



Bradford College

STUDENTS AGED 14-16
COURSE GUIDE
2019/20



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WELCOME TO BRADFORD COLLEGE

Inside this guide you will find information about courses that Bradford College offers to students aged between 14-16 years old. These courses are designed to develop practical and technical skills and to prepare them for future training in that area of work.

We have lots of choices on offer that appeal to the kind of student who responds well to learning skills in a practical 'hands-on' way. Our tutors are professionals who have worked in the industries and trades they now teach, so they are well placed to pass on the skills needed to help students succeed in their chosen area. Whatever the student's ambitions, Bradford College will provide a supportive and friendly environment.

Additional to the courses within this guide, there is a wide range of courses available for those students where school is not suitable, or for young people currently being home educated. For more information on our 14-16 provision, please contact us on **01274 433309**, or email **14-16provision@bradfordcollege.ac.uk**.

INFORMATION FOR STUDENTS, PARENTS OR CARERS

Information for Students

For those aged between 14-16, choosing to come to Bradford College is a big step, so you will need to know everything about becoming one of our students.

Within this guide you will find in-depth information about the courses you can study and what you can progress onto afterwards. You will also need to know what the College expects from you in terms of attendance and behaviour. We have produced a **Guide for School-aged Learners** which contains everything you need to know during your time at Bradford College.

This guide can be viewed and downloaded in the '14-16 Students' section of the College website:

bradfordcollege.ac.uk

Electively Home Educated Learners

Whilst the College welcomes applications of eligible EHE children, the College cannot be held responsible for the education of your child, as any arrangement would be for part time study only to supplement suitable home provision which is entirely the responsibility of the parent/carer.

Information for Parents or Carers

If your child chooses a course at Bradford College and has received approval* to attend, they will need to complete a simple application form. Following this, they will be invited to attend a welcome session.

There is a vast amount of information that parents or carers need to know. **A Guide for Parents or Carers of School-aged Learners** has been produced to cover what you need to know whilst your child is attending Bradford College.

This can be viewed and downloaded in the '14-16 Students' section of the College website:

bradfordcollege.ac.uk

*Schools and local authorities are required to submit a referral form confirming their approval for your child to attend a course at the College before they can commence a programme of learning.

COLLEGE TERM DATES 2018/19

Autumn Term:

Mon 9th Sept - Fri 25th Oct 2019
Mon 29th Oct - Fri 21st Dec 2019

Spring Term:

Mon 6th Jan - Fri 14th Feb 2020
Mon 24th Feb - Fri 3rd Apr 2020

Summer Term:

Mon 20th Apr - Fri 22th May 2020
Mon 1st Jun - Fri 3rd July 2020

CONTACT INFORMATION

14-16 Team

☎ 01274 433309

✉ 14-16provision@bradfordcollege.ac.uk

Office hours are:

Monday to Thursday,
8.30am - 5.00pm
Friday 8.30am - 4.30pm.



INFORMATION FOR SCHOOLS AND LOCAL AUTHORITIES

Qualifications

The qualifications offered, where possible*, are approved by the Department for Education for delivery to pre-16 learners and appear on the Key Stage 4 Performance Tables 2020.

Each course page lists the qualification codes for the individual qualifications.

*Courses that are not listed as approved will be identified individually within the courses guide.

Full-time Places

The College is happy to accept applications from schools and local authorities for school-aged learners. All applicants are subject to the College's admissions process, requiring learners to attend a welcome session. Offers for courses are subject to the learner's interview and results of initial assessments.

Please note that courses will close to new enrolments two weeks after their start date. It is advisable that young people planning to join Bradford College in September 2019 apply at the earliest opportunity and before the start of the academic year.

Places for courses starting in September cannot be guaranteed after **20th September 2019**.

Fees and Invoicing

Course fees are listed on individual pages and incorporate the hourly rate, awarding body registration and assessment fees and any additional costs for uniforms, kits, protective clothing and footwear.

Students are subject to a 42 day/6-week introductory period. If students do not settle into their provision and do not remain on their course, there is a nominal fee of £500 to the school. For students who remain at the College after this period, the school will be charged the full rate for the year.

Full-time fees are £6000** and include all course associated costs. Invoices for the full academic year will be issued by October 2019.

** Fees are for the teaching, resources assessments and generic classroom support only.

Students with EHCPs

Students who have an Education Health & Care Plan must be offered support on the programme. This can be provided by the school, however, if the school has insufficient resource, the College will provide this but schools will be charged the additional funding (element 3) as outlined in section J of the students EHCP (or a proportion for part-time learners).

Free School Meals

Students who are in receipt of free school meals will be provided with meals whilst attending their College course. The College should be made aware of the names of

students who are in receipt of free school meals prior to the start of the course.

Free school meals are charged to the school at a cost of £3.50 per day* and will be included on the school's invoice.

*School meals are pre-paid termly and therefore chargeable regardless of attendance.

Attendance

To allow students the opportunity to undertake a programme of learning at the College, it is important that attendance is consistent. Historical data shows that learners who fail to attend for the majority of their programme are unlikely to achieve the qualification.

The 14-16 provision set individual attendance targets based on information provided by the school and/or relevant local authority. Students who do not meet their individual targets will be issued an attendance notice. Failure to improve will result in withdrawal from their programme of study. Attendance is reported to schools (usually direct to the Attendance Officer) on the day.

Progress Reporting

The College will provide written progress reports for each student half-termly. Copies of progress reports are sent to parents or carers and to the school or local authority at the start of each half-term.

TUTORIAL SUPPORT AND PASTORAL CARE

Tutorial Support

All full-time courses for 14-16 year olds have weekly group tutorials as part of the timetable covering a range of topics to equip our young people for current and future study, life and work.

The topics covered include:

- Induction
- Personal learning and thinking skills
- Student involvement and volunteering
- Careers and employability skills
- Progression planning
- English, mathematics, money and personal finance
- Staying healthy
- Healthy relationships and resilience
- Equality, Diversity and Citizenship.

Pastoral Care

All full time 14-16 year olds have access to a dedicated **Progress Coach** who will deliver the weekly group tutorial sessions and have termly individual tutorials/reviews with the student. In addition, the Progress Coach will monitor and support those with barriers to learning who are at risk of not achieving their qualifications.

For more information about the Progress Coach and how they can support you contact:

14-16 Progress Coach

01274 431657

14-16provision@bradfordcollege.ac.uk

**ENHANCED
SUPPORT
AND CARE**



FULL-TIME PROGRAMMES

GCSE PATHWAY

Suitable for:	Year 10
Day/Time:	Monday to Friday/Variable each day
Venue:	The David Hockney Building
Duration:	Two Years
Starting:	September 2019
Places available:	12

Who is this course suitable for?

This course has been designed for learners who are working at Level 1/2. It is suitable for learners who have the ability to do well at GCSE but require a different learning environment.

When can I join this course?

The GCSE programme starts in September. Places close for the course on the 20th September 2019 or when all places have gone.

What will I learn on the course?

The course is made up of GCSE subjects including English, Maths, Biology and Employment Skills.

Alongside these core subjects learners can choose from a vocational pathway in one of the following areas:

- Childcare
- Construction
- Hairdressing & Beauty Therapy
- Vehicle Maintenance

How will I learn and be assessed?

Learners will undertake the majority of their subjects in a classroom environment, however, they will also do practical assessments and work within their vocational subjects. GCSE qualifications require an end of course exam, other subjects will be assessed through work completed whilst on the course and completion of portfolios/workbooks.

What are the entry requirements?

Learners must demonstrate that they are able to work at the top end of Level 1 or Level 2. You should also have an interest in the chosen vocational area. They will be required to undertake an initial assessment of maths and English levels to determine the best course. Learners will be required to wear a uniform/protective clothing in some of the vocational areas, therefore, they must be prepared to conform to this requirement throughout the whole of the course.



QUALIFICATION CODES

QAN Code:	Qualification Title:	Level:
601/4505/5	GCSE English	One/Two
601/4608/4	GCSE Mathematics	One/Two
601/8589/2	GCSE Biology	One/Two
601/3643/1	Employability Skills	One

Vocational Qualifications:

500/9009/4	Certificate in Childcare	One
500/4033/9	Certificate in Construction	One
601/5785/9	Certificate in Hairdressing & Beauty Therapy	One
501/1230/2	Certificate in Motor Vehicle Studies	One

Please note the College offer a range of Level 1 programmes within our mainstream provision, therefore, if the vocational options are not meeting the needs of the learner, we are able to place students in other provision. Please contact us for further information.

Information for Schools

Fees: £6000

PPE: Construction/Motor Vehicle Studies £50.00 Hair & Beauty Uniform/Kit £75.00

FULL-TIME PROGRAMMES

GCSE PATHWAY

Suitable for:	Year 11
Day/Time:	Monday to Friday/Variable each day
Venue:	The David Hockney Building
Duration:	One Year
Starting:	September 2019
Places available:	48

Who is this course suitable for?

This course has been designed for learners who are working at Level 1/2 or predicted to gain a GCSE grade 3. It is suitable for learners who have the ability to do well at GCSE but require a different learning environment.

When can I join this course?

The GCSE programme starts in September. Places close for the course on the 20th September 2019 or when all places have gone.

What will I learn on the course?

The course is made up of GCSE subjects including English, Maths, Biology and Employment Skills.

Alongside these core subjects learners can choose from a vocational pathway in one of the following areas:

- Childcare
- Construction
- Hairdressing & Beauty Therapy
- Vehicle Maintenance

How will I learn and be assessed?

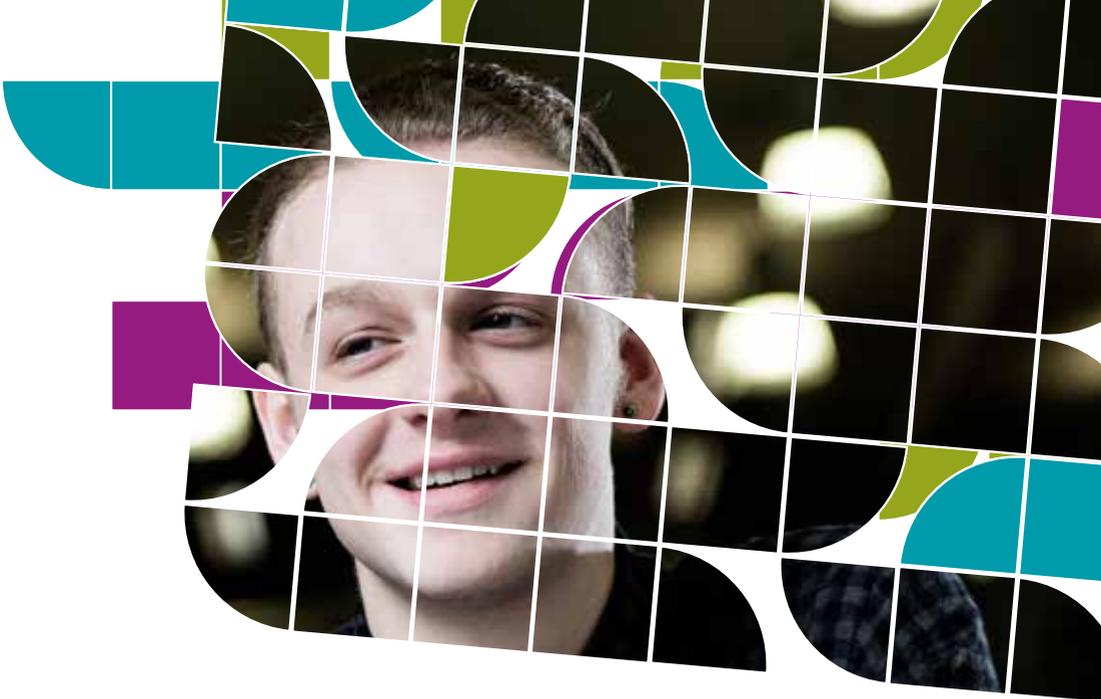
Learners will undertake the majority of their subjects in a classroom environment, however, they will also do practical assessments and work within vocational areas. GCSE qualifications require an end of course exam, other subjects will be assessed through work completed whilst on the course and completion of portfolios/workbooks.

What are the entry requirements?

Learners must demonstrate that they are able to work at the top end of Level 1 or Level 2. You should also have an interest in the chosen vocational area. They will be required to undertake an initial assessment of your maths and English levels to determine the best course for you. Learners will be also required to wear a uniform/protective clothing in some of the vocational areas, therefore, they must be prepared to conform to this requirement throughout the whole of the course.

What next?

Successful completion of the qualifications can lead onto full-time post-16 courses at Level 2/3, onto a Traineeship or Apprenticeship.



QUALIFICATION CODES

QAN Code:	Qualification Title:	Level:
601/4505/5	GCSE English	One/Two
601/4608/4	GCSE Mathematics	One/Two
601/8589/2	GCSE Biology	One/Two
601/3643/1	Employability Skills	One

Vocational Qualifications:

500/9009/4	Certificate in Childcare	One
500/4033/9	Certificate in Construction	One
601/5785/9	Certificate in Hairdressing & Beauty Therapy	One
501/1230/2	Certificate in Motor Vehicle Studies	One

Please note the College offer a range of Level 1 programmes within our mainstream provision, therefore, if the vocational options are not meeting the needs of the learner, we are able to place students in other provision. Please contact us for further information.

Information for Schools

Fees: £6000

PPE: Construction/Motor Vehicle Studies £50.00 Hair & Beauty Uniform/Kit £75.00

FULL-TIME PROGRAMMES

GCSE PATHWAY

Suitable for:	Year 11
Day/Time:	Monday to Friday/Variable each day
Venue:	The David Hockney Building
Starting:	November 2019 - June 2020
Places available:	12

**NOVEMBER
START**

Who is this course suitable for?

This course has been designed for learners who are working at Level 1/2 or predicted to gain a GCSE grade 3. It is suitable for learners who have the ability to do well at GCSE but require a different learning environment.

When can I join this course?

The GCSE programme starts in September. Places close for the course on the 20th September 2019 or when all places have gone.

What will I learn on the course?

The course is made up of GCSE subjects including English, Maths, Biology and Employment Skills.

Alongside these core subjects learners can choose from a vocational pathway in one of the following areas:

- Childcare
- Construction
- Hairdressing & Beauty Therapy
- Vehicle Maintenance

How will I learn and be assessed?

Learners will undertake the majority of their subjects in a classroom environment, however, they will also do practical assessments and work within vocational areas. GCSE qualifications require an end of course exam, other subjects will be assessed through work completed whilst on the course and completion of portfolios/workbooks.

What are the entry requirements?

Learners must demonstrate that they are able to work at the top end of Level 1 or Level 2. You should also have an interest in the chosen vocational area. They will be required to undertake an initial assessment of your maths and English levels to determine the best course for you. Learners will be also required to wear a uniform/protective clothing in some of the vocational areas, therefore, they must be prepared to conform to this requirement throughout the whole of the course.

What next?

Successful completion of the qualifications can lead onto full-time post-16 courses at Level 2/3, onto a Traineeship or Apprenticeship.



QUALIFICATION CODES

QAN Code:	Qualification Title:	Level:
601/4505/5	GCSE English	One/Two
601/4608/4	GCSE Mathematics	One/Two
601/8589/2	GCSE Biology	One/Two
601/3643/1	Employability Skills	One

Vocational Qualifications:

500/9009/4	Certificate in Childcare	One
500/4033/9	Certificate in Construction	One
601/5785/9	Certificate in Hairdressing & Beauty Therapy	One
501/1230/2	Certificate in Motor Vehicle Studies	One

Please note the College offer a range of Level 1 programmes within our mainstream provision, therefore, if the vocational options are not meeting the needs of the learner, we are able to place students in other provision. Please contact us for further information.

Information for Schools

Fees: £4,750.00 (Year 11) £5,250 (Year10)

PPE: Construction/Motor Vehicle Studies £50.00 Hair & Beauty Uniform/Kit £75.00

FULL-TIME PROGRAMMES

TRANSITION COURSE

Suitable for:	Year 10/11
Day/Time:	Monday to Friday/Variable each day
Venue:	David Hockney Building
Duration:	Two terms
Starting:	January 2020
Places:	16

Who is the course suitable for?

This course has been designed for learners who are either looking to take alternative provision for their Year 10/11 studies or those who are planning to move into Further Education Post-16 in September 2020/21. The course offers a period of transition from school into Further Education. The course offers qualifications at Level 1 and is suitable for those who are working towards GCSE Grades.

When can I join this course?

The course will start on the 6th January 2020 and will last 22 weeks, ending on Friday 3rd July 2020. Year 11 learners will complete 20 weeks in total finishing mid-June 2020. There are only limited places available so they will be issued on a first come first served basis.

What will I learn on the course?

The course is made up of a number of subjects including English, Maths, Biology and Employment Skills. Alongside these core subjects learners can choose from a vocational pathway in one of the following areas:

- Childcare
- Construction
- Hairdressing & Beauty Therapy
- Motor Vehicle Studies

How will I learn and be assessed?

Learners will undertake the majority of your subjects in a classroom environment, however, they will also do practical assessments and work within their vocational area. English, maths and biology qualifications require an end of course exam, however all other subjects will be assessed through work completed whilst on the course and completion of assignments/portfolios/workbooks.

What are the entry requirements?

There are no formal entry requirements, however, learners should have an interest in the chosen vocational area and must undertake an initial assessment maths and English to determine the best level. They will be required to wear uniform/protective clothing in some of the vocational areas; therefore, they must be prepared to conform to this requirement throughout the whole of the course.

What next?

Successful completion of the qualification can lead to the Year 2 GCSE Pathway programme (for Year 10 learners) or onto full-time post-16 courses at Level 1/2.



QUALIFICATION CODES

QAN Code:	Qualification Title:	Level:
601/4505/5	GCSE English	One
601/4608/4	GCSE Mathematics	One
601/8589/2	GCSE Biology	One
601/3629/7	Employability Skills	One

Vocational Qualifications:

500/9010/0	Award in Childcare	One
601/0324/3	Award in Construction	One
601/5784/7	Award in Hairdressing & Beauty Therapy	One
501/2222/8	Award in Motor Vehicle Studies	One

Please note the College offer a range of Level 1 programmes within our mainstream provision, therefore, if the vocational options are not meeting the needs of the learner, we are able to place students in other provision. Please contact us for further information.

Information for Schools

Fees: £3,700.00 (Year 10) £3,200.00 (Year 11)

FULL-TIME PROGRAMMES

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL)

- Qualification:** Certificate in ESOL Skills for Life
(Pre-entry, Entry Levels 1, 2, 3 and Level 1)
- Suitable for:** Year 10 and Year 11
- Day/Time:** Four days/variable times
- Venue:** The David Hockney Building
- Duration:** One Year Full-time (up to 36 weeks)

**FULL-TIME
COURSE**

What will I learn on the course?

The Certificate in ESOL Skills for Life course is designed for students new to English and the UK who have been educated (or have had very little education) in another country.

The course will enable you to acquire and develop your English language skills, be involved in vocational taster activities and familiarise yourself with the college environment.

Pastoral staff will work closely with schools to ensure you have a positive learning journey.

What are the entry requirements?

There are no formal entry requirements; however, you will be required to undertake an assessment prior to the course starting to determine the most suitable level of learning.

What next?

Progression from this programme is variable depending on your level of English. Progression can be back into mainstream school, onto further study in English or onto post-16 academic and vocational courses.

Learners who are new to the UK, are unaccompanied asylum seekers, not registered with a secondary school must be referred by the relevant Local Authority who will be responsible for funding a placement.

Information for Schools

Fees:
£6000.00 (full-time places starting September, pro-rata for late starters).





PART-TIME PROGRAMMES

EARLY YEARS AND CHILDCARE

Qualification:	CACHE Level 1 Certificate in Caring for Children
Suitable for:	Year 10 and Year 11
Day:	Monday PM and Thursday AM
Time:	AM 9.00am - 12.30pm PM 1.00pm - 3.00pm
Venue:	The David Hockney Building
Duration:	One Year

What will I learn on the course?

These qualifications encourage an understanding of the knowledge and the skills needed to care for young children. They cover children's growth, learning and development, supporting babies to play, craft activities for young children and understanding play for early learning as well as many other Units available. There are also Units to help with self-development.

How will I learn and be assessed?

You will undertake classroom based work that is assessed throughout the course. To achieve the certificate, you will need to complete work equivalent to 26 credits.

The work you complete will vary including written worksheets, producing materials for use with children, designing charts and leaflets and through group work and observations.

What are the entry requirements?

There are no formal entry requirements; however, you should have an interest in childcare.

What next?

Successful completion of the qualification can lead to a Diploma Level 1/ Level 2 qualifications in Childcare/Health & Social Care, an apprenticeship or traineeship.

Information for Schools

Fees:

£1750

Qualification Code:

PSD 501/0672/7

Childcare 500/9009/4



CONSTRUCTION

Qualification:	Ascentis Level 1 Certificate in Construction
Suitable for:	Year 10 and Year 11
Day:	Monday PM / Thursday AM
Time:	AM 9.00am - 12.30pm PM 1.00pm - 3.00pm
Venue:	Lister Workshop, Lister Building
Duration:	One Year

What will I learn on the course?

This course is designed to give you a basic introduction to the Construction industry and a sample of some of the trades within the industry. You will be introduced to Carpentry, Joinery, Brickwork, Painting & Decorating, Plumbing and Plastering as part of the course. You must complete all four Units to be awarded the qualification.

How will I learn and be assessed?

You will learn in a practical workshop environment, building skills throughout the year, which will result in the production of wood and brickwork evidence. Practical work will form part of your overall assessment along with some written work which must be completed for your portfolio of evidence.

What are the entry requirements?

There are no formal entry requirements, however, you should have an interest in the Construction industry.

What next?

If you are in Year 11, progression can be to a specific trade or alternatively you may consider an apprenticeship, traineeship or employment. Progression to further learning and training may have additional entry requirements such as qualifications in mathematics and/or English at specific grades or levels.

Information for Schools

Fees:

£2,250

Protective clothing £50

Qualification Code:

500/4033/9



HAIR AND BEAUTY

Qualification:	City and Guilds Level 1 Certificate in Introduction to the Hair and Beauty Sector
Suitable for:	Year 10 and Year 11
Day:	Monday PM / Thursday AM
Time:	AM 9.00am - 12.30pm PM 1.00pm - 3.00pm
Venue:	The David Hockney Building
Duration:	One Year

What will I learn on the course?

You will be introduced to the Hairdressing and Beauty Therapy sector. The course follows the Hairdressing pathway with some beauty units and has a strong practical element but you will also complete written work and a portfolio of evidence.

The course is made up of four mandatory units followed by 18 credits from a mix of Hairdressing and Beauty Therapy Units, all of which have to be completed to achieve the qualification.

The mandatory units are:

- Introducing the Hair and Beauty Sector
- Presenting a Professional Image in a Salon
- Follow Health and Safety in the Salon
- Working with others in the Hair and Beauty Sector.

How will I learn and be assessed?

You will undertake the majority of your course in a practical salon developing your skills. You will spend part of the programme in the classroom where you will be taught the theory surrounding the sector.

You will be required to present work in a range of ways including presentations, posters, mood boards and photographs and present this in a portfolio of evidence.

What are the entry requirements?

There are no formal entry requirements, however, you should have an interest in the hairdressing sector. Students are also required to wear a full salon uniform and must be prepared to conform to this requirement throughout the whole of the course.

What next?

Successful completion of the Level 1 qualification can lead to Level 2 qualifications in Hairdressing, an apprenticeship, traineeship or employment.

Information for Schools

Fees:

£2,500

£50.00 Salon Uniform

Qualification Code:

Level 1 601/5785/9



MOTOR VEHICLE STUDIES

Qualification:	City & Guilds Level 1 Certificate in Motor Vehicle Studies*
Suitable for:	Year 10 and Year 11
Day:	Monday PM / Thursday AM
Time:	AM 9.00am - 12.30pm PM 1.00pm - 3.00pm
Venue:	Bowling Back Lane Automotive Centre
Duration:	One Year

What will I learn on the course?

Whilst on the course you will learn the basics of Motor Vehicle Studies and complete several Units.

These are:

- Health and Safety for Motor Vehicle Studies
- Introduction to Spark Ignition Power Units
- Introduction to Engine Liquid Cooling and Engine Lubrication
- Introduction to Steering and Suspension
- Introduction to Vehicle Breaking Systems
- Introduction to Vehicle Wheels and Tyres
- Introduction to Vehicle Exhaust Systems.

You must complete all Units to achieve the Certificate and enable you to progress further.

How will I learn and be assessed?

You will be taught in a real workshop environment using industry standard equipment and you will be expected to behave in a mature way and work safely when using equipment and carrying out tasks. You will be tested on practical elements of the course as you progress.

You will be expected to undertake classroom activity as part of the course and complete a workbook to evidence what you have learnt. You will also undertake a short online test at the end of the year.

What are the entry requirements?

There are no formal entry requirements for the course, however, you should have a good level of English to enable you to complete written work as part of the assessment.

What next?

Successful completion of the course will lead you onto the Level 1 Diploma in Motor Vehicle Studies. Those who are taking the course as part of Year 11 studies may be able to progress straight onto the Level 2 course or an apprenticeship, subject to GCSE grades at 4 or above in English and mathematics.

*Not listed on Key Stage 4 performance table.

Information for Schools

Fees:

£2,250

£50.00 Protective Clothing

Qualification Code:

501/1230/2 (Level 1)





STUDENTS AGED 14-16
COURSE GUIDE
2018/19

NOTES



NOTES

OPEN EVENTS 2019/20

- 6th July 2019
- 22nd August 2019
- 16th November 2019
- 21st March 2020

For full details of times and venue please visit the college website

For further information please contact:

14-16 Team

📞 01274 433309

✉️ 14-16provision@bradfordcollege.ac.uk

Bradford College, Great Horton Road, Bradford BD7 1AY
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