

## **Dear Parent/Carer and Student**

Firstly, the staff at West Thames College wish everyone well in these extra-ordinary times.

### **Learning continues at College**

We are very proud of the efforts our students and teaching staff have put into continuing learning and developing students' knowledge on their **vocational course, ESOL, and Functional Skills.**

**It is really important that students continue their hard work so that when we do return to College, they are in the best position to progress to their next step with us, into work or onto higher education.**

For the rest of this academic year, we will continue to work with students using technology to reach and engage students on order to ensure:

- 1. We keep students' learning and developing their knowledge**
- 2. We have all students' work from the Autumn and Spring terms**

**All students should continue to stay in touch with their teacher and their tutor.**

### **Preparing for the next step**

We are focussed on securing the grades that students will need this summer to progress.

The majority of our courses require students to have excellent subject and theoretical knowledge, often specific to a job role or industry sector. Across all our courses, we are setting work that will deepen students' knowledge and prepare them for their next step.

**All students should keep in touch with teachers and continue to hand-in the work requested. It is vital that work set by staff, both vocational, English & maths, is completed and returned. This will not only develop students learning but help to provide evidence for grades awarded.**

### **Students Remote Access – update and reminder**

We are continually extending use of Microsoft Teams in order to provide students with interactive sessions, set and mark work and provide feedback electronically alongside the resources and tools available on the VLE (Moodle). We are also providing additional support to ensure that we support our most vulnerable students. A reminder of the key links for students:

Please click on the link to access [Moodle – Virtual Learning Environment \(VLE\)](#)

Please click on the link to access [Student E-Mail – Microsoft Office 365](#)

If you are unable to login or require further help and support, please contact our dedicated Student IT Helpdesk us on 020 8326 2308 Monday – Friday 9:30am – 3:30pm.

If you have any questions regarding this letter, please contact the teacher in the first instance or the Curriculum Director of the subject area:

Eric Stober (for courses in Business, ICT, Travel, Sport & Public Services)  
[eric.stober@west-thames.ac.uk](mailto:eric.stober@west-thames.ac.uk)

Ranjit Singh (for courses in Health, Care and Science including Access)

[ranjit.singh@west-thames.ac.uk](mailto:ranjit.singh@west-thames.ac.uk)

Beverley McGuire (for courses at the Skills & Logistics Centre)

[beverley.mcguire@west-thames.ac.uk](mailto:beverley.mcguire@west-thames.ac.uk)

Katrin Lehmann (for courses in Supported Learning and in the Creative Industries)

[katrin.lehmann@west-thames.ac.uk](mailto:katrin.lehmann@west-thames.ac.uk)

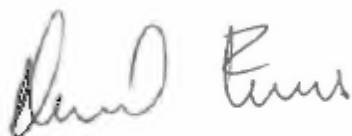
Marta Gajewska-Kopczyk (for Functional Skills and ESOL courses)

[marta.gajewska-kopczyk@west-thames.ac.uk](mailto:marta.gajewska-kopczyk@west-thames.ac.uk)

Finally, students can get involved in the fantastic range of activities, challenges and support available from our Student Experience team through Instagram [@wtc\\_studentexp](https://www.instagram.com/wtc_studentexp) or by contacting Jaskaran Sidhu – [jaskaran.sidhu@west-thames.ac.uk](mailto:jaskaran.sidhu@west-thames.ac.uk) to join our Student Experience group on Microsoft Teams.

The Covid-19 situation is fast-paced and ever changing so we urge you all to continue to monitor the updates on the College website at [www.west-thames.ac.uk](http://www.west-thames.ac.uk)

**With very best wishes,**

A handwritten signature in black ink, appearing to read 'Dave Evans', written in a cursive style.

**Dave Evans**  
**Vice-Principal, Curriculum & Quality.**