

**Welcome Week Activities  
(w/c 7 September 2020)**

<b>Course:</b>	<b>VRQ Beauty Therapy Level 3</b>		
<b>Date &amp; Time (first day):</b>	<b>Tuesday 8 September 10am</b>		
<b>Location:</b>	<b>REMOTE ONLINE ACTIVITY VIA CANVAS Full cohort</b>		
<b>Date &amp; time</b>	<b>Activity</b>	<b>Location</b>	<b>Resources &amp; staff</b>
<b>Tuesday 8 September</b> 10am–1pm All learners	<p>Meet and greet students and level 3 lecturers - Samantha Dickens and Kirsty Tudor.</p> <p>Remote welcome and introduction to the Beauty Therapy Level 3 course, to include an overview of the course content, maths and English requirements, work placement overview, college facilities and expectations – question and answer session.</p> <p>Check of student access and facilities for remote working at home.</p> <p>Overview of Covid-19 requirements when on campus.</p> <p>A look at forms that need completing and where to find them.</p> <p>Ensure all learners have the correct kit and uniform required. Supply order forms if needed.</p> <p>Discuss code of conduct, health and wellbeing.</p> <p>Give time slots/groups for tomorrow's conference with Cherry Buckley.</p>	Online	<p>Level 3 team conference call</p> <p>Laptops and broadband?</p> <p>Canvas</p>
<b>Tuesday 8 September</b> 1pm-2pm	<p>Completion of student code of conduct quiz.</p> <p>Completion of student health and wellbeing quizzes.</p>	Online	Students to access via Canvas programme site

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<b>Course:</b>	VRQ Beauty Therapy Level 3		
<b>Date &amp; Time (first day):</b>	Wednesday 9 September 9am		
<b>Location:</b>	REMOTE ONLINE ACTIVITY – <b>SPLIT into 2 GROUPS</b>		
<b>Date &amp; Time</b>	<b>Activity</b>	<b>Location</b>	<b>Resources &amp; staff</b>
Wednesday 9 September 9am–12pm	<p><b>9am–10.30am: Group A</b> – Meet and greet work placement office - Cherry Buckley with Samantha Dickens. Discuss specific work placement requirements for Beauty Therapy Level 3. This will include timetabled work placement hours and the required hours needed to complete the work placement unit. Health and safety when on placement.</p> <p><b>10.30am–12pm: Group B</b> – Meet and greet work placement office - Cherry Buckley with Kirsty Tudor. Discuss specific work placement requirements for Beauty Therapy Level 3. This will include timetabled work placement hours and the required hours needed to complete the work placement unit. Health and safety when on placement.</p>	Online	<p>Level 3 Team Conference Call</p> <p>Laptops and broadband?</p> <p>Canvas</p>
12pm–1pm	<p><b>Individual sessions for any students who would like to speak with a tutor personally. This will need to be booked with tutor – <a href="mailto:k.tudor@ucb.ac.uk">k.tudor@ucb.ac.uk</a> or <a href="mailto:s.dickens@ucb.ac.uk">s.dickens@ucb.ac.uk</a></b></p>	Online	Via Canvas conference or phone
1pm-2pm	<p><b>FE induction Rise document –</b></p> <ul style="list-style-type: none"> <li>○ Welcome to UCB</li> <li>○ Getting out and getting active – key places to go in Birmingham and UCB fitness facilities.</li> <li>○ Getting around – interactive campus maps, public transport information.</li> <li>○ Getting ready – advice on getting prepared to study, UCB expectations, digital safety, contacts and info for safeguarding, PREVENT.</li> <li>○ Getting online – UCB IT facilities, Canvas app, social media usage.</li> <li>○ Getting support – key student services info and contact details, Canvas user guide.</li> <li>○ Sowing the seed for your future – overview of UCB HE opportunities</li> </ul>	Online	Students to access via Canvas programme site