



Learning Resources

Last reviewed:	August 2024
Next review in:	August 2025
Responsibility:	Managing Director/Principal/DOS
Approved by:	Managing Director/Principal/DOS



INTRODUCTION

East Midlands School of Business and Management (ESBM) is committed to providing the latest learning resources applicable for each course level.

It is essential that students respect the resources provided and use it in an appropriate manner.

List of Learning Resources

Learning resources such as student books and work books will be provided for each course level as part of the overall fees.

Other learning resources are listed below:

Study Area/Library

The ESBM's Library is comfortable and fully equipped with an Internet facility provided free of charge. There are also books from other disciplines such as banking, insurance, finance/accountancy, law and a good variety of general English Literature for all levels. The library also acts as a quiet study area with a smaller room as an online self-study hub with laptops available for student use.

On-Line learning resources can be utilised through the laptops for easy access to students. A study room is available for project work.

Study Area/Library & Internet: Online Learning

There are a number of available work stations available in the study area/library with 3 work stations for use in the private study area. Students can also use Wi-Fi around the school facilities and reception. Internet facility is available to students free of charge all around the year.

Laptops are available for students and teacher use and teachers will provide the students with online supplementary and support resources for their English and EAP courses.

Teachers will encourage students to use computers for on line learning as an optional activity on top of the formal class room learning hours.

Notice Boards

In order to stay informed and up to date with the latest changes/information, including college instructions, policies & procedures, Course information and subject/class timetables students must ensure that they regularly check the notice boards placed around the college.

Printing Facilities:

Printing and photocopying facilities are available for students in the college on a pay as you use basis.



Teaching Materials:

All teachers will be issued with a teacher book/students' book/students work book as well as having access to the Headway/Oxford EAP On-line learning resources. Additional/supplementary teaching resources are available in the staff room in a teacher resources cupboard.

Headway Edition 5 materials available to all staff

Teacher record notes and schemes of work are available and accessible at all times.

SMARTBOARDS available in each teaching room (x5)

Learning Resources review

DOS/Principal will review learning/teaching resources and facilities on an annual basis formally and on an ongoing basis with staff.

Staff regularly feedback to the DOS if additional resources are required and these are automatically processed through the Principal/MD.