

Urrús Training Centre (40565C)

QQI Covid-19 Contingency Plan

Updated: 30th July 2020

2. Training Delivery - courses near completion date (April 2020)

- 2.1 Course facilitators provided additional tutorials and support sessions via phone and email.
- 2.2 Soft copies rather than hard copies of assignments were distributed to all learners.
- 2.3 Learners were requested to submit all course work electronically or via post.
- 2.4 Submission deadlines were extended taking account of the national and individual learner contexts.

3. Training Delivery – course delivery that had recently begun (February 2020)

- 3.1 Where training programmes had just begun, the following practices were put in place:
 - Course facilitators liaised regularly with the course participants providing clarity on the situation and answering any queries.
 - Depending on when current physical and social distancing restrictions are lifted the course will continue with a newly agreed finish date. If these dates are suitable to current learners they will continue on with the programme. In an instance where the newly agreed course dates do not suit the learner they can a) take up a place on the next course or b) have their course fees returned.
- 3.2 **One Community Addiction Studies Course suspended in February is currently being completed via an online delivery mode.**
- 3.3 **One Community Addiction Studies Courses suspended in February will be re-started in September 2020 via a face to face delivery mode, Government and Public Health guidelines permitting.**

4. Training Delivery – September to December 2020

- 4.1 The CASC and Urrús Key working, Care Planning & Case Management programmes will be delivered via a blended learning format. Some classes will be online and some will be face to face (in line with public health guidelines). Where face to face classes take place, learner numbers will be smaller to ensure social distancing requirements are met in our designated training room.
- 4.2 An online induction will take place introducing students to the programme learning outcomes, assessment methods and the blended delivery format.
- 4.3 Prospective learners have been and will continue to be informed of the required IT and internet resources required to engage in blended learning.
- 4.4 There will be no changes to programme learning outcomes.
- 4.5 There will be no changes to the assessment types relevant to each programme except for one CASC assignment as outlined below in 5.1., as the currently approved assessment methods are still possible.

5. Assessment


- 5.1 No alternative assessments have needed to be adopted at this time – this is regularly reviewed. **However, one assignment (CASC Agency Visit) has been adjusted to take account of the current Covid -19 restrictions. This assessment typically requires learners to visit a drug/alcohol support service and to complete an agency profile. As services are restricting visits, this assignment now allows students to undertake the review via zoom if facilitated by the agency, or to complete the agency profile by reviewing the agency using the internet and available literature.**
- 5.2 **Soft copies and hard copies of assignments have been and will continue to be distributed to all learners.**

- 7.2 Final results will be submitted to QQI QBS for August certification. The administrator and the training centre co-ordinator typically carry out this process. In the absence/sickness of one or both, the training centre trainer and Director will complete this process.
- 7.3 **Results Approval Panel met face to face on Thursday 30th July to discuss both the IV and the EA process and agreed to submit final results via QBS for certification.**

8. Monitoring and Training

- 8.1 Since June the training team have been upskilling on the delivery of blended learning and have engaged with our community and University partners on such.
- 8.2 The Urrús team have experience of developing and delivering online and blended learning programmes in collaboration with our University partner. Through this partnership we have had upskilling via the educational technology supports in the University and have transferred the learning from our University courses to our community education programmes.
- 8.3 Staff experiences have and will continue to be gathered on a weekly basis at training staff team meeting.
- 8.4 An online survey is being developed for completion at mid-way and end of programme stages for all three validated programme (Health Related Fitness; Community Addiction Studies Course; Key working, Care Planning & Case Management). This survey will gather data on the experiences of engaging in a blended learning course and completing and submitting assignments electronically from a learner perspective.

Approved by:



Dermot King
Chair, Quality Committee