



18 North Hill

# THE SIXTH FORM COLLEGE COLCHESTER

Learning Support Department



# COLCHESTER SIXTH FORM COLLEGE

## LEARNING SUPPORT DEPARTMENT – ‘NUMBER 58’

### Will the College cater for my learning support needs?

Yes, the College will aim to meet your learning needs as far as possible within the context of the resources that the government makes available. The transfer from GCSEs to sixth form study at age 16 can be really exciting, but some initially find it a bit of a worry. It is important that we work together to try to get this right for all students, particularly those with learning support needs and/ or Exam Access Arrangements.

We welcome applications from all suitably qualified prospective students including any student with learning support needs, as long as the student meets the academic entry criteria for their chosen programme of study and other criteria as laid down in the College Admissions Policy. We will work together to ensure that we anticipate any support needs and Exam Access Arrangements so that, wherever possible, arrangements are ready and in place for enrolment.

### The key to success is communication.

There are a number of opportunities for students and their parents to provide relevant learning support/ Exam Access Arrangements information including:

- On application
- During the admissions interview
- During Induction Day
- On enrolment
- In the Autumn Term

Clear communication prior to enrolment and throughout the students' time at College is really important. It is harder to help if we do not know of a learning support need or existing Exam Access Arrangements - so please do ensure that we are kept updated.

Relevant information is then passed on to key staff at College – e.g. subject teachers, Personal Tutors, Senior Tutors – to ensure that learning support needs and/ or Exam Access Arrangements are catered for.

If a student has had Exam Access Arrangements at their school, we will need to contact the school and arrange for the evidence to be

**make the application for arrangements for that academic year.**

## What if I need support at College?

There are many types of support for a student at College:

## I have Exam Access Arrangements at school, how do I ensure that I have the appropriate arrangements at College?

In order for the College to apply to the relevant government agency (JCQ) for permission to instigate Exam Access Arrangements, we must have all 'evidence' documentation in place by the following dates:

|           |                               | Final JCQ Deadline |
|-----------|-------------------------------|--------------------|
| November  | Modified Papers               | Mid-September      |
| November  | All other access arrangements | Early October      |
| January   | Modified Papers               | Early October      |
| January   | All other access arrangements | Mid-October        |
| May/ June |                               |                    |
| May/ June |                               |                    |

Modified Papers

Mid-January

All other access arrangements

Mid-February

transferred to the College. This evidence needs to be less than two years old, so it is normally the case that we will need to re-assess the student at some point during their time of study with us.

### Subject Support:

This could include:

- Regular drop in 'support' lessons

Students can view the arrangements in place for them by logging onto the College Moodle site (top right hand corner of the 'home' page – 'Exam Entries').

**Please note: Failure to inform the College of previous Exam Access Arrangements in September of the year of enrolment may result in the College not having enough time to**

- Peer mentoring, one-to-one occasional support lessons
- E -support
- Moodle (the College intranet) has support and extension material for each subject etc

**Learning Support ('Number 58') – Non Subject Specific Support:**

- Drop-in support with learning support tutors who can help students to prioritise work, develop study skills, talk through issues, get started on an assignment etc
- Offering a 'quiet' place to work
- ESOL support: classes for students for whom English is a second language

- Welfare support: drop in support for students who are struggling with mental health and other welfare issues
- College assessment team to assess students for Exam Access Arrangements

**Support for Students with Higher Level Needs:**

If a student has had higher level support at school, including any of the following: a Learning Support Assistant in the classroom or one-to-one support out of the classroom or time with a specialist teacher (eg: for Deaf or Braille lessons) then the College can make a bid to the students' Local Authority to request funding for this to continue at College.





For more information please contact:

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