

Local Offer - Priestley College

Setting name and Address	Priestley 6 th Form College Loushers Lane Warrington WA4 6RD
Telephone Number	01925633591
Website Address	www.priestley.ac.uk
Twitter Address	https://twitter.com/priestleysfc
Facebook Address	https://www.facebook.com/PriestleyCollegeWarrington/
YouTube Address	https://www.youtube.com/channel/UCcEns9Qv2WEkGsHSicJ2nYQ
Does the post 16 setting specialise in meeting the needs of young people with a particular type of LDD	Priestley College is an inclusive mainstream 6 th form College, currently catering for 1,965 full-time students aged 16-19+ who are undertaking a wide variety of Level 3, and a smaller range of Level 2 programmes. There is no specialist provision. Priestley does not offer a timetabled/accredited life-skills programme.
What is the admission criteria for the college?	<p>Students applying to Priestley will usually have followed a GCSE or equivalent programme and be expected to meet the entry requirements for the options for which they are applying.</p> <p>Level 3 programmes usually require a minimum of at least five GCSEs at Grade 4 or equivalent. Your overall programme will be determined by your average GCSE points score.</p> <p>At Priestley, students enrolling on a Level 3 programme are able to study A-Levels, vocational qualifications or a combination of both. Those following an A-Level programme will take AS exams at the end of Year 1 and will receive an AS qualification in any subject they do not continue to A-Level. In Year 2 most students will continue with three A-Levels or equivalent.</p> <p>Many students choose Priestley because of the opportunity to combine vocational courses with A-Levels. For example, some choose to study a BTEC Extended Diploma with an additional AS subject. Others combine a BTEC Subsidiary Diploma with two AS Levels in their first year, progressing to a BTEC Diploma and one A-Level in Year 2.</p> <p>To take A-Levels at Priestley you should have an average GCSE points score of 5 or above and have a GCSE Grade 4 or above in English Language or English Literature</p> <ul style="list-style-type: none"> • GCSE average of 7 or better = option of taking four or five AS/A-Levels or equivalent • GCSE average of 6 to 6.9 = option of taking four AS/A-Levels or equivalent • GCSE average of 5 to 5.9 = option of taking three A-Levels or equivalent with an extended enrichment • GCSE average of less than 5 = option of taking Level 3 vocational qualifications <p>Please note:</p> <ul style="list-style-type: none"> • If you do not have a GCSE Grade 4 or above in English Language and/or Maths you will have to continue studying English and/or Maths until you obtain a Grade 4 or equivalent. • Anyone with an average GCSE points score of 6 or above will be advised to study one of our aspirational enrichment programmes. • Some individual subjects require a higher average GCSE points score

	<ul style="list-style-type: none"> • The Extended Project Qualification and/or Core Maths courses are excellent courses to keep your options open. • Vocational Level 2 qualifications passed pre-16 can replace one or two of our five GCSE entry requirements for Level 3. <p>To start a Level 2 Intermediate or GCSE programme you would normally be expected to have the majority of your GCSEs at grade 3/2 with at least one GCSE at grade 4 or above and an average GCSE points score of at least 3.</p> <p>All Level 2 Intermediate and GCSE courses at Priestley last one year and are aimed at those who have not achieved the average GCSE grade required for a level 3 programme. These courses will help to prepare you for one of our Level 3 Diploma or AS / A-Level programmes or for apprenticeships / employment with further training.</p> <p>BTEC Level 2 Diplomas and OCR Level 2 Diplomas are normally assessed by coursework, though some now have external exams. They are designed to build on your achievements from Year 11 and to prepare you to move onto Level 3 or employment. In addition, and depending on your GCSE grades, you may be able to take one or two GCSEs, such as English or Maths.</p> <p>Every Level 3 or Level 2 student who does not have a Grade 4 or above in GCSE English Language and/or Maths will have to work towards achieving a Grade 4, whilst some students with a Grade 4 could choose to aim to improve to a Grade 5 or above. For those with a Grade 3 this will mean taking a one-year, resit programme whilst those with less than a Grade 3 will be able to take a pre-GCSE course. If you do not have a GCSE grade 4 in English Language and/or Maths you will be required to take an assessment to ensure we place you on the right programme.</p> <p>No Level 1 provision is delivered at Priestley's main site on Loushers Lane. A level 1 sports coaching programme is available at Beamont Collegiate Academy for those who are not yet ready to progress to a level 2 programme. If you wish to find out more about this qualification, please contact the college on 01925 633591.</p> <p><i>Note: Our entry criteria is for guidance. Where necessary we will take into account individual circumstances, for example for health reasons an applicant may not have been able to take eight GCSEs or equivalent in Year 11. If there are special circumstances you wish us to take into account please let our Admissions Team know as soon as possible. We reserve the right to amend our admissions criteria to reflect the impact of GCSE and A-Level reforms.</i></p>	
Name and contact details of the person/role responsible for maintaining details of the Local Offer	Name: Andrew Moores Role: Marketing Officer Telephone: 01925 633591 Email: a.moores@priestley.ac.uk Adult Education Telephone: 01925 624455 Email: adultsenrol@priestley.ac.uk	Name: Judith Grant Role: Inclusion Manager Telephone: 01925 633591 (Ext 259) Email: j.grant@priestley.ac.uk Admissions Telephone: 01925 415415 Email: admissions@priestley.ac.uk
I confirm that our Local Offer has now been published on the College Website		
URL for the direct link to the College Local Offer	https://askollie.warrington.gov.uk/localoffer/directory_record/1606/priestley_college	

Accessibility and Inclusion

Priestley College is located to the south of Warrington near Stockton Heath and is served by local transport links and a variety of College bus services. Details of our location, campus, courses and the key policies and procedures can be found on our website www.priestley.ac.uk (alternative format can be made available on request).

At Priestley we strive to ensure that comprehensive arrangements are available to support all our students. Priestley is a friendly and inclusive college where we aim to treat everyone individually, and give them access to all the support they need to be successful students. Our primary aim is to work together in partnership with our students to make sure everyone reaches their full potential, whatever that may be.

Unless there are very exceptional circumstances all students are required to be full-time and there is no option to attend part-time. Priestley offers no option for home tuition.

The College also has evening provision for adult learning including both Functional and GCSE Maths, Functional and GCSE English and GCSE Science. The College also has adult daytime provision including Functional Skills Maths (Entry 1 – Level 2), and English. The full range of adult provision offered at Priestley can be found at www.priestley.ac.uk/adult-courses.

The curriculum is open to all students who meet the entry requirements for their preferred options. The College offers some Level 2 vocational programmes and a comprehensive range of Level 3, A-Level and vocational programmes. These can be chosen in combination to suit individual needs and aspirations. Students who have not achieved Maths and/or English Language GCSE at grade 4 or above will be expected to work towards gaining these qualifications.

Priestley College is not an enclosed campus and students are able to leave site during non-timetabled sessions throughout the day.

Disabled access parking and disabled access toilet facilities are available to both staff and students, however, there are currently no personal care or hoist facilities available, other than a disabled shower facility in the Sports Centre.

Automatic doors are in place in all College buildings except for the Design Centre, which will have a set of automatic doors available from January 2019.

Lifts are situated in all buildings except for the Design Centre. All buildings have wheelchair access and all gradients comply with current legislation.

Students or staff members who may require assistance to evacuate the building safely during an alarm must complete a Personal Emergency Evacuation Plan (PEEP). This is a process to determine an individual's specific requirements and draw up an evacuation plan for them which may involve the use of evacuation chairs. All relevant members of the team are involved in the regular fire drills.

Teaching and Learning

All students are taught by specialist 16 – 19 teachers and there are a number of specialists in each area to support students and who undertake appropriate ongoing training. Support Assistants employed by the College also undertake appropriate ongoing training. Currently there are no staff trained in personal care.

All staff have high academic standards and expectations. Priestley provides a caring, mature learning environment, including dedicated tutorial times. There is a comprehensive teaching and learning training programme for all subject staff, which is promoted and coordinated by dedicated faculty leads.

All students can access Study Support during their time at College. We provide support for any student at Priestley, particularly those who require additional help to access and participate in their learning programme and achieve their goals.

Study Support is well positioned in the Learning Resource Centre. The Study Base is a bespoke study area for students to access additional support. Students may be referred to the Base by a tutor, alternatively they are free to drop in for assistance or to work independently.

The types of support provided for students may include the provision of:

- Study support assistants (SAs) who provide support in class for groups or individuals with identified learning needs or other needs.
- Support with mobility and communication.
- Support for social interactions.
- Study Support to provide additional support outside of class.
- Direct support for individual students. The need for learning or other support may arise from a learning difficulty and/or disability, or from support required to access a progression opportunity, or employment, or from literacy, numeracy, health or social support requirements.

Students who have not or who are predicted to not achieve a Level 4 in GCSE English and/or Maths are required to take initial assessments/screening in literacy and numeracy. Tutors are expected to take account of the assessment and diagnosis of the needs of individual learners in their lesson planning.

Students with current EHCPs or specific learning needs can access this wide range of support provision. This is determined by their identified needs and where appropriate these may be recognised and supported by their local authority. This may include; additional support in classrooms, use of the Study Support Base, LRC, additional sessions outside of the classroom in addition to the support offered by subject tutors, personal and senior tutors and any appropriate resources or access arrangements necessary

The overarching aim is to help students to become as independent as possible by agreeing a programme of support which meets their needs and makes best use of the available resources.

The Study Support team is managed by the Inclusion Manager and includes Access Arrangements Assessors and Support Assistants who are available to respond to the diverse learning needs of students including specific learning difficulties - dyslexia, dyspraxia, dyscalculia, ASD, ADHD, Mental Health, Health Needs.

Help and support includes:

- Support with English and Maths
- Subject specific support
- Mentoring, pastoral advice and guidance
- Assessment for Access Arrangements
- Excellent links with professional agencies
- Advice about progressing from college to university and the learning support available (including Disabled Students Allowance – DSA)

All students have access to a College counsellor by appointment. The counsellor offers one-to-one support to any students with mental health and wellbeing needs. The counsellor works closely with personal/progress tutors, senior staff and Study Support. There are also First Aiders in college throughout the day to deal with accidents and emergencies. The counsellor and Senior Tutor for Wellbeing act as points of contact for signposting and referral into other NHS and non NHS health and wellbeing services. There are clear referral pathways into mental health, sexual health and drug and alcohol services.

Students also have access to JUMLA, Youth Health Service. This is a drop in service for advice and support for sexual health, LGBTQ support, drugs, alcohol, smoking and mental health.

Young Adult Carers also have drop in sessions made available for students for additional support.

All students have access to a comprehensive range of support via the Student Services department and personal / progress tutor including;

- Specialist guidance for UCAS and university entrants.
- Specialist guidance on early applications for universities via the Graduate programme

- Programmes offered by Oxford and Cambridge University including Pembroke North and HE+.
- Specialist guidance on apprenticeships.
- Careers guidance and employment opportunities.
- Bursary and financial guidance.
- Contact with specialist services.

Those students previously entitled to examination concessions must be re-assessed on entry to College by the in-house specialist assessors as they are moving to a new examination centre. New referrals for access arrangements will go through the same process. Assessments are referred to the national JCQ (CIC) examination body for confirmation and award of any concessions or access arrangements.

Progress Monitoring and Review

The College has a robust enrolment process which includes:

- Open Evenings & Events – An opportunity to visit the campus, talk to students and teachers and find out more about the courses and enrichment opportunities. Our planned Open Events for this year are available on the College website.
- Move On Up Programme – A variety of activities for Year 8, 9, 10 and 11 pupils to help prepare them for making subject choices at school and college, to help build confidence, raise aspirations, and support progression to higher education and employment. An overview of many of the activities available can be found on the college's downloads page at www.priestley.ac.uk/downloads.
- Application packs are available from Student Services and the Admissions office at the College or can be downloaded from the College website. Each year there is a priority application deadline which is available from the College website.
- Interview evenings – All applicants are invited to interview. Dates for the current year are published on the College website.
- Welcome Day – Students who have accepted a place at Priestley are invited to attend late in the summer term. Date is published on the College website.
- Choices Day – Arranged for students wishing to discuss options following GCSE results day. Please see the College website.
- Registration – Students receive an individual appointment to register their place at College during their Welcome Day experience which is then confirmed via post.
- Access to our two full-time careers advisers for advice and guidance.
- Access to Study Support advice and guidance.
- Individual appointments and visits on request.
- Guided registration interviews by teaching staff with Study Support advice where necessary.
- Comprehensive pastoral induction.
- Where appropriate a personalised transition programme is arranged in the summer term following the GCSE examination programme.

On-course monitoring and progress review:

- All students on entry are made aware of the College expectations.
- All students set SMART targets for each subject area to compliment the review process.
- All performance monitoring information, including attendance and punctuality, is available to parents is emailed regularly to parents throughout the year.
- Contact between personal/progress/senior tutors and parents as necessary and appropriate.
- Regular progress reviews and target setting as indicated on the Key Dates leaflets.
- Parents' evenings.
- Student progression and review days.
- All students are reviewed via College information systems on an ongoing basis including those students with SEND and any issues or concerns highlighted are responded to with appropriate involvement from any involved staff or appropriate external agency as necessary. The student and parents/carers where appropriate, will always be involved in this process.
- Students with EHCPs will have a formal annual review.

Safeguarding

All staff are given regular safeguarding training including updates as and when appropriate and the College has five named Safeguarding Officers. College uses the CPOMS Safeguarding software to track safeguarding concerns and provide support and interventions as appropriate.

College receives relevant information for supporting students via this system from many high schools at transition from Year 11..

All College staff have taken part in a PREVENT training programme which is updated as necessary. College has a robust Single Equality scheme, which is available from the College website.

All students receive relevant safeguarding training and have access to senior staff as well as a confidential emailing service to share any concerns. All safeguarding concerns are taken seriously and acted on in a timely manner.

There is a Health and Safety officer overseeing all aspects of the College and the health, safety and well-being of all campus users. Emergency evacuation procedures are in place and rehearsed regularly. Personal evacuation plans are generated for individuals where necessary and appropriate.

Staff and students are all required to wear their personal ID cards at all times on the campus.

A trained first-aid team are on call on site throughout the College day.

Risk assessments are carried out as necessary and as appropriate for a range of College and individual circumstances. Robust risk assessments are also carried out for student trips, visits and activities both onsite, offsite and residential.

The Personal Tutorial Programme regularly updates students on all key aspects of personal and collective safety and current issues. Including PREVENT and hate crime, safeguarding, drug and alcohol awareness, health and welfare topics.

The College has a robust e-safety policy and awareness programme.

The College has a named "Looked After Child" member of staff.

The College operates on a block timetable which means there are no set lunch or break times for staff and students. Lunch times are arranged by the student to fit in with their individual timetable. Students have the opportunity to leave the campus during free periods and are not required to be in College when off timetable. Unless there are very exceptional circumstances, there is no lunchtime supervision.

The College has an excellent relationship with external agencies who are able to support vulnerable students or students causing concern.

Health & Safety

All students have access to personal/progress tutors, Study Support and Student Services for advice and guidance on a range of matters. Students who make a disclosure about a health concern or issue are advised that this information becomes a health note on their personal profile.

Students with significant health care issues generate a Health Care Plan with Study Support for distribution to involved staff. This identifies the disclosed issues and concerns, the appropriate/necessary response that may be required and the preferred strategies and interventions to support the student.

A medi-fridge and medi-cabinet are available for storage of medication. Unless there are very exceptional circumstances students are expected to self-manage their medication in College. Staff receive appropriate training to administer emergency medications such as Epi-pens.

Communication

The College has very effective Information Systems that are used to communicate with staff, students, parents/carers where appropriate, support staff and business staff. Further opportunities for communication include:

- All performance monitoring information, including attendance and punctuality, is available to students on the Student Portal which can be shared with parents.
- Performance Monitoring is emailed regularly throughout the year to parents.
- Contact between personal/progress/senior tutors and parents as necessary and appropriate.
- Regular progress reviews and target setting as indicated on the Key Dates leaflets.
- Parents' evenings.
- Student Progression and Review Days.
- All students are reviewed via College information systems on an ongoing basis including those students with SEND and any issues or concerns highlighted are responded to with appropriate involvement from any involved staff or appropriate external agency as necessary. The student, and parents/carers where appropriate, will always be involved in this process.
- College website.
- College Facebook account.
- College Twitter account.
- College YouTube channel.
- Regular newsletters.
- Student Bulletin.
- Student briefings.
- Key Dates leaflets.
- Student Tracking System.
- College text and email system.
- Parent Carer Progression/Student Finance England session.
- Parents' events - Elevate - study skills and HE +

Partnership and Cooperation

As above, plus:

- Student Council and College Council.
- College Council helpdesk
- Student focus groups.
- Governors including staff, student and parent governors.
- Students on interview panels.
- College has effective relationships with a number of external agencies including;
 - Local schools, business and industry for teaching, learning and work experience opportunities
 - Warrington Borough Council - Make Your Mark campaigns for voter registration
 - Youth Parliament elections
 - TCAT Parliament
 - NCS
 - Local parties represented in Question Time
 - College Consortium - HE+
 - Five colleges consortium - pastoral and curriculum areas
 - Universities, colleges and other educational establishments for progression opportunities
 - Apprenticeship providers & employment opportunities locally and nationally
 - Health and wellbeing organisations, such as , CAMHS, JUMLA (Youth Health Service) , MacMillan, Young Adult Carers , IAPT and Kooth
 - Police and Community Officers
 - Social Services
 - Family Partnership
 - Local Education Authorities including SEND Staff

- Higher Horizons (working on progression for students identified as from underprivileged areas) and subgroups, including: GRIT, AltaHigher and Brightside

Help and Support available

In addition to the information above in different categories College:

- Sends out timely information about bursary funding, free school meals and transport costs. College does not make individual transport arrangements.
- Throughout the academic year College provides appropriate support, information, advice and guidance to enable students to make decisions about progression including university applications, apprenticeships and employment routes.

Transition arrangements

- Admissions and marketing team liaise with partner schools
- Attendance at EHC Reviews
- Admissions Interviews
- Open Events
- Taster days including Welcome Day
- Individual transition programmes organised by Study Support where appropriate
- Admissions team liaise with students and Parents/Carers where appropriate in regard of admission arrangements and information
- Liaison with external agencies where appropriate
- Choices Event
- Individual tours and consultations with staff by appointment
- UCAS information evening held for parents/carers annually in October to pass on essential information to parents/carers of Year 2 students, such as the UCAS process and student finance
- Regular talks/visits by university representatives on HE transition such as information on degree apprenticeships, writing personal statements, etc
- Staff check all UCAS applications prior to submission

World of Work & Enrichment

Careers Programme

We aim to provide our students with a comprehensive package of impartial careers information, advice and guidance lead by our two fully qualified and Matrix-accredited Careers Advisers.

The main aim of this support is to enable students to make fully informed decisions and plan their progression from College to the next stage in their career, be that university, an apprenticeship, or some other form of positive activity.

Individual one-to-one careers guidance interviews can be booked at any time throughout the year, and students can bring their parents/carers with them if they wish to. Whilst all subjects can be discussed at any time, some topics of discussion tend to occur at regular times of the year due to external deadlines such as UCAS and apprenticeship applications. Typical areas for discussion during individual careers guidance interviews may include;

- Long-term career choice
- Subject combinations
- University applications
- Student finance
- Apprenticeship and training opportunities
- Job search techniques
- Professional CV and letter writing

Whilst many progression related activities are based in Careers upstairs in the LRC, many others take place in tutorial and lesson time, as well as in different venues around the campus. Others may also take place on employer's premises and at commercial venues outside College.

All our classroom and individual careers work is supported and enhanced by our Careers 'Moodle' page which all our students have access to. This contains a wide range of resources, including labour market information, for students to use as part of their own career development.

More information about Priestley's comprehensive careers and enterprise programme, linking to the Gatsby Benchmarks within our Careers Programme, can be found on our website at www.priestley.ac.uk/career-advice/. To speak to our Careers Advisors Ian or Charlie, or Mark Eccleston, the Senior Manager in charge of careers at Priestley, call 01925 633591.

The College measures the impact of its careers programme using a range of methods including leavers' destinations, progression data and student survey results. Priestley College is a Matrix™ accredited organisation. To maintain accreditation the College is periodically self-assessed and externally-assessed against the Matrix Standard™ criteria, including an assessment of the processes used to support the delivery of Information, Advice and Guidance as well as the results achieved.

Work Related Learning

In addition to embedding work-related learning into teaching and learning, the following are relevant to all students:

- Faculty educational visits to enhance and underpin life skills
- Industry placements that support career aspirations and decisions
- STEM workshops and enterprises to support teaching and learning
- External company talks
- Mock interviews to support job and career applications
- CV development through one-to-one support

Enrichment

There are a wide range of enrichment opportunities which may vary year on year, many take place during the College day whilst some sport and performance activities may take place after College and/or in the evenings. All students are encouraged to participate in enrichment activities both in and out of College to enhance life skills, supplement their academic programme and extend opportunities. Students are encouraged to seek out work experience/opportunities and advised to commit to no more than 10 hours per week to ensure that there is no impact on their College programme. Students have the opportunity to nominate and support the running of their own enrichment opportunities. All students are encouraged to take part in fundraising and charity events.

Information correct as of 06/11/2018