

Additional  
Learning  
Support

## Careers in Hair and Beauty





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# HAPPY STUDENTS

Our students are the  
happiest in Yorkshire.\*  
\*Department for Education  
Student Satisfaction  
Survey 2017

# Welcome to Barnsley College



Old Mill Lane site

## Welcome to the Additional Learning Support Guide for Hair and Beauty.

Moving to college is an exciting but worrying time for everyone. We hope our guide will help ease any worries and give you assurance before you start your course in Hairdressing or Beauty and you enjoy yourself whilst at Barnsley College.



Student Services can be found on the ground floor.



Atrium

At Barnsley College, we care about you. We want to give you the knowledge, skills and experience that will help you to progress to the next stage in your career, whether that's university, an apprenticeship or employment. We pride ourselves on transforming lives.

Hair and Beauty have fantastic facilities such as the Hair Salons, the Beauty Therapy rooms, a Media Make-Up room and a nail salon allowing you to experience real working salon environments providing you with the foundations upon which to build your future.

# Getting up to Hair and Beauty



Old Mill Lane Reception

The Hair and Beauty Department is located on the third floor. You will need to scan your student ID badge to get access through the barriers. Your student ID badge will be given to you during enrolment. While in college you **must** wear your student ID badge at all times.



There are signs on every floor to help you find your way and lifts to each floor.

The Old Mill Lane site is a short walk up from Barnsley Interchange. You will be greeted by a busy Reception as you come in from Church Street. A quieter entrance is the Urban Park entrance on the lower ground floor.

From September, all students will use the Urban Park entrance on the lower ground floor. This is easily accessible and is a short walk from the Church Street entrance.



Old Mill Lane Entrance



Urban Park Entrance

# Uniform



When working in the practical areas in Hair and Beauty you will be expected to wear your own uniform. You will need to change for theory lessons. This includes:

- Black tunic
- Black trousers
- Flat black shoes
- A full set of equipment

The kit and uniform will depend on the course you will be studying. A full list of equipment and uniform needed for your course will be given to you during your interview.

## Expectations

The Hair and Beauty department has high expectations of all its learners. For every practical session they will expect you to:

- Wear your student ID badge at all time
- Tie long hair back
- Remove all jewellery and false nails
- Wear clean uniform for all your practical lessons
- Have good personal hygiene

If your household income is less than £35,000, the Learning Support Fund could help. You can pick up an application form from Student Services.

# Hairdressing Kit

The Hair and Beauty department will expect you to have your own kit. A case is included to keep all of it together. The kit includes but not limited to:

- Hairbrushes
- Hair straighteners
- Scissors and hair shears
- Hair clips

The hairdressing kit and uniform can be ordered through the college with the kit costing approximately £250 to £550 depending on the course you are doing. The uniform costs around £48. Some of the equipment will also need to be restocked throughout the year.

You can get help with the cost of equipment if you are eligible from the Learner Support Fund.



Hairdressing kit

You will be expected to bring all of your kit with you to every practical session. You will be expected to keep all your equipment clean and in good condition.

# Beauty Uniform

During your practical Beauty lessons you will be expected to wear your Beauty uniform. The uniform you need will be discussed during your interview along with a full list of equipment.

There is no expectation that you will change into your uniform for practical sessions. You can come to college wearing your beauty uniform but if you do choose to change into your uniform, you **must** use the locker room on the third floor.

## Beauty Kit



Beauty kit

The Hair and Beauty department will expect you to have your own set of beauty equipment. This will include equipment for waxing, nail treatments and hair removal. Your equipment will need to be cleaned after use and stocks replenished throughout the year.

The beauty kit and uniform can be ordered through the college at a cost of between £250 to £550.

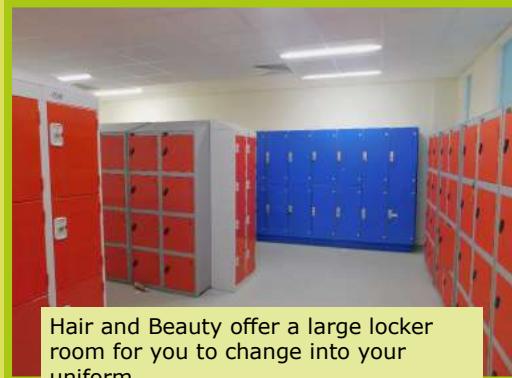
You can get help with the cost of equipment through the Learner Support Fund if you are eligible.

# Locker Room

Hair and Beauty have male and female locker rooms for you to change into your uniform when you are in a practical class. The locker rooms are on the third floor near the salons you will be working in.

You should only wear your uniform when you are in one of the salons, and you can come to college wearing your uniform but you will need to leave your personal belongings in a locker whilst in the salons.

There are also lockers along the third floor corridor near the salons. You will need to bring £5 for use of a locker and padlock. This will be returned to you at the end of the year upon return of the padlock and key.



Hair and Beauty offer a large locker room for you to change into your uniform



# Different Learning Environments in **Hair and Beauty**

## Hair Salon



When working in the Hair Salon you will spend some time in the dispensary where you will be responsible for organising and collecting the chemicals for your group to use. Tutors will be able to help you with this.

# Beauty Therapy Room



## Student Profile

**Tegan Williams**  
Level 1 Hairdressing

**"Since starting this course I have made a lot of new friends. I like how the college does a lot of enrichment and all the things we do for charity. I couldn't have improved all of the things I have if it wasn't for the support from tutors and ALS."**



## Nail Bar



### Did You Know?

For assessments you will be able to bring in your own clients to work on. The public may also book appointments.

**Elise Bolsover**  
Level 3 Media Make-up



### Student Profile

**"I enjoy doing Media Make up because it has expanded my skills and my confidence has improved massively. ALS helps me understand the work better - they explain it and make it clearer."**

# Media Make-up Room



## Did You Know?

Media Make-up learners have the opportunity to do the make up for the college's performances at the Electric Theatre.

# Theory Lessons



You will have two or three theory lessons each week. In these theory lessons you will look at improving your product knowledge, hairdressing techniques, selling and Health and Safety of working in a salon. In theory lessons you will work through booklets with tutor lead teaching and self study.

Science will form a major part of these lessons as you will be working with chemicals when in the salon. The theory lessons will develop your skills preparing you for a career in Hair and Beauty.

## Do I need to do English and Maths?

If you have a grade C/4 or above in GCSE English and Maths. You will not have to do them at college.

If you have a GCSE in English and Maths below a grade D/3 you will need to attend two GCSE Maths and/or two GCSE English lessons each week. These will be on your timetable. If you are working below this level you can do functional skills instead.

If you have an EHCP it may be possible to be exempt you from English and Maths. You can speak to your tutor or ALS about this.





**"I had heard that the tutors were amazing at Barnsley College and would be able to help fit my studies around my full time job. I am now employed as a hair and make-up artist. I would not have been able to progress in my career if it wasn't for the skills I learnt during my time here."**

### **Poppy Nicholson**

**College course:** Level 3 Hairdressing (part-time)

**Now:** Working as a Hair and Make-up Artist on Coronation Street

# Before you start college

## Application



## Assessment



## Interview



## Enrolment

You can apply for your course at [www.barnsley.ac.uk/handb](http://www.barnsley.ac.uk/handb) or by using the application form at the back of the course guide. Your school may help you fill your application form in.

The ALS team will invite you for an initial assessment to discuss your support needs before you start college. This is before your course interview if you have an EHCP.

After you apply for your course in Hair and Beauty, you will be invited into college for an interview with one of our tutors.

At your interview you will find out more about the course and details of the kit and the uniform you will need for the course when you start college.

After the interview, you will either be offered a place on the Hair and Beauty course or referred to a more appropriate course.

The Hair and Beauty Department will invite you in for an afternoon taster session so that you can get an idea of what you will be doing when you start in September.

You will be sent an invitation and an enrolment pack will be sent out to you at the beginning of August 2018 giving you all the information you will need to enrol onto your study programme at the end of August 2018.

When you come to enrol you will have your photo taken for your student ID badge and will be told when your first day at college will be.

For more information contact our Admission team on

**+44 (0)1226 216 106 or [interviews@barnsley.ac.uk](mailto:interviews@barnsley.ac.uk).**

# Support

If you have an EHCP, Additional Learning Support (ALS) will put support in place to help you during your lessons. Both support workers and your tutors will know your support needs and will help you achieve. Our support will depend on your needs and will be discussed during your initial assessment. If you do not have an EHCP, your support will be provided by the Hair and Beauty team.



## How do I get Support?

1. When you fill in the application form or you apply online at [www.barnsley.ac.uk/handb](http://www.barnsley.ac.uk/handb). You will be asked if you have a learning disability/difficulties. If you have your information will be sent to ALS.
2. When you declare a learning need ALS will contact you to organise an initial assessment.
3. The initial assessment is where you meet one of the ALS coordinators, who will discuss your learning needs and how to best support you while in college. A support plan highlighting the support that will be provided to you, will be produced.
4. This will be passed onto the Hair and Beauty Department. We will also send you a copy home.

# What to expect during your first week

In Hair and Beauty, your first two weeks will be induction. You will be expected to attend all the sessions. During induction:

- You will be shown around college allowing you to become familiar with the college and shown the different services that are available
- You will have lessons where you will meet your group allowing you to make new friendships and meet your tutors
- Hair and Beauty will share what they expect of you during the course and explain all the Health and Safety requirements for working in the salons
- You will be given your timetable
- You will be introduced to key people such as the Safeguarding Representative and the Tutorial Learning Mentor (TLM)

The induction period is in the classroom with no practical session until after induction



During induction Support workers will be in the sessions to provide support. Support will settle down once timetables have been finalised. Your support worker for the rest of the year will usually be the same support worker who was with your group during induction.

## **Do you have an EHCP?**

Each academic year you will have an annual review of your EHCP which takes place at college. There will be yourself and family members/advocate, TIAG, staff from the college and other professionals at the meeting. The purpose of the meeting is to discuss the progress you are making at College, your mid and long term plans, what is working well, what you might require support with and your aspirations for the future. We will also review your EHCP to see if anything needs updating. The meeting can take anything from 1-2 hours.



## **Are you a Looked After Child?**

You will have a meeting three times a year at College, which is called a Personal Education Plan meeting (PEP). There will be yourself and carers/ advocate, TIAG, staff from the College and other professionals at the meeting. The purpose of the meeting is to discuss the progress you are making at College, your mid and long term plans, what is working well, what you might require support with and your aspirations for the future. The meeting lasts approximately an hour.

Every looked after child on College roll is entitled to claim the guaranteed bursary which is a payment of £1200 pro rata across the academic year. The purpose of the guaranteed bursary is to facilitate access to education and provide financial support towards such things as travel, food, equipment and kit.

**Application for the guaranteed bursary is made through completion and submission of an internal application form into Student Services.**



# Safeguarding

Safeguarding is about doing everything we can to make sure you and everyone in college are kept safe and protected from harm.

At Barnsley College we pride ourselves on going above and beyond to make college a safe, happy and thriving environment for all. It is important to us that anyone coming into college is treated with respect and dignity and feel safe and listened to.



## Reporting a safeguarding concern.

If you feel unsafe, you can contact our team on **+44(0)1226 216 142** or **[safeguarding@barnsley.ac.uk](mailto:safeguarding@barnsley.ac.uk)**.

Or you can talk to the Hair and Beauty's Safeguarding Representative if you are concerned about your welfare or someone else's. They will be introduced during Induction.

# Tutorials

At Barnsley College all learners will have a detailed tutorial programme looking into a range of themes such as bullying, healthy relationships, mental health, radicalisation and cyber safety.

You will also have one to one meetings with the Tutorial Learning Mentor throughout the year to review your progress.

# Learning Curve



The Learning Curve is the college's library which can be found on the Ground floor and first floor of the Old Mill Lane site. It is an independent study area and has IT facilities on both floors for you to use. The Learning Curve has a quiet work space on the first floor.

## IT Suite

On the third floor corridor leading to Hair and Beauty and the second floor, there are computers and a small breakout area which you can use between lessons.

You will be given your own log on to access the computer. There are printing facilities close by for you to print your work. There is a charge for printing and photocopying.

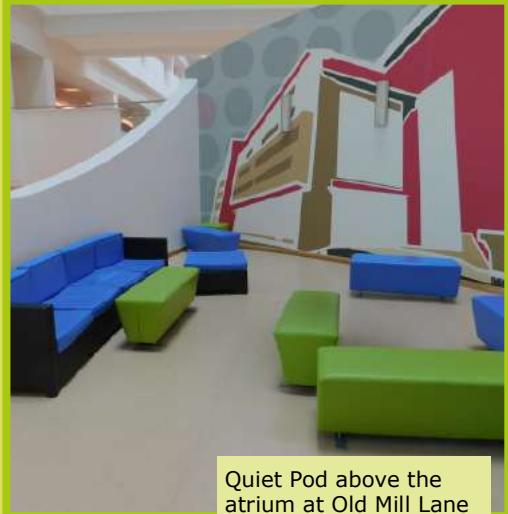


# Social Areas

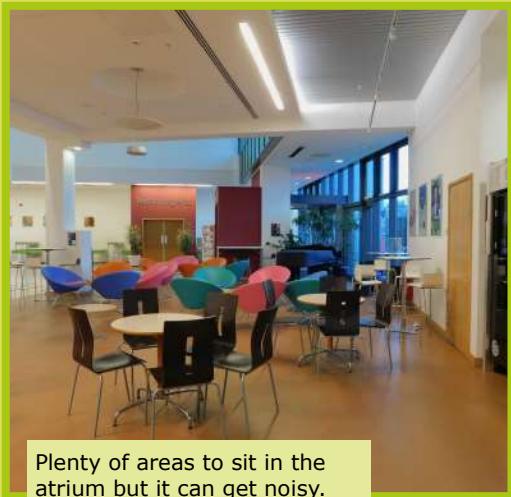
At the Old Mill Lane site there are lots of areas for you to sit and meet with your friends as well as quieter areas for you to go when you need some quiet time.



Urban Park to sit outside



Quiet Pod above the atrium at Old Mill Lane



Plenty of areas to sit in the atrium but it can get noisy.



Students' Union has a range of activities for you to take part in.

Along with the IT suites on floors 2 and 3. There is a small breakout area where you can sit between lessons.

# Places to eat



The atrium offers a range of hot and cold food



Cookie Crumbs Café



Crumbs Café



Starbucks Café

## Free Meals

If you are aged between 16-18 and have a household income of less than £20,000 per year you may be eligible for free meals at college, please apply to the Learning Support Fund.

# College Services



On the ground floor of the Old Mill Lane site we have a number of services which you can use. These are:

- Student Services
- Information Unit
- Wellbeing Centre

## Health and Wellbeing Centre



Our award-winning Wellbeing Centre is available to everyone and offers confidential advice and a range of health services. We have a dedicated team of people including NHS nurses who will provide advice on counselling, Mental Health Access Team, diet and nutrition advice, contraception and sexual health services, smoking, drugs and alcohol support.

They also hold events across college throughout the year to raise awareness of health issues and update you about the services they offer.

You can speak to someone in confidence by contacting the Health and Wellbeing Team on **+44(0)1226 216 233**.

# College Services

## Information Unit



Please contact our friendly information team for more information on the Hair and Beauty courses or any other course you are interested in.  
+44(0)1226 216 123.

## Student Union



You will find the Student Union in the atrium on the lower ground floor at the Old Mill Lane campus. The Union runs lots of activities, societies and a volunteering scheme.



# Student Services



Student Services is on the ground floor of the Old Mill Lane site. They will be able to help you with financial support through the Learning Support Fund, information on the free college bus services and the concessionary travel pass.

## Did you know?

### You don't have to carry cash on you.

You can load money onto your student ID and pay for food, drink and other items available at the college through our Way2Pay cashless system. For more information visit:

✉ [www.barnsley.ac.uk/way2pay](http://www.barnsley.ac.uk/way2pay)

### Learning Support Fund

If your household income is less than £35,000\*, you could be eligible for financial support from the Learning Support Fund.

**You can pick up an application form from Student Services.**

## Contact the Student Services Team:

✉ +44(0)1226 216 267 / +44(0)1226 216 114 or  
✉ [studentsupport@barnsley.ac.uk](mailto:studentsupport@barnsley.ac.uk)

**We hope you enjoy your  
experience at Barnsley College**

We are the top  
college in Yorkshire  
for overall  
student satisfaction!



## **Additional Learning Support**

### **Postal Address**

Church Street  
Barnsley  
South Yorkshire  
S70 2YW  
(Sat nav S70 2AX)

- ↳ +44(0)1226 216 769
- ✉ als@barnsley.ac.uk
- 🌐 www.barnsley.ac.uk



Every care has been taken to ensure the information within this guide is accurate at the time of print, however we cannot be held responsible for changes that occur. Any changes will be updated at 🌐 [www.barnsley.ac.uk](http://www.barnsley.ac.uk). This photobook is available in alternative formats including audio, braille and large print on request.