



28 August 2020

Dear Student

We are really excited to welcome you onto campus in September. As you can imagine, we are putting additional measures in place for your safety due to the pandemic, and we just wanted to give you a quick update on the plans for arrival and starting your studies. You may also have seen in the news that we have recently experienced a significant cyber-attack which has affected many of our systems. Our amazing IT Team are currently rebuilding these systems, and please be assured that your course will start as planned in September.

## Arrival / Start Date

### Full-time and Part-Time On-Campus Students

Please arrive for your first day on **Monday 7 September at 10.30am**. The meeting points for each subject area will be as follows:

Subject	Meeting Point 10.30am Monday 7 September 2020
Agriculture Countryside Management	Entrance to the FFIT Centre (at the College Farm)
Animal Behaviour & Welfare Animal Science & Welfare Zoology	HE Centre Café
All Equine	Equine Café (International Arena)
Arboriculture Horticulture Landscape Architecture Floral Design	Side entrance to Plant World (opposite Floristry)
Motorsport Agriculture Machinery Engineering	Motorsports Workshop M6
All Sport and Golf	Sports Centre Reception
Veterinary Nursing	Entrance to Vet Nursing Building

Please try to arrive as close to 10.30am as possible to avoid having to wait around. If you do arrive early, please either wait in your car, or in one of our eating areas if travelling by public transport.

Staff will be available to meet you off the buses and at car parks to direct you to your meeting point. If you are unsure, please just ask a member of staff who will be only too happy to help you. All our staff wear red lanyards so you can easily recognise us.

You will then be greeted at your subject meeting point by your Tutor, who will take you to the room you will be using.

The first week will be an orientation week and your Tutors have an exciting and informative programme prepared for you to give you the warmest welcome, introduce you to Myerscough University Centre, get to know your colleagues and get you started on your course.

Please note that the programme for your orientation week may not require you to be in every day for the first week, and your Tutor will clarify which days you will be in during that week on your first day.

The normal timetable for your course will then start the following week (w/c 14 September). Your personal timetable will be available via your College My Student Portal log-in after you have completed online enrolment, and your Tutor will go through this with you in the orientation week.

### **Online and Distance Learning Students**

Online learning materials will be available from Monday 14 September 2020 and your Tutor will be in touch with you over the arrangements for getting you started with your studies. If your course requires any additional study days or weekends, your Course Tutor will liaise with you directly with the details for these.

### **Your Course**

The structure and content of your course will not change unless it is absolutely necessary due to Covid-19. We also hope to keep the format of assessments the same as much as possible and, where this is not possible, the change will normally be to move assessments online. This means that the qualification you receive at the end of your studies will remain the same.

We know how important it is that you have normal on-campus face to face delivery in the classroom and we are planning to provide this as much as possible from September, ensuring any ongoing social distancing guidelines and health and safety measures are in place.

We are aiming to keep students in subject 'bubbles' for on-campus delivery. Some large group lectures or modules may include online sessions, delivered through our virtual learning environment (Canvas and Teams), until those social distancing restrictions are lifted, but we hope to keep these to a minimum. Where possible, these will be supported by face to face small group seminars or workshops.

### **Online Enrolment**

A reminder that you need to complete online enrolment for 2020-21, if you haven't already done so, before the start of term. Please then go to [www.uclan.ac.uk/enrol](http://www.uclan.ac.uk/enrol) and follow the instructions to complete your online enrolment. If you have any general queries or questions about online enrolment please contact [enrolment@myerscough.ac.uk](mailto:enrolment@myerscough.ac.uk).

## **Residency**

If your residency has been confirmed in writing for this academic year, your accommodation will be available from the weekend of 5 and 6 September 2020, further details will be provided by our Residency Team. If you have any queries regarding our residential accommodation, please contact:

Shirley Tate: state@myerscough.ac.uk (01995 642324), or  
Pam Dickens: pdickens@myerscough.ac.uk (01995 642332)

## **Covid-19 Arrangements**

Clearly the guidance for dealing with Covid-19 is a changing picture and we are following the latest Government guidance. Our plans for your safety include:

- To support the maintenance of the curriculum bubbles, staggered breaks and lunches will be detailed on your timetable.
- Our restaurants and eateries will be open, and space will also be provided if you prefer to bring a packed lunch and refreshments.
- One-way systems will be in operation in some buildings.
- Our Library, Student Support Centre (The Core) and HE Centre will be open as usual with safety and social distancing measures in place.
- Our classrooms have been set up to maintain social distancing.
- Those of you who have already got your own devices (laptops etc.) will be encouraged to bring them in to use on-campus to help reduce the demand for computers in the drop-in study areas. However, please don't worry if you don't want to, as the computers in the drop-in study areas will still be available and this equipment will be cleaned regularly.
- If you don't have a laptop, we will be providing more information via email on our laptop loan scheme or how to access support to purchase one for those eligible.
- All students will be given a washable mask by the College and you will need to wear it whilst on campus and public transport if possible. Spare masks will be available for purchase from outlets.
- Sanitisation stations will be in all curriculum buildings and cross-college areas, including the bus stops. However, we also recommend that you also bring your own personal hand sanitiser.
- There will be a Covid-19 induction information pack provided at the start of term.

Further FAQs about our Covid-19 arrangements are available on our website.

## **Communication**

Following the cyber-attack, you may experience some difficulties logging in and accessing your College email. Please be assured that our IT Team are working tirelessly to resolve these issues, and we will be in touch with you with details of how to access your email and other log-ins as soon as we are able. Please also check the University Centre Myerscough website and social media for updates and further information.

We have a virtual Course Advice Morning on Saturday 5 September, so if you have any final questions before you start, please join us at this event and we will be only too happy to help you.

Details of the virtual Course Advice Morning are available on our website.

We really look forward to welcoming you in September and, if you have any more questions, please do not hesitate to get in touch with us.

Yours sincerely

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

Mick Cottam  
**Assistant Principal Higher Education**  
**University Centre Myerscough**