Tutor update 7th September

I hope this email finds you all well.

Popping a note over just to update on progress with prep for he work and updates on the tutor guidance and support booklets.

For prep for he, 02 Intro to prep for he goes live today for students. A few students have already jumped ahead with this. Which was good as it has allowed us to check out the reflection tool at the end of the lesson.

Just a few observations from our first few weeks. If you can let students know this, that will be grand.

* Students will be prompted to register as SWAP students as part of induction.
* **We don’t send out confirmation emails to confirm students are registered**. If they click ‘register’, we have got them linked to our database. We will check in with you, once we send the registration spreadsheet on who has registered.
* Students don’t need a password to access the SWAP Moodle materials. All materials are freely available. They will be guests which is completely fine.
* Students will be prompted to complete reflective exercises as part of PHE (calling them look back and look ahead). Their work will be emailed to them, in exactly the same way as we have done for the past few years. They should share this with you as evidence they are engaging in prep for he. SWAP will have a back up if there is a problem.

Amy has put together a quick video just showing tutors how it will work for students logging in, using prep and then recording their evidence. It can be accessed here - <https://youtu.be/9VxXsdBK2Nw>. Looks like Amy is having far too much fun.

Hopefully, that will help with some immediate concerns from students.

To assist SWAP tutors, we have put together a swap key dates and website links. For tutors needing a bit more information, we have added a tutors section to the website - <https://www.scottishwideraccess.org/tutors.php?section_id=1071>.

In that section we have updated the tutor guides. The quick reference guide answers the most frequently asked tutor questions. Really useful for new tutors. The SWAP year goes into a bit more detail than the key dates of what we expect during the year and finally we have updated the swap tutor guide for prep for he.

In addition, for prep for he I have attached a student development and tutor plan. We have summarised the outcomes we would expect students to be thinking about from each of the lessons. These fit nicely into the learn to learn, social and personal competence development. We have added in some suggestions on how you can work through these competences during prep time – especially in terms of group discussions. Really interested to hear your reflections.

You will note from the plan that the new lessons on 03 Prepare to be successful, are going to be divided into 4 sections. Each section will have a practical element, for example thinking through time management linked to what students might consider a more abstract concept such as wellbeing. We think that might work better for students at the beginning of their studies. These will be spaced out between now and end of November. We are keen that students don’t become overwhelmed, please stress to students that they will go live at appropriate times. We will also put together a more practical UCAS info sheet including personal statement and choices at the relevant time.

We will have the balance and time management lesson out for review on 14th September.

As always look forward to hearing from you.

Kenny