

**Draft Wandsworth Lifelong
Learning
E Learning strategy**

May 2009

Contents

Introduction	2
How the plan works	2
Vision	2
Progress to date	3
Summary of priorities	5
Consultation and review	6
Feedback	6
Appendix 1: The local context	7
Appendix 2: Glossary	8
Appendix 3: Initial Action plan	9

Introduction

This draft strategy sets out Wandsworth Lifelong Learning's vision for the development of an e-learning (electronic learning) platform across its network of providers and where possible, learners. It is based on an initial consultation with providers carried out in summer 2008 and will be circulated for further comment to providers, learners and other agencies throughout 2009.

How the plan works

Wandsworth Lifelong Learning (WLL) is part of the Council's Children and Young People's Services Division. The E-Learning Strategy is one of a number of strategies and plans that support the Adult and Community Learning Development Plan which contributes to the wider Children and Young People's Plan (CYYP), the Neighbourhood Renewal Strategy and the Community Strategy which are all available on the Council's website.

E-learning planning is led by WLL in consultation with London Central Learning and Skills Council and Wandsworth Lifelong Learning Development Group (LLDG) which represents partners from Further and Higher Education, other Council departments, schools, libraries, Prospects, Jobcentre Plus, voluntary and community sector groups. It has been prepared in line with current national and regional Learning and Skills Council priorities, policy documents such as Agenda for Change and the Leitch Report.

Monitoring and Review

WLL and the e-learning sub group will review progress throughout the year and respond to any new priorities as they emerge, recommending further action where necessary.

Partner organisations will also carry out their own internal monitoring and review. All e-learning provision must meet the quality guidelines and the standards of the Common Inspection Framework and WLL will support providers to ensure that this is achieved.

Vision

Our vision for the future of e-learning development in Lifelong Learning is to make learning, more widely accessible through a greater range of teaching methods and resources. E-learning will support our widening participation strategy and contribute to local social and economic regeneration by helping to bridge the digital divide. This vision is key to Wandsworth's Lifelong Learning Development Plan and supports London Central LSC Strategic Plan.

All learners in Wandsworth will have access to appropriate e-learning to enable them to achieve their potential regardless of the size or type of their learning provider.

We will achieve this by:

Wandsworth learners will benefit from an imaginative and consistent use of up to date e-learning tools and methods and ultimately a comprehensive borough-wide e-learning platform.

- ◀ introducing a range of imaginative e-learning tools in all curricula
- ◀ building on the e-guides initiative to continue to train Wandsworth's own tutors, other staff and providers in e-learning
- ◀ making training in e-learning available to providers' staff
- ◀ investing in e-learning CPD across the Lifelong Learning team
- ◀ promoting the consistent use of e-learning and a quality framework
- ◀ making e-learning available to as many learners as possible across the borough
- ◀ testing the feasibility of introducing a comprehensive e-learning platform ultimately accessible to all providers and learners
- ◀ preparing an e-learning development action plan for 2009-12
- ◀ ensuring that e-learning is underpinned by principles of equality and used and monitored responsibly
- ◀ establishing a sub-group consisting of representatives of LL, other Council departments and LLDG to advise on and monitor the strategy
- ◀ ensuring cohesive links to Lifelong Learning and other relevant strategies

Progress to date

There are many examples of good practice in the use of e-learning in most subject sectors and the City Learning Centre in particular was noted in our last inspection by the Adult Learning Inspectorate (February 06) for its extensive and innovative use of e-learning.

Introductory ICT is our fourth largest subject sector sub-category (SSC) and we are applying many of the lessons learnt in this SSC to other SSCs as well as tutor and staff CPD. *"Much of the teaching in ICT is good and at the City Learning Centre some is outstanding. Good use is often made of multimedia projectors to demonstrate features of software packages and to explain techniques in careful steps"* (ALI Inspection Report , February 2006).

Many ICT courses are targeted at older learners and learners with learning difficulties or disabilities and make good use of e-learning and specialist technology. We are continuing to share the e-learning lessons learnt in this SSC across other curricula. *“Learners quickly develop ICT skills and confidence. Many learners with little previous access to computers are able to use word processors and search for information on the internet. Older learners develop the confidence and expertise to create e-mail accounts and send and receive e-mails.”* (ALI Inspection Report, February 2006).

Our latest self assessment review has shown, however, that e-learning needs more development. Tutors, particularly in the voluntary and community sector, do not have consistent access to adequate e-learning resources or training. Many fully acknowledge the potential of e-learning although others are less confident in its potential or their ability to use it. This situation is gradually changing as digital media become even more widespread and with the introduction of schemes such as e-guides, TrEAcl and CaMEL. More tutor training has been introduced and more e-learning resources are being shared or purchased. The Council is very active in pursuing funds and partnerships to supplement its core funding.

The City Learning Centre is the curriculum lead for ICT (with a remit which covers e-learning developments). E-guides have been trained, some cascading has taken place although staff changes has hampered its impact to some extent. Examples of the promotion and use of e-learning *outside* the ICT curriculum include:

- Lifelong Learning promotes the use of use of e-learning: for example through a successful CaMEL application for a range of e-learning equipment and software for its providers; the provision of equipment such as interactive whiteboards to voluntary and community sector providers
- Internet access available in cake decorating workroom to encourage learners to research for projects for multi-cultural events e.g. Diwali
- Use of digital cameras to identify learners’ starting points and monitoring progress for the frail or elderly in sports and leisure
- Tutor training in use of digital cameras and printers to record learners’ progress on arts courses
- Improvements to the Borough’s Lifelong Learning website are being made give potential learners to course information. It also holds resources, admin and good practice guides for tutors.
- Lifelong Learning’s online ESOL and Skills for Life testing centres have improved learners’ access to assessment of their skills
- Some literacy courses use diagnostic assessment software and websites such as *Move On, SkillsWise, Banana.com*
- ICT is embedded in some job search training at community venues

- E-guide and course genie training was completed between 2005-7 (including funding to buy laptop, webcams, digital camera and projector to be loaned to voluntary and community organisations).

Summary of priorities 2009-12

Wandsworth Lifelong Learning overall priorities	Links to E-learning objectives
1. Increase the number of learners gaining qualifications	<ul style="list-style-type: none"> ◀ making e-learning available to as many learners as possible across the borough ◀ testing the feasibility of introducing a comprehensive e-learning platform ultimately accessible to all providers and learners ◀ ensuring that e-learning is underpinned by principles of equality and used and monitored responsibly
2. Meet the needs of individuals, communities and employers in Wandsworth	<ul style="list-style-type: none"> ◀ introducing a diverse range of imaginative e-learning tools in all curricula ◀ ensuring that e-learning is underpinned by principles of equality and used and monitored responsibly
3. Lead and manage high quality learning	<ul style="list-style-type: none"> ◀ building on the e-guides initiative to continue to train Wandsworth's own tutors, other staff and providers in e-learning ◀ making training in e-learning available to providers' staff ◀ investing in e-learning CPD across the Lifelong Learning team ◀ promoting the consistent use of e-learning and a quality framework ◀ preparing an e-learning development action plan for 2009-12 ◀ ensuring that e-learning is underpinned by principles of equality and used and monitored responsibly ◀ establishing a sub-group consisting of representatives of LL, other Council departments and LLDG to advise on and monitor the strategy
4. Widen participation in learning from pre-school to retirement and beyond	<ul style="list-style-type: none"> ◀ making e-learning available to as many learners as possible across the borough ◀ testing the feasibility of introducing a comprehensive e-learning platform ultimately accessible to all providers and learners ◀ ensuring that e-learning is underpinned by principles of equality and used and monitored responsibly
5. E-Learning's links to other key strategies and initiatives	<ul style="list-style-type: none"> ◀ Contribute to overall improvements in the delivery of Lifelong Learning strategies ◀ Explore how e-learning can contribute to learning and employment opportunities at the Battersea Power Station Development and the 2012 Olympics ◀ Use e-learning CPD tools to contribute to the promotion of sustainability throughout Lifelong Learning

Consultation and review

Providers and learners have been involved in the preparation of this plan through the Lifelong Learning Development Group. The E-Learning Strategy underpins the Adult and Community and Lifelong Learning strategies and contributes to the Children and Young People's Department Plan, in particular Priority 5 which highlights the improvement of post-16 learners' educational achievements; increasing the number of young people in employment, education and training and promoting employment programmes for parents and carers.

Lifelong Learning carries out an annual learner survey and holds regular focus groups with learners to ensure that their feedback informs plans for future learning.

Feedback section

Are there other priorities or actions you think should be added to the E-Learning Strategy? Is there anything in it you would not include? Please tell us what you think in the box below.

Additional actions/priorities are:

Other comments:

Please return this form to:

Karen Tolton, Professional Centre, Franciscan Road, London SW17 8HE

Email: ktolton@wandsworth.gov.uk

Your name

Organisation (if appropriate)

Address

Postcode

Thank you!

Appendix 1: The local context: meeting need – stimulating demand

Wandsworth is the largest of the inner London boroughs. It is largely residential (with some dense areas of employment) with many different types of housing from the leafy suburbs of Putney to the inner-city housing estates of Battersea.

Wandsworth has a population of 274,400 (Census 2001), down 1.8% since 1991. It is a 'young borough', with a very high proportion of young adults aged 20-39 while the proportion of older people has fallen since 1991. It has an increasingly ethnically diverse population, 26.3% of its residents are from BME groups compared with 20% in 1991. Wandsworth Local Strategic Partnership reports that 13.7% of the economically active population are people with disabilities.

Tooting, Battersea and Roehampton are the borough's priority areas as they show significant deprivation in some, if not all, indicators. These areas are particularly targeted in the borough's Neighbourhood Renewal and Community Strategies and in Lifelong Learning strategies.

The Learning and Skills Council Central London 2007 Needs Assessment outlined a number of skills gaps in Central London. These include:

- ICT, particularly Microsoft products and networking
- web design and wider communications technologies
- hospitality and catering
- construction industry (employers are demanding "a general increase in skill levels and qualifications")
- professional and business services
- retailing.

The Battersea Skills Audit (2005) highlights barriers to learning and employment which include:

- low level basic skills
- lack of regular or consistent work history and employability skills
- childcare problems
- lack of incentives
- fear of losing benefits
- perceptions and negative attitudes to work including unrealistic job goals
- informal economies operating among some of the key population groups that might otherwise benefit from education
- reluctance to join formal learning or mainstream institutions
- low basic skills and language barriers
- being an ex-offender
- drug/alcohol abuse
- mental health issues.

Appendix 2: Glossary

ACL	Adult and Community Learning
BPS	Battersea Power Station
BSF	Building Schools for the Future
CIF	Common Inspection Framework
CLC	City Learning Centre
FE	Further Education
FL	Family Learning
FLLN	Family Literacy, Language and Numeracy
IAG	Information Advice and Guidance
ILP/R	Individual Learning Plan/Record
LBW	London Borough of Wandsworth
LCLSC	London Central Learning and Skills Council
LLDG	Lifelong Learning Development Group
LSC	Learning and Skills Council
OTL	Observation of teaching and learning
PSAD	Putney School of Art and Design
QIP	Quality Improvement Plan
SCC	Southfields Community College
SoW	Scheme of Work
STC	South Thames College
WFL	Wider Family Learning
WLL	Wandsworth Lifelong Learning

Appendix 3: Initial Action Plan

	Objective	Action	Milestones/timescales	Partners/leads
1	Build on the e-guides initiative to continue to train Wandsworth's own tutors, other staff and providers in e-learning			
2	Make training in e-learning available to providers' staff			
3	Invest in e-learning CPD across the Lifelong Learning team			
4	Promote the consistent use of e-learning and a quality framework			
5	Make e-learning available to as many learners as possible across the borough			
6	Test the feasibility of introducing a comprehensive e-learning platform ultimately accessible to all providers and learners			
7	Prepare an e-learning development action plan for 2009-12			
8	Ensure that e-learning is underpinned by principles of equality and used and monitored responsibly			
9	Establish a sub-group consisting of representatives of LL, other Council departments and LLDG to advise on and monitor the strategy			
10	Ensure cohesive links to Lifelong Learning and other relevant strategies			

Draft Wandsworth Lifelong Learning

E Learning strategy

Revision history

Latest version no. & issue date:	
Original issue date:	
Previous revision date:	
Next review date:	
Target audience:	
Name of responsible committee/individual	
Name/job title of originator/author:	
Contact details:	
Location on system:	

If you are using a hard copy of this strategy/policy or looking at it on any website other than Wandsworth Lifelong Learning, please ensure that you have the most recent copy. Check the version number of the copy you are looking at against that of the copy on the Wandsworth Lifelong Learning website. [Link to strategy on website](#)