



Herefordshire,
Ludlow & North
Shropshire College

PREPARING FOR COLLEGE

Advice & Guidance
Information Booklet

WHAT YOU CAN DO TO HELP AS PARENTS & CARERS.

The transition from school to college can be a daunting one, for adults as well as the young people they support.

This guide suggests how you can make the best of their last few months at school, help them hit the ground running when they start college in September.



STEP 1: MAKING THE GRADE

Year 11 is the most important year of a young person's life so far, and one of the most stressful. Achieving their potential at GCSE will directly affect which college courses they are able to study, as well as having an impact on their future career prospects. Your support in reinforcing the messages they receive at school about revision, stress management, and exam techniques can make all the difference in how their grades turn out. All of our courses have Entry Conditions, which the course tutor will explain during Advice and Guidance.

PLEASE NOTE

English and maths are the most important qualifications when it comes to college courses and future employment.

All students ages 16-19 who have not achieved English and/or maths Grade 4/C will have to re-take these at college until they reached Grade 4. We have specialist English and maths tutors who will deliver sessions alongside their main course.

Students who have achieved their maths and/or English GCSE will be required to attend BOOST sessions.

STEP 2: ENROLMENT

All new students will be invited to attend Enrolment prior to their course starting. They should attend this whether or not they achieve their predicted grades – all students who don't receive the grades they need for their chosen course will be referred to another level of study.

Enrolment dates will not be confirmed until after summer GCSE exams, but they will always fall within the last 2 weeks of August.

Enrolment is mandatory for all new students, missing it can potentially result in them losing their place at college.

Information on where and when students are invited to enroll will be sent to their home address via post, during July or August. Please look out for any mail from the College, and ensure your young person is aware of how and when they will need to attend.

Please ensure your applications for the College bursary or transport must be completed on or prior to enrolment. Relevant application forms can be collected from Student Services or downloaded from the College website.

STEP 3: CONDUCT & RESPONSIBILITY

Our role at college is to prepare young people for employment. We treat all students with the respect they deserve, but we expect it in return.

Our college uses a framework called “Ready, Respectful, Safe” to set expectations for students, and outline the consequences which follow acts of misconduct.

READY

Students are expected to arrive at college **Ready** to learn and take responsibility for their learning.

RESPECTFUL

They are expected to conduct themselves in a **Respectful** way, to staff, their peers, and the College premises.

SAFE

Students are expected to do everything they can to keep themselves and others **Safe** at college and ask a member of staff if they are unsure how to do this.

Our framework is supported by a 5 Stage behaviour process. Any misconduct resulting in a Stage 3 or higher will result in a meeting with the student's Team Leader, Head of School or Vice Principal. Parents and carers are welcome to attend. No decisions are made prior to these meetings, they are an opportunity to discuss what has happened in a fair and constructive environment and find ways of moving forwards together.

We hope you find this guidance helpful, however, we appreciate it may not answer all your questions.

If you need to know anything else, or just have general questions, please get in touch.

Thank you for attending the Advice & Guidance session, we wish you and your young people the best of luck and look forward to seeing you again soon.





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