BUXTON & LEEK COLLEGE

2017/18 STUDENT HANDBOOK

EXPERIENCE BLC

0800 074 0099 | www.blc.ac.uk

Part of UNIVERSITY of DERBY

Connect with **BLC**

THIS STUDENT HANDBOOK BELONGS TO...

Name .....

College ID .....

College email address .....

Course .....

Tutor .....

Your details

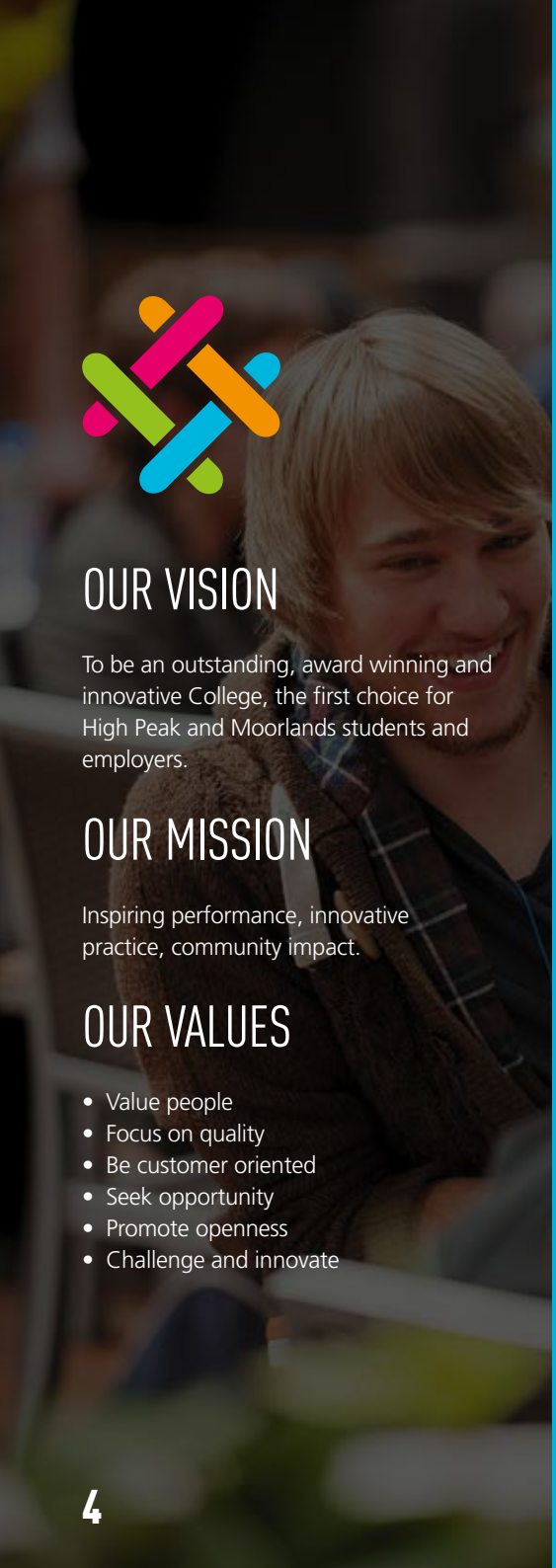
It is important that the College has an accurate record of your personal details throughout your time here. If you need to amend any details, including your mobile number, address or emergency contacts, please contact the Student Centre at our Buxton Campus or Reception at our Leek Campus.

BUXTON

Email: studentcentrebuxton@derby.ac.uk
Tel: 01298 330644

LEEK

Email: FEadmin_LEEK@blc.ac.uk
Tel: 0800 074 0099



OUR VISION

To be an outstanding, award winning and innovative College, the first choice for High Peak and Moorlands students and employers.

OUR MISSION

Inspiring performance, innovative practice, community impact.

OUR VALUES

- Value people
- Focus on quality
- Be customer oriented
- Seek opportunity
- Promote openness
- Challenge and innovate

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USEFUL NUMBERS

General Enquiries 0800 074 0099

The Hub Library (Leek)
01538 322020

The Devonshire Library (Buxton)
01298 330633

Student Finance Enquiries
01298 330 414

Care to Learn Helpline
0800 121 8989

Leek Transport
01538 322114

Buxton Transport
01298 330644

Derbyshire Public Bus Services
0871 200 2233

Snowline 01332 597669

Student Wellbeing
01298 330 414 or text 07950 080 717

Childline 0800 11 11

CONNECT WITH US

Search **BuxtonLeek** and keep up to date with the latest from the College.

Like us

Connect with us

Follow us

Capture us

See us

Snap us

LOST PROPERTY

Any lost property will be held at the Security Lodge for 12 weeks. If you lose a memory stick this will be held in the learning spaces at the Devonshire Library, or Reception in Leek.

If you have lost your ID card you can obtain a replacement card from the Student Centre in Buxton or The Hub in Leek. You will incur a replacement fee if you lose either your ID card or your lanyard.

If you have to bring valuables to College, be careful and keep them as safe as you can; please remember they are your responsibility.

2017/18 ACADEMIC CALENDAR

AUGUST 2017

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 2017

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER 2017

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER 2017

M	T	W	T	F	S	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER 2017

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JANUARY 2018

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY 2018

M	T	W	T	F	S	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH 2018

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26	27	28	29	30	31	

APRIL 2018

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30						

MAY 2018						
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28	29	30	31			

JUNE 2018						
M	T	W	T	F	S	S
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JULY 2018						
M	T	W	T	F	S	S
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23	24	25	26	27	28	29
30	31					

AUTUMN TERM 2017

Enrolment Thursday 24 / Friday 25
Tuesday 29 August

Term starts Monday 4 September

Half term Monday 23 - Friday 27 October

Term ends Wednesday 20 December

SPRING TERM 2018

Term starts Monday 8 January

Half term Monday 19 - Friday 23 February

Term ends Friday 23 March

SUMMER TERM 2018

Term starts Monday 9 April

Half term Monday 28 May - Friday 1 June

Term ends Friday 29 June

Public holidays 7 May 28 August

STAFF TRAINING DAYS

Tuesday 5 / Wednesday 6 December

Thursday 4 / Friday 5 January

MY KEY DATES:

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UCAS DEADLINES

Application .....

Application submitted .....

Respond to offers .....

TIMETABLE

	MONDAY	TUESDAY
8 AM		
9 AM		
10 AM		
11 AM		
12 PM		
1 PM		
2 PM		
3 PM		
4 PM		
5PM		

WEDNESDAY	THURSDAY	FRIDAY

BLC FACILITIES

LIBRARY SERVICES

Here you can access a range of resources and support, for all levels of study. The library staff are all really friendly and will help you with any questions you have.

There is a library at each Campus and our library catalogue is available online at:
www.capitadiscovery.co.uk/derby-ac/

The Devonshire Library, Buxton Campus is located off the main Dome area and at the Leek Campus the Library is located within The Hub on the ground floor of the Tovill Building.

For Access and Foundation students studying at Derby, Kedleston Road Library is located off the main Atrium.

BORROWING
You can borrow up to twelve items at one time. Loan periods are either one week or three weeks. Remember to bring them back on time as we charge fines for overdue items.

RENEWING BOOKS
Items can be renewed online, via telephone or in person at the library. Items may be renewed up to 10 times.

ONLINE LIBRARY ACCOUNT
You can access your online library account by using your borrower number which is shown on your student ID card. Go to **www.capitadiscovery.co.uk/derby-ac/login**

STUDY SPACES
There are study spaces for individual and group work, so you can spend some quiet time on assignments.

COMPUTERS AND LAPTOPS
Computers and laptops are available at each library.

WIRELESS INTERNET ACCESS
Students are able to use wireless internet access at all libraries.

EMAIL
Your email account is created automatically when you enrol. You can access your email by logging onto UDo using your student ID and password.

PASSWORD RESET
The library is also able to reset your computer password.

PRINTING
Printers are located in each library. You will be issued with a smart ID card that will give you access to print. You will have a personal print account and this will be credited with £3 credit per term.

For more information about our resources and support, you can explore our main library website at **www.blc.ac.uk/library** or speak to any member of the team.

OPENING TIMES TERM TIME

THE DEVONSHIRE LIBRARY, BUXTON

Mon - Thurs: 8.30am - 9pm
Fri: 8.30am - 6pm
Sat: 10am - 5pm
Sun: 12pm - 5pm

THE HUB, LEEK

Mon & Tues: 8.30am - 7.00pm
Wed, Thurs & Fri: 8.30am - 5pm

Summer Term opening times are reduced

Mon - Fri out of term 9.15am - 4.45pm

Please check on website as times can vary

KEDLESTON ROAD, DERBY

Mon - Thurs: 8am-10.30pm
Fri: 8am-7pm
Sat: 10am-5pm
Sun: 10am-5pm

PLACES TO EAT AND DRINK

Food is available at several locations in the Dome, Monday to Friday during term time.

The Gallery at the Leek Campus is based within the William Morris Building and is open Monday to Friday during term time from 8.30am-2.15pm

We have a **Costa Coffee** pod located in the Dome open Monday to Friday from 8.45am-3.30pm in term time. Costa Coffee vending machines are also located at all sites.

THE GYM

Our gym in Buxton houses a 20-station fitness suite of exercise machines and a dedicated free weights area as well as a full sized sports hall used for various team games, which is available to students.

SALONS AND SPA

Our commercial salons and spa are open for students, friends and family to access all year round. **The salons** at Buxton and Leek offer a range of hair and beauty treatments including waxing, manicures, facials, hair styling, aromatherapy and reflexology, performed by our very own students.

Winner of the Best 'Luxury Emerging Spa in Northern Europe' at the World Luxury Spa Awards 2017, the **Devonshire Spa** at the Buxton Campus is the perfect place for some essential you time.

ELEMIS

MAC

DID YOU KNOW?

As a student you, your friends and family receive 30% off Hair & Beauty treatments within our commercial salons. You can also buy MAC at cost price and get 20% off other retail products including Wella and 10% off spa packages!

ENRICHMENT

Enrichment @ BLC is all about YOU, making your time at College the best it can be. Your Enrichment Coordinators are here to bring your College story to life. We are here to help make your goals and ideas happen.

Get involved with:

- sports, health & wellbeing, recreation and outdoor activities
- volunteering and Student Ambassador work
- community projects
- business and enterprise
- employability skills
- Student Union clubs.

WHY TAKE PART?

Enrichment @ BLC will help you to:

- gain new skills to add to your CV or UCAS application
- meet new people and have fun
- make a difference in your community
- try something new and challenge yourself.

THE DUKE OF EDINBURGH'S AWARD

worldskillsuk

The University of Derby Union of Students is a registered charity led by students, for students. Every single one of you makes up the Union, and you're automatically a member when you start your studies.

Although we often work together, the Union of Students is completely separate from the College, it's this independence that is key to its role. The Union of Students is both student-led and student-focused and is passionate about ensuring that your time at College is as enjoyable as possible.

The organisation is led each year by a group of Officer Trustees, who are voted in by their peers enrolled at the University of Derby, which the College is part of. This team is supported by a team of full time employed staff and also a team of part time officers (elected volunteers).

The University of Derby Union of Students exists to represent students' voices within the University, College and the wider community – both locally and via NUS nationally.

Membership of Union of Students ensures that:

- your voice is heard within the College
- you're provided with quality independent advice and support to defend and extend your rights as a student
- you have the opportunity to pursue your hobbies and interests including sports, societies, media and volunteering
- you're entitled to decide what we do by fair democratic processes
- your experience at College is enhanced via various services, events and activities
- your union is accountable for its actions.

Find out more at:
www.derbyunion.co.uk

FOLLOW US ON FACEBOOK

For updates and stories, visit:
www.facebook.com/enrichmentatblc

WHAT YOU CAN EXPECT FROM THE COLLEGE

✓ PROGRESS COACHES

Progress Coaches will monitor your progress and achievement, ensure that your learning needs are met and support you with your 'next steps'.

✓ FEEDBACK ON ASSESSED WORK

You will receive feedback on all assessed work, other than formal examinations, linked to the assessment criteria and learning outcomes for the course. This feedback will be within 10 working days. This does not replace the opportunity of providing some verbal feedback more quickly where appropriate, but will be followed by the formal feedback.

✓ SUBJECT RELATED CONTACT WITH OTHER STUDENTS

You will meet regularly with students from your course as well as those from other relevant courses. This should include students from more advanced levels.

✓ PERSONAL, PASTORAL AND STUDY SUPPORT SERVICES

✓ ACCESS TO CAREERS GUIDANCE TO HELP PLAN YOUR COLLEGE LIFE AND CAREER

✓ CLEAR COMMUNICATION

HERE TO HELP

BLC VALUES

At BLC our way of working, our policies and procedures are all consistent with the Fundamental British Values defined by the Government as:

- **Democracy** - how citizens can influence decision-making through their elected representatives or their own lawful actions
- **The Rule of Law** – the equal treatment of everyone using the same framework of rules and regulations
- **Individual Liberty** – the respect for our freedoms as individuals and responsibilities they imply, plus understanding of the circumstances where freedoms may be restricted for the good of all
- **Mutual Respect and Tolerance** – treating each other as we would hope to be treated ourselves, especially those of different faiths and beliefs.

You will develop an understanding of these values through work in lessons, tutorials, enrichment opportunities and College events. Examples are outlined here:

DEMOCRACY

- Tutorials on voter registration and other democracy themes
- Opportunities to participate in Youth Parliament Elections
- Student Forums/focus groups
- Students' Union activities
- Student Governors
- Lessons and projects in various subjects.

RULE OF LAW

- Your College Induction
- Discussion of the Student College Agreement
- Understanding of our student code of conduct and disciplinary structure
- Anti-bullying guidelines
- Development of classroom expectations
- Health and Safety rules
- Lessons and projects in various subjects.

INDIVIDUAL LIBERTY

- Your College Induction
- Tutorials on 'Prevent', Safeguarding and British Values
- One to one guidance with tutors or student services staff
- Individual Learning Plans
- Employability work on personal attributes
- Lessons and projects in various subjects.

MUTUAL RESPECT AND TOLERANCE

- Equality and Diversity work in tutorials
- Diversity themed events and displays
- Working within mixed student groups
- Work of our Chaplaincy Team and use of The Space for 'all faiths and none'
- Volunteering opportunities
- Lessons and projects in various subjects.

Connect with **BLC**

WHAT WE EXPECT FROM YOU

AS A STUDENT OF BUXTON & LEEK COLLEGE, WE EXPECT YOU TO:

- ✓ communicate with us regularly, explain if you are experiencing difficulties
- ✓ make use of the support available including services and resources
- ✓ conduct yourself in a responsible way, with respect for the learning, living and working environment of others in your College community
- ✓ attend all your timetabled activities
- ✓ study conscientiously, and undertake all the assessed work for your course
- ✓ regularly read your College email and respond when required.

STUDENT CODE OF CONDUCT AND BEHAVIOUR MANAGEMENT

If you would like any further information regarding our student code of conduct please see our policy document on our website **www.blc.ac.uk/school-leavers/student-support**

ABSENCE PROCEDURE

WHAT TO DO IF YOU CAN'T ATTEND COLLEGE

If you can't attend College for any reason or have a problem you need to discuss, you should:

Contact your Tutor:

Tutor's name.....

Tutor's number .....

Fill in the online form at:

blcabsence.derby.ac.uk

We expect **100% attendance** from all of our students. If you fail to achieve consistently high attendance, it may affect progression to higher level courses and your chances of successfully passing your course.

Going on holiday during term time is not a reasonable excuse to miss your lessons. We would also expect you to book appointments with the doctor/dentist outside of College wherever possible.

Please ensure that you meet our expectations for attendance so we can equip you with the skills and knowledge you will need for the next steps in your education or working life. You will be expected to provide evidence of any appointments that cause absence.

However, if you:

- need to leave College during the day and will therefore miss a lesson, inform your Progress Coach
- are late, please go straight to your lesson – persistent lateness may lead to disciplinary action
- know in advance that you are going to be away (e.g. at a hospital appointment) please let your Progress Coach or a member of the learner journey team know as soon as possible
- are ill while you are at College and have to go home, please tell your Progress Coach as soon as you can
- have a problem outside College, talk to your Progress Coach or a member of the learner journey team as we can arrange for you to talk to someone who can give you specific help and support.

You can find our absence and attendance policy online at **www.blc.ac.uk/school-leavers/student-support/**

STAYING **SAFE**

We aim to be a safe and secure College, and maintain our reputation of being friendly and welcoming. You can help us to keep you and the college safe by following these simple tips.

Read the Fire and Evacuation Procedures and when the fire alarm sounds, stay calm, follow instructions from staff and leave quickly by the nearest exit. Wait in the marked assembly point until told otherwise. A member of staff will tell you when you can re-enter the building.

Always wear your ID card and lanyard. This allows you access in the College and ability to use Library materials. It also identifies you as a student and you may be asked to produce it if you are not wearing it, to prove you are a student.

Try to avoid situations that make you feel unsafe but if you do feel unsafe for any reason at College report your concerns to your Tutor or a member of the Learner Journey Team immediately.

Wear appropriate protective clothing and equipment when in workshops or practical sessions – your Tutor will tell you at induction what this means for your course. If you hurt yourself or have an accident tell your Tutor or Reception and they will call a first aider to help you.

HEALTH AND SAFETY

Buxton & Leek College will strive to achieve and maintain the highest standards of health and safety for all employees, contractors, students and members of the public who may be affected by its activities and will pursue continuous improvement in these standards. Here is a link to our Health and Safety Policy Statement: **www.blc.ac.uk/school-leavers/student-support**

FIRST AID

There are first aid points and trained first aiders at all sites; any member of staff will be able to find them for you. If you have even a minor accident make sure you report it so that it can be recorded and action taken to prevent it happening in the future. In case of a first aid emergency:

- contact any member of staff and a First Responder will be called
- or, ring Security directly on **01332 597777** and tell them which Campus you're calling from.

FIRE ALARM

It's essential that everyone does their best to prevent fires and, in the event of a fire, knows what action to take. If you're a disabled student with mobility restrictions you will need a Personal Emergency Evacuation Plan (PEEP) which your ALS Tutor can put in place for you. Please make sure you become familiar with the fire exit signs in all your classrooms, around the building and in your workplace. If you have any concerns let your tutor or assessor know.

My Additional Learning Support Tutor is:

Name .....

Number .....

SMOKING

There are two smoking shelters in the Buxton Campus and plans to build one on the Leek Campus but students can also smoke outside the College gates. **No smoking of cigarettes or e-cigs is allowed in any of the buildings or around doorways of the College**. If you would like help to stop smoking, please contact the Student Wellbeing Service.

SECURITY

The security team is located at both Buxton and Leek sites with their priority being the safety and wellbeing of our students, staff and visitors. For more information on their services please visit their website: **www.derby.ac.uk/about/organisation/estates/security/**

SAFEGUARDING STUDENTS

Safeguarding is the term given to the College's responsibilities to promote your wellbeing and make sure that you feel secure and safe.

We've particular responsibilities relating to our learners aged 18 years and under and learners with learning difficulties and disabilities, but we're also responsible for ensuring the wellbeing of all our adult learners. The College has a child protection and vulnerable adults policy and a team of Safeguarding Co-ordinators.

We review whether we're promoting your safety and wellbeing and would like to hear from you if you've any comments or suggestions about this.

If you have a general concern about your own security, safety and wellbeing then please contact one of our Safeguarding Co-ordinators and let them know that you have a concern about safeguarding so that you get a prompt response. We've both male and female Safeguarding Co-ordinators: Alison Loxton, Jack Price.

If you have a particular concern then please contact one of our Safeguarding Co-ordinators so that you get a prompt response.

- 01538 322100
- (Childline) 0800 1111

Safeguarding Policy Document
We are dedicated to ensure that you feel safe and secure during your time with us. Our commitment is highlighted in our safeguarding policy: **www.blc.ac.uk/school-leavers/student-support**

BULLYING, CYBER BULLYING AND HARASSMENT

The College is a Guild Member of the Bullying Intervention Group with a policy and zero tolerance of bullying which includes:

- insults or threats made in person or by Social Media
- displaying or circulating material that could be hurtful or offensive to others.
- shouting and verbally intimidating people
- physically hurting someone including pushing, kicking, hitting, shoving
- discriminatory behaviour including racist, sexist and homophobic.

If you feel you are being bullied, see or know of anyone being bullied tell a member of staff straight away.

STAYING SAFE ONLINE

- Don't add people to your WhatsApp, Snapchat, Messenger or Facebook friends list you don't know
- Check your privacy settings – who can see your info?
- Never give any personal details online
- If you are being cyberbullied keep all evidence and tell a trusted adult or use the 'report it' button
- Block anybody who sends you stuff you don't like
- Don't reply to abusive emails, messages or tweets
- Regularly check and clean out your friends list on social networking sites
- Think before you send a message – it could seem harsh or hurtful to someone else
- Never meet anyone you have only met online
- Think twice before putting your photo online – people can copy it, change it and send it to others
- If you receive a message while on a social networking site that you think it is unacceptable – use the report abuse button on the site.

REMEMBER:
Employers can see what you put on Facebook and check your other social media so always think carefully about what you write.

Essential addresses to stay safe online

- **ChildLine:** www.childline.org.uk
- **Twitter Help Centre:** www.support.twitter.com
- **UK Safer Internet Centre:** www.safeinternet.org.uk
- **Snapchat Safety Centre:** www.snapchat.com/safety
- **Get Connected helpline:** www.getconnected.org.uk
- **Professionals' online safety:** helpline@saferinternet.org.uk
- **Revenge porn helpline:** help@revengepornhelpline.org.uk
- **Report abuse and grooming:** www.ceop.police.uk/ceop-report
- **Report child abuse images to Internet Watch Foundation:** www.iwf.org.uk

Connect with **BLC**

BLC

SUPPORTING YOU

SUPPORTING YOU WITH TRANSPORT

Buxton & Leek College offer a network of buses during term time.

Early morning collection and late afternoon return buses from College Campuses run to **Hadfield, Glossop, Hayfield, New Mills, Stockport, Chapel-en-le Frith, Hathersage, Bolsover, Chesterfield, Ilkeston, Matlock, Derby, Bakewell, Macclesfield, Littleover, Ashbourne, Cheadle, Buxton and Leek.** Routes and timetables can be found on the College website.

The cost of transport for 2017/18 is £300 (£100 for Apprentices) and you can arrange to pay by installments.Once payment has been made, you will be given a valid ID card at enrolment.

Financial support could be available through the Financial Support Fund.

Information and bus passes for students studying at **Buxton and Harpur Hill** can be obtained from the Student Centre in Buxton. Call **01298 330644.**

Information on minibus seat bookings and bus passes for students studying at **Leek** can be obtained from your Student Mentor. Call **01538 322114.**

If you live in **Staffordshire** and are under 20, a 'Your Staffordshire Card' will allow you to travel for just £1.30 on any single bus journey, which starts or ends in Staffordshire. To apply visit: **www.staffordshire.gov.uk**

If you live in **Derbyshire**, a b-line card will allow you to travel for 25% off the adult fare. To apply visit: **www.derbyshire.gov.uk/b_line**

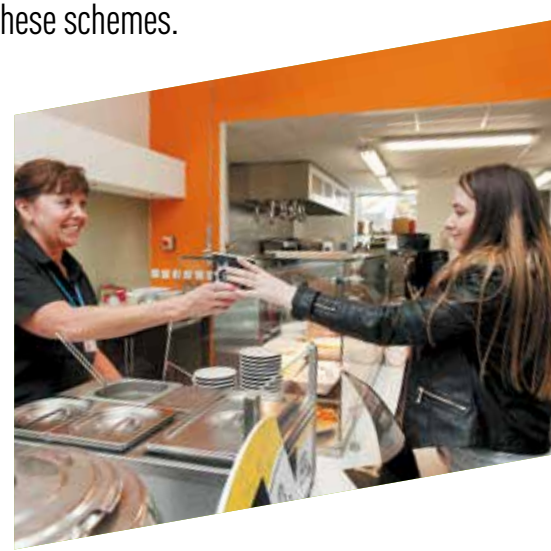
SUPPORTING YOU WITH FINANCES

Various schemes are available to help fund students' study or support them whilst they study. At Buxton & Leek College, we're committed to supporting students with these schemes.

16-19 Guaranteed Bursary

This may be available to support you whilst you study if you are:

- A looked after young person, e.g. in foster care
- A care leaver
- In receipt of Income Support in your own name
- In receipt of Disability Living Allowance and Employment and Support Allowance. You must be in receipt of both these benefits to qualify.



16-19 Student Discretionary Bursary

The 16-19 Discretionary Bursary supports students under 19 years of age who are experiencing financial difficulty due to a low household income, including those who may be eligible for free College meals plus students over 18 in receipt of an EHCP.

19+ Discretionary Bursary

The 19+ Discretionary Bursary supports students 19 years of age or over on 31 August, who are experiencing financial difficulty. The fund is awarded on an individual basis and can include help towards childcare costs.

Advanced Learner Loan

If you are aged 19 or over and are studying an eligible Level 3 qualification or higher, you may be entitled to a new loan to cover your course fees.

To find out more and to check if you and the course you are studying is eligible, please visit: **www.gov.uk/advanced-learner-loan**

Advanced Learner Loan Bursary

You may be entitled to a bursary available to support students in receipt of a loan and can help towards childcare costs.

For more information on the financial support available, how to apply and if you're eligible visit: **www.blc.ac.uk/student-handbook/student-wellbeing/finance** or call **Buxton 01298 330414** or **Leek 01538 322114**.

SUPPORTING YOU WITH

CAREERS AND EMPLOYABILITY

The Careers + Employment Service is here to offer information, advice and guidance on any career related questions you may have. We offer support around five key areas and can help with:

- self-awareness – including decision making and skills analysis
- opportunities awareness – to help you understand the range of careers available to you and what employers are looking for
- career management – to help you action plan for the career you would like and set goals
- building experience – through work experience, volunteering and part time work
- communication – including CV writing, help filling in application forms, interview techniques and preparation and guidance on writing personal statements for jobs and University courses.

The Careers + Employment Service also offer information, advice and guidance through one to one appointments with a specialist adviser and workshops during lessons. Call **01298 330309 / 01298 330891** or email **careersbuxton@derby.ac.uk** for more information.

SUPPORTING YOU WITH

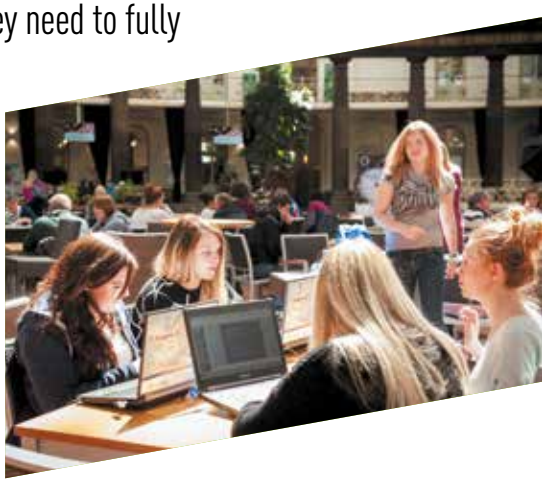
ADDITIONAL LEARNING SUPPORT

The Additional Learning Support Team provide a quality service to assist students with a learning difficulty, disability or impairment to access the support they need to fully participate with their studies.

We can offer a wide range of support for students with special educational needs and/or disabilities across all campuses so come along and talk to us in confidence.

We will carry out an assessment that will consider your individual learning needs and then create a package of support that is personalised, reviewed and adapted where required throughout your course. We can offer a range of reasonable adjustments, support and assistive technology including:

- In class support.
- Out of class mentor support
- Specialist Tutor support
- Small study groups
- Range of specialist equipment including laptop loans
- Exam access arrangements
- Adapted resources
- Transition



If you have a learning difficulty or disability and feel that you may need support when you come to College, please let us know as soon as possible.

Drop into the Top Up Zone located on Buxton Campus or alternatively call us on: 01298 330905/6 or email topup@derby.ac.uk for more information or to make an appointment to discuss your needs.

SUPPORTING YOU WITH

PROGRESS COACHES

If you are on a full time programme you will be assigned a Progress Coach who will meet you regularly to:

- monitor your progress and achievement
- ensure that your learning needs are met
- support you with your 'next steps', whether this be employment, further/higher education or an apprenticeship
- track your attendance levels
- work with you to set your personal targets
- support you to achieve your overall goals
- help you to overcome any academic or personal issues
- refer you for any additional support should you require it

BUXTON
01332 592621

LEEK
01538 322117

or email **support@blc.ac.uk**

SUPPORTING YOU WITH

STUDENT WELLBEING

Student Wellbeing is designed to ensure you are feeling safe and well throughout your course of study. If you have something that is affecting you in or out of College, feel free to contact us.

We are open throughout the year, including non-term-time periods, and the service we provide is tailored specifically for you.

Our specialist team offer confidential support, advice and guidance with personal issues you may be experiencing that may be affecting your studies. This includes support with:

- finance and funding
- childcare
- pregnancy and maternity
- general and sexual health
- mental health and wellbeing

T: 01298 330414
E: swsbuxton@derby.ac.uk
Text: 07950 080 717

YOUR FEEDBACK

BUXTON & LEEK COLLEGE

We involve our students in as many different ways as possible, act on feedback received, and communicate outcomes to students promptly. If you would like to tell us what we are good at or what we could improve on we are always happy to hear from you. There are many ways for you to have your say and be involved, with your voice being heard and responded to at the highest level. This includes:

- Comments, compliments and complaints feedback
- University of Derby Students' Union Tutorials
- Meet the Principal sessions
- Surveys and feedback
- Student Representatives

0800 074 0099

www.blc.ac.uk

Find out more at:
www.blc.ac.uk/school-leavers/student-support
or: **www.learnerview.ofsted.gov.uk**

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