SUPPORTED STUDIES
PROSPECTUS 2019/20
This guide, best read alongside the main NHC prospectus, summarises our Ofsted Outstanding supported studies offer. You’ll learn more about our courses, the guidance we provide to help you decide which course is right for you, and how we’ll support you throughout your time at NHC.

We’re thrilled that Ofsted confirmed that our supported studies students benefit from Outstanding provision at NHC meaning a very high proportion of our supported studies students excel and gain highly effective independent living skills.

We think there are five great reasons for you to choose NHC:

1. Everything we do is about helping you get where you want to be in life: everything we do at NHC is about helping you to prepare for a successful future – building your knowledge, skills and confidence, independence and realising your potential in the world of work.

2. Our tutors and learning support staff are genuine experts, experienced in supporting students like you: our supported studies staff team are experts in working with young people with special educational needs and disabilities (SEND). We’re here to help you achieve your goals and aspirations.

3. We run courses in self-contained areas of our main College Campuses which helps our students adjust to college life. All our facilities help you to develop your employability, social and independent living skills, as well as providing a range of opportunities to access the local community.

4. We work with local businesses to provide you with great work experience opportunities: we know that there’s nothing quite like experiencing the real thing to help you develop your skills and get to know businesses that might one day be your employer. We have great relationships with local employers who have been working with us for many years.

5. We’ll offer you a really interesting, relevant course. We know that your course has to be engaging, meaningful and fun. At NHC, we work really hard to make sure every session is a great one.

We hope this guide gives you a flavour of the ways in which we can help you get where you want to be in life. You can find lots more information about our courses at www.nhc.ac.uk. You can also call, e-mail and follow us on social media to find out what we’re all about.

We really hope you choose a supported studies course with NHC and look forward to meeting you.

Kit Davies
Principal, North Hertfordshire College.
THE NHC EXPERIENCE

Your time at NHC is important to us. We want you to enjoy the experience, meet new people and try different activities as well as get the qualification you need to progress.

Your course will include a huge range of different learning and work experiences to help you prepare for your future. Each course will include learning projects, work experience, guest speakers, events, visits and trips to help you develop your skills in preparation for adulthood or your understanding of the sector you want to progress into. In each area, we work with local and national employers and partner organisations to make sure that we offer you the best possible NHC experience.

WE’re OUTSTANDING!

We’re thrilled that in November 2017 Ofsted confirmed that courses delivered by North Hertfordshire College (NHC) are Good with Outstanding features.

What’s more, Ofsted confirmed that our supported studies students benefit from Outstanding provision at NHC – meaning a very high proportion of our supported studies students excel and gain highly effective independent living skills.

Among the many highlights, the Ofsted report confirmed that:

- Our supported studies courses help our students gain confidence in every day, real-life situations within their local community and in the workplace.
- Our incredible supported studies tutors help our students gain confidence and tailor courses to meet each student’s individual, diverse and often complex needs.
- Our supported studies students benefit from great enrichment activities.
- You can view the full report on our website at www.nhc.ac.uk/about/our-ofsted-report.

OUR SUPPORTED STUDIES COURSES

WHAT IS SUPPORTED STUDIES?

Supported studies is for young people with special educational needs and disabilities (SEND), aged 16-24, who require discrete provision and additional support. Though we offer a diverse range of discrete courses, they all have in common a focus on helping you become more confident, independent and able to progress onto higher level courses or into work. To access a supported studies course, you’re likely to have an Education, Health, and Care Plan (EHCP) and would usually be referred to us by your school or YC Hertfordshire.

WHAT DOES A SUPPORTED STUDIES COURSE LOOK LIKE AT NHC?

Each of our supported studies courses is different, and we work really hard to make sure that each student’s experience reflects their particular needs and aspirations. There are some important common elements though:

- We teach in small groups, typically 6-12 students, to ensure that our tutors can support the individual needs of each student;
- We support all students to improve their maths and English, both through discrete sessions and by embedding maths and English in all course activities;
- We support all of our students who want and are able to access work placements with willing local employers, most of whom have been working with supported studies students for many years;
- Our supported studies tutors and Learning Support Assistants (LSAs) possess a wealth of expertise and experience – and they’re all incredibly passionate about the work they do;
- We continually review students’ progress throughout their time on the course, enabling us to personalise and improve each student’s experience;
- We run a hugely successful travel training scheme, to help students who need it to build their confidence and independence in travelling to and from College or a work experience placement;
- We invest in substantial transitional support, to help students prepare to join our courses – and then to help them prepare for their next steps on leaving us.

HOW SHOULD I CHOOSE WHICH COURSE IS BEST FOR ME?

We’re here to help you choose the right course for you. Before making any big decisions, you’ll be invited to visit our Campuses, join taster days, meet our staff and other students.

We’ll also work really closely with your parents or carers, and your current educational provider, to make sure that you enrol on the course that’ll best work for your particular needs and circumstances. YC Hertfordshire will also support you.
OUR SUPPORT

COURSE FEES
We don’t want money matters to get in the way of your learning with us. For many students, courses at NHC are free, except for an enrichment charge of £40. To find out exactly what the position is for the course you want to follow just have a chat with our team at an open day or evening, check out the website or give us a call.

The table below summarises what different students may need to contribute to the cost of their course.

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<tr>
<th>SUPPORTED STUDIES COURSES</th>
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<tbody>
<tr>
<td>16-18 years old on 31st August 2019</td>
<td>No course fees. Government fully funds your course. Only £40 enrichment charge.</td>
<td></td>
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<tr>
<td>19-25 years old on 31st August 2019</td>
<td>It’s possible you won’t need to pay any course fees; for example, if you have an EHCP, you won’t be required to pay fees. Only £40 enrichment charge.</td>
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THE STUDENTS’ UNION
The Students’ Union (SU) is the officially recognised body that represents students at NHC. If you like to have your say and want to contribute to changes within the College, then the SU is for you. The SU exists to enhance the learning experiences of students and to drive improvements in day-to-day college life. This includes organising social and sporting activities, events and campaigns for student welfare and education.

NUS MEMBERSHIP
As a student at NHC, you can apply for an NUS Totum card for just £12 to get access to loads of exclusive UK discounts in shops, cinemas and restaurants – both online and on the high street. To find out more, check out www.nus.org.uk

HOW DO WE MEET OUR LEGAL OBLIGATIONS?
You may now have an Education, Health and Care Plan (EHCP), which will contain specific aims relating to education, physical and emotional health, employment, independent living, friendships and full participation in society.

We’re fully committed to providing appropriate provision, which encompasses all relevant aspects of your plan to prepare you for adulthood. Your EHCP will be reviewed on an annual basis.

OUR CAMPUSES
You’ll study at one of our Campuses in North Hertfordshire. All of our locations provide an excellent learning environment with open spaces and are a short distance to railway or bus links.

Some of our courses are run in self-contained areas of our main College Campuses which helps our students adjust to college life. All our facilities help you to develop your employability, social and independent living skills, as well as providing a range of opportunities to access the local community.

STEVENAGE CAMPUS
Monkswood Way, Stevenage, Hertfordshire SG1 1LA [a self-contained space within the Campus]
Our Stevenage Campus is near Asda and only a short distance from the town centre and train station.
Our supported studies area is on the ground floor with a specialist kitchen, computer suite, art room, shop, chillout space plus a garden area, polytunnel, common room and gym. (All exclusive use for the Supported Studies students).

HITCHIN CAMPUS
Cambridge Road, Hitchin, Hertfordshire SG4 OJD
Our Hitchin Campus is on Cambridge Road, close to the train station and town centre.
In recent years, we’ve invested over £10 million in additional space, new equipment and resources to make it a creative and fun learning environment.

ENGINEERING & CONSTRUCTION CAMPUS (ECC)
Fulton Close, Stevenage, Hertfordshire SG1 2AF [a self-contained space within the Campus]
Our EEC is a 19,000 sq ft facility right next to the train station in Stevenage. We’ve recently invested in new equipment and resources so it feels like you’re working on a site in your chosen sector.
Our supported studies students have sole access to the self-contained WHEELS unit with workshop, computer suite and chillout space with kitchen facilities.
NEXT STEPS

You’re about to make some really big decisions about what to do next. If you decide you’d like to join a supported studies course you would usually be referred to us by your school or ‘YC Hertfordshire’. We’re here to help so you can talk to us at any time about your ambitions, options and the courses that would meet your needs and aspirations.

Please call us on 01462 424242 and ask for supported studies or find out more about our courses at www.nhc.ac.uk

APPLYING FOR A PLACE AT NHC

We’ve tried to make the application process as simple and straightforward as we can. Once you’ve been referred to supported studies by your school or YC Hertfordshire, you and your parents or carers will usually be invited to visit us at the Stevenage Campus to take a look around and meet us.

To ensure we place you appropriately you will then be invited to join a taster day, during which you’ll get to sample one or more of our courses, meet other members of the team and current students.

Once we’ve agreed what will be the best course for you, we’ll work with you, your parents or carers and YC Hertfordshire to complete your application form.

After you’ve made your application you may be invited to join additional taster days, so you can get used to coming to College before starting your full time course in September.

* previously known as Youth Connexions

Leaders, managers and teachers ensure that each element of a learner’s programme meets their often individual, diverse and complex requirements. Most learners make excellent progress towards realising their independence and achievement of relevant qualifications and skills.

Ofsted, November 2017
ASPIRE+

WHAT YOU’LL NEED TO JOIN
There are no formal qualifications required. However, to access the Aspire+ course, you should aim to develop your independence in a college setting.

WHAT YOU’LL LEARN
The Aspire+ course is about developing basic skills for independent living or supported employment. It is for young people (aged 16-24) with severe learning difficulties, working at entry level 1, who aspire to develop greater levels of independence and employability skills in a college environment.

The aim of the course is to promote independence, confidence, self-esteem, social and communication skills in preparation for adulthood, through practical activities including sensory learning opportunities.

Learning support assistants will meet and greet you on arrival and stay with the group all day, including breaks and lunch. The timetable runs from 9am-2.30pm, four days a week and includes:

- independent living skills
- community inclusion
- enrichment, health and wellbeing
- communication and self-expression (including art and drama)
- enterprise and employability
- practical maths, English and digital skills development
- personal and social development

HOW THE COURSE IS ASSESSED
Learning experiences are tailored for each individual throughout the curriculum, with achievements and progress recorded in a portfolio.
WHAT YOU’LL NEED TO JOIN
There are no formal qualifications required. However, to access the N.E.T course, you should aspire to develop your independence in a college setting.

WHAT YOU’LL LEARN
The N.E.T course is about developing the skills to make a successful transition from school to college. N.E.T. is for young people (aged 16-19) with moderate learning difficulties, working at entry level 1 and 2.

The aim of the course is to develop greater confidence, social skills and self-esteem in addition to developing maths and English skills through practical activities.

The full time N.E.T course is delivered in a self-contained space at our Stevenage Campus with sole access to this discrete area and the garden. Activities on the wider site are also timetabled on a weekly basis, to aid future transition.

Learning support assistants will meet and greet you on arrival and stay with the group all day, including breaks and lunch. The timetable runs from 9am-2.30pm five days a week and includes:

- personal and social development
- independent living skills
- horticulture and conservation
- community inclusion
- enrichment, health and wellbeing
- self-expression including art and drama
- enterprise and employability
- practical maths, English and digital skills development

HOW THE COURSE IS ASSESSED
Learning experiences are tailored for each individual throughout the curriculum, and achievements and progress are recorded in a portfolio.

He has been nurtured by you all whilst also being challenged and encouraged to become more independent. He has matured and grown in confidence beyond anything we could have expected.

Parent of supported studies student

LOCATION:
Stevenage Campus
WHAT YOU’LL NEED TO JOIN
To access this course you’ll need to be capable of achieving an entry level 2 qualification with independent travel skills or working towards it. There’s also the expectation that you would undertake a functional skills exam (in maths, English or digital skills development) by the end of the course.

WHAT YOU’LL LEARN
This course is about developing independent living, employability and functional skills. This full time course is for young people (aged 16-24) with moderate learning difficulties, working at entry level 2 who have recently left school or progressed from another supported studies course.

The aim is to prepare students for a higher level supported studies or a mainstream vocational course in the future.

The timetable runs for three days a week from 9am-2.30pm or 9am-4.15pm with breaks and includes:

- independent living skills (meal preparation and independent travel)
- enterprise and employability
- vocational tasters
- enrichment
- maths, English and digital skills development
- personal and social development

To support progression onto a vocational course you’ll undertake three vocational tasters of your choice which may include: care, digital skills development, sport, and Wheels.

Maths and English classes are streamed to enable you to develop these vital skills at a level and pace that is suitable for you. By the end of the year, you’ll have the opportunity to undertake a nationally recognised qualification in at least one functional skill.

HOW THE COURSE IS ASSESSED
By the end of the course, you’ll achieve a certificate in preparation for employment (entry at level 3) awarded by Gateway Qualifications.
WORK PROGRESSIONS

WHAT YOU’LL NEED TO JOIN
To access the Work Progressions course you’ll need to be capable of achieving an entry level 3 qualification with independent travel skills or working towards it. There’s also the expectation that you would undertake a functional skills exam (in maths, English or IT) by the end of the course.

WHAT YOU’LL LEARN
The Work Progressions course is about developing independent learning, functional and employability skills for progression. This full time course is for young people (aged 16-24) with moderate learning difficulties, working at entry level 3.

The aim is to prepare students for a vocational course or to access supported and open employment in the future. The timetable runs for three days a week from 9am-2.30pm or 9am-4.15pm and includes:

- employability
- vocational tasters
- enrichment
- maths, English and digital skills development
- personal and social development

To support progression onto a vocational course you’ll undertake three vocational tasters of your choice which may include: care, digital skills development, sport, and Wheels.

Maths and English classes are streamed to enable you to develop these vital skills at a level and pace that is suitable for you. By the end of the year, you’ll have the opportunity to undertake a nationally recognised qualification in at least one functional skill.

HOW THE COURSE IS ASSESSED
By the end of the course, you’ll achieve a Certificate in Employability skills (entry level 3) with Gateway Qualifications.

As well as supporting students with life skills and independent skills, the supported studies department provides an emphasis throughout on enterprise and raising awareness of future opportunities.

Dave Szczerba, Youth Connexions
ART AND CREATIVE

WHAT YOU’LL NEED TO JOIN
To access the course, you’ll need to have an interest in this vocational area and be capable of achieving an entry level 3 qualification, with independent travel skills (or working towards them). You’d also be expected to undertake a functional skills exam (in maths, English or IT) by the end of the course.

WHAT YOU’LL LEARN
The aim of the course is to prepare students for a higher level vocational course in this area or to access supported and open employment in the future. This full time course is for young people (aged 16-24) with moderate learning difficulties, working at entry level 3.

The timetable runs for three days a week from 9am-2.30pm or 9am-4.15pm and includes:

■ weekly practical days at our Hitchin Campus
■ vocational theory and employability
■ enrichment
■ maths, English and digital skills development
■ personal and social development

During the year you’ll complete accredited units in both theory and practical skills development that are subject to change, to suit the needs and interests of the group. These may include:

■ Craft skills
■ Working in art & design
■ Art & design: explore mixed media
■ Printmaking
■ Developing painting and drawing

HOW THE COURSE IS ASSESSED
By the end of the course, you will achieve a certificate in skills for Art and Design (entry level 3) awarded by Gateway Qualifications.
BUSINESS ADMINISTRATION

WHAT YOU’LL NEED TO JOIN
To access the course, you’ll need to have an interest in this vocational area and be capable of achieving an entry level 3 qualification, with independent travel skills (or working towards them). You’d also be expected to undertake a functional skills exam (in maths, English or IT) by the end of the course.

WHAT YOU’LL LEARN
The aim of the course is to prepare students for a higher level vocational course in this area or to access supported and open employment in the future. This full time course is for young people (aged 16-24) with moderate learning difficulties, working at entry level 3.

The timetable runs for three days a week from 9am-2.30pm or 9am-4.15pm and includes:
- weekly practical days at our Stevenage Campus
- vocational theory and employability
- enrichment
- maths, English and digital skills development
- personal and social development

During the year you’ll complete accredited units in both theory and practical skills development that are subject to change, to suit the needs and interests of the group. These may include:
- Working in business administration
- Handling mail
- Working with colleagues
- Welcoming visitors

HOW THE COURSE IS ASSESSED
By the end of the course, you will achieve a certificate in skills for business administration (entry level 3) awarded by Gateway Qualifications.
EQUINE, ANIMAL CARE, CONSERVATION AND HORTICULTURE (E.A.C.H.)

WHAT YOU’LL NEED TO JOIN
To access the course, you’ll need to have an interest in this vocational area and be capable of achieving an entry level 3 qualification with independent travel skills or working towards. You’ll also be expected to undertake a functional skills exam (in maths, English or IT) by the end of the course.

WHAT YOU’LL LEARN
The aim of the E.A.C.H. course is to prepare students for a higher-level vocational course in these areas or to access supported and open employment in the future. This full time course is for young people (aged 16-24) with moderate learning difficulties, working at entry level 3. The timetable runs for three days a week from 9am-2.30pm or 9am-4.15pm with breaks and includes:

■ weekly practical days at a farm
■ vocational theory
■ employment and enterprise
■ maths, English and digital skills development

During the year, you’ll complete accredited units in both theory and practical skills development that are subject to change, to suit the needs and interests of the group. These may include:

■ work safely
■ recognise a healthy farm animal
■ feed young farm animals
■ clean farm animal housing

HOW THE COURSE IS ASSESSED
By the end of the course you’ll achieve a certificate in skills for working life (entry level 3) awarded by City and Guilds NPTC.

LOCATION:
Stevenage Campus
WHAT YOU’LL NEED TO JOIN
To access the course, you’ll need to have an interest in this vocational area and be capable of achieving an entry level 3 qualification with independent travel skills or working towards. You’ll also be expected to undertake a functional skills exam (in maths, English or IT) by the end of the course.

WHAT YOU’LL LEARN
The aim of the course is to prepare students for a higher level vocational course in this area or to access supported and open employment in the future. This full time course is for young people (aged 16-24) with moderate learning difficulties, working at entry level 3.

The timetable runs for three days a week from 9am-2.30pm or 9am-4.15pm and includes:
- weekly practical days at our Stevenage Campus and the on-site AllSorts shop
- vocational theory and employability
- enrichment
- maths, English and digital skills development
- personal and social development

During the year, you will complete accredited units in both theory and practical skills development, that are subject to change, to suit the needs and interests of the group. These may include:
- working with customers in a retail setting
- using IT in the workplace
- effective communication in the workplace
- handling money in a sales situation

HOW THE COURSE IS ASSESSED
By the end of the course, you will achieve a certificate in skills for retail (entry level 3) awarded by Gateway Qualifications.

Teachers help learners develop their confidence quickly using highly effective strategies which encourage and help learners.

Ofsted, November 2017

LOCATION:
Stevenage Campus
SPORT

WHAT YOU’LL NEED TO JOIN
To access the course, you’ll need to have an interest in this vocational area and be capable of achieving an entry level 3 qualification with independent travel skills (or working towards them). You’d also be expected to undertake a functional skills exam (in maths, English or IT) by the end of the course.

WHAT YOU’LL LEARN
The aim of the course is to prepare students for a higher level vocational course in this area or to access supported and open employment in the future. This full time course is for young people (aged 16-24) with moderate learning difficulties, working at entry level 3.

The timetable runs for three days a week from 9am-2.30pm or 9am-4.15pm and includes:
■ weekly practical days at our Hitchin Campus
■ vocational theory and employability
■ enrichment
■ maths, English and digital skills development
■ personal and social development

During the year you’ll complete accredited units in both theory and practical skills development that are subject to change, to suit the needs and interests of the group. These may include:
■ taking part in sport
■ working in sport and active leisure
■ improving own fitness
■ exercise as part of a healthy lifestyle

HOW THE COURSE IS ASSESSED
By the end of the course, you will achieve an award in Skills for Sport and Active Leisure (entry level 3) awarded by Gateway Qualifications.
WHEELS

WHAT YOU’LL NEED TO JOIN
To access the WHEELS course you’ll need to have an interest in developing practical multi skills and independent travel skills (or working towards them). You’ll also be expected to undertake a functional skills exam in maths, English or IT by the end of the course.

WHAT YOU’LL LEARN
The aim of the course is to prepare students for an entry level 3 vocational course at the Engineering and Construction Campus (ECC) or to access supported and open employment in the future. This full time course is for young people (aged 16-24) with moderate learning difficulties, working at entry level. You’ll learn through a variety of practical activities, which means you’ll get actively involved to help plan your own work and jobs. There’ll also be links to other facilities at the ECC, to aid future transition.

The timetable runs from 9am-2.30pm on two days (practical sessions in our self-contained workshop) and 9am-4.15pm on one day (at our Stevenage Campus) and includes:

• motor vehicle repair and servicing
• safe use of power tools for woodwork and metalwork
• welding, bicycle repair and servicing
• enrichment, art and design
• maths, English and digital skills development

You’ll also be involved in team building activities such as preparing the workshop at the start of the day and helping with tea break duties.

Maths and English classes are streamed to enable you to develop these vital skills at a level and pace that is suitable for you. By the end of the year, you’ll have the opportunity to undertake a nationally recognised qualification in at least one functional skill.

HOW THE COURSE IS ASSESSED
Learning experiences are tailored for each individual throughout the curriculum, with achievements and progress recorded in a portfolio.

OUR COURSES

WHEELS

WHAT YOU’LL NEED TO JOIN
To access the WHEELS course you’ll need to have an interest in developing practical multi skills and independent travel skills (or working towards them). You’ll also be expected to undertake a functional skills exam in maths, English or IT by the end of the course.

WHAT YOU’LL LEARN
The aim of the course is to prepare students for an entry level 3 vocational course at the Engineering and Construction Campus (ECC) or to access supported and open employment in the future. This full time course is for young people (aged 16-24) with moderate learning difficulties, working at entry level. You’ll learn through a variety of practical activities, which means you’ll get actively involved to help plan your own work and jobs. There’ll also be links to other facilities at the ECC, to aid future transition.

The timetable runs from 9am-2.30pm on two days (practical sessions in our self-contained workshop) and 9am-4.15pm on one day (at our Stevenage Campus) and includes:

• motor vehicle repair and servicing
• safe use of power tools for woodwork and metalwork
• welding, bicycle repair and servicing
• enrichment, art and design
• maths, English and digital skills development

You’ll also be involved in team building activities such as preparing the workshop at the start of the day and helping with tea break duties.

Maths and English classes are streamed to enable you to develop these vital skills at a level and pace that is suitable for you. By the end of the year, you’ll have the opportunity to undertake a nationally recognised qualification in at least one functional skill.

HOW THE COURSE IS ASSESSED
Learning experiences are tailored for each individual throughout the curriculum, with achievements and progress recorded in a portfolio.

LOCATION:
Engineering & Construction and Stevenage Campuses

“Our daughter has really enjoyed her course, she always talks about her fantastic tutors who have made education a fun and exciting experience. The supported studies team have supported us all year and have remained in excellent contact with us throughout.”

Parent of supported studies student
SUPPORTED INTERNSHIP

WHAT YOU’LL NEED TO JOIN
To access this course you must be aged 16-24 with an EHCP and have the aspiration to gain paid employment. Ideally you need to be an independent traveller to access the workplace each day, although some training would be given to learn new routes prior to starting with an employer.

WHAT YOU’LL LEARN
Supported Internships are a new type of work course. They offer a similar opportunity to national traineeships for young people with SEND.

After an initial induction and skills assessment, you’ll spend up to two days a week working with an employer, learning and carrying out roles in a company. A job coach will train and support you to learn any new tasks. You will come into college for one day a week to continue to progress with your functional maths and English in addition to taking part in a group tutorial session.

Supported internships are not qualification based; an internship will focus on you becoming work-ready wherever possible. You must be ready to gain real work skills or have the aspiration to gain paid employment. You should also be committed to attending at least 90% of the course and have demonstrated excellent punctuality in a previous course.

HOW THE INTERNSHIP IS ASSESSED
Learning experiences are tailored for each individual throughout the curriculum, with achievements and skills progress recorded.

Teachers work closely and highly effectively with specialist staff and learning support assistants in the provision for learners with high needs.

Ofsted, November 2017

LOCATION:
Stevenage Campus