

Additional  
Learning  
Support

# ***Learning for Living and Work***



# Contents

|  |       |
|--|-------|
| Welcome to Barnsley College.....   | 3     |
| Getting to Old Mill Lane.....  | 4     |
| Learning for Living and Work uniforms.....                                 | 5     |
| Lessons.....   | 6-7   |
| Before you start College.....  | 11    |
| Support.....   | 12    |
| What to expect during your first week in Learning for Living and Work..... | 13    |
| Do you have an Education, Health and Care Plan (EHCP)?.....                | 14    |
| Safeguarding.....  | 15    |
| College services.....  | 16-17 |
| Facilities.....  | 18    |
| Where to find us.....  | 19    |

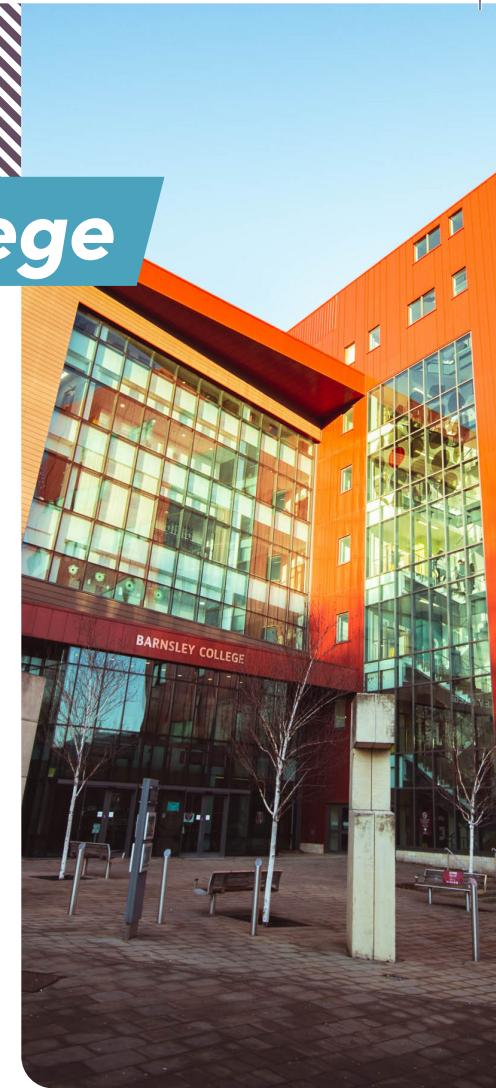
## Welcome to Barnsley College

Welcome to the Additional Learning Support (ALS) guide for Learning for Living and Work (LFLW).

Moving to college is an exciting but challenging time for everyone. We hope our guide will help ease any worries and give you assurance before you start your course in Learning for Living and Work. Above all else, we want you to enjoy yourself whilst at Barnsley College.

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. Learning for Living and Work has a fantastic range of facilities so they can provide you with the best foundation upon which to build your future.



# Getting to Old Mill Lane

Old Mill Lane has served as the main College campus since 2011. It is located in the heart of Barnsley.

The Old Mill Lane campus is a short walk up from Barnsley Interchange. As you come in from Urban Park you will be greeted by a comfortable waiting area and a student reception.

The Learning for Living and Work department is located on the first floor. There are signs on every floor to help you find your way, as well as lifts to each floor.



The Old Mill Lane campus is easily accessible by public transport and the College's free coach service. For details of pick-up points and times: ☎ [www.barnsley.ac.uk/travel](http://www.barnsley.ac.uk/travel)

While in College you must always wear your student ID badge. You will need to scan your badge to enter through the barriers to access the building.

## Vocational area uniform

The Learning for Living and Work department will support you to prepare for adulthood, such as independent living or the world of work. You will be given a bespoke timetable before you start your course. Your timetable will be tailored towards your aspirations and aims.

As part of your timetable in Learning for Living and Work, you may be given the option to choose vocational study, which you will attend with your peers, or work experience. Depending on your vocational option, you may need to wear personal protective equipment (PPE).

**You will need to wear a uniform if your vocational option falls under the following subjects:**

- Animal Care
- Construction
- Catering
- Hair and Beauty
- Horticulture
- Sport

Any equipment you need for vocational work will be provided by Learning for Living and Work and your equipment will be given to you during induction.

### Expectations

The Learning for Living and Work department has high expectations of all its learners. For every practical session they will expect you to wear your student ID badge at all times

**Whilst doing vocational work, you should:**

- Wear any personal protective equipment (PPE) including safety glasses, if needed.
- Tie long hair back.
- Remove all jewellery.
- Work within health and safety expectations.

# Lessons

## Theory lessons

Learning for Living and Work will produce a bespoke timetable tailored towards your aspirations. As part of the course, you will have classroom-based lessons aimed at improving domestic skills or employability. Lessons will also focus on looking after yourself and budgeting.

In lessons you will have comprehensive learning and social support from Learning for Living and Work. These lessons will aim to prepare you for adulthood and achieve your aspirations such as independent living or the world of work.

### Do I need to do English and Maths?

If you have a grade 4 or above in GCSE English and Maths, you will not have to do them at College.

If not, you will receive support during your classroom learning to study English and Maths at an appropriate level for you.



## Vocational lessons



These are designed to provide experience of the vocational areas across College, in line with your aspirations and intended progression. You will receive support in these sessions to ensure you progress and achieve your personal goals. Your vocational choice will start after induction week.

### Animal Care

Animal Care takes place at Wigfield Farm in Worsborough, on the outskirts of Barnsley. Learning for Living and Work will provide transport for you to get to the farm. While you are there, you will have the opportunity to work with a wide range of animals including meerkats, cows, goats, Shetland ponies,

donkeys, alpacas, pigs, sheep, chickens, guinea pigs, rabbits and much more.

When working with the animals you will need to wear the correct PPE, including blue all-in-one overalls and steel toe capped boots. You will need to wash your hands before and after handling the animals.

### Art and Design

If you select Art and Design as your vocational choice, your lessons will take place on the fifth and sixth floor of the Old Mill Lane building. During this time, you can sample the fantastic facilities offered by the Art Department and will have the opportunity to work with a range of media.

### Car Valeting\*

Car valeting takes place outside the SciTech building. The cars are cleaned for paying customers, including valeting inside the cars. If you choose this as your vocational choice, all the necessary equipment will be provided for you.

### Catering

Learning for Living and Work has access to three commercial cafés located around the College – Cookie Crumbs Café and Crumbs Café at Old Mill Lane. These cafés will provide you with practical experience of handling cash, serving and preparing food, customer communication and other areas of practical work experience.

### Construction

Construction takes place in the CUBE Construction site. This subject offers bricklaying, carpentry, painting and decorating, plastering and plumbing. Whilst working in the Construction workshops, you

need to wear PPE equipment at all times. This includes:

- A high-visibility vest
- Gloves
- Steel toe cap boots
- Safety glasses

You will also need to sign into Toolbox Talk before each practical session and agree to the health and safety standards.

### Hair and Beauty

For Hair and Beauty, you will be based at the Old Mill Lane campus. You will have the opportunity to work in the hair salon, nail salon and media make-up room. You will be using industry-standard equipment whilst working in the salons and will be required to wear a uniform. This will be provided by the Learning for Living and Work.

### Retail

If you choose retail as your vocational choice, a placement will be organised for you at a shop in the Barnsley area. For this placement, you may need to wear a uniform - the Learning for Living and Work department will provide you with further information on this once your placement has been arranged.

### Sport

Sport will take place at the Honeywell Sport campus. At Honeywell, you will have access to the 3G sports pitch, a sports hall and a fitness suite equipped with industry-standard equipment.

\*Dependent on covid regulations

Additional Learning Support

# Learning for Living and Work



The Learner Support Fund  
for students aged 16-18  
and 19+

You can apply online at:  
[learnersupportfund.barnsley.ac.uk](http://learnersupportfund.barnsley.ac.uk)  
Contact the Student Services Team by emailing:  
[studentsupport@barnsley.ac.uk](mailto:studentsupport@barnsley.ac.uk)



# Before you start College

## Step 1 - Search

Search for a course in the vocational course guide, online at [www.barnsley.ac.uk](http://www.barnsley.ac.uk) or via your school's application system.

## Step 2 - Apply

You can apply for the course of your choice via the College website or your school's application system. If you have an Education, Health and Care Plan (EHCP) tick the box on the application form stating you have an EHCP.

## Step 3 - Assessment

The ALS team will invite you for an initial assessment to discuss your support needs before you start College – ALS will refer you to Learning for Living and Work at this point, if appropriate. This is before your course interview if you have an EHCP.

## Step 4 - College interview

After you have been referred to Learning for Living and Work, you will be invited into College for an interview, which will consist of an initial assessment with the support coordinator. During the assessment they will discuss your interests and aspirations and you can find out more about the course. Learning for Living and Work will also give you a tour around the department and College, showing the facilities on offer.

## Step 5 - College place

After the interview, you will either be offered a place on your study programme or referred to a more appropriate one.

## Step 6 - Subject taster

You may be invited into College to take part in a taster session in the subject you have chosen.

## Step 7 - Enrolment

An invitation and enrolment pack will be sent out at the beginning of August 2021 giving you all the information you will need to enrol onto your study programme at the end of August.

**For more information contact our Admissions Team on**

[01226 216 106](tel:01226216106) or [interviews@barnsley.ac.uk](mailto:interviews@barnsley.ac.uk)

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# Support

If you have an Education, Health and Care Plan, the Additional Learning Support (ALS) team will put support in place to help you during your lessons.

Both the support workers and your tutors will know your needs and will work with you to achieve your goals. Our support will be tailored to you and will be discussed during your initial assessment.

## How do I get support?

When you apply online at [www.barnsley.ac.uk/learning-for-living-and-work](http://www.barnsley.ac.uk/learning-for-living-and-work), you will be asked if you have a learning disability/ difficulties. If you have, your information will be sent to ALS.

When you declare a learning need ALS will contact you to organise an initial assessment.

The initial assessment is where you meet one of the ALS Co-ordinators, who will discuss your learning needs and how to best support you while in College. After the initial assessment, a plan highlighting the support that will be provided will be produced for you.

This support plan will be passed onto the LFLW department and we will also send a copy to you at home.



What to expect during your

## First week in Learning for Living and Work

In LFLW, 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 campuses and 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.
- The LFLW staff will share what they expect of you during the course and any upcoming events.

- You will be given your timetable.
- You will be introduced to key people such as the Safeguarding Representative and your Tutorial Learning Mentor (TLM).

During induction, Support Workers will be in the sessions to provide help. This initial 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**

# **Education, Health and Care Plan (EHCP)?**

**Each academic year you will have an annual review of your Education, Health and Care Plan (EHCP) which takes place at College.**

The meeting will include you, your family members or advocate, TIAG, staff from College and other professionals.

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 one to two 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). The meeting will include you, your carers or advocate, TIAG, staff from College and other professionals.

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 at College is entitled to claim the guaranteed bursary which is a payment of £1,200 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.

You can apply for the guaranteed bursary via Student Services.



# **Safeguarding**

**Safeguarding is about doing everything we can to make sure you and everyone else in College is 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 feels safe and listened to.

## **Reporting a safeguarding concern**

If you feel unsafe, you can contact our team on **01226 216 142** or **safeguarding@barnsley.ac.uk**

Or you can talk to the Learning for Living and Work Department'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 students 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 your Tutorial Learning Mentor throughout the year to review your progress.



# College services

In the Old Mill Lane campus we have a number of services which you can use.

These are:

- Health and Wellbeing Centre
- Information Unit
- Students' Union
- Student Services

## Health and Wellbeing Centre

Our award-winning Health and 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, help to stop smoking, and support with drugs and alcohol issues.

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 **01226 216 233**.



## Information Unit

Please contact our friendly Information team for advice and guidance on our Learning for Living and Work courses or any other course you may be interested in studying by emailing [info@barnsley.ac.uk](mailto:info@barnsley.ac.uk)



## Students' Union

You will find the Students' 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 located in the Old Mill Lane campus. The staff will be able to help you with financial support through the Learning Support Fund, information on the free College coach services and the concessionary travel pass.



## Cash-free Campus

You don't have to carry cash on you. You can load money onto your student ID badge and pay for food, drinks and other items available at the College through our cashless system.



## The Learner Support Fund for students aged 16-18 and 19+

You can apply online at:  
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Contact the Student Services Team by emailing:  
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# Facilities

## Connect Hub

The Connect Hub is an independent study area giving you access to a collection of books and IT facilities to help you complete your work.



## IT Suite

The Connect Hub has IT facilities for completing your work and also has laptops for you to use. The laptops can also be loaned out at a cost of £10 per month.



## Social areas\*

At the Old Mill Lane campus, 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.



## Places to eat/free meals

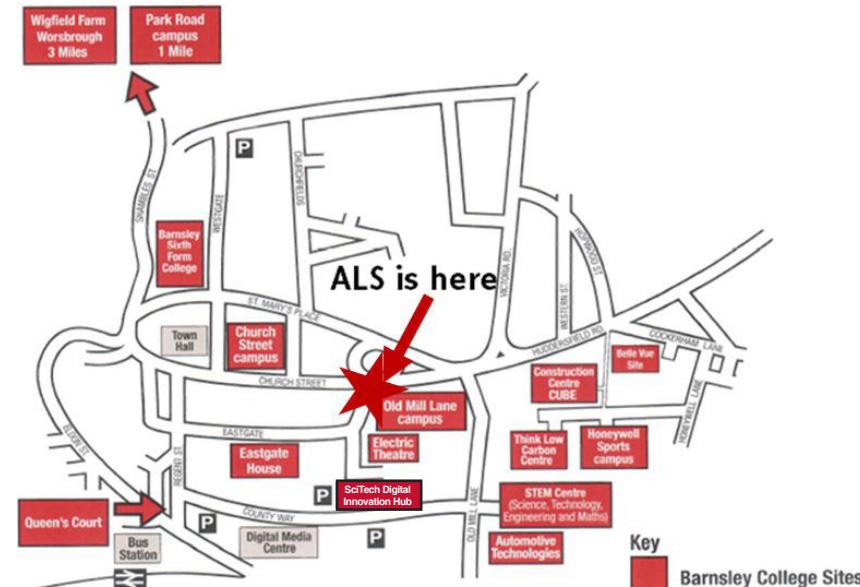
At the Old Mill Lane campus, there are a number of cafés that offer a wide selection of hot and cold foods and a selection of drinks. These cafés include the Zest Café and Starbucks in the Atrium and the Cookie Crumbs and Crumbs Cafés on the first floor.



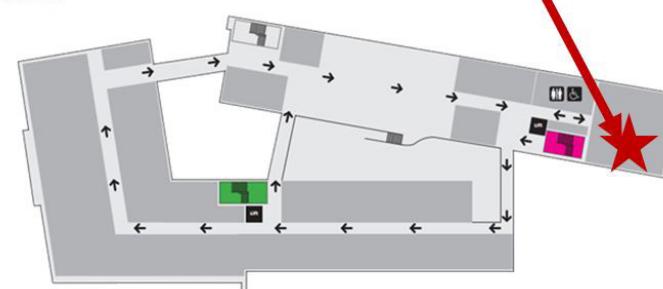
If you are aged 16-18 and have a household income of less than £20,000 per year you may be eligible for free meals at College. Apply online at: [learnersupportfund.barnsley.ac.uk](http://learnersupportfund.barnsley.ac.uk)

\*Please follow the government guidelines in relation to COVID-19 and social distancing.

# Where to find us



Old Mill Lane campus  
Level 1





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

📞 01226 216 123  
✉️ als@barnsley.ac.uk  
🌐 www.barnsley.ac.uk



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and Twitter**



All photography in this booklet was  
taken before the COVID-19 pandemic.