

## Supporting Educators at a distance

July 2020

**This training is in preparation for engagement of learners who will be involved in learning at a distance. This work should not be undertaken until your programme's relevant Standard Operating Procedures have been shared and implemented with educators.**

**This training can take place face-to-face or via a platform such as WhatsApp. Participants will need the supporting document to read in advance - Supporting Educators at a distance – a case study**

Timings	Suggested Session Structure	Notes for Facilitators	Summary of key point/s
5 mins	1. Warm up activity to see who is engaged.	Lead facilitators, please use activity you feel comfortable with.	
15 mins	2. What are the key suggestions that are being explained in the document: Supporting Educators at a distance - case study	Here we turn back to exploring the specific suggestions being made in the document:	
20 mins	3. With reference to the case study, or to your previous experiences, what are some issues that can be faced when supporting educators?	Think about the challenges of: <ul style="list-style-type: none"> <li>• Maintaining regular contact with educators. Please note: A key priority is to keep in touch with learners to support their safety and wellbeing, when the context may lead to increased vulnerabilities.</li> <li>• Establishing open reflective conversations</li> <li>• Being solution focused</li> <li>• Committing to action</li> </ul>	
20 mins	What specific issues do you expect to encounter when supporting educators in their work with learners 1-2-1 and in small groups?	It is important here for project co-ordinators to consider the challenges educators face.	
20 mins	What do you understand by being 'solution focused' and how will this shape your practice supporting educators?	Bring project co-ordinators' attention to this principle and encourage them to link it to practice.	
15 mins	Why is it important to keep the needs of learners at the centre of your conversations and reflections?	Bring project co-ordinators' attention to this principle and encourage them to link it to practice.	

Timings	Suggested Session Structure	Notes for Facilitators	Summary of key point/s
20mins	How will you share insights gained from your meetings with the wider SAGE community (e.g HDC)?	Reinforce a commitment to ongoing communication-reflection-sharing of practice and action.  Suggest: A Five part record of: <ol style="list-style-type: none"> <li>1. How often have you met with educators per month, by what method (Phone, WhatsApp or Face to face) and for how long?</li> <li>2. What were the key issues raised?</li> <li>3. What solutions were identified?</li> <li>4. What actions were agreed?</li> <li>5. What evidence is emerging of effective practice?</li> </ol>	
5 mins	Lastly kindly share any comments, questions and feedback that you might have.	Bring session to close.	
<b>Any other comments</b>			