

Luton

Adult Learning

Welcome!

Thank you for joining us!

We hope you enjoy your online learning course.

STAY SAFE ONLINE

- Protect the safety of your children - see the NSPCC site [here](#) for more useful information.
- Use strong passwords.
- Don't reveal more online than you would in person

Protect against Fraud

- Criminals will use every opportunity they can to scam innocent people. Beware of fraud and scams online including COVID-19 related phishing emails and text messages. There is [guidance](#) on how to recognise these emails.
- You can forward any suspicious emails to report@phishing.gov.uk, a new service run by the National Cyber Security Centre (NCSC) Suspicious Email Reporting Service
- **Do not give out your personal information to websites or in response to emails/text messages you do not recognise or trust.**
- There is further information on gov.uk on [how you can protect yourself from fraud and cyber crime](#).
- If you think you have been scammed, defrauded or experienced cyber crime [Action Fraud](#) is the UK's national reporting centre for fraud and cyber crime.

Coronavirus (COVID-19): guidance and support

Remember to wash your hands for at least 20 seconds

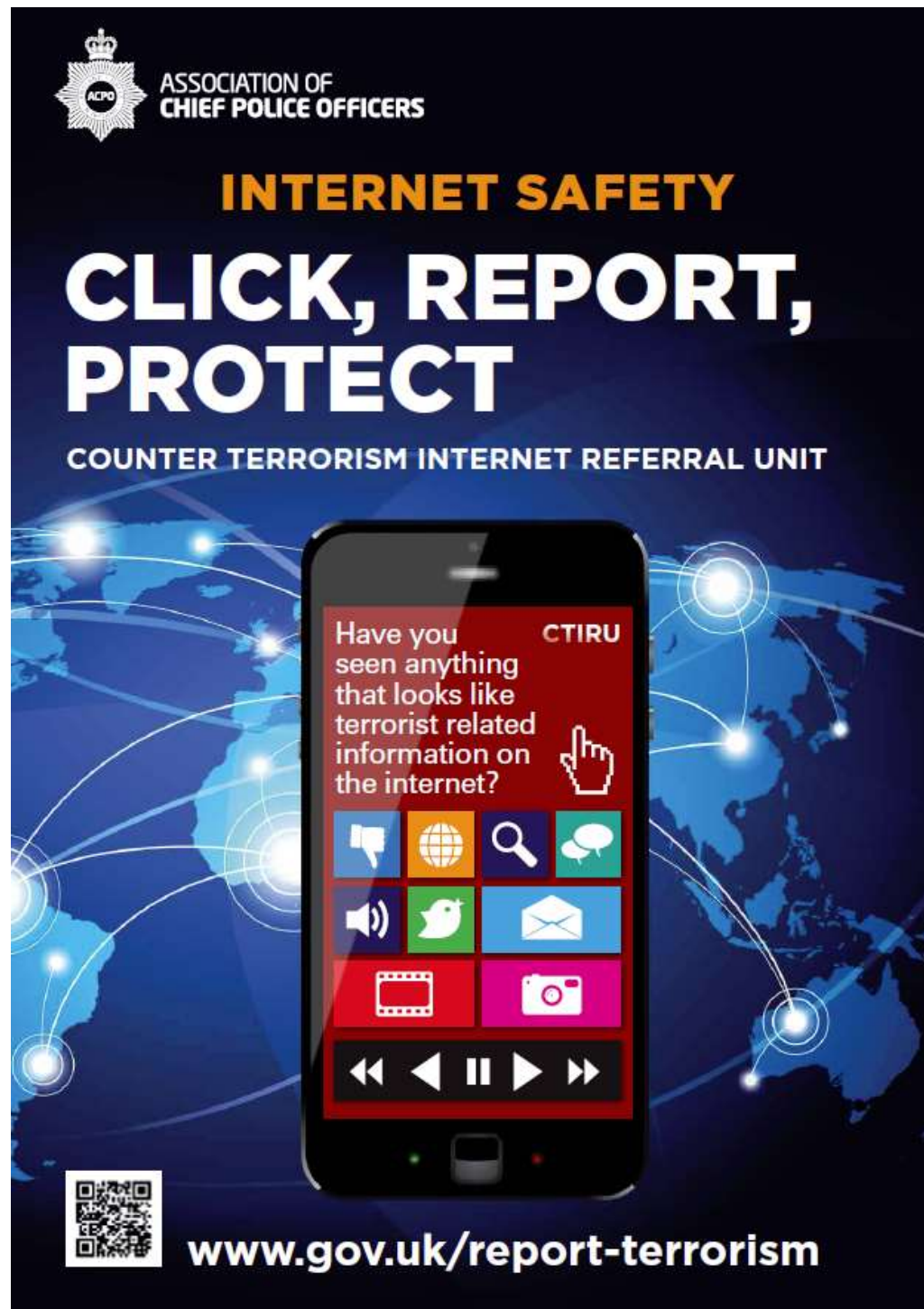
Stay alert

We can all help control the virus if we all stay alert. This means you must:

- stay at home as much as possible
- work from home if you can
- limit contact with other people
- keep your distance if you go out (2 metres apart where possible)
- wash your hands regularly
- Do not leave home if you or anyone in your household has symptoms.

[More information here](#)

Stay safe online



ASSOCIATION OF
CHIEF POLICE OFFICERS

INTERNET SAFETY

**CLICK, REPORT,
PROTECT**

COUNTER TERRORISM INTERNET REFERRAL UNIT

Have you seen anything that looks like terrorist related information on the internet? CTIRU

www.gov.uk/report-terrorism

The graphic features a central smartphone displaying a survey question. The background is a dark blue globe with glowing network lines. At the top left is the ACPO logo. At the bottom left is a QR code. The text is in white and yellow on a dark background.

If you are worried about anything you see online, report it!

Successful Learner

- Attend / Access every class
 - Complete assignments
 - Do your course work
(any work you are given to complete outside of the class session)

Policies



www.lutonacl.ac.uk or www.luton.gov.uk

Safeguarding Everyone



Feel safe when and where you learn.

If you have any problems tell your teacher,
or telephone 01582 490033 and ask for the Safeguarding Team

The National Careers Service

<https://nationalcareersservice.direct.gov.uk>

What support can we offer you?

- Creating Purposeful CV's and Application forms
- Understanding of own skills and the career areas – complete Skills Health Check
- Understanding and practice of confidently speaking
- Understanding how to research and prepare for job applications and interview
- Preparing for the future – exploring different study options and funding for learning

Prime Contractor:

Futures advice, Skills & Employment

NEED INFO HERE

Enjoy your course

- We hope that you enjoy your course.
- If you want to make any comments about the course, or want someone to contact you, please email
- info@lutonacl.ac.uk