



**LEEDS CITY**  
COLLEGE

# **WORKING WITH YOU**

**Leeds City College**  
School Liaison Team



# ABOUT US

Our information, advice and guidance (IAG) qualified team is made up of teachers, performers, explorers, musicians, foodies, footie fans, cyclists, and more. But most importantly, we're further education experts, champions of equality and diversity, and here to help your students with their options. We are the School Liaison team, and we're here for you and your students.

If you are a school or provider in the local authority, we'd love to support you with:

<b>Careers fairs</b>	<b>Curriculum experience sessions</b>
<b>Parents' evenings</b>	<b>Taster days</b>
<b>Bespoke transition talks</b>	<b>Campus tours</b>
<b>Assemblies</b>	<b>Progression workshops</b>

Our free service includes providing information on each of the college's curriculum areas, updates on the range of courses and apprenticeships, and the choice of career options available to prospective students.

Each event and activity can be tailored to meet your students' needs. Keep track of our holiday campus tours and bespoke events on the Leeds City College website.

We loved working with each and every school last year, and can't wait to work with you again.

# EXPLORING POST-16 OPTIONS

We offer impartial information and guidance about further education courses and apprenticeships, in group or one-to-one settings. We fire up imaginations and bust myths along the way.

## Assemblies

A popular service of ours is taking assemblies for all year groups to give students information about the courses and apprenticeships that we offer and describe what college life is actually like.

In these, we give the most up-to-date information, advice and guidance (IAG) to your students so that they can make clear and informed decisions about their options in an entertaining and engaging way.

## Careers Fairs

We can discuss students' future pathways and the courses available that will help them get to where they want to be. We also attend schools' parents' evenings for Key Stage 4 groups.

If you have secured a date and would like us to come along to your careers fair, call us now on **0113 386 1997** or email [transitionteam@leedscitycollege.ac.uk](mailto:transitionteam@leedscitycollege.ac.uk) and get your event in our diary.





# LIFE AS A STUDENT

Our 'Life as a Student' sessions can be an important dimension in decision-making and are available to groups both at your school and at Leeds City College. Students will be able to discover what it's really like at college and will be able to understand their future options to help them plan their post-16 education.

## **Curriculum Experience**

Curriculum experience sessions give students an insight into what college courses entail. These are mostly held at a specific campus where the course would be studied. However, some sessions can be delivered at school.

For more information about our fantastic curriculum experience sessions, visit our website. To book your own sessions, just contact the School Liaison team who will be able to organise these for you. Remember: You can book more than one curriculum experience session for your school!

## **Campus Tours**

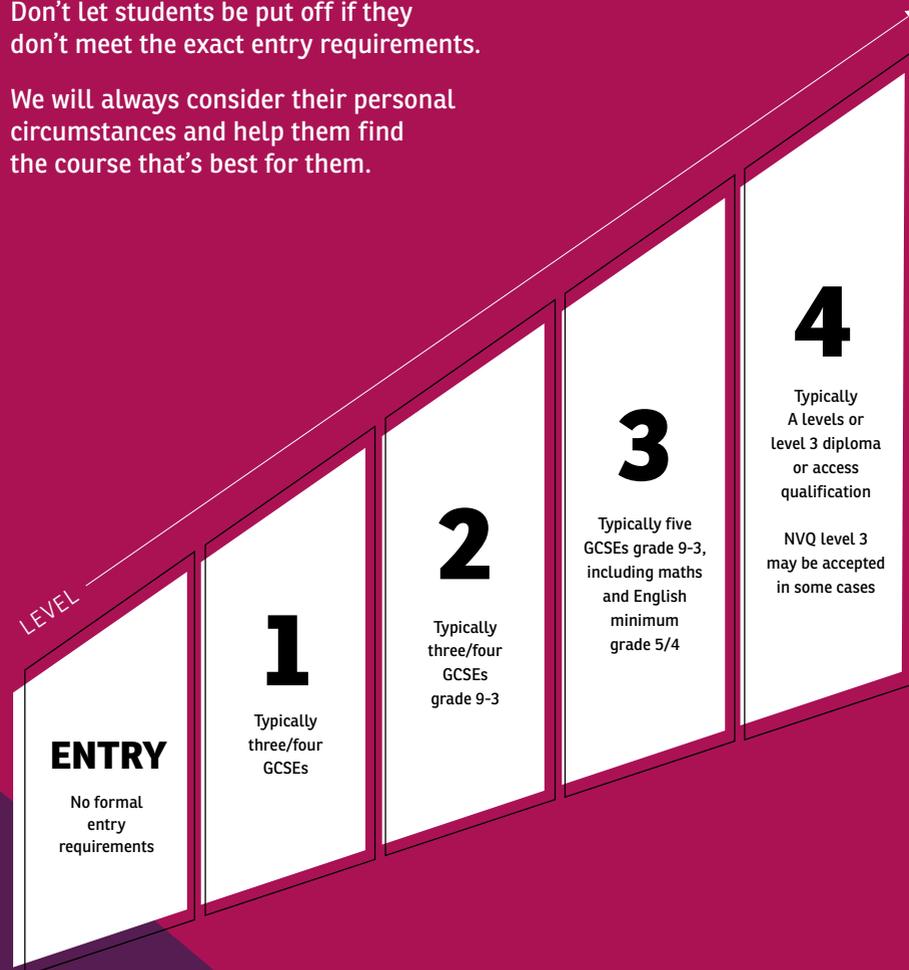
Our popular and entertaining campus tours are the perfect way for students to visit college and discover the enormous range of courses that we offer, as well as our amazing, state-of-the-art facilities.

Tours are available at our main campuses- Park Lane, Quarry Hill and Printworks. Look out for our holiday campus tours. Dates are on our website. Parents, carers and families are also welcome.

# ENTRY REQUIREMENTS

Don't let students be put off if they don't meet the exact entry requirements.

We will always consider their personal circumstances and help them find the course that's best for them.



These entry requirements are for vocational courses. For the latest A level and apprenticeship entry requirements please visit [gov.uk](http://gov.uk) or [leedscitycollege.ac.uk](http://leedscitycollege.ac.uk)

## English and Maths

Don't worry if some of your students haven't got English and maths GCSE at grade 4. It is built into our courses alongside our subjects. Some courses may need students to have English and maths GCSE at grade 5 due to the content. This will be explained by our tutors.

“Interesting, helpful and inspiring.”

Crawshaw Academy student  
(Discover Day 2019)

“It was great. I am now encouraged to look at all the courses Leeds City College offers.”

Guiseley School student  
(Taster Day)

“The day was fantastic and we would like to extend our thanks to all of you for your efforts.”

Benton Park staff  
(Taster Day)

“Fabulous, incredible, amazing.”

Leeds City Academy student  
(Taster Day)

“The staff were friendly and the taster session was fun.”

Guiseley School student  
(Taster Day)

“Thank you for showing our pupils around your college. They were inspired at what they saw.”

Springwell Academy staff  
(Campus Tour)

# TARGETED SESSIONS

Our fabulous targeted sessions can be booked for specific groups of students to help ease the nerve-wracking transition from school to college. The content and length of these sessions can be written specifically to match the needs of any particular group of students. They will include all the information needed to aid the transition process, covering a wide range of topics, such as college courses, finance, and student support.

## Transition Talks

These sessions are aimed specifically at year 11 students who have applied for a course at Leeds City College but are apprehensive or nervous about the interview process or starting the course in September. Our small group sessions build students' confidence and help them prepare for life at college.

## Progression Workshop

These tailored workshops are available for any year group to help give students information about their post-16 education and career options. The fun and interactive sessions include ice breakers, confidence builders, stress busters and career games. The college's Student Life team can also be on-hand to chat to students and deliver exciting activities. We recommend one hour for the sessions but they can be tailored to suit you and can be added on to our tours or taster days.





# INTERESTED IN OUR EVENTS AND ACTIVITIES?

You can visit the School Liaison page on our website to see how the team can help your school achieve the Gatsby benchmarks. The team also work closely with University Centre Leeds.

## **Student applications and interviews**

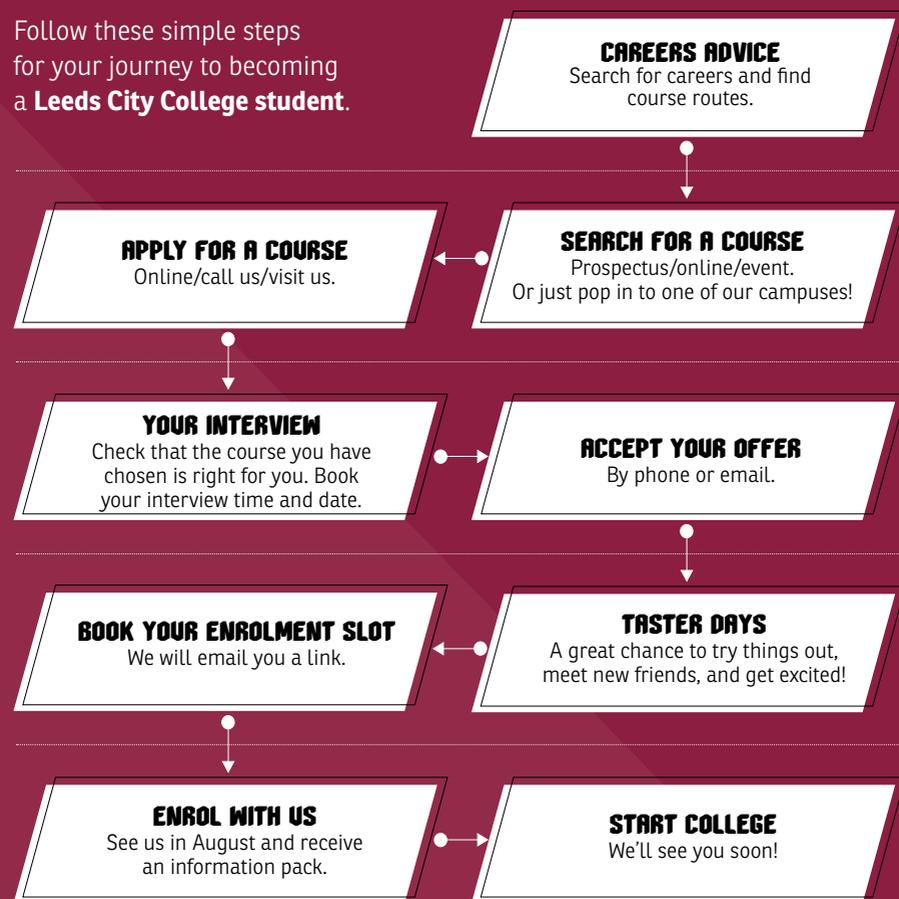
For information about student applications to Leeds City College and upcoming interview dates, get in touch with your School Liaison contact.

Due to new GDPR guidelines, we will need a signed Progression Data Agreement. Book a meeting with us and we can make all the arrangements.

The School Liaison team would love to meet you and discuss bookings and college information. Please get in touch with your School Liaison contact or email [transitionteam@leedscitycollege.ac.uk](mailto:transitionteam@leedscitycollege.ac.uk)

# APPLICATION PROCESS

Follow these simple steps for your journey to becoming a **Leeds City College student**.



## GCSE results day

A representative from Leeds City College can attend your school on A level or GCSE results days. Staff from the college will be available to support students who need information about alternative options, as well as those who have already applied to Leeds City College and need information about the enrolment process.

## Dates for your diary

Check out our website for our bespoke events throughout the year.

## Open events at all main campuses

9 October, 4-7pm | 13 November, 4-7pm | 25 January, 10am-1pm, 25 March, 4-7pm | 20 May, 4-7pm

Students can book on to the campus for the courses they are interested in. If students want to see all campuses or are not sure where to go, they can book on to Park Lane first. We will have a bus transporting people to each campus every 20 minutes! Visit [leedscollege.ac.uk](http://leedscollege.ac.uk) to book on.

## Park Lane Campus

14+ Apprenticeship Academy  
 Adult Courses  
 Apprenticeships  
 School of Applied Science  
 School of Events, Enterprise & Employability  
 School of Sport Science & Exercise  
 English for Speakers of Other Languages (ESOL)  
 Progression Studies  
 University Centre Leeds (including foundation and top-up degrees)

## Printworks Campus

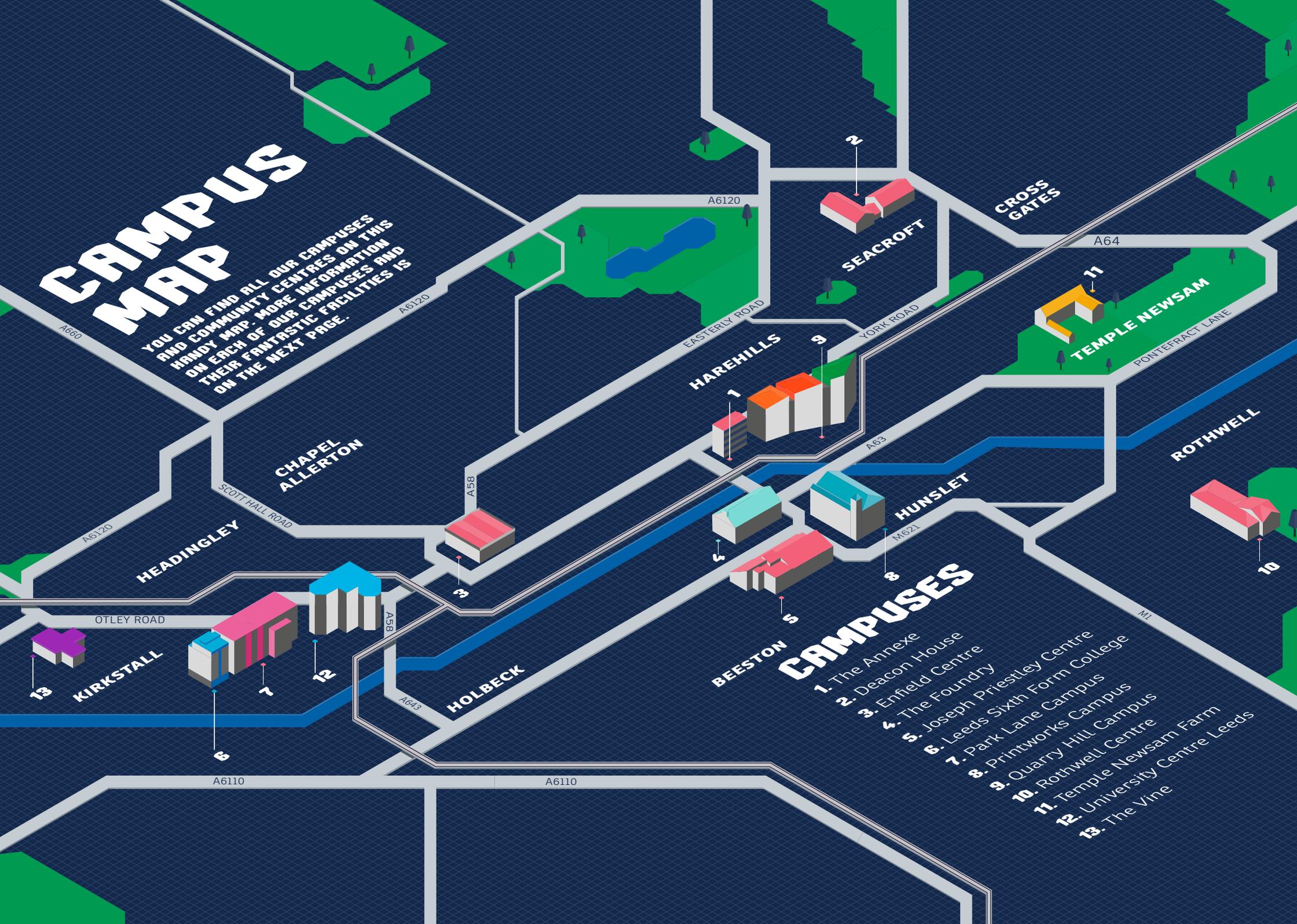
Adult courses  
 Apprenticeships  
 School of Land & Animal Sciences (Based at Temple Newsam Farm)  
 School of Business  
 School of Digital & IT  
 School of Hair, Beauty & Media Makeup  
 School of Engineering  
 School of Travel, Food & Drink  
 Management & Professional foundation studies (support for those with an education, health and care plan)

## Quarry Hill Campus

Apprenticeships  
 School of Creative Arts (Visual and Digital, Media, Music and Performance Production)  
 School of Social Science (Childcare and Education, Health and Social Care, Public Services)

# CAMPUS MAP

YOU CAN FIND ALL OUR CAMPUSES AND COMMUNITY CENTRES ON THIS HANDY MAP. MORE INFORMATION ON THEIR FANTASTIC FACILITIES IS ON THE NEXT PAGE.



## CAMPUSES

1. The Annexe
2. Deacon House
3. Enfield Centre
4. The Foundry
5. Joseph Priestley Centre
6. Leeds Sixth Form College
7. Park Lane Campus
8. Printworks Campus
9. Quarry Hill Campus
10. Rothwell Centre
11. Temple Newsam Farm
12. University Centre Leeds
13. The Vine

# INFORMATION FOR STUDENTS

- Time off school might be needed for the interview.
- Some interviews may need some preparation or there might be certain things to bring along.
- Everyone who has applied will be contacted by email in the first instance.
- Everyone who has applied will receive a reminder text message the day before the interview.
- On the interview day, offer cards are given out with course details and other useful information.
- If the course applied for isn't right, we will help find an alternative.

## When enrolling, the following are needed:

### 1. One form of identification from the below:

- Passport
- Driving Licence
- Official Photo ID
- National Identity Card
- National Insurance Card
- Utility Bill
- JCP Documentation
- Benefits Evidence
- Exam Certificate
- Debit or Credit Card

### 2. National insurance number

### 3. Copies of examination results

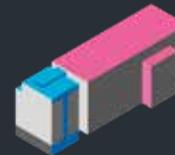
Students will not be able to enrol without this information.



## Printworks Campus

Printworks is our second flagship campus, based in the South Bank area of Leeds. The historic listed building underwent a multi-million-pound renovation and now students benefit from cutting-edge hair and beauty studios, world-class kitchens, state-of-the-art engineering workspaces, digital labs and an air cabin!

**Hunslet Road, Leeds, West Yorkshire, LS10 1JY**



## Park Lane Campus

A short walk from the city centre, this campus is ideal for access to Leeds and all the experiences it has to offer. The campus has a seven storey, 60-room, energy efficient annexe that incorporates solar panels to generate electricity. The roof is covered with sedum plants to provide insulation and green space in the city.

**Park Lane, Leeds, West Yorkshire, LS3 1AA**



## Quarry Hill Campus

Quarry Hill is our exciting new campus in the cultural quarter of the city, boasting specialist childcare training facilities, digital technology labs, and industry-standard studios and theatres.

The campus is perfectly situated for industry links to creative and healthcare partners, from the NHS to the BBC. Our schools of Creative Arts and Social Sciences will be based at this campus.

**Playhouse Square, Leeds, West Yorkshire, LS2 7UP**



WE ARE DRIVEN BY HARD WORK AND THE STRONG BELIEF THAT EVERY STUDENT HAS THE CAPACITY TO EXCEL, REGARDLESS OF THEIR BACKGROUND.

Leeds Sixth Form College offers a range of A level subjects that give you the opportunity to develop a rich and varied knowledge of academic disciplines, gain well-recognised qualifications, enter the world of work at a higher level, and progress to specialised degree courses.

## Choose from:

Art | Biology | Business | Chemistry | English Language | English Literature  
Film Studies | French | Geography | Government & Politics | History  
Law | Maths | Further Maths | Media Studies | Music | Music Technology  
Philosophy | Photography | Physics | Psychology | Religious Studies  
Sociology | Spanish | Textiles

Visit [leedssixthform.ac.uk](http://leedssixthform.ac.uk) | Call 0113 386 1997

## OPEN EVENTS

### 9 OCTOBER

Leeds City College  
Open Event | 4pm-7pm  
All campuses

### 25 JANUARY

Leeds City College  
Open Event | 10am-1pm  
All campuses

### 13 NOVEMBER

Leeds City College  
Open Event | 4pm-7pm  
All campuses

### 25 MARCH

Leeds City College  
Open Event | 4pm-7pm  
All campuses

### 11 DECEMBER

Leeds Sixth Form College  
Open Event | 4pm-7pm  
Park Lane Campus

### 20 MAY

Leeds City College  
Open Event | 4pm-7pm  
All campuses

We also offer support with transport,  
subject to availability and criteria.  
Contact us to find out more.

**Call: 0113 386 1997**

**Email: [transitionteam@leedscitycollege.ac.uk](mailto:transitionteam@leedscitycollege.ac.uk)**

## Follow us:

 @leedscitycollege

 @lcc\_schoolteam

 leedscitycollege

## Useful Websites

**Leeds Pathways**  
[www.leeds.gov.uk/leedspathways](http://www.leeds.gov.uk/leedspathways)

**National Apprenticeship**  
[www.gov.uk/apply-apprenticeship](http://www.gov.uk/apply-apprenticeship)

**National Careers Service**  
[www.nationalcareersservice.direct.gov.uk](http://www.nationalcareersservice.direct.gov.uk)

**Leeds Sixth Form College**  
[www.leedssixthform.ac.uk](http://www.leedssixthform.ac.uk)

**University Centre Leeds**  
[www.ucl Leeds.ac.uk](http://www.ucl Leeds.ac.uk)

**Keighley College**  
[www.keighleycollege.ac.uk](http://www.keighleycollege.ac.uk)

**Harrogate College**  
[www.harrogate-college.ac.uk](http://www.harrogate-college.ac.uk)

## Service Level Agreement

Our Service Level Agreement outlines the key responsibilities and codes of conduct of both parties (ie Leeds City College and your school or college) participating in our recruitment and school liaison activities. You can download it via the School Liaison webpage.

**WE ARE THE SHAPE OF THINGS TO COME.  
WE ARE FUTURE. WE ARE LEEDS CITY COLLEGE.**

A member of Luminare Education Group

