Scheduled power outages allow for the advance rescheduling of affected teaching and examination activities, unscheduled power outages do not. This template allows Schools to outline how they plan on dealing with scheduled power outages.

**Unscheduled Power Outages**

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| Sudden or unscheduled power outages do not allow for the rescheduling of teaching or examination activities in advance. Hence an outage of this type will have an impact on concurrent activities. If the power fails during any class or examination then there will be enough time to bring the session to a safe end and direct students to leave the area and exit the building, noting that emergency lighting will be available for up to 3hrs. This allows (if feasible in the absence of IT & AV) for a 50 minute classroom based lecture to be completed or an examination to be completed. For longer classes (including practical classes) and examinations it may not be possible to complete the full session given the lack of IT resources, the reduced lighting level, and in the case of laboratories the loss of safety systems such as fume hoods. In these circumstances the session can be brought to a managed end point over a period of no more than one hour. In laboratory and workshop classes students as part of the response should be instructed on how to make their area safe before leaving and technical officers / demonstrators should oversee this work.  |

**Scheduled Power Outages**

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| (Type into the form, the box will expand to fit your content).  |
| **1.** | In the event that a scheduled power outage impacts on teaching arrangements how will this lost teaching time be rescheduled?  |
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| **2.** | Will lost time be made up in remaining timetabled classes or will new classes need to be scheduled?  |
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| **3.** | Can face to face teaching be used rather than online teaching as a way of mitigating the lost time?  |
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| **4.** | For laboratory and workshop type classes can the time lost be made up via modification of remaining timetabled classes or will new classes need to be scheduled? |
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| **5.** | How will any changes be communicated to students?  |
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| **6.** | How will affected examinations be rescheduled?  |
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| **Specific School Teaching Issues**Your school may have additional teaching or examination issues that require contingency planning. Please outline these issues and the steps you intend to take to address them: |
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**Forms should be completed and retained locally.**