition to face to face teaching we are making online learning available until December.

Our online learning will ensure that students who are unable to arrive with us until October, or January do not fall behind in their studies. Our teachers will ensure that students learning online cover the same material as those learning face to face so that they can make a smooth transition into our face to face lessons when they arrive on campus. We know from the surveys which we have conducted in our schools since we moved online in March that our students have been extremely satisfied that our teachers are able to continue to deliver the same high standards of teaching, to create engaging and inspiring lessons, to support students who are having difficulties, and also ensure a sense of community online. We have continued to invest in a range of technologies to improve our online delivery further and will be introducing our students to these in the new academic year.

This guide gives an overview of the CATS online learning provision as we continue to extend our physical classrooms into the virtual world.

Yours sincerely

Dr Craig Wilson

Executive Principal

OUR COMMITMENT TO YOU

Whether you are a new or returning student we have created a constructive, developmental and positive online experience for you. This will also support your transition to ‘face-to-face’ learning in October 2020 or January 2021.

Induction programme

We want you to begin lessons as soon as possible, but before we do, we want to help you to settle into the College. Your induction will involve checking that you are studying the correct subjects for what you want to do in the future, meeting your Personal Tutor and other students in your Personal Tutor Group and on your course and understanding how you need to behave to stay safe in lessons and in the Boarding House.

In CATS Cambridge and Canterbury, this will take place during the first half of the week, and you will begin online lessons in the second half of the week.

In CATS London the induction programme will begin on the first day of term, and induction activities will take place across the first two weeks, daily, after the morning lessons.

All students will be experiencing their full timetable with scheduled lessons by Friday 18 September.

Online and streamed live lessons

CATS Colleges will be running two types of classes for students who are unable to start their studies face-to-face in September. **Online lessons** will be offered for most of the programmes, they will involve only students joining their lessons from their home countries. Students returning for the final years of their 2-year programmes (GCSE, A Level and IB) will have access to **streamed live lessons**. *Please refer to the next page to check what type of online learning your programme of studies will be delivered in.*

Online lessons, lectures, group discussions, and 1:1 sessions will take place in the mornings (UK time), following the College’s normal timetable. All lessons will be recorded so that they can be accessed at any time. Students who are engaging with streamed lessons will have a fortnightly 1:1 session with their tutor or a senior member of staff so that they can discuss their progress.

How does this work?

You will be expected to engage with the College between 08.00 and 20.00 in your home country. If the lessons occur outside of this time you will have 24 hours, or until the next lesson, whichever is the shorter, to watch the recording that will be available on our Virtual Learning Environment (VLE). You will receive the lesson content you need via our VLE wherever you are in the world. You will be briefed and supported by the Colleges on how to access VLE and what is expected of you over the first full term.

Learners and teachers who are engaging with online and streamed lessons will be expected to follow all normal College procedures, including those concerning attendance, behaviour and engagement both in and outside of lessons. This includes full engagement with, and provision of, pastoral and HE support and appropriate extra-curricular activities as well as at least four hours of independent learning per subject per week. Normal praise and discipline processes will also apply and will be applied equitably between students in the classroom and those online.

Throughout the term we will be monitoring all students’ attendance and engagement with online sessions on a daily basis and following up with email communications when not in attendance to enquire the reasons why, and offer additional support where appropriate.

OUR ONLINE OPTIONS

SEPTEMBER - DECEMBER 2020

To ensure that you can start your studies without delay we have designed our courses to allow you to join either face to face or online in September 2020. If you are starting your programme online in September, you will be able to continue face to face studies in the centre of your choice in either October or January.

If you are unsure which course is best for you then learn more about your study options below or speak to one of our course advisors for guidance.

For the latest information visit: catseducation.com/onlinelearning/september-2020-course-options.htm

ONLINE OPTIONS AUTUMN TERM 2020

GCSE

GCSE YEAR 10

1st year of the GCSE programme, ideal for students aged 14+. The programme allows you to study a range of subjects including Maths, Sciences and English.

Delivered by: Cambridge

Lesson type: Online

GCSE YEAR 11

Final year of GCSEs for returning students. The course focuses on preparing you for progression to a pre-university programme such as A level or International Baccalaureate Programme.

Delivered by: Cambridge & Canterbury

Lesson type: Streamed live

Pre-programme

Language and subject preparation for a pre-university programme – A level, International Baccalaureate Diploma or University Foundation Programme.

Delivered by: London

Lesson type: Online

Academic English

Intensive English tuition developing language and study skills to help you excel in further academic studies at CATS Colleges.

Delivered by: London

Lesson type: Online

A level

YEAR 12 (AS)

1st year of A Levels for students aged 15.5+. You will be able to select from a wide range of disciplines, focusing on 3 subjects.

Delivered by: London

Lesson type: Online

YEAR 13 (A2)

Final year of A levels for returning students. The course allows you to continue learning your subjects and prepares you for the end of year exams.

Delivered by: Cambridge, Canterbury and London

Lesson type: Streamed live

International Baccalaureate

YEAR 13

Final year of the IB programme for CATS students returning in September. You will continue with the chosen 6 subjects and prepare for the final assessment.

Delivered by: Canterbury

Lesson type: Streamed live

University Foundation Programme

UFP PRE-SESSIONAL PROGRAMME

One-term course for students transitioning to CATS UFP in January. The programme combines intensive English tuition, academic subjects and Higher Education support.

Delivered by: London

Lesson type: Online

UNIVERSITY FOUNDATION PROGRAMME

The programme is a bridge from your high school education in your own country to university in the UK. You will focus on 3 subjects and develop English skills required for university studies.

Delivered by: London

Lesson type: Online

SUPPORTING YOUR ONLINE LEARNING

What is a Virtual Learning Environment (VLE)?

A Virtual Learning Environment is a place where together learners and teachers can create online classrooms with all the benefits of a physical classroom. Students can:

- Access lesson materials and past papers
- Upload assignments
- Take Quizzes and tests
- Conduct Research tasks
- Send messages
- Seek teacher/peer support

How to set up your home learning space

Get a dedicated space. Find a space in your home that will be your 'classroom'. Be creative if you don't have a desk or can't use a spare room for your studies. A quiet corner in your living room or kitchen can be converted into your working space. Make sure you get as much natural light as possible. It can help you feel good and may even boost your productivity.

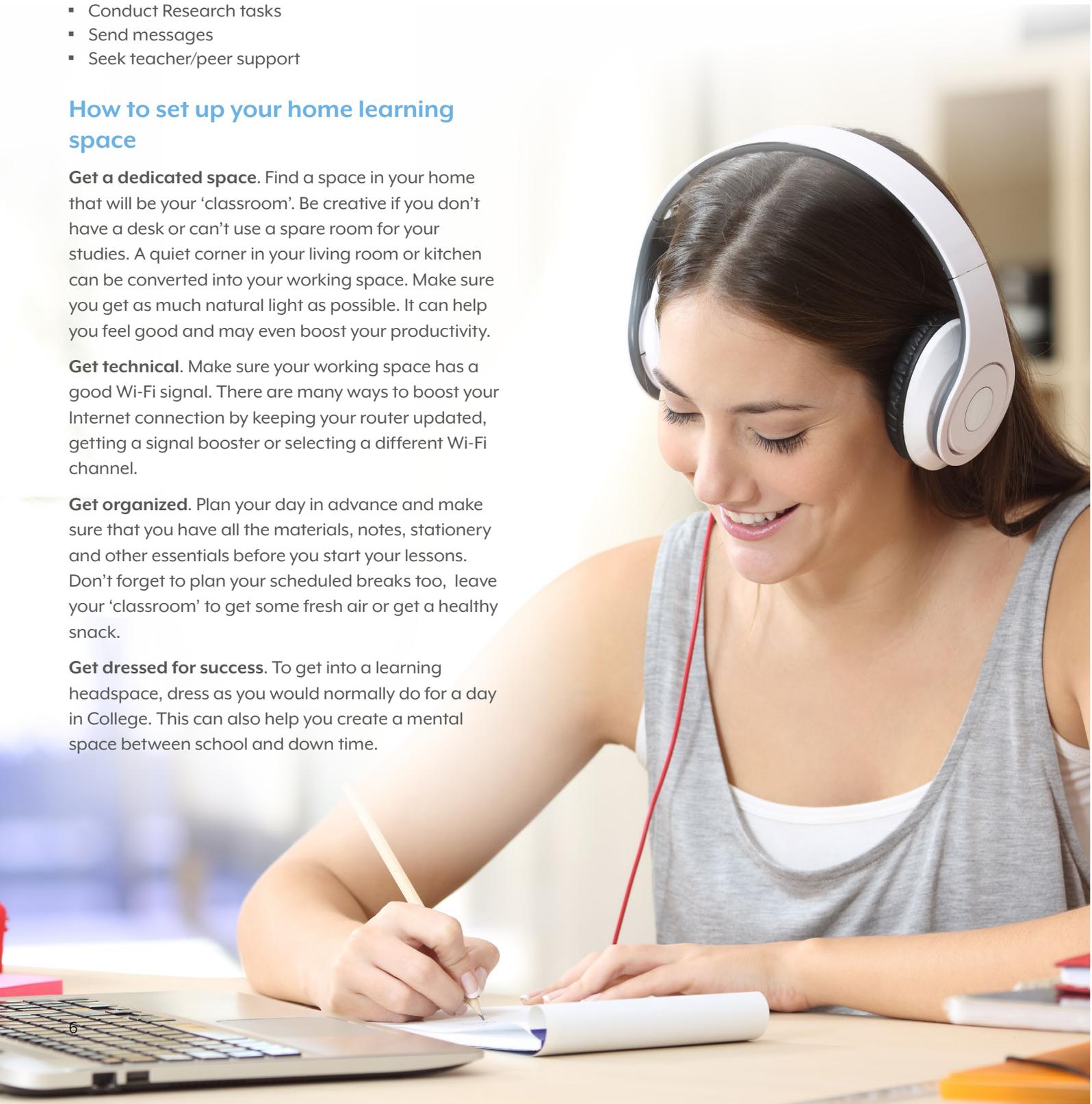
Get technical. Make sure your working space has a good Wi-Fi signal. There are many ways to boost your Internet connection by keeping your router updated, getting a signal booster or selecting a different Wi-Fi channel.

Get organized. Plan your day in advance and make sure that you have all the materials, notes, stationery and other essentials before you start your lessons. Don't forget to plan your scheduled breaks too, leave your 'classroom' to get some fresh air or get a healthy snack.

Get dressed for success. To get into a learning headspace, dress as you would normally do for a day in College. This can also help you create a mental space between school and down time.

How to manage your time to learn effectively

- Plan your weekly and daily schedules
- Prioritize assignments
- Create blocks of study time
- Create or join a study group with your classmates
- Minimize distractions
- Take breaks, get exercise, plenty of sleep, and eat well



THE LEARNING DAY

Whilst every student's timetable will vary, depending on your programme of study, here is a sample timetable showing live subject lessons, independent learning and class activities.

	8.45- 9.45	9.45- 10.45	10.45- 11		11.15- 12.15		13.15-14.15	14.15-15.15		15.30-16.30
Mon	Business Online lecture		Online Personal Tutor time	break	Maths Online lecture	break	Independent learning	Independent learning	break	Independent learning
Tues	Maths Online lecture				Independent learning		Business Online tutorial	Business Online tutorial		Independent learning
Wed	Higher Education Advice				Business Online lecture		Math Online tutorial	Math Online tutorial		Independent learning
Thurs	Economics Online lecture				English (IELTS or CAE)		English (IELTS or CAE)	English (IELTS or CAE)		Independent learning
Fri	English (IELTS or CAE) Online lecture				Economics Online lecture		Economics Online tutorial	Economics Online tutorial		Independent learning

Online contact each week will include:

- 8 hours of content delivery via lectures
- 12 hours of structured activities, group work, online assessments, teacher feedback and 1:1 tutorials
- 75 minutes of Personal Tutor support
- Regular 1:1 Higher Education advice (applicable to A Level, UFP and IB)
- students are expected to engage with 4 hours of independent learning, revision and advance reading of each subject of study outside the scheduled 5 hours of contact time with College staff.

There are also opportunities for students to arrange to speak to their teachers individually, or in small groups outside the lesson times shown. We would actively encourage this because a 5 minute conversation 1:1 with their teacher is likely to be highly effective. It recreates the sorts of interactions which happen naturally multiple times during face-to-face lessons.

Throughout the day, we encourage students to take plenty of breaks. Have a drink and a snack, speak to your friends online or do some exercise.

EXTRA PROVISION ONLINE

Outside of lessons, CATS students will still be able to benefit from:

University Counselling sessions

Our Higher Education Officers will provide one to one counselling sessions online. Personal statements will also need to be submitted and redrafted using the VLE

Key Professions Programme

Our Key Professions Programme will continue online. The programme comprises dedicated advice, support and a range of extra opportunities designed to help students plan their route to university and their chosen career:

- Competitive applications for competitive courses
- Applying to Medical School
- Preparing for Admissions Tests
- Applying for Law
- Enhanced support for Personal Statements

Activities

It's important to engage with organised activities to look after your physical and mental wellbeing.

Enhance your learning

We use a wide variety of resources to supplement your learning. Here's just a few of the websites we use. You will be directed to relevant content in your lessons.

Click on the respective logo to visit a support website:



THE LEARNING CONTRACT

WE WILL:



Provide you with engaging lesson materials to help you focus on the remainder of the syllabus



Set appropriate tasks, including exam practise, with a clear deadline



Provide meaningful and constructive feedback on your progress and help you develop targets for improvement



Communicate regularly with you to arrange online face-to-face or 1-2-1 discussion

YOU WILL:



Dedicate your normal timetabled hours to each subject, plus 60-90 minutes per subject of independent study or homework



Meet all deadlines for activities, written work and formal coursework



Engage with and make use of teacher feedback



Maintain communication with your teachers to ensure you attend any arranged discussions and let us know if you cannot access the VLE



Follow all normal school procedures, including those concerning attendance, behaviour and engagement both in and outside of the lesson.



Have your video camera turned on at all times, and to engage with the teacher with having their mics turned on, where appropriate.



Keep your login and passwords secure and not sharing zoom meeting ID details with anyone else.



YOUR ROUTE TO CATS

We look forward to welcoming returning and new students at CATS College

..... Are you able to arrive on campus in time for the start of term in September?

YES

Great, you can start your course at one of the centres offering face to face classes.

We look forward to welcoming you on campus between **Monday 31 August at 10am and Monday 7 September at 5pm.**

We'll be with you every step of the way. Learn about how we can support your arrival to campus.

www.catseducation.com

No problem, you will be able to start your lessons online.

You can join your classmates on campus at the centres offering face to face classes before half term.

Learn more about our full range of programmes and how we can support your arrival to campus.

www.catseducation.com

NO

..... Are you able to arrive on campus by the 18th October?

YES

Great, you can arrive on campus from **Monday 12 October at 10am until Sunday 18 October at 5pm.**

We'll be with you every step of the way. Learn more about our full range of programmes to prepare for university success and how we can support your arrival to campus.

www.catseducation.com

You can continue your studies online and arrive on campus in January 2021.

We'll be with you every step of the way. Learn more about our full range of programmes to prepare for university success and how we can support your arrival to campus.

www.catseducation.com

NO

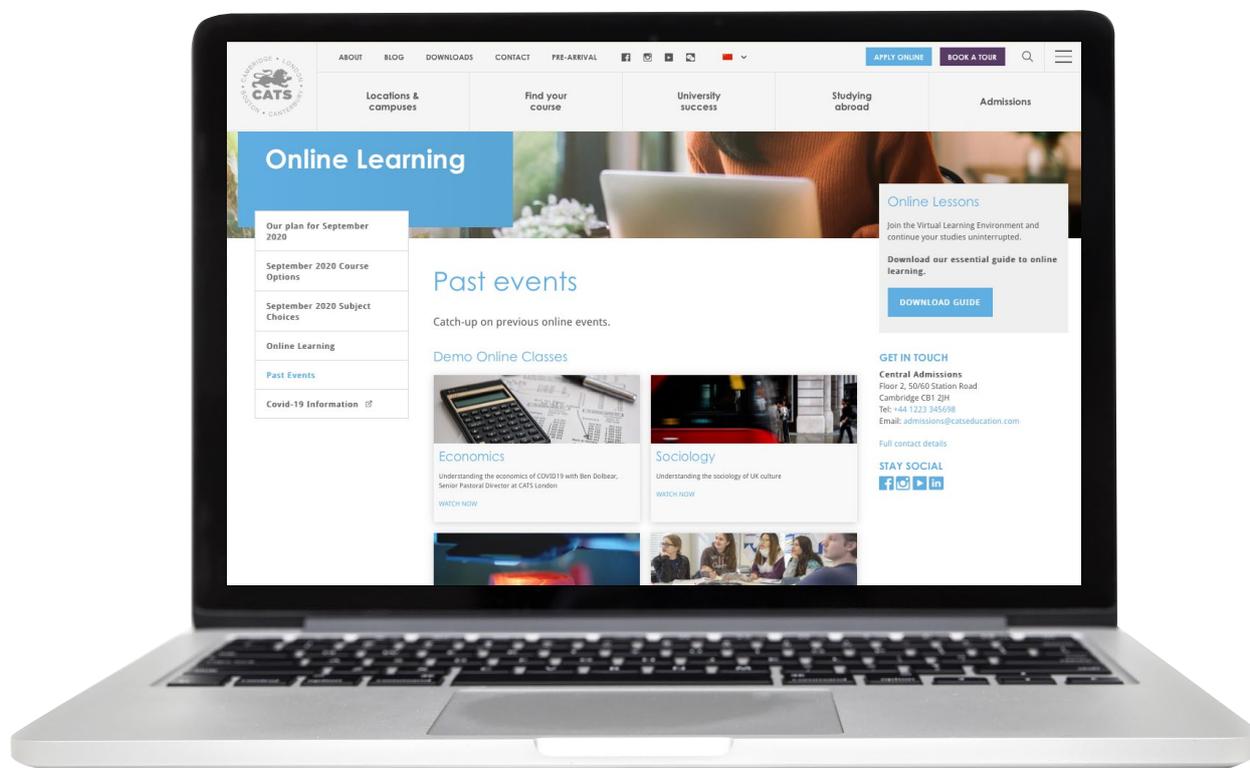
OUR PLAN ON CAMPUS

PLANNING FOR SEPTEMBER

DOWNLOAD THE BROCHURE HERE



We have a library of online lessons available for you to view wherever you are in the world.
From home to campus we are with you every step of the way.



CATS College Cambridge
1 High Street, Chesterton
Cambridge CB4 1NQ
Tel: +44 1223 314431
Fax: +44 1223 4677731
Email: registrar@catscambridge.com

CATS College Canterbury
68 New Dover Road
Canterbury CT1 3LQ
Tel: +44 1227 866540
Email: registrar@catscanterbury.com

CATS College London
43-45 Bloomsbury Square
London WC1A 2RA
Tel: +44 20 7841 1580
Email: registrar@catslondon.com