



#BeWhoYouWantToBe

BE WHO YOU WANT TO BE

APPRENTICESHIPS, PROFESSIONAL
AND VOCATIONAL COURSES

PROSPECTUS 2022

**TOTTON
COLLEGE**



#BeWhoYouWantToBe

**BE WHO
YOU WANT
TO BE**

WELCOME TO TOTTON COLLEGE





Our mission is simple. We want you to be who you want to be. We want you to gain the skills you need to progress onto higher education, training or work. It is a mantra which has defined how we approach the teaching and learning of all of our learners.

We welcome you whether you are aged 16–18, 19+ or still at school and looking to discover more about your future options. It is also the reason why Nacro Education and Skills provision, including Totton College, was graded 'Good' by Ofsted in 2019. We hold the Matrix standard for careers education and have received Incyte's Excellence in Safeguarding Platinum Award.

Nacro is a national charity, committed to serving the needs of the local communities in which we work. We are very proud of our education centres across the country.

We are committed to ensuring all learners at Totton College receive the best learning experience to support them with their career ambitions.

A handwritten signature in black ink that appears to read "Lisa Capper".

Lisa Capper
Principal and Director of Education and Skills
Nacro

"Leaders, managers and staff hold high ambitions for learners that help them make good progress, achieve well and take positive next steps in their education and employment."

Ofsted inspection March 2019



I am pleased to welcome you to Totton College.

We believe in providing a creative and supportive environment to cater to your individual learning needs. That includes giving you a wealth of employability and enrichment opportunities to ensure you have the expertise required for your CV.

We collaborate with leading industry experts and local businesses to ensure our programmes provide the teaching, skills and learning opportunities you need for your future.

After completing your course at Totton College, you will be able to progress onto higher levels of study or start your career.

For those looking to progress in your existing career, or for those who are ready to take on a new challenge, we have a fantastic range of professional and part-time courses. In addition, our apprenticeship programmes allow new and existing employees to obtain their desired qualifications while working.

I encourage you to read and explore our prospectus, in particular the success stories which showcase the achievements of our past and current learners.

Don't forget to come along to one of our open events where you can discover our fantastic facilities and discuss your options with our knowledgeable and friendly staff.

We look forward to welcoming you as a member of the Totton College community.

A handwritten signature in black ink that appears to read "Hannah Avoth".

Hannah Avoth
Vice Principal and Campus Lead
Totton College



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WHY JOIN THE TOTTON COMMUNITY?

We provide inspirational and innovative learning experiences for everyone and want every learner at Totton College to get the very best from their time with us. To do this, we make a promise that we will give you opportunities to discover your passion, encourage you to perform to the best of your ability and celebrate your successes. During the COVID -19 lockdown, we delivered virtual lessons to our learners. Due to the success of these lessons in September 2020 we moved to a blended approach to learning combining face-to-face delivery with virtual lessons where appropriate.

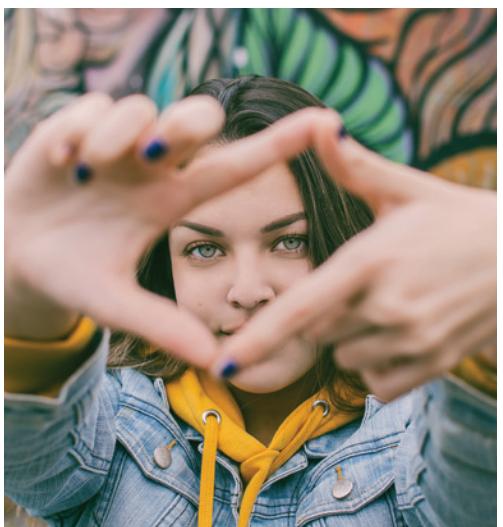
“Learners gain the qualifications and skills they need for their next steps in education, training or employment.”

Ofsted inspection March 2019

1

WE TREAT YOU AS AN INDIVIDUAL

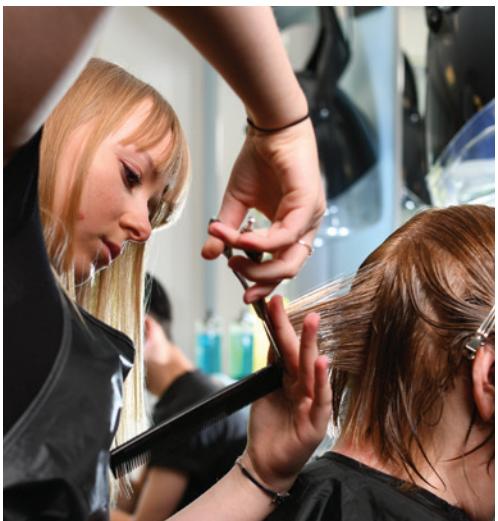
Totton College is different to other colleges. We have around 350 learners so it feels like a real community. We know each learner as an individual and tailor your learning to your needs and aspirations.



2

INDUSTRY-STANDARD FACILITIES

From our on-site Opus Salon to a state-of-the-art media suite, our facilities are industry-standard to make sure you get a real feel for the world of work.



3

WE PREPARE YOU FOR EMPLOYMENT

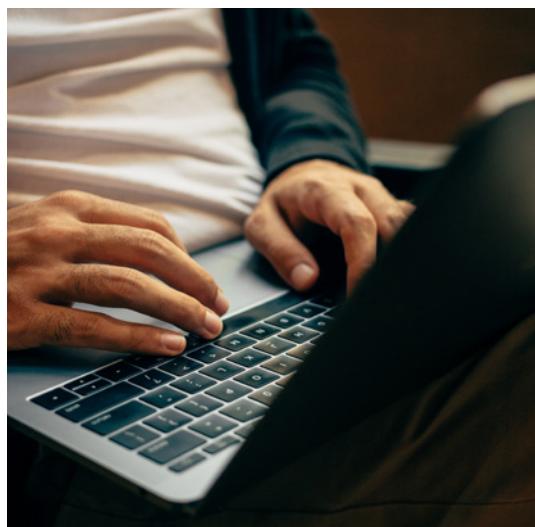
We specialise in vocational and technical education and 95% of our learners have work experience integrated into their courses, enhancing their CV and giving them the skills required for the workforce.



4

YOU CAN EARN WHILE YOU LEARN

We offer apprenticeships in a wide variety of sectors from Business Administration to Hairdressing. We work with local enterprise and industry-leading experts to ensure our programmes cover the latest skills, knowledge and behaviours.



5

LEARNER SUPPORT AND ENRICHMENT

We have a wide range of enrichment activities from the Learners' Union to creative writing. All learners have free access to the Totton Health & Leisure Centre (includes the gym and swimming pool).^{*} We also have dedicated staff who can support your welfare. You can talk to them about any concerns or issues you may have.

*Terms and conditions apply



OUR FACILITIES

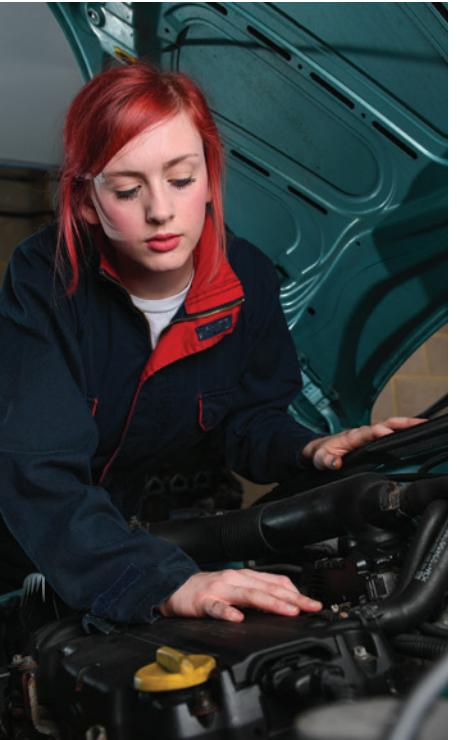
The Totton College campus offers a modern environment for learning with state-of-the-art facilities designed to replicate real working environments.

Art and design studios

Our fantastic art and design studios are equipped for even the most creative learner. With specialist equipment for sculptures and large-scale masterpieces, as well as our own kiln, you can take your art to the next level.

Dedicated study areas

We have designated areas for quiet study and group work with access to academic books, online resources, DVDs, journals and databases.



Media suite

Our media suite is equipped with the latest equipment and software for all your multimedia needs including graphics, photography, film and animation work. We also have dedicated areas for print-based media and radio.

Music studio

Our fully functional music studio has the resources and equipment to allow learners to practice as solo artists or as a band. Budding music producers can record artists and produce their tracks.



Pinecones Nursery

An independently run nursery for children aged three months to five years can be found on the college campus.

Opus Salon

Situated on campus, Opus Salon is a hair and beauty training centre of excellence. It operates commercially so you can work with real clients, refine your skills and develop confidence in contemporary therapies, hairdressing and beauty treatments.

The Cove

Totton College is fully accessible, welcoming learners with all levels of need. Our specialist learning area, The Cove, has a multi-sensory room, specialist simulated living environment and a garden to encourage independence, personal and professional development.

Totton Health & Leisure Centre and Sports Hub

The independently run Health and Leisure Centre is located on our campus, adjacent to Totton College and hosts a gym and swimming pool which learners can use for a fee*. Our Sports Hub also provides a specialist strength and conditioning gym.

*Terms and conditions apply

TV studio

Our industry-standard TV and recording studio provides learners with a professional environment for creating high-specification production pieces.

Music recording studio

We have a fantastic industry standard suite, enabling learners to record and edit their own productions.



LEARNER SERVICES

At Totton College, we believe that the personalised and tailored support we offer to learners is second to none. We want to make sure that your experience of learning is the best it can be.

Employability Hub

Our Employability Hub has an extensive section on careers information. iLearn, our online learning community, has a dedicated careers advice section covering everything from job applications, CV tips and gap years to higher education, apprenticeships and employment.

Learner finance and bursaries

Learners may be able to apply for financial assistance to help support the cost of learning. If you think you may be eligible, we can provide advice and guidance on how to apply for bursaries, free childcare, free meals or assistance with travel costs or essential books and course equipment. For more information about learner finance, go to page 96.

Progression coaching

As part of your time at Totton College, we want to ensure you are making the most of the opportunities we can offer you. All learners are assigned a Progression Coach who will be able to support you with your work experience, employment or UCAS applications, plus any concerns you may have about your course.

Learning support

We have Learning Assistants dedicated to supporting you inside and outside of the classroom. The team offers a wide range of support including assignment writing, research skills, understanding assignment briefs, note-taking, revision tips and much more. Extra pastoral support can also be provided by the team where needed.

Learner welfare and safeguarding

We have staff who are available to offer help and advice to all learners wanting to discuss any issues affecting them. This can be via a booking system or drop-in to ensure your needs are met. This is why we have been awarded Incyte's Excellence in Safeguarding Platinum Award.

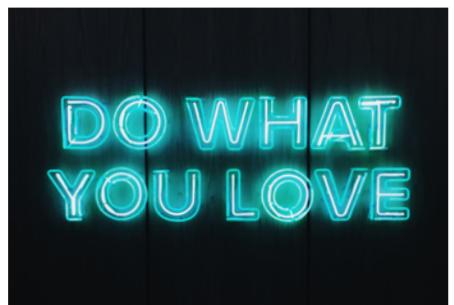


CAREERS AND ENRICHMENT

There is much more to college than just study. We believe in providing a fulfilling and enriching programme of extra-curricular activities and events to support you to achieve your goals.

Careers support and guidance

Providing excellent career advice is one of our top priorities. Within our Employability Hub, our career advisor can offer guidance on your future and help you map a learning or employment pathway to your career or goal. In addition, you will be supported to participate in work experience and developing your online professional profile and CV. We offer one-to-one progression coaching so you can discuss your future aspirations and explore options available to you. We also run regular events where you can speak to potential employers about the opportunities they have and receive advice on how to apply. More than 95% of our learners last year undertook meaningful work experience as part of their course.



Applying to university

After completing your course, you may decide to continue your education at university. We will support you through the UCAS application process, offering guidance on completing the Personal Statement and writing references in support of applications. We actively encourage you to attend university open days and events.

Enrichment activities

All of our courses have a fantastic range of extra-curricular activities for you to get involved in. These are designed to support you to develop the skills required for the working environment as well as to meet new people and try something different. Our enrichment activities include:

- Fitness in the Sports Hub
- Trips
- Guest speakers and leading industry experts
- Access to the leisure centre
- Futures day
- Charity events
- Music
- Creative writing
- Sports
- Plus many more

For more information, or to contact one of our advisors, visit our website:

totton.ac.uk



“Learners develop pride in their work and the gains they make in their skills and knowledge.”

Ofsted inspection March 2019

INFORMATION FOR PARENTS AND GUARDIANS

Leaving school to progress into further education is a big step for a young person. We know that as a parent or guardian, your child's education is of the utmost importance, so we do everything we can to make sure that your link with the college is as strong as possible.

Parent updates

Currently, we hold parents' evenings twice a year and formally report on each learner's performance every term. If your child is new to college, we will invite you to an evening where you can meet our staff and find out how best to support your child in their studies. We have a number of ways for you to keep in touch including regular progress reports and access to your child's Progression Coach.

Learner wellbeing

We are renowned for our learner support services and will be there every step of the way for your child, making sure that their learning experience is the best it can be. Support comes in many forms, from progress coaching through to counselling, careers guidance and learning support. Our sessions cover a wide range of topics, including health and fitness, drug awareness and understanding healthy relationships. This is why we have been awarded Incyte's Excellence in Safeguarding Platinum Award.

Learner finance

Some learners may be eligible for bursaries or funds to support the costs of learning. More information is available on our website or on page 96.

Our commitment to you

We want your child to succeed and achieve their ambitions. To support this we want to work in partnership with you to ensure your child is achieving their full potential. We require all learners to retain a minimum of 95% attendance rate while they are studying.

If you, or your child, have any concerns regarding their course, their wellbeing or wish to discuss a personal matter, please contact their Progression Coach or call: **023 8087 4874**



"Leaders, managers and staff place a very high priority on safeguarding learners. Managers provide effective oversight of safeguarding arrangements."

Ofsted inspection March 2019



14–16 YEAR OLDS

We offer specialist vocational education and training for learners aged 14–16. We aim to build confidence and develop self-esteem while ensuring that learners gain the skills and qualifications they need for the future.

We work closely with local schools to ensure that all learners explore their interests and realise their potential. We offer Entry Level 3 or Level 1 vocational units, normally delivered one morning a week, covering a wide range of subjects, including:

- Child, Health and Social Care
- Hair and Beauty
- Horticulture
- Hospitality and Catering
- Music
- Video Games
- Sport

We also offer the opportunity for learners to undertake Functional Skills in English and Maths to ensure that they achieve the grades required to progress in higher levels of study or employment.

Developing your employability

For those looking to start their career, we have provision designed to develop employability skills to ensure they meet the requirements for the workplace. If you would like to propose a potential candidate for the programme, please contact us and we will arrange to interview them on an individual basis.

See our Skills for Life section on page 85 for more information about opportunities available for 14–16 year olds who have learning or personal challenges.

PROJECT FRESH

Project Fresh, commissioned by Hampshire County Council, is a specialist programme of learning for learners aged 14–16 who are not currently in full-time education. Learners on this programme have previously experienced social, emotional or mental health difficulties and struggle to cope within mainstream education settings. In most cases, the learners have been disengaged from learning for some time.

Ultimately, the intention of the programme is to gradually support the integration of learners into mainstream college programmes. It is designed to be flexible and is based on the individual interests and aspirations of the learner. Learners will complete Maths and English qualifications from Entry 2 to Level 1 and will develop personal and social skills, including cooking and life skills. Alongside this, learners will engage in some enrichment activities such as sports or art. Engagement starts with one hour sessions building to a maximum of 25 hours per week.

Potential learners for Project Fresh need to hold an Education, Health and Care Plan (EHCP) and will not be referred without one. Applications need to be made via Hampshire County Council who will refer to Totton College where appropriate.

For more information about our 14–16 provision, or to refer a candidate:

Email info@totton.ac.uk

Call **023 8087 4874**



Nacro Students' Union

You will have the opportunity to join the Nacro Students' Union, which offers support and advice to all Totton College learners. Each year a team is elected by our learner community to represent them and organise social, fundraising and volunteering activities.

Getting involved in the Students' Union is a great addition to your CV or UCAS application and a chance to make new friends and gain practical skills. As part of the National Union of Students you will be eligible for fantastic discounts in a huge range of shops and online stores.

Community voice

We continually strive to improve the facilities and opportunities on offer to learners and are keen to understand what helps them to learn more effectively. We carry out surveys on different aspects of college life and promote debate and the sharing of ideas in the classroom. We invite learners to take part in the College's Faculty Council, where representatives meet to set the objectives and discuss various issues and events within Totton. Our learner workshops provide opportunities for learners to ensure their voice is heard on issues that matter to them.

Chaplaincy

We welcome learners of all faiths as well as those without religious beliefs. We have links to a wide variety of faith groups and, alongside our learner welfare officers, we will happily put you in touch with local representatives from any religion.

STUDYING AT TOTTON COLLEGE

We want you to maximise your potential both at college and in your future. We will make sure you are studying the right type of qualification for the career path you want to follow.

Professional and technical qualifications

Our technical courses, including BTEC, Cambridge Technical, NCFE, Gateway, VTCT and City & Guilds, allow you to combine academic study with practical learning and training. These courses include work placements and classroom participation which will give you a wide range of employability skills such as presenting, teamwork, communication and problem solving.

What you can expect

All full-time learners undertake a Study Programme, which consists of 540 hours of study per year and is tailored to suit you. In most cases, Study Programmes are run over three or four days per week from 09:00 to 16:30. You may have one day a week free to use as a study day or as a regular work placement day. Part-time or professional programmes usually run over one day a week both in the day and evening.



What is included in a Study Programme?

Studying at Totton College is not just about your course. We want to ensure a valuable and enriching experience through a combination of vocational training and work experience. Your Study Programme will include:

Technical qualification

An Entry Level or Level 1,2 or 3 qualification such as BTEC Subsidiary Diploma, 90 Credit Diploma, Diploma, Extended Diploma, Cambridge Technical, City & Guilds, or other professional qualification, which provides the main focus for your Study Programme.

Progression coaching

All learners have access to one-to-one weekly progression coaching sessions, where you will discuss your future and the steps needed to achieve your goals.

English and maths

If you are aged 16-18 at the start of your programme and haven't achieved a GCSE grade 4 or above in English and Maths then these classes will be a key part of your Study Programme. Our teachers will work with you to achieve better grades, helping you to progress to the next stage of your education and chosen career.

Work experience

We know how important it is to combine practical work placements and activities with classroom-based study, so there will be plenty of opportunities for you to undertake work experience while studying with us. Some Study Programmes dedicate a particular day each week to work-focused activities while others embed block placements into the academic year. Our specialist staff will support you to find a placement to complement your Study Programme. Alternatively, you are able to source your own arrangement.

Enrichment activities

You will be able to get involved in extra-curricular activities in the form of enrichments. From the Learners' Union to trips and supporting events, these activities enhance your CV and higher education applications.

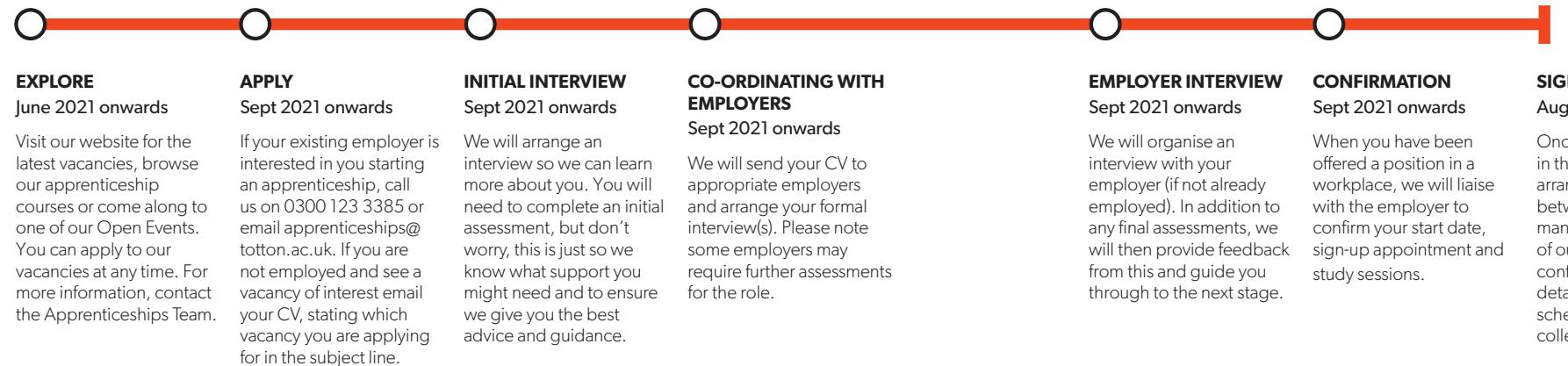
Qualification	English / maths
Enrichment	Work experience

“Teachers guide learners skilfully to make important small steps in their learning. This gives learners the confidence and belief that they can achieve.”

Ofsted inspection March 2019

YOUR JOURNEY TO BECOMING A LEARNER

APPRENTICESHIPS



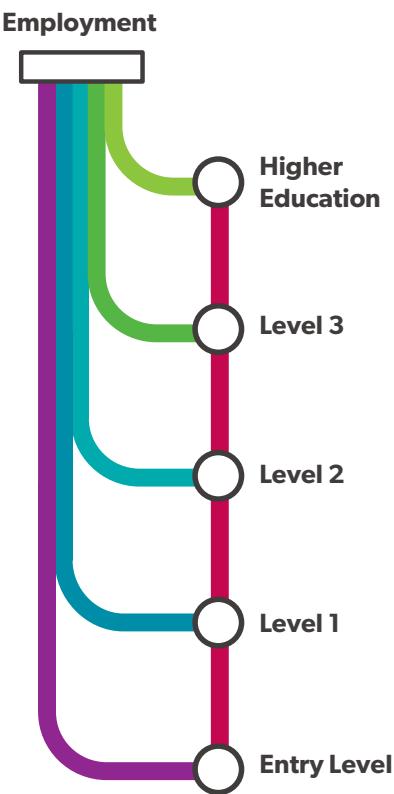
FULL-TIME AND SKILLS FOR LIFE



YOUR CAREER PROGRESSION

We offer a range of specialist vocational and technical training qualifications in a range of subjects, from Entry Level to Level 3, which are equivalent to A Levels. Through our vocational training, you will achieve the necessary skills and knowledge to enhance your CV and enable you to aim higher.

After completing your programme, you will have two clear choices for your progression: continue to a higher level qualification or start your career. Whichever you choose, we will advise, guide and support you every step of the way.



Based on your achieved or predicted GCSE grades, the table opposite identifies the right level for you and the options you have.

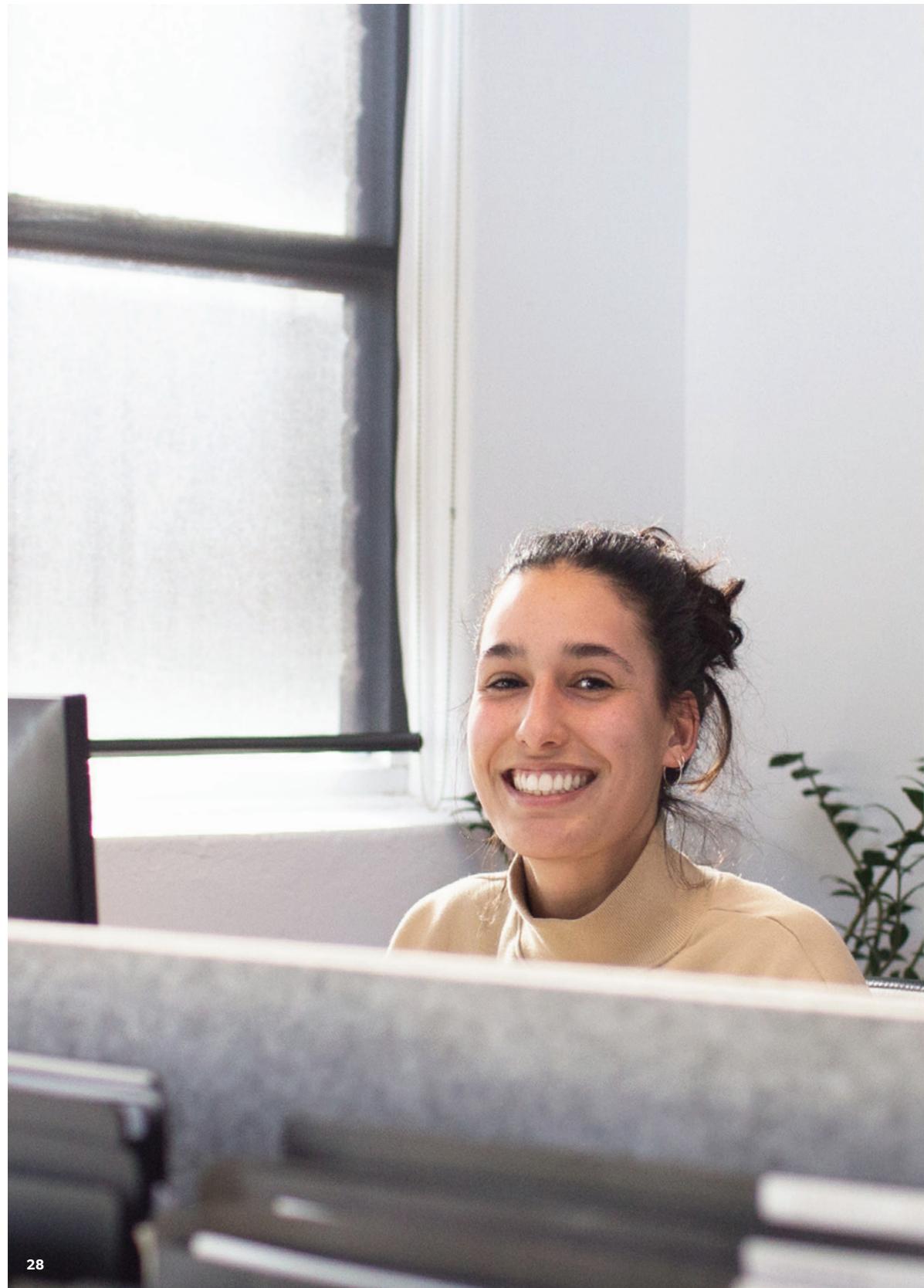
Every learner is an individual. With this in mind, you may be able to also choose from any level below your current qualification, depending on your circumstances. For example, if you have the grades to study Level 3, you may still be able to choose a course from Level 2. This decision will be made in discussion with relevant staff.

Level	Types of qualification	Qualifications/grades needed	Overview
HE	<ul style="list-style-type: none"> • Degree • Higher Education • Degree Apprenticeships 	Will vary depending on the entry requirements of the institution and the course studied.	For those who want to progress onto a specialism or a specific career.
3	<ul style="list-style-type: none"> • City & Guilds 3 • NVQ 3 • Cambridge Technical 3 • BTEC National Diploma • Apprenticeships* 	At least four GCSE passes at grade 4 or above, or a Merit or Distinction at BTEC Level 2.** Experience or evidence of a passion for the subject would also be beneficial.	For people wanting to progress on to university, an apprenticeship or employment at supervisory level or above.
2	<ul style="list-style-type: none"> • GCSEs • City & Guilds 2 • NVQ 2 • Cambridge Technical 2 • BTEC First Diploma • Apprenticeships* 	At least three GCSEs, at grade 3 or 2, or a Merit or Distinction at BTEC Level 1.**	For those wanting to progress to a Level 3 qualification, apprenticeship or employment.
1	<ul style="list-style-type: none"> • GCSEs (grade 3-1) • City & Guilds 1 • NVQ 1 • BTEC Introductory Diploma 	GCSE at grade 1 or no qualifications or previous experience required.**	For people wanting to progress to a Level 2 qualification or who need to improve English, maths or IT.
E ENTRY	<ul style="list-style-type: none"> • GCSEs (grade 3-1) • City & Guilds 1 • NVQ 1 • BTEC Introductory Diploma 	No qualifications or previous experience required.	Involves building basic skills, knowledge and confidence.

*Dependent on pre-assessments for apprenticeships.

**Motor Vehicle, Hairdressing and Beauty Therapy courses may require different entry criteria.

Please refer to the course pages on the website for the latest information.



APPRENTICESHIPS

Apprenticeships are a great alternative to the traditional A Level route. They are designed for those who are keen to start their careers early in their preferred industry. We have a successful apprenticeship programme covering intermediate, advanced and higher level courses.

Discover your passion. Become an apprentice.

SUITABLE FOR:

- Students aged 16–65
- Those who know which career path they wish to pursue
- Those already in employment and looking to upskill

REQUIREMENTS

Entry requirements for apprenticeship schemes vary depending on the qualification you will be working towards. The majority of programmes do not have minimum entry criteria, although some require a minimum of five GCSEs at grade 4 (or grade C) or above.

APPRENTICESHIPS EXPLAINED

An apprenticeship is a real job with hands-on experience, a salary and the ability to train while working. You will have a contract of employment, holiday entitlement and be treated the same as other employees in the business. By the end of your apprenticeship you will gain the skills, knowledge and behaviours to succeed in your chosen career or to progress to the next apprenticeship level.

Apprenticeships are mostly delivered in the workplace with some college-based studies. During the COVID-19 lockdown, we delivered virtual lessons to our learners. Due to the success of these lessons, from September 2021 we are moving to a blended approach to learning combining face to face delivery with virtual lessons.

What you need to know

- To be an apprentice you need to be 16 or over
- When you are an apprentice you get paid and train at the same time. You will earn a salary from day one of your employment and training
- An apprenticeship can take from one to three years to complete depending on the occupation, the level of the apprenticeship and the duration of the course
- You will spend a minimum of 20% of your paid working hours in off-the-job training. This can include: workshops, industry specific visits, self-study and online learning
- Following completion of your training, you will have developed the skills, knowledge and behaviours for your chosen occupation and be competent in your chosen industry

Types of apprenticeships

Different apprenticeships are available at Totton College within small or large companies. We specialise in apprenticeships in two key areas: Professional & Commercial and Care & Education. This means that Totton's apprenticeships are able to provide skilled and work ready apprentices to meet local and national business skills needs, and promote social inclusion.

Professional & Commercial services:

- Business Administrator
- Customer Service Practitioner
- Customer Service Specialist
- Hair Professional
- Supply Chain Operator
- Supply Chain Warehouse Operative
- Team Leader/Supervisor

Care & Education services:

- Adult Care Worker
- Early Years Educator
- Lead Adult Care Worker
- Learning and Development Practitioner
- Teaching Assistant

Apprenticeship levels

There are four different levels of apprenticeship:

- Intermediate (Level 2) – equivalent to five good GCSE passes
- Advanced (Level 3) – equivalent to two A Level passes
- Higher (Level 4-5) – equivalent to the first stages of higher education, such as a foundation degree
- Degree (Level 6-7) – comparable to a Bachelor's or Master's degree

We offer apprenticeships in a growing number of career areas including:*

Adult Care	LEVEL 2	LEVEL 3		
Business Administrator		LEVEL 3		
Customer Service	LEVEL 2	LEVEL 3		
Early Years Educator	LEVEL 2	LEVEL 3		
Hair Professional	LEVEL 2			
Learning and Development		LEVEL 3		
Supply Chain Operative	LEVEL 2			
Supply Chain Warehouse Operative	LEVEL 2			
Teaching Assistant		LEVEL 3		
Team Leader/Supervisor		LEVEL 3		

*Correct at the time of print.

Check our website for latest apprenticeship opportunities: totton.ac.uk/apprenticeships

How much will I earn?

The minimum wage for apprentices is set by the Government and is currently £4.30* per hour. Employers will often pay more than the minimum wage and, if you are over 19, you will be paid at least the national minimum wage for your age in your second year of your apprenticeship.

Apprentices are entitled to this rate if they are:

- Aged under 19
- Aged 19 or over and are in the first year of their apprenticeship

*Correct at the time of print.

Due to increase in April 2022.

Your time as an apprentice

When you start your apprenticeship you will meet your employer who will discuss your working hours, your place of work and your job description. You will have an induction to the company and you will meet your new team. You will also be invited to your first day of learning at the college or in your working environment.

Your apprenticeship is designed to make you 'job ready' in the role you are training for. Your off-the-job training will develop the skills, knowledge and behaviours specific to your chosen industry and prepare you for your End Point Assessment for your Apprenticeship Standard. You will be required to complete a portfolio demonstrating your knowledge and skills from your chosen sector. The minimum duration of the practical period within an Apprenticeship Standard is 12 months after which you are required to complete your End Point Assessment within a maximum of three months. You may also be required to attend college for English and maths lessons depending on prior attainment.

Once your apprenticeship is up and running you will be gaining experience and learning new skills. Most apprentices either stay on in their employment or take further training after their apprenticeships. You will be able to discuss your future career with your employer and the Apprenticeships Team.

Assessment

Once your apprenticeship training is completed, an independent assessment will take place, this is called an End Point Assessment. The assessment is your opportunity to demonstrate that you are competent in the skills, knowledge and behaviours within your chosen occupation.

Full details of the assessment will be set out in your assessment plan, which the Apprenticeships Team at the college will discuss with you when you start.



How to apply for an apprenticeship

To apply for an apprenticeship, you can either contact the college directly, or you may have found an employer who is willing to take on an apprentice. We have strong links with local businesses and a broad range of apprenticeship opportunities in a variety of sectors. Our team will be able to support you in matching your expertise and ambitions to the correct employer. We host our vacancies on the Government's 'Find an apprenticeship' website ([gov.uk/apply-apprenticeship](https://www.gov.uk/apply-apprenticeship)) and on our website (totton.ac.uk/apprenticeships).

Alternatively, if you would like to work for a specific employer, you should spend some time working on your CV and make contact with them to enquire whether they have any opportunities. Our experienced apprenticeship team can provide support with this.

We will invite you to come to the college to meet the team and have an interview and initial assessment. This will help us to gauge if an apprenticeship is the right route for you and what the appropriate level is.

If you are employed already and your employer has agreed to you undertaking an apprenticeship, please get in touch to talk about your options.

What next?

After completing a Level 2 apprenticeship, you will be able to progress to a Level 3. You will have many options available to you after completing a Level 3 apprenticeship. The qualification is accepted by many universities, allowing you to progress onto a degree apprenticeship. Alternatively, you may decide to seek employment in the sector you have been trained in. Contact the Apprenticeships Team to find out more:

Email apprenticeships@totton.ac.uk

Call 0300 123 3385

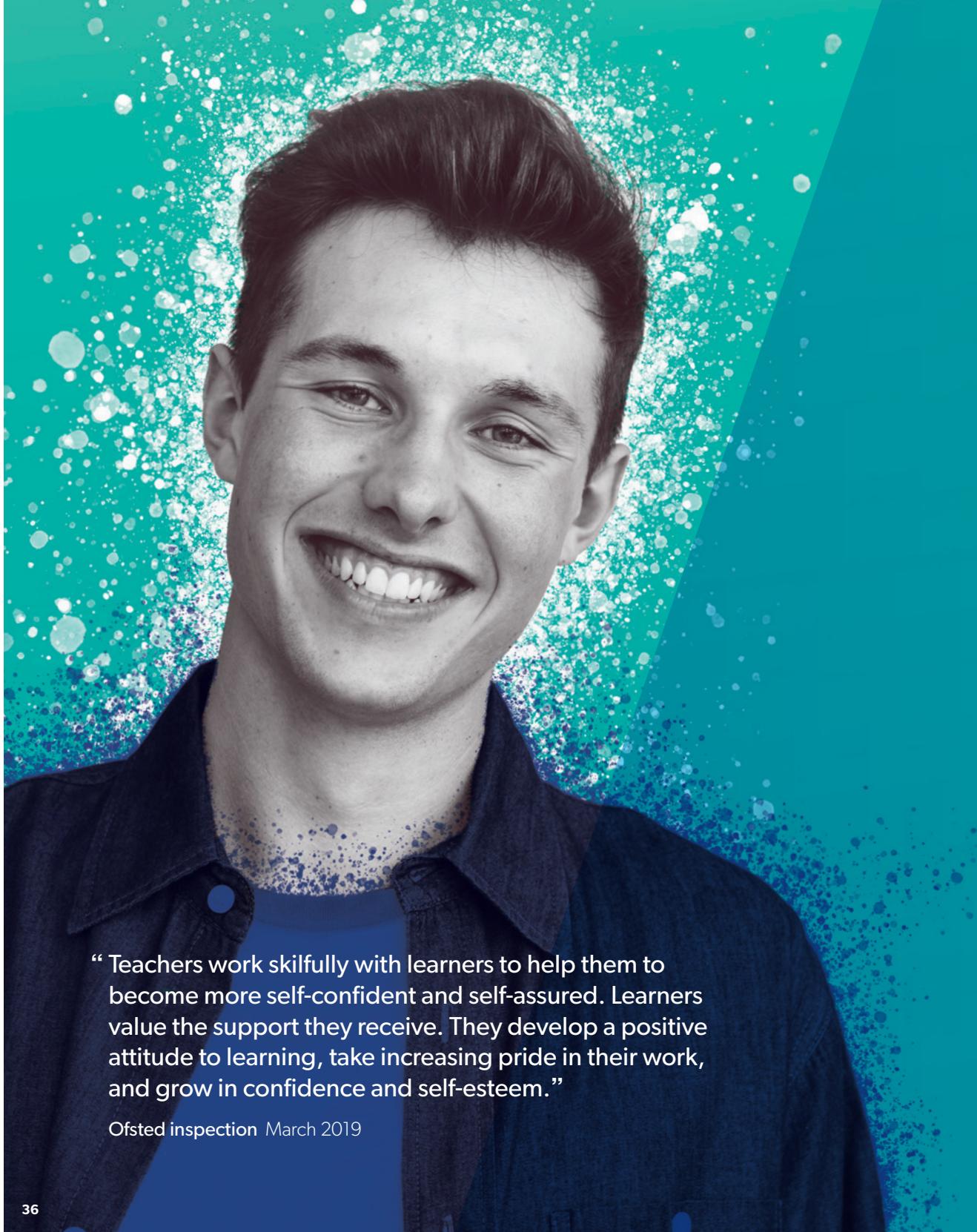
“Almost all learners go on to higher-level courses in education or move into sustained employment. Learners for whom the provider receives high-needs funding go onto higher-level study programmes or places at university. Most apprentices are employed following the completion of their apprenticeship and go on to study for higher-level qualifications.”

Ofsted inspection March 2019

JOLIENNE'S STORY

English is Joliennne's second language and she wasn't sure about learning new business terminology and moving into a corporate workplace at first, but with the support of Totton College she started her Level 3 Business Administrator apprenticeship and overcame the language obstacles in her way to achieve her goals. Through determination and with constant support from the college she completed her apprenticeship remotely during the pandemic and has taken her first step into a business career.





VOCATIONAL COURSES

All of our full-time courses follow a Study Programme, which integrates your main area of study with a work experience placement, as well as English and maths where applicable. You can develop your skills and creative flair, or get experience in real life environments using industry-standard equipment.

Many of our vocational courses feature work experience, trips, collaborations with local organisations and guest speakers from a variety of sectors.

Whichever course you choose, we will ensure you are ready for the next step, whether that means progressing to university, embarking on an apprenticeship or pursuing your dream job.

“ Teachers work skilfully with learners to help them to become more self-confident and self-assured. Learners value the support they receive. They develop a positive attitude to learning, take increasing pride in their work, and grow in confidence and self-esteem.”

Ofsted inspection March 2019

Levels available:

ENTRY 3 **LEVEL 1** **LEVEL 2** **LEVEL 3**



PATHWAYS

We have a long history of providing supportive and nurturing environment for learners of all abilities and ages. We pride ourselves in being able to recognise that not all learners are ready to study at a higher level or that some learners may need additional support in developing skills in order to continue into a vocational course at college or progress into employment. The Pathways team support learners through this transitional period in their academic journey, enabling learners to have successful outcomes at the end of their course.

CAREERS AT A GLANCE

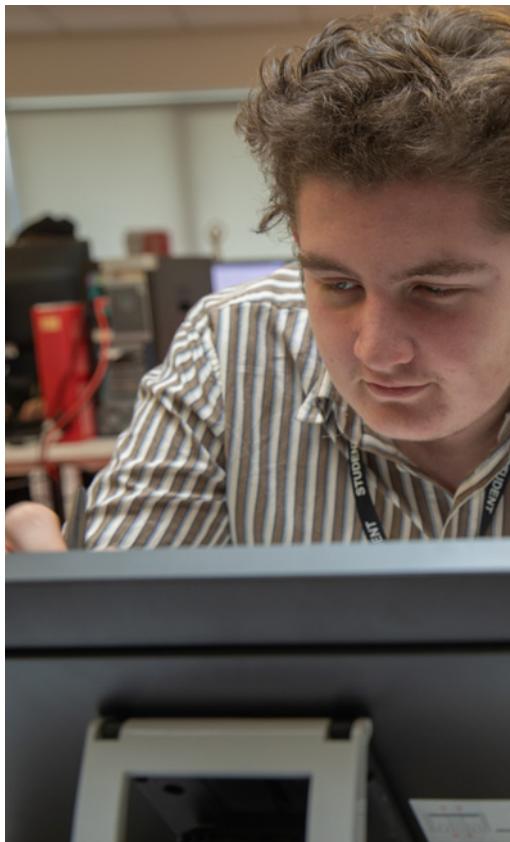
A qualification from our suite of Pathways courses can enable you to begin a career in many vocational fields such as care, retail, IT to name a few.

OUR INDUSTRY LINKS

Totton and Eling Council

Hair Talk
Jamie's Computers

Pinecones Nursery
AFC Totton



LEVEL 1 LEVEL 2

Pathways: Supported Internship

KEY FACTS

Start date: September 2022

Duration:

One year, full-time

Supported Internships are for learners up to the age of 24 who have learning difficulties or disabilities and an Education, Health and Care plan. If you are motivated about work and want to progress to paid employment, this course can help you with customer service skills and get you on the path to success. You will have the opportunity to work on internal and external placements and will be assigned a job coach to support you and the employer when you undertake work experience. You will also be able to take part in other activities, such as sports and day trips, both on and off the college site.

Entry requirements:

As well as having a strong desire to secure a job and move into paid employment, learners will need to have an Education, Health and Care plan, and relevant skills at Entry 3.

Assessment:

You will be assessed through a combination of portfolio evidence, practical tasks and statements from teachers.

Your future:

After your internship you may progress onto voluntary or paid employment. Alternatively, you may work with the college careers advisor to explore your next steps.

Pathways: Junctions

KEY FACTS

Start date: September 2022

For learners with high-functioning Autism, Asperger syndrome or mental health needs such as anxiety, OCD or depressive illness, we have designed a course to support your individual needs while allowing you to explore your full potential. The course includes sport, personal skills and opportunities for other activities like swimming and art. We encourage learners to participate in work experience to build confidence and develop transferable skills for the work place. If learners make good progress, they are encouraged to move forward on to a mainstream course within the college in a subject of their choice.

Entry requirements:

There are no formal qualifications but you will be required to attend an interview to ensure that the course meets your requirements. Most learners will either have a Statement of Educational Needs or an Education, Health and Care plan.

Assessment:

You will be assessed through a portfolio of evidence. It will be flexible and tailored to suit your individual needs.

Your future:

You may progress to another pathway in the Skills for Life department or follow a mainstream college programme. This will depend on your skills and qualifications. You may also progress into paid employment or a supported internship.

ENTRY 3

Pathway 1

KEY FACTS

Age range: 16-18 and 19+

Start date: September 2022

Duration:

One year, full-time

This course is designed for students who find it difficult to engage in education and/or who struggle with large classes. This course may benefit students who have been out of education for a period of time, who need a gradual return into the education environment, with access to pastoral and academic support. Students on the Pathway 1 course will follow an individual bespoke timetable, including English and maths, to enable them to succeed at a course that is tailored to them. Students will have opportunities to work in small groups, attend whole classes and have 1:1 sessions with key staff. Students may experience vocational areas that are of an interest to them.

Entry requirements:
To be discussed at interview.

Assessment:

You will be assessed through a combination of portfolio evidence, practical tasks and statements from teachers.

Your future:

Each year you will have an Annual review at which your progression route will be discussed. You may progress onto Pathways 2 or a Level 1 Vocational Course in Skills for Life.

LEVEL 1

Pathway 2

KEY FACTS

Age range: 16-18 and 19+

Start date: September 2022

Duration:

One year, full-time

This course is an ideal choice if you feel that you would benefit from improving your employability skills while also trying a variety of vocational options. As part of the employability course, you will study units such as communication and team work and try out vocations in a range of areas such as Art, Care, Hair and Beauty, Hospitality, Media, Music, Retail and Sport (subject to availability). You will also undertake a work placement to assist in developing your employability skills and providing you with a taste of your chosen industry.

Entry requirements:
GCSEs at grade 1, or no qualifications or previous experience. This can be discussed at interview.

Assessment:

You will be assessed through projects and coursework. There are no examinations.

Your future:

This course will equip you with the skills for entry into employment. Alternatively, you may be able to progress onto a Level 2 course within a vocation of your choice.

LEVEL 2

Pathway 3

KEY FACTS

Age range: 16-18 and 19+

Start date: September 2022

Duration:

One year, full-time

This course is an ideal choice if you feel that you would like to develop skills that will allow you to progress into the workplace/employment. As part of the course, you will improve your ability to work within a team, work independently, and develop your ICT skills. You will also focus on planning your future career, how to apply for future jobs, and practice the interview skills that will be required when you leave college. You will also undertake work placements to assist in developing your employability skills and providing you with a taste of your chosen industry. Work placements will be introduced at the start of the course such as internal placements to provide you with the confidence to be able to progress to placements within industry.

Entry requirements:
At least three GCSEs at grade 3 or 2 or a pass at Level 1. Most students will complete GCSE Maths and/or English alongside this course.

Assessment:

You will be assessed through projects and coursework. There are no examinations.

Your future:

This course will equip you with the skills for entry to employment or apprenticeship. Alternatively, you may be able to progress onto a Level 2 vocational course of your choice.





ART & DESIGN

If you like telling your story through art, why not develop your creative side and improve your employability skills at the same time? Whether you are interested in drawing, painting, printmaking, photography, sculpture, or want to work in the creative sector, we will help you to grow your skills and develop your talent.

CAREERS AT A GLANCE

An Art & Design qualification will enable you to pursue a career in many fields including advertising, animation, arts journalism, graphic design, illustration or photojournalism.

OUR INDUSTRY LINKS

Roche Court
Hillier Gardens
Totton & Eling Council

Forestry Commission
English Heritage
Solent University

Chichester University

LEVEL 2**Art & Design****KEY FACTS**

Age range: 16–18 and 19+

Start date: September 2022

Duration:
One year, full-time

Are you considering a career in the creative sector? Covering a range of art and design areas, from drawing and painting to photography and sculpting, this course will enable you to develop your own visual language, as well as exploring the work of others. To develop your confidence and transferable skills for employment, you will be encouraged to independently secure your own work experience. You will also have the opportunity to visit local galleries and exhibitions.

Entry requirements:

A keen interest in art and design is essential. At least three GCSEs at grade 3 (grade D), or a Merit or Distinction at BTEC Level 1.

Assessment:

You will be assessed through projects and coursework. There are no examinations.

Your future:

This course will equip you with the skills for entry into employment or further training. You could also progress to higher level qualifications such as the Level 3 Art & Design course.

LEWIS' STORY

Lewis' ambition had always been to pursue his passion for art. As someone who has difficulties with hearing, Lewis required additional support in lessons to help him engage with teachers and fellow class-mates. His determination and motivation enabled him to build and refine his skills in photography, painting, sculpture and printmaking; creating exceptional pieces for displays at the college. Through this diverse portfolio, he successfully achieved a place at Southampton Solent University to study Fine Art.

LEVEL 3**Art & Design****KEY FACTS**

Age range: 16–18 and 19+

Start date: September 2022

Duration:
One year, full-time – Introductory Diploma
Two years, full-time – Diploma (equivalent to two A Levels)

If you are interested in studying at a higher level or starting a career in the creative sector then this is the course for you. Covering everything from drawing, painting, sculpting, illustration and photography, this course will enable you to develop your own visual language, as well as explore and analyse the work of other artists. To develop your confidence and transferable skills for employment, you could work with an external client to create artwork for a set brief or independently source your own work experience. You will also have the opportunity to visit local galleries and exhibitions.

Entry requirements:

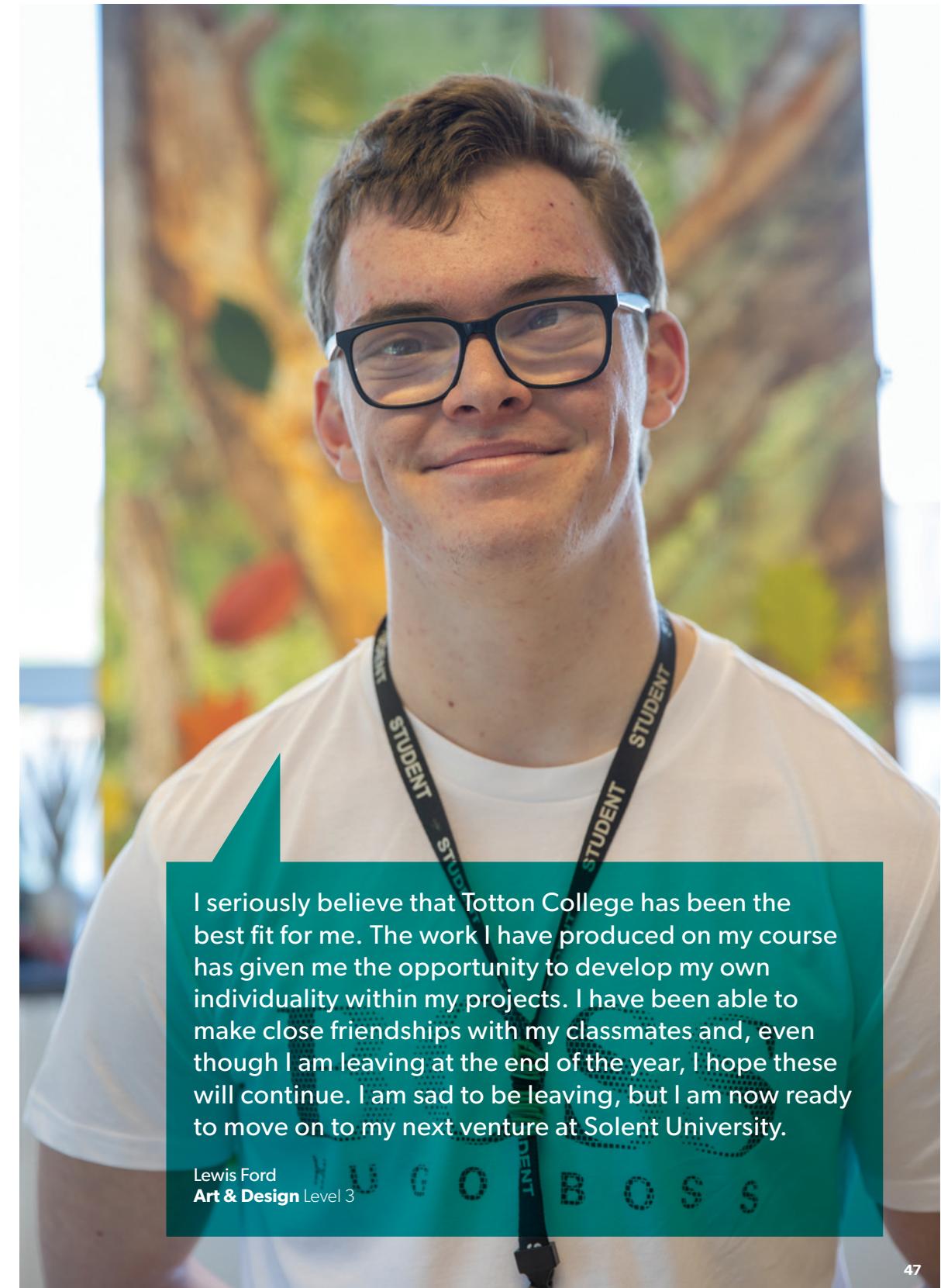
A good standard of skill, evidenced in a portfolio. At least four GCSEs, grade 4 (grade C) or above, ideally including Art or BTEC Level 2 Art & Design at Merit or equivalent.

Assessment:

You will be assessed through projects and coursework. There are no examinations.

Your future:

You can progress into work or further training. With the Diploma, you will be able to apply to university or a three-year degree course in a specialist area of art and design.



I seriously believe that Totton College has been the best fit for me. The work I have produced on my course has given me the opportunity to develop my own individuality within my projects. I have been able to make close friendships with my classmates and, even though I am leaving at the end of the year, I hope these will continue. I am sad to be leaving, but I am now ready to move on to my next venture at Solent University.

Lewis Ford
Art & Design Level 3



BEAUTY THERAPY & HAIRDRESSING

Bring your dreams of becoming a beauty therapist to life with our hands-on Beauty Therapy and Hairdressing qualifications. You will be taught in Opus Salon, our in-house industry-standard facility which is open to paying members of the public and operates as a commercial salon. You will work with real clients and develop all the skills you need to get ahead in the industry.

CAREERS AT A GLANCE

A Beauty Therapy or Hairdressing qualification can set you up for a variety of careers including freelance therapist or make-up artist, hairdresser or stylist, wig technician, nail technician or salon manager.

OUR INDUSTRY LINKS

Ann Torrence
Aura Hair
Hair Affair

Hair Talk
Images Hair Salon
Little Haven

Options
Trevor Mitchell
Tsunami

**LEVEL 1****Beauty Therapy/Hairdressing****KEY FACTS****Age range:** 16–18**Start date:** September 2022**Duration:**

One year, full-time

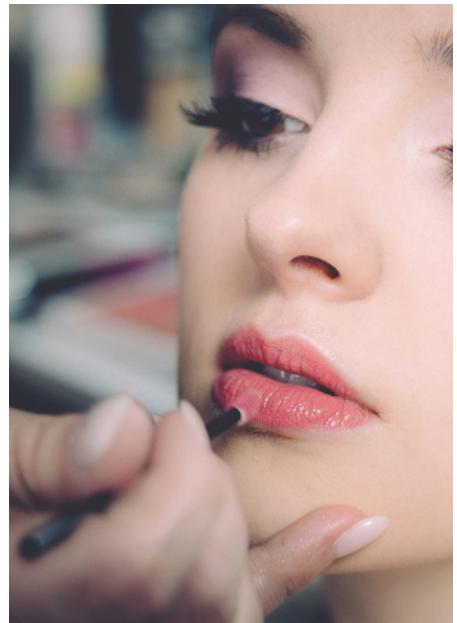
This course is perfect for a career in the hair and beauty industry as it provides you with the essential introductory knowledge and skills required for a career in beauty and/or hairdressing. You will have the chance to get to know the industry and different roles available and develop practical skills needed for you to progress onto Level 2 in your chosen pathway of hair or beauty. The course is taught in our state-of-the-art Opus Salon, with specialist equipment and reception area, enabling learners to gain invaluable hands-on experience with real clients. You will have the opportunity to be involved in a range of extracurricular activities and community projects, including Totton Carnival.

Entry requirements:

No formal qualifications are necessary. A good standard of English, an interest in beauty and/or hairdressing and the ability to follow instructions and safety guidelines are essential.

Assessment:

A combination of portfolio evidence, practical tasks, knowledge and understanding tasks or an online test. Industry work experience hours will also be required outside of your teaching timetable.

**Your future:**

You can continue to develop your skills and choose your direction by progressing into Level 2 Beauty or Level 2 Hairdressing if you are recommended by your teachers. You will continue to study English and maths if you haven't yet achieved grade 4. Learners can also progress towards a professional qualification while working in a salon.

REBECCA'S STORY

From a young age, Rebecca was keen to gain more experience in a subject she had the most passion for. Her interest in hair and beauty therapy led her to study in our Opus Salon. Through working with real clients, Rebecca was able to gain invaluable knowledge and insight into how a salon operated. Working hard to refine her techniques in a wider variety of treatments, she was inspired to pursue higher levels of education and start her own business as a freelancer. She now works with a range of prestigious clients.

LEVEL 2**Beauty Therapy****KEY FACTS****Age range:** 16–18**Start date:** September 2022**Duration:**

One year, full-time

This course will give you a great grounding in the techniques and theory behind a wide range of beauty treatments. From the beginning, you will work in our state-of-the-art Opus Salon environment. When you are confident, you will treat real clients to a commercial standard with the support of our highly qualified tutors. Learners have the opportunity to be involved in a range of extra-curricular activities and community projects, including Totton Carnival. Whether you want to work in a salon, spa or for yourself, this course will get you on the path to becoming a modern beauty therapist.

Entry requirements:

Four GCSEs at grade 4 (grade C) and above, including Maths and English, or a Level 1 Diploma in Beauty Therapy. Learners who do not have grade 4 or above in English and/or Maths study them alongside their course.

Assessment:

You will be assessed through a combination of portfolio evidence, practical tasks, and knowledge and understanding tasks or an online test. Clinic hours will also need to be completed outside of your teaching timetable.

Your future:

You can continue to develop your skills by progressing to a Level 3 Diploma in Beauty Therapy, which is highly desirable within the beauty industry, or you can start your career in a salon with an apprenticeship.

LEVEL 2**Hairdressing****KEY FACTS****Age range:** 16–18 and 19+**Start date:** September 2022**Duration:**

One year, full-time

This course will enable you to develop your knowledge and understanding of the fundamental skills – including colouring, perming, cutting and treatments – that are essential for a nationally recognised qualification in hairdressing. You will be taught in our state-of-the-art Opus Salon, with specialist equipment and reception area, enabling you to gain valuable experience with real clients. As part of the course, learners will be able to be involved in a range of extra-curricular activities and community projects, including Totton Carnival.

Entry requirements:

Four GCSEs at grade 4 (grade C) and above, including Maths and English, or a Level 1 qualification in Hairdressing. Learners who do not have grade 4 or above in English and/or Maths study them alongside their course.

Assessment:

You will be assessed through a combination of written, oral, practical and online assessments.

Your future:

You can progress to a Level 3 qualification in Hairdressing, which is highly desirable within the industry. You can also choose to start your career with an apprenticeship in a salon.

LEVEL 3**Beauty Therapy****KEY FACTS****Age range:** 16–18 and 19+**Start date:** September 2022**Duration:**

One year, full-time

This course provides you with the advanced knowledge and skills required for a career in beauty therapy. You will research all the possible career pathways in the industry and develop the practical skills needed for you to progress. The course is taught in our state-of-the-art Opus Salon, which enables you to work with real clients and gain valuable industry experience. The course covers treatments, customer service skills and support with understanding the complexities of human anatomy and physiology. An exciting range of extra-curricular activities and community projects are part of the course.

Entry requirements:

At least four GCSEs at grade 4 (grade C) or above including English and Maths, and an NVQ Level 2 Beauty Therapy qualification or equivalent industry experience.

Assessment:

You will be assessed through a combination of practical tasks, knowledge and understanding tests, online exams and oral questioning. Practice of practical routines and self-directed study will also need to be completed outside of your teaching timetable.

Your future:

You can progress to university and continue to develop your skills. If you'd rather start your career, this internationally-recognised qualification will allow you to work in salons and spas, as well as on cruise ships or contracts in the Caribbean, Canada, UAE and Europe.

LEVEL 3**Hairdressing****KEY FACTS****Age range:** 16–18 and 19+**Start date:** September 2022**Duration:**

One year, full-time

This course provides you with the advanced knowledge and skills required for a career in hairdressing. You will research all the possible career pathways in the industry and develop the practical skills needed for you to progress. The course is taught in our state-of-the-art Opus Salon, which enables you to work with real clients and gain valuable industry experience. The course covers advanced techniques in cutting, colouring and colour correction, creative styling and customer service skills, as well as an exciting range of extra-curricular activities and community projects.

Entry requirements:

At least four GCSEs at grade 4 (grade C) or above including English and Maths, and a completed an NVQ Level 2 Hairdressing qualification or equivalent industry experience.

Assessment:

You will be assessed through a combination of portfolio evidence, practical tests, and either knowledge and understanding tasks or an online test.

Your future:

You can progress to university and continue to develop your skills. If you'd rather start your career, this internationally-recognised qualification will allow you to work in salons and spas, as well as on cruise ships or contracts in the Caribbean, Canada, UAE and Europe.



CREATIVE MEDIA & VIDEO GAMES

Our Creative Media courses are designed to help you progress your career in an ever-increasing number of digital industries. From photography, print media and design, to videography and video games development, our courses teach you the skills required to build a comprehensive portfolio of material for a variety of mediums. You will learn everything from production to managing clients and creating content.

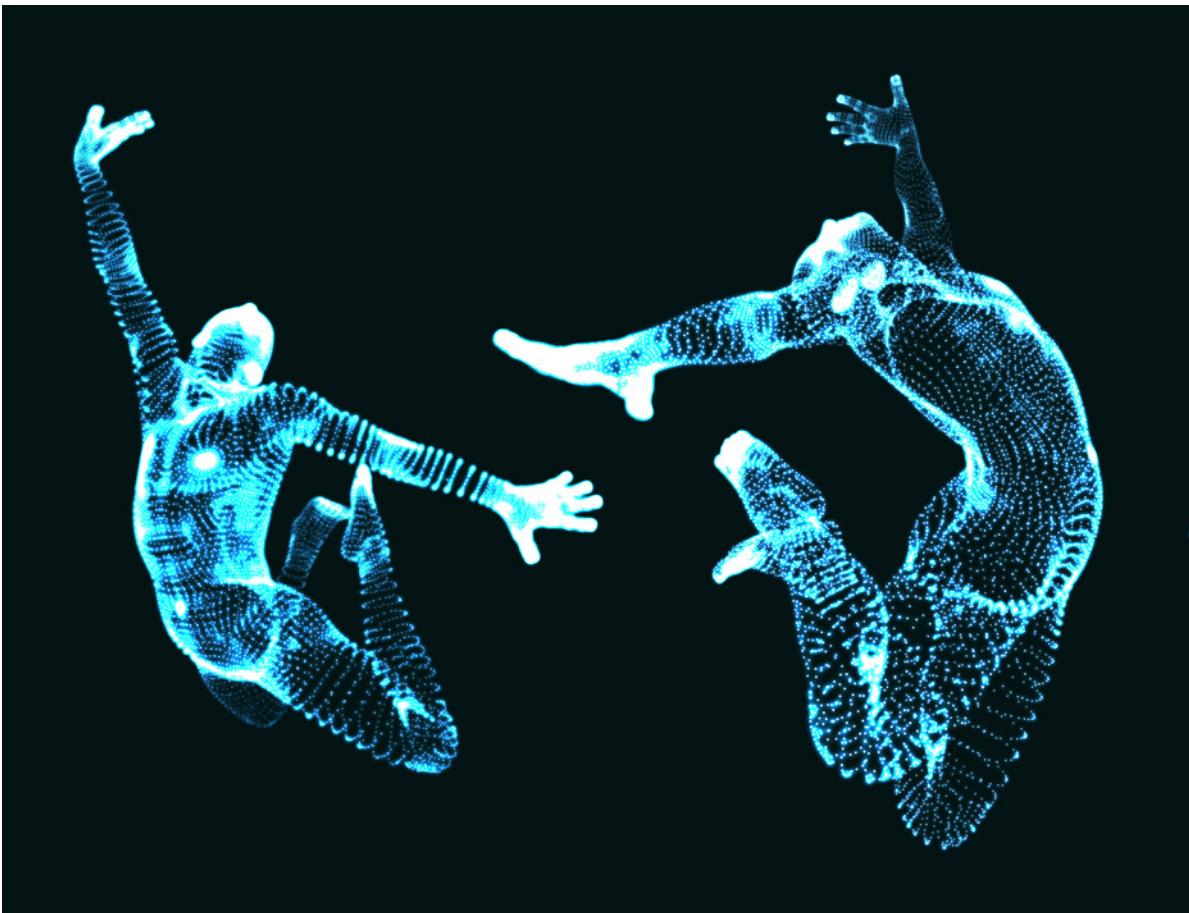
CAREERS AT A GLANCE

Our Creative Media courses can open up doors to a huge range of industries including video games development, coding, TV and film, animation, journalism, writing and publishing, PR and media.

OUR INDUSTRY LINKS

Game, Southampton
Jamie's Computers

University of Southampton
Computer Science/Electronics

**LEVEL 2****Creative Digital Media****KEY FACTS**

Age range: 16–18 and 19+

Start date: September 2022

Duration:

One year, full-time

Taught in our specialist media suite, this course will introduce you to a range of disciplines in the creative industries including TV and film production, animation, photography, graphic design and motion graphics. Packed with practical applications, you will develop the skills and experience you need to embark on a career in the exciting world of creative media. As part of your course, you will also have the opportunity to work with real clients and receive expert advice from Totton College alumni and professionals working in the industry.

Entry requirements:

At least three GCSEs at grade 3 (grade D), or a Merit or Distinction at BTEC Level 1, plus an interest in media (film, photography and graphics).

Assessment:

You will be assessed through a combination of coursework, practical tasks and multiple-choice examinations.

Your future:

Completion of the course will allow you to progress onto a Level 3 course in Media or Video Games Development. Other options will allow you to explore employment through an apprenticeship within the media industry.

LEVEL 3**Creative Media Practice****KEY FACTS**

Age range: 16–18 and 19+

Start date: September 2022

Duration:

One year, full-time – 540 Diploma (equivalent to 1.5 A Levels)

Two years, full-time – Extended Diploma (equivalent to three A Levels)

This course will take you on a creative journey covering every stage of the production process, from film and television analysis, to creating scripts and storyboards, filming and editing and sharing the final result. You will get the chance to produce music videos, documentaries, adverts, animation, short drama films and quiz shows and even an original radio drama. You will also examine existing companies within the industry and question how audiences can be affected by their output. You will create your own portfolio and work with real clients to produce a promotional video based on a brief. Other areas of media you will have the opportunity to explore include photography and graphics.

Entry requirements:

At least four GCSEs, grade 4 (grade C) or above, including English, or a Merit or Distinction in Media BTEC Level 2. GCSE Media Studies is not essential, but an interest in media and film production is.

Assessment:

You will be assessed through a range of creative assessment methods.

Your future:

After completion of the Extended Diploma, you can pursue higher levels of study at university. You can also explore a career in TV and film, radio, advertising, animation or marketing through either an entry-level position or apprenticeship.

**LEVEL 3**

Creative Media Practice: Video Games Development

KEY FACTS

Age range: 16-18 and 19+

Start date: September 2022

Duration:

One year, full-time – 540 Diploma (equivalent to 1.5 A Levels)

Two years, full-time – Extended Diploma (equivalent to 3 A Levels)

You will have the opportunity to learn about the development of the video games industry as a specialism. You'll gain experience using the software widely used in the industry including 3Ds Max, Unity 3D and Photoshop. Gaining this software familiarity will ensure that you have the skills to access a wide range of job opportunities. We also regularly attend games conferences such as EGX where you will be able to meet developers from across the industry in industry-specific talks.

Entry requirements:

At least four GCSEs, grade 4 (grade C) or above, including English and preferably Maths, or a Merit or Distinction in Media BTEC Level 2. A passion for video games and a desire to learn new skills is required.

Assessment:

A combination of written reports, practical work, spoken presentations and group projects.

Your future:

You can move on to university or you can explore careers through either an entry-level position, apprenticeship or freelance career.

ALEX'S STORY

Despite a keen interest in photography, Alex was unsure what he wanted to do for his future career. He was lacking in confidence because of retaking his GCSEs and studied various courses at Totton College while he received the support he required to pass his GCSE English. He found his passion in video games and the confidence to pursue a career in creative media. He learnt the skills necessary to create and publish his own game on the Android mobile platform. He is now finishing his university degree while also supporting new learners on the Video Games Development course here at Totton College. Alex has also gone onto co-found his own registered creative media company, overseeing and developing digital media projects for a variety of clients.



Learner life was enjoyable while at Totton College. The college has enabled me to progress my skills and find something I enjoy that would be a good career choice. As a nervous person I have been able to grow my confidence to the point of being able to teach groups of learners, which I never would have seen myself doing before I started college.

Alex Carter
Video Games Development Level 3



CHILD, HEALTH AND SOCIAL CARE & LEARNING AND DEVELOPMENT

If you're thinking about getting a job that involves caring for people, our Health and Social Care courses are a great place to start. You can specialise in areas like caring for people with disabilities, social care or housing issues. You will receive plenty of practical experience to give you confidence when you start work or progress on to university.

CAREERS AT A GLANCE

These courses will enable you to pursue further qualifications or a career in a huge range of roles including nursery nurse, social worker, support worker, community support and outreach worker, and occupational therapist.

OUR INDUSTRY LINKS

Parklands
Sovereign Housing Association
Mulberry Preschool
Ashurst Preschool

Good Shepherd Nursery
Cedar School
Pinecones Nursery

LEVEL 2**Care: Child, Health and Social****KEY FACTS**

Age range: 16–18 and 19+

Start date: September 2022

Duration:

One year, full-time

This course is ideal if you are thinking of a job in a child, health or social care setting. It offers a great introduction to the world of these ever-changing and rewarding industries and will give you all the information and experience you need to take the next step into further learning or employment. As part of the course, you will complete a minimum of 60 hours of work experience, attending placements one day a week. Ideally you will experience placements in two different settings within child, health or social care.

Entry requirements:

At least three GCSEs at grade 3 (grade D), or a Merit or Distinction at BTEC Level 1. A Disclosing and Barring Service (DBS) check is required.

Assessment:

There are 10 units which will be assessed through written and practical assignments. Assignments include essays, presentations, videos, discussions and posters.

Your future:

You can progress to Level 3 qualifications such as Children's Play, Learning and Development or Health and Social Care. If you want to start your career, you can apply for junior positions in a range of areas including care homes, nursing, occupational therapy, and social and community work, or an apprenticeship in childcare.

LEVEL 3**Children's Play,
Learning and Development****KEY FACTS**

Age range: 16–18 and 19+

Start date: September 2022

Duration:

One year, full-time – Foundation Diploma (equivalent to 1.5 A Levels)

Two years, full-time – Extended Diploma (equivalent to 3 A Levels)

The course is designed to give you all the skills required to work with children in various settings. You will study a wide range of topics including child development, supporting children, keeping children safe, play and learning, working with parents, supporting children's speech, communication and language, safeguarding, observations and reflective practice. This course is ideal for those interested in pursuing a career in childcare, education or related industries. During the course you will attend two days of work experience each week and cover four placements in a variety of settings.

Entry requirements:

At least four GCSEs, grade 4 (grade C) or above, including English and Maths, or a Merit or Distinction at BTEC Level 2. A placement of at least five days in a childcare setting, with a positive report of progress, is desirable. A Disclosing and Barring Service (DBS) check is also required.

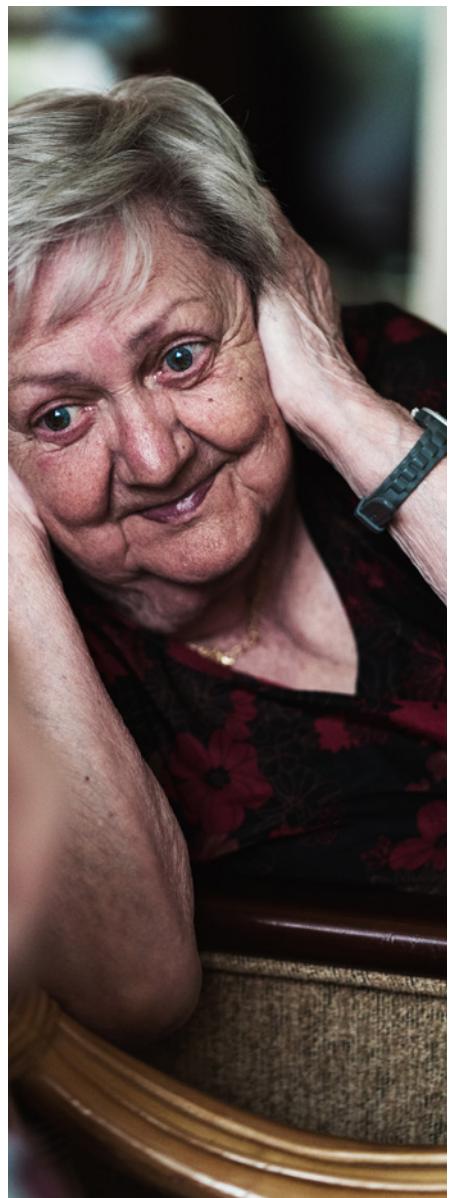
Assessment:

Written assignments and practical observation in your work placements, plus two exams and one externally assessed research task.

Your future:

This qualification will enable you to work as a licensed practitioner with children in nurseries, crèches, reception classes or pre-schools, or as a home-based childcare worker. With the Extended Diploma, you can progress to university to study teacher training or child development courses.



**LEVEL 3****Health and Social Care****KEY FACTS**

Age range: 16–18 and 19+

Start date: September 2022

Duration:

Two years, full-time

This course is a great introduction to the ever-changing and rewarding world of health and social care. You will be taught by teachers from a range of disciplines and have the chance to complete a variety of work placements in health and social care settings that interest you. You will study a vast array of subjects, including social sciences, laws and biological units and have the opportunity to attend trips to appropriate health and social care settings.

Entry requirements:

At least four GCSEs, grade 4 (grade C) or above, including Maths and English or an appropriate Level 2 course at Distinction. A Disclosing and Barring Service (DBS) check is also required.

Assessment:

You will take four externally-assessed examinations as well as written and practical assignments such as essays and reports, presentations, videos, discussions and visual displays.

Your future:

You can continue your studies at degree level in a related area such as nursing, midwifery or occupational therapy. You can also apply for a range of junior level positions in areas including care homes, nursing, occupational therapy, chiropody, and social and community work.

GAMU'S STORY

Relocating from Zimbabwe, Gamuchirai first joined Totton College in 2016 and enrolled onto Level 2 Health and Social Care. She wanted to pursue a career in nursing but was concerned about her communications skills. Through the teaching support she received at Totton, she was able to build her confidence and achieve the Level 2 qualification. Motivated to go even further, Gamu progressed onto a Level 3 course which enabled her to secure a place at university.





MOTOR VEHICLE

If you want to be a part of the ever-changing, fast-paced motor vehicle industry, this course will give you all the practical and theory skills you need. You will get hands-on experience in our off-site, fully-operational motor vehicle unit, where you will learn all of the skills that garages are looking for.

CAREERS AT A GLANCE

Motor vehicle skills can lead to further study of engineering or technology at university, or careers as a senior technician, workshop supervisor or garage manager, breakdown engineer, MOT tester, or specialist in a particular area like motorsport engineering.

OUR INDUSTRY LINKS

Shirley Garage
Solent MoT Centre
Hopkins Autoworks

Harwoods
Cadnam Garage
Shawfix Autos

DT Auto

**LEVEL 1****Motor Vehicle****KEY FACTS****Age range:** 16–18 and 19+**Start date:** September 2022**Duration:**

One year, full-time

For those interested in a career within the motor vehicle industry, this course provides a fantastic overview of the theory and practical skills needed to get started. Taught in our fully-operational motor vehicle unit, you will learn the technical skills in engine, transmission, electrical and chassis technologies, getting hands-on experience to apply to the world of work. You will also study theory in the classroom facilities at the unit.

Entry requirements:

No formal qualifications are necessary, but a good standard of English, a genuine interest in car mechanics and technology, and the ability to follow instructions and safety guidelines are essential.

Assessment:

You will be assessed through a practical approach including visual observation of tasks, oral questioning and online assessments.

Your future:

You can progress to a Level 2 Diploma, an apprenticeship or seek employment in the motor vehicle industry.

LEVEL 2**Motor Vehicle****KEY FACTS****Age range:** 16–18 and 19+**Start date:** September 2022**Duration:**

One year, full-time

Building on the foundations of Level 1, this course will give you a deeper understanding of the theory and technology contained within a vehicle. You will learn about electrical and chassis technologies, as well as the skills required to perform analysis and maintenance on engines and transmission. Our state-of-the-art motor vehicle unit also has classroom facilities so that you can learn theory and apply it practically.

Entry requirements:

Maths and English GCSEs at grade 4 (grade C), plus two others at grade 3 (grade D) or above, plus a recognised Level 1 qualification in Motor Vehicle Studies or similar.

Assessment:

You will be assessed through practical tasks and online assessment for the IMI Awards.

Your future:

You can progress onto the Level 3 course, an apprenticeship or seek employment in the motor vehicle industry.

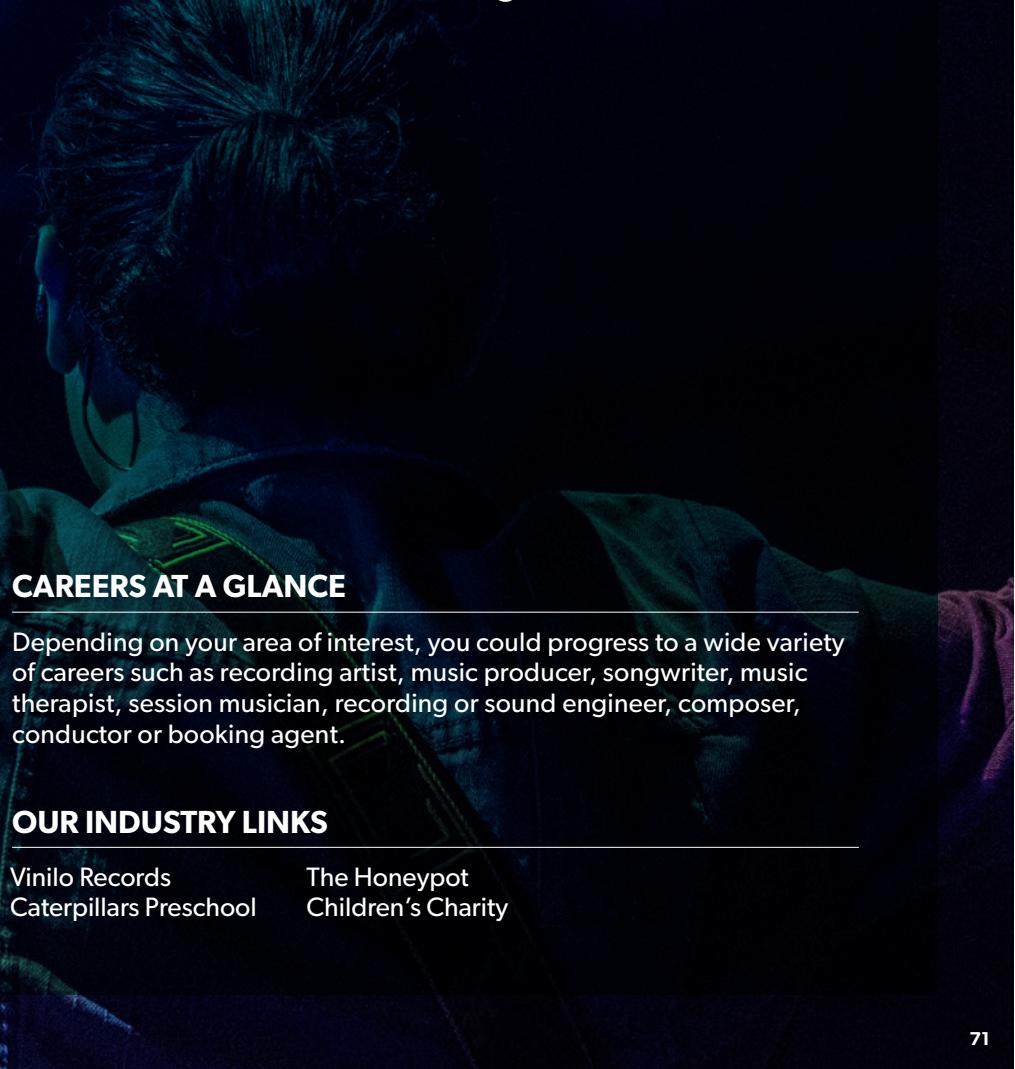
DAN'S STORY

Dan had a passion for cars and wanted to pursue a career in what he enjoyed the most. He was concerned that his GCSE Maths and English could hold him back in later life, so he was able to continue studying to achieve his desired GCSEs alongside his Motor Vehicle course. Working in our purpose built motor vehicle unit, Dan was able to acquire the necessary skills and gain invaluable knowledge from industry experts. His hard work and dedication led to a paid apprenticeship and the opportunity to continue his education at a higher level.



MUSIC

If you dream of a career in the music industry, our Music courses will give you the knowledge, practical skills and the confidence to make it a reality. You will take part in workshops led by highly experienced teachers and have the opportunity to perform in renowned music venues in and around the region.



CAREERS AT A GLANCE

Depending on your area of interest, you could progress to a wide variety of careers such as recording artist, music producer, songwriter, music therapist, session musician, recording or sound engineer, composer, conductor or booking agent.

OUR INDUSTRY LINKS

Vinilo Records
Caterpillars Preschool

The Honeypot
Children's Charity

LEVEL 2**Music****KEY FACTS**

Age range: 16–18 and 19+

Start date: September 2022

Duration:
One year, full-time

Do you see yourself as a professional musician, or have aspirations to work in the music industry? This course will give you the foundations for building a career in music, covering everything from performing to understanding the process of music production for all genres. You will learn about the latest techniques and best practices, and have the chance to explore work experience roles within the music industry.

Entry requirements:

At least three GCSEs at grade 3 (grade D), or a Merit or Distinction at BTEC Level 1, and the ability to play an instrument or sing for performance learners, or some experience with live sound or computer-based music production is needed.

Assessment:

You will be assessed through a portfolio of practical assessment and written work.

Your future:

You can progress onto Music Technology Level 3 where you will advance your skills and knowledge, or seek employment in the industry.

KYLE'S STORY

After discovering his talent for music, Kyle decided to pursue his ambition of working in the industry. He developed his understanding and techniques in music production and gained knowledge of how to refine his sounds through specialist technology. Kyle has DJ'd at live events in Bournemouth and at Totton College, and has worked in a local recording studio as part of his work experience. After completing his Diploma, Kyle intends to continue his education at university.

LEVEL 3**Music Technology****KEY FACTS**

Age range: 16–18 and 19+

Start date: September 2022

Duration:
One year, full-time – Foundation Diploma (equivalent to 1.5 A Levels)
Two years, full-time – Extended Diploma (equivalent to 3 A Levels)

This course will give you the advanced skills required to enable you to build a career in the music industry. You will develop your experience of performing and producing, create your own portfolio of work and gain the confidence and skills required for your career. You will have the opportunity to join the college band and perform at local gigs in and around Totton and Southampton.

Entry requirements:

At least four GCSEs at grade 4 (grade C) or above, or a Level 2 qualification in Music or another creative sector. The ability to play an instrument or sing, or some experience with live sound or computer-based music production is needed. You do not need to have studied music at GCSE.

Assessment:

You will be assessed through a portfolio of practical assessment and written work.

Your future:

With the Extended Diploma you can progress to university to further your knowledge and skills. Alternatively, you can start your career as a music technician in an exciting range of different roles.



A photograph showing a young man with long hair and a beard performing a bench press. He is lying on a yellow padded bench, pushing a black dumbbell with a red 'Jordan 15' weight plate up towards the camera. In the background, there's a rack of dumbbells and other gym equipment. A personal trainer in a black t-shirt stands behind him, observing his form.

SPORT & UNIFORMED PUBLIC SERVICES

If you love fitness and aspire to be a personal trainer, coach or fitness instructor, our Sport courses give you the theory and technical skills you need. Taught in our specialist onsite gym, you will cover all the fundamental principles which will enable you to start your career in the sports or fitness industry, or continue studying at a higher level.

Our Uniformed Public Services course is ideal for anyone who wants to prepare for a rewarding career in the armed forces, emergency services or prison service. You will learn more about citizenship, diversity, policies, leadership and improve your overall fitness and wellbeing with access to the onsite leisure centre.

CAREERS AT A GLANCE

A Sport qualification can lead to a number of exciting career opportunities including sports coach, personal trainer, and physical therapist or massage therapist.

Our Uniformed Public Services qualification is a great start to progress into the armed services, emergency services or the prison service.

OUR INDUSTRY LINKS

Hampshire & Isle of Wight Air Ambulance
Volunteer Police

Cadets – Hampshire Ace Sports & Education
AFC Totton

New Forest Marathon
Tottonians RFC

LEVEL 2**Sport*****KEY FACTS**

Age range: 16–18 and 19+

Start date: September 2022

Duration:

One year, full-time

If you are interested in a career in sport, coaching or fitness, this course will give you all of the skills and understanding you need. You will cover the fundamentals of sport and physical activity through theory and practical lessons and have the chance to take part in work experience to gain valuable industry knowledge. This course has been designed in collaboration with industry experts to focus on the requirements that employers demand.

Entry requirements:

At least three GCSEs at grade 3 (grade D), or a Merit or Distinction at BTEC Level 1.

A strong interest in all areas of sport and a desire to work in recreation, leisure, sport or related industries is required.

Assessment:

You will be assessed through written and practical assignments. There are no examinations for this course.

Your future:

If you achieve merit and have grade 4 in English and Maths you can progress to Level 3 BTEC Extended Diploma courses. Alternatively, you can move on to employment or an apprenticeship.

*These courses can provide a more flexible timetable for high and elite level athletes who must balance their academic studies with their training and competitions.

HARRY'S STORY

When Harry first joined Totton College, he wanted to pursue his passion in sport but his lack of belief in his own abilities presented a challenge. Through his course, Harry learnt how to effectively manage his workload and gained confidence and skills as a leader. As a result, he was able to run sports coaching sessions for children and undertake an apprenticeship in sport. Harry plans to take his education further at university.

LEVEL 3**Sport*****KEY FACTS**

Age range: 16–18 and 19+

Start date: September 2022

Duration:

One year, full-time – Introductory Diploma (equivalent to 1.5 A Levels)

Two years, full-time – Extended Diploma (equivalent to 3 A Levels)

This course will give you the advanced skills and knowledge you need to be prepared for a career in sport. You will be taught by a range of professionals who will ensure that you have in-depth training in all areas, and you will have the chance to take part in work experience to gain valuable industry knowledge. This course has been developed in consultation with academics and professional bodies to ensure that it supports progression to higher education as well as covering the latest techniques and trends.

Entry requirements:

At least four GCSEs, grade 4 (grade C) or above including Science, English and Maths. Merit at Level 2 Sport is accepted if you studied the anatomy and fitness units. You should currently be playing in a sports team, or training with a sports club.

Assessment:

Most units are assessed and graded through written or practical assignments.

Your future:

If you complete the Extended Diploma, you can progress to university or move on to employment or an apprenticeship in coaching or personal training.



**LEVEL 2****Uniformed Public Services****KEY FACTS**

Age range: 16–18 and 19+

Start date: September 2022

Duration:

One year, full-time

This course is ideal if you are interested in becoming a potential recruit to the uniformed public services. It will enable you to develop your skills in a range of areas, from physical fitness and team work to map reading. In addition, the course will provide a basis for further study and progression towards the entry qualification of a specific service. It will also provide an insight into the practical qualities required, not only for uniformed services, but also for employment in general.

Entry requirements:

At least three GCSEs at grade 3 (grade D), or a Merit or Distinction at BTEC Level 1. A strong interest in working in the uniformed public services is desirable.

Assessment:

You will be assessed through written and practical assignments. Currently, there are no examinations for this course.

Your future:

If you achieve a Merit and have grade 4 (grade C) in English and Maths you can progress to a Level 3 course. Alternatively, you can move on to employment or an apprenticeship.

LEVEL 3**Uniformed Public Services****KEY FACTS**

Age range: 16–18 and 19+

Start date: September 2022

Duration:

One year, full-time – Introductory Diploma (equivalent to 1.5 A Levels)

Two years, full-time – Extended Diploma (equivalent to 3 A Levels)

If you are thinking of a career in the police service, fire and rescue service, Royal Marines, Army, RAF, Royal Navy or prison service, this practical course will give you all the skills you need. You will develop your leadership and personal fitness skills, and have the option to undertake a First Aid certificate. The course is supported by a variety of trips and practical activities to help hone skills both inside and outside the classroom.

Entry requirements:

At least four GCSEs at grade 4 (grade C) or above including English and Maths, or at least a Merit in BTEC Level 2 Diploma in Public Services.

Assessment:

Continuous assessment through practical and written assignments.

Your future:

You can progress to a career in uniformed services or you can choose to move onto an apprenticeship or higher education.



NEW FOR 2022

**BUSINESS
CONSTRUCTION
INFORMATION TECHNOLOGY
TRAVEL AND TOURSIM**

We look forward to taking applicants for our four new vocational fields from September 2022.

LEVEL 2

Business

KEY FACTS

Age range: 16–18 and 19+

Start date: September 2022

Duration:

One year, full-time

Do you dream of being your own boss? Like the idea of running your own business? Or how about leading a successful team? This business course will help you develop the skills and understanding you need to work in any business environment, whether your goal is management, human resources, finance, marketing or running a company.

This course is designed for learners to get a good understanding of the business environment and will cover topics ranging from customer service to marketing and will therefore involve practice in realistic working environment to give you a taste of a real working environment. You will also be looking at how businesses work from the initial business idea through to the end product including important stages that a business set up can take. This course will give you the initial groundwork to enable you to progress onto Level 3 or into employment/apprenticeship.

Entry requirements:

At least three GCSEs at grade 3 or a Merit/Distinction at Level 1, plus an interest in a career working in business or potentially running your own business.

Assessment:

You will be assessed through a combination of coursework, practical tasks and examinations.

Your future:

Completion of the course will allow you to progress either straight into industry working in a relevant sector. Alternatively, you could progress onto an apprenticeship or study a Level 3 in Business which could lead to HE.

LEVEL 1 | LEVEL 2

Construction

KEY FACTS

Age range: 16–18 and 19+

Start date: September 2022

Duration:

One year, full-time

Are you a practical type of person? Prefer doing a practical, hands on task more than sitting at a desk all day? If so, our Construction course may be the course for you. The construction courses are designed around developing your practical skills and tasks; placing an emphasis on you demonstrating what you can do rather than what you know in theory. The qualifications provides you with the opportunity to acquire and develop generic, transferable and sector-specific skills in order to complete tasks and demonstrate a level of achievement that enables you to progress further within the industry.

Entry requirements:

Level 1 – Grades in GCSEs at mainly grades 2 or 1 however learners with no GCSEs will be considered based on individual circumstances.

Level 2 – At least three GCSEs at grade 3 or a Merit/Distinction at Level 1, plus an interest in the construction industry.

Assessment:

You will be assessed through a combination of coursework, practical tasks and examinations.

Your future:

Completion of the course will allow you to progress either straight into industry working in a relevant sector. Alternatively, you could progress onto an apprenticeship or study the Level 2/3 Construction.

LEVEL 2

Information Technology

KEY FACTS

Age range: 16–18 and 19+

Start date: September 2022

Duration:

One year, full-time

Write your own future and prepare for a career in digital with this IT course. This course is aimed at those who have an interest in the latest ICT technologies including hardware and software. If you like understanding how computers work, enjoy programming, developing products, then this course is for you. Across this one-year programme you will have the opportunity to study a wide range of ICT subjects. This course looks to develop your skills in an area that is fast developing. Future jobs will also desire/require a good understanding of new technologies.

Entry requirements:

At least three GCSEs at grade 3 or a Merit/Distinction at Level 1, plus an interest with information technology and relevant industries.

Assessment:

You will be assessed through a combination of coursework, practical tasks and examinations.

Your future:

Completion of the course will allow you to progress either straight into industry working in a relevant sector. Alternatively you could progress onto an apprenticeship or study at Level 3 within the IT/Computing Industry which could lead to HE. In addition, this course links well with the Media / Video Games curriculum area and you could progress into a course within this area if you desired.

LEVEL 2

Travel and Tourism

KEY FACTS

Age range: 16–18 and 19+

Start date: September 2022

Duration:

One year, full-time

Open your eyes to a whole new world as you explore travel and tourism in the South, the UK and beyond. You will have the opportunity to explore one of the world's most dynamic and fast-growing industries. It is a lively and busy course with the advantage of interesting trips and visits on which to base your study. This qualification in travel and tourism covers many aspects to help you develop the skills and knowledge that you need to prepare for your career within the industry, covering elements like air fares, travel geography, tour guiding, resort representatives and ski chalet hosts. You will learn the essentials of customer service and hospitality across the world, as well as an understanding of travel agency operations, from teachers with experience from the industry such as travel agents, merchant navy and overseas reps.

Entry requirements:

At least three GCSEs at grade 3 or a Merit/Distinction at Level 1, plus an interest in the travel and tourism industry.

Assessment:

You will be assessed through a combination of coursework and practical tasks. Currently there are no examinations on this course, however this is subject to awarding organisation changes.

Your future:

Completion of the course will allow you to progress either straight into industry working in a relevant sector such as travel agencies, hotels, cruise ships, holiday camps or resorts and visitor attractions. Alternatively you could progress onto an apprenticeship or study the Level 3 Travel and Tourism which could lead to studying at Higher Education (university).



SKILLS FOR LIFE

At Totton College, we have a long history of providing a supportive and nurturing environment for learners of all abilities and ages. We pride ourselves on treating learners as valued individuals, recognising their needs and enabling them to achieve their ambitions. Our Skills for Life team supports learners throughout their academic journey, preparing them for adulthood, employment and/or independent living.

SUITABLE FOR:

- Aged 16 –18 and 19+
- Learners with an Education, Health and Care Plan (EHCP)
- Learners who have special educational needs – this can include personal care support
- Those who want to obtain the foundation skills required for work and everyday living

Levels available:

[ENTRY 1](#) [ENTRY 2](#) [ENTRY 3](#) [LEVEL 1](#) [LEVEL 2](#)

SUPPORTING SPECIAL EDUCATIONAL NEEDS

We want our learners to achieve independence and the skills they need for the career they aspire to have. That is why our courses are designed with employability in mind, teaching life skills in the context of the working environment.

Our Skills for Life courses are designed for learners aged 16–25 years, with an Education, Health and Care Plan and/or who have a learning difficulty or disability, including young people within the autistic spectrum. All programmes are tailored to meet the individual needs of the learners and provides them with the educational, social, personal and independence skills they require for adulthood.

Students may have one-to-one support, or work in small groups with an allocated member of staff, depending on individual needs. Students will be supported throughout the day, including at breaks and lunchtimes, if required.

Covering a broad range of subjects, we offer courses in:

- Employability
- Everyday Living Skills
- Futures/Progress to work/life
- Life, Independence and Social Skills
- Practical work skills
- Supported Internship
- Vocational Horticulture
- Vocational Hospitality
- Vocational Retail
- Vocational Studies

All of our Skills for Life programmes are supported by trained and experienced teachers and teaching assistants. Delivered in a safe and nurturing environment, learners are able to continue their education after leaving school or progressing from another college.

Our team

Our SEND provision is tailored to cater to those learners with a wide range of personal and educational needs. We have an experienced and qualified team, which includes:

- A qualified nurse
- Staff trained in personal care
- Speech and language therapists
- Physiotherapists
- Occupational therapists
- Therapy assistants to deliver therapy programmes

We work closely with the local community and local authority SEND teams to ensure a high standard of education, as well as to provide specialist therapies for learners who have particular needs.



Extra-curricular activities and enrichment

We believe in learners receiving an enriching experience when they come to college. Being involved in activities outside of studying not only develops social skills but also supports overall wellbeing.

Our Skills for Life department also hosts a wide variety of activities including sport and games, charity fundraising and work experience opportunities. Learners are also able to learn new skills such as baking, hospitality, sales and gardening. We actively encourage learners to work in small groups to build their confidence and make new friends.

How to apply for Skills for Life

For those interested in applying for one of our courses, you can apply online via our website (totton.ac.uk). If you would like to find out more about our services and courses, or wish to have a consultation to discuss your requirements, please contact the Faculty Manager:

Email info@totton.ac.uk

Call **023 8087 4874**



ENTRY 1**Everyday Living Skills (ELS)****KEY FACTS**

Start date: September 2022

This course is suited for students who may have limited communication skills and those who would benefit from a highly structured environment. In Everyday Living Skills (ELS), students are supported to build upon personal independent skills through a multi-sensory approach. Students are encouraged and supported to make meaningful choices, whilst experiencing a range of everyday life skills.

Entry requirements:

No formal qualifications are required.

Assessment:

You will be assessed through a combination of portfolio evidence, practical tasks and statements from teachers.

Your future:

Each year you will have an annual review at which your progression route will be discussed. You may continue to develop your skills by progressing onto the Life, Independence and Social Skills course.

ENTRY 2**Life, Independence and Social Skills (LISS)****KEY FACTS**

Start date: September 2022

The Life, Independence and Social Skills (LISS) course is for students who require support and opportunities to develop their independent and social communication skills in a structured environment. The course focuses on students building personal independence skills, developing social communication and making meaningful choices through experiencing everyday life skills and community skills.

Entry requirements:

To be discussed at interview.

Assessment:

You will be assessed through a combination of portfolio evidence, practical tasks and statements from teachers.

Your future:

Each year you will have an annual review at which your progression route will be discussed. You may progress onto Practical Work Skills, employment or Futures pathway.

KYLE'S STORY

Initially, Kyle attended a mainstream school but found the environment difficult. When he started at Totton College, he had a keen interest in hospitality but was lacking in confidence. With the support of the Skills for Life team, he was able to settle in and demonstrate his excellence, building his portfolio and consistently reaching the standards required for his course. Through dedication and enthusiasm he has been able to complete Level 1 Hospitality and secured a position at Paulton's Park café. He is now ready to pursue his career in catering.



**ENTRY 3****Practical Work Skills****KEY FACTS**

Start date: September 2022

The Practical Work Skills (PWS) course is suitable for students who prefer a hands on approach to learning and for those who wish to develop their practical skills in a safe environment. Students will have opportunities to plan, explore and run enterprise projects within the college, focusing on developing their communication, maths and work skills.

Entry requirements:

To be discussed at interview.

Assessment:

You will be assessed through a combination of portfolio evidence, practical tasks and statements from teachers.

Your future:

Each year you will have an annual review at which your progression route will be discussed. You may progress to the Employability course or a specialist vocational course in Hospitality, Horticulture or Retail.

**LEVEL 1****Vocational Studies****KEY FACTS**

Start date: September 2022

This course explores different skills within a variety of sectors such as health and social care, travel and tourism, art and media. The course aims to provide learners with a range of employability skills that will aid them when working within these different industries.

Entry requirements:

To be discussed at interview.

Assessment:

You will be assessed through a combination of portfolio evidence, practical tasks and statements from teachers.

Your future:

Each year you will have an annual review at which your progression route will be discussed. You may progress onto a vocational course in areas such as hospitality horticulture or retail. Alternatively, you could seek employment or progress to an apprenticeship or supported internship.

ENTRY 3**Employability****KEY FACTS**

Start date: September 2022

This course is designed to be a stepping-stone towards employment for learners who may face barriers to achieving their career ambitions. The course combines enterprise activities with the core employability skills required to prepare for employment. You will develop your business acumen skills, learn how to work as part of an effective team and enhance your numeracy and literacy skills. There are no mandatory units, enabling you to select areas of learning appropriate to your individual needs, interests and aspirations for your career.

Entry requirements:

To be discussed at interview.

Assessment:

You will be assessed through a combination of portfolio evidence, practical tasks and statements from teachers.

Your future:

Each year you will have an annual review at which your progression route will be discussed. You may progress onto a vocational course in areas such as hospitality horticulture or retail. You may also wish to explore a supported internship in your chosen career.

LEVEL 1**Vocational Hospitality****KEY FACTS**

Start date: September 2022

If you are interested in a career in hospitality, this course will cover all the basics of the subject and give you an opportunity to develop more general employability skills. This course covers the essential criteria needed for a career in hospitality, giving you the opportunity to enhance your CV for the hospitality workspace. As part of your course, you will undertake a week of work experience in a café or restaurant to put into practice what you have been taught and take part in a wide range of cooking activities.

Entry requirements:

At least an Entry 3 qualification in any subject. You will need to provide evidence of your past education.

Assessment:

You may be assessed through a combination of portfolio evidence, practical tasks and statements from teachers.

Your future:

Each year you will have an annual review at which your progression route will be discussed. You may move onto Progress to Work/Life or Supported Internship. Alternatively, you can seek employment or continue your vocational area at another college.

LEVEL 1**Vocational Horticulture****KEY FACTS**

Start date: September 2022

If you are interested in a career in horticulture, this course will cover all the basics of the subject and give you an opportunity to develop more general employability skills. This course covers the essential criteria needed for a career in horticulture, and will enhance your CV for the horticultural workspace. As part of your course, you will undertake weekly work experience at an industry-standard nursery and take part in a wide range of gardening activities.

Entry requirements:

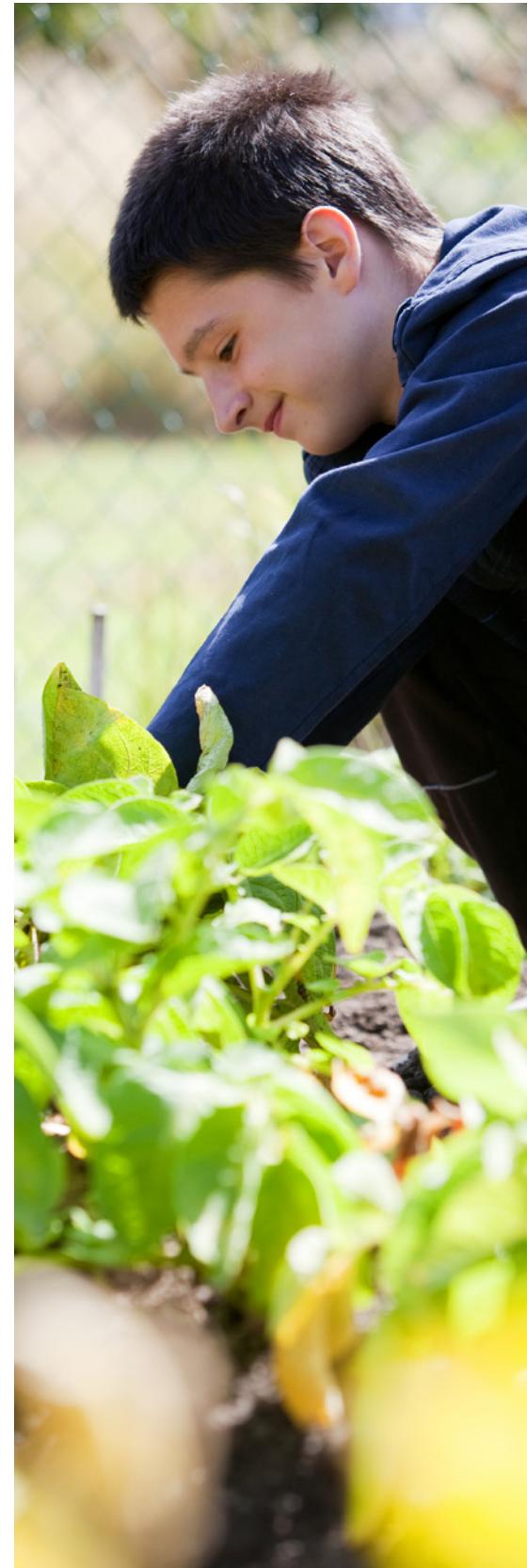
At least an Entry 3 qualification in any subject. You will need to provide evidence of your past education.

Assessment:

You will be assessed through a combination of portfolio evidence, practical tasks and statements from teachers.

Your future:

Each year you will have an annual review at which your progression route will be discussed. You may move onto Progress to Work/Life or Supported Internship. Alternatively, you can seek employment or continue your vocational area at another college.

**LEVEL 1****Vocational Retail****KEY FACTS**

Start date: September 2022

If you are interested in a career in retail, this course will cover all the basics of the subject and give you an opportunity to develop more general employability skills. The level 1 course covers the essential for a career in retail and will enhance your CV for the retail workspace. As part of the course, you will undertake a week of work experience in a retail setting to put into practice what you have been taught. Throughout the course, you will have opportunities to explore and visit a variety of different retail areas and roles to see what is suited to your individual needs.

Entry requirements:

At least an Entry 3 qualification in any subject. You will need to provide evidence of your past education.

Assessment:

You will be assessed through a combination of portfolio evidence, practical tasks and statements from teachers.

Your future:

Each year you will have an annual review at which your progression route will be discussed. You may progress onto Progress to Work/Life or Supported Internship. Alternatively, you may seek employment or progress to another college to continue your vocational course.

ENTRY 3 LEVEL 1**Progress to Work/Life****KEY FACTS**

Start date: September 2022

This course is aimed at guiding and supporting students to move on to their next steps after college or into a supported internship. Students will have opportunities to explore and experience life skills and work skills in order to progress onto day services, supported employment or supported/independent living. The course enables students to develop confidence and knowledge to become a valued member of society.

Entry requirements:

At least an Entry 3 qualification in any subject. You will need to provide evidence of your past evidence.

Assessment:

You will be assessed through a combination of portfolio evidence, practical tasks and statements from teachers.

Your future:

Each year you will have an annual review at which your progression route will be discussed. You may progress onto a Supported Internship. Alternatively, you may seek employment or access adult services.

ENTRY 2 ENTRY 3**Futures****KEY FACTS**

Start date: September 2022

This course is aimed at guiding and supporting students, with high levels of support, to move on to their next steps after college. Students will have opportunities to explore and experience life skills and work skills in order to progress onto day services or other chosen provision. Students will have opportunities to visit the local community, as well as links with local day service providers and community groups. Throughout the course students will be encouraged to make meaningful choices and develop their communication and social skills.

Entry requirements:

At least an Entry 3 qualification in any subject. You will need to provide evidence of your past evidence.

Assessment:

You will be assessed through a combination of portfolio evidence, practical tasks and statements from teachers.

Your future:

Each year you will have an annual review at which your progression route will be discussed. You may go onto adult services and day services.



FUNDING YOUR COURSE

Education is an investment for your future, but we know that it can have financial implications in the short-term. Our advisors provide free and impartial financial advice on course fees and bursaries. We are able to support you to ensure you receive the extra help you might be entitled to.

Learners aged under 19

If you are a UK or EU resident and under 19 on 31 August in the year you start your course, you will not need to pay tuition or examination fees. Depending on your household income, you may also be able to get help towards travel, accommodation, essential equipment or childcare costs. We offer two kinds of financial support:

The learner discretionary bursary – this can help with course related items. Speak to one of our friendly advisors who will discuss your options and advise you on how to apply; we try to help as many learners as possible.

Vulnerable learner bursary – this is available if you live in care, are a care leaver, have your own right to Income Support or are on both Employment Support Allowance and Disability Living Allowance. If you meet any of the above criteria, get in touch and we will guide you through your options.

Learners aged 19 and over

Please contact the college for more details.

Young learners with families

Care to Learn is intended to help young parents under the age of 20 to continue or start their education after the birth of a child. The scheme provides funding for Ofsted-registered childcare provision while the young parent is engaged in a study programme. For more information, and to see if you are eligible, visit: gov.uk/care-to-learn

Skills for Life

At Totton College, we have a long history of providing a supportive and nurturing environment for learners with all abilities and ages. Financial support is available to support learners with additional needs to continue their education with us. Our Skills for Life team can provide advice and guidance through your application.

Contact us

For more information about any of the funding options available, or to discuss your educational finance options, contact the Totton College Information Centre:

Email info@totton.ac.uk
Call **023 8087 4874**



Refunds policy

Please take note that the college has a no refunds policy, however, refunds may be considered under the following circumstances:

- The college terminates a course which has already started
- The college is not able to provide an advertised course
- The college changes the time or location of a course from that advertised
- The college cancels an examination
- The college recommends that a learner transfers to a course with a lower fee
- The college has overcharged a learner or assessed their fees incorrectly
- If a medical condition, certified by an appropriate medical professional, results in the learner having to leave the college completely
- If a learner notifies the college in writing that they are withdrawing from the course at least seven days before the start date

We reserve the right to delay or change start or finish dates if we are obliged to do so. Only if such a change includes a change of day or venue will repayment of fees be possible.

We regret that no refunds will be given in any other circumstances. If you require any further information, please contact the college on **023 8087 4874** or email info@totton.ac.uk. All information correct at the time of print; subject to clarification and change. For the latest information, please visit our website.

THE TOTTON STANDARD

The Totton Standard is a set of behaviours that we ask every single learner to sign up to when they join us. We do this so that you can maximise your learning experience and so that it is clear what we expect of you when you become a Totton College learner. In return, we make these promises to you:

We will:

- Make every lesson enjoyable and challenging
- Set work which reflects our high aspirations
- Be prompt and well prepared
- Not cancel lessons without ensuring work is set
- Negotiate and monitor targets with you
- Give you regular, timely feedback so that you know how to improve
- Foster employability skills of reliability, tenacity and teamwork
- Set work which helps prepare you for exams and assessments
- Treat you with respect and help to make college a safe place for everyone
- Celebrate your achievements with you

You will:

- Take an active part in every lesson
- Take responsibility for your own learning and stretch yourself to do more than you think you can
- Attend all lessons promptly and be well prepared
- Explain unavoidable absence and ensure missed work is covered
- Negotiate and monitor your own targets
- Act on feedback
- Practise employability skills
- Complete all work set punctually
- Treat others with respect and help to make college a safe place for everyone
- Take pride in your achievements

“Teachers build learners’ confidence well so that learners overcome their barriers to learning. They understand learners’ complex needs and provide them with the help they need to complete their studies. Most teachers plan lessons effectively for different groups of learners and, as a result, learners develop their skills and knowledge well.”

Ofsted inspection March 2019

OPEN EVENTS

Our Open Events provide an excellent opportunity for all prospective learners exploring either full-time courses, part-time courses or an apprenticeship to discover our outstanding facilities and learn more about our offer. Our friendly and knowledgeable staff will be available to discuss your aspirations and provide advice and guidance. See the back cover for details. You can book your place now: totton.ac.uk/events

HOW TO APPLY

We are delighted you are considering becoming a learner at Totton College. You are on your way to becoming part of our vibrant community.

To apply for a course at Totton College visit totton.ac.uk and complete the online application form. Alternatively, you can visit our campus and complete an application form at the Information Centre.

FREQUENTLY ASKED QUESTIONS

When do courses start?

Most courses start in September, but alternative start dates may be available. For the latest information, please contact us on 023 8087 4874.

Do I have to pay anything?

Courses are free for most learners. Depending on your age, you may be able to apply for a bursary to help with costs like travel and books. Bursaries are available and offer various levels of financial support – discover more on page 96.

How are courses assessed?

It depends on the course. Most of the time there are assignments and a portfolio of evidence, and some courses require formal exams or practical assessments. Further details for individual courses can be found on our course pages on the website.

Do I need any experience before starting?

Each course has its own entry requirements. We will ensure that you start at the right level and that you have the right level of English and maths for your course. Every course is subject to an interview. For further details please refer to the individual course entry requirements located on the course pages on our website.

All details contained in this prospectus are correct at the time of print. For the latest information, please visit our website: totton.ac.uk



OPEN EVENTS

Thursday 9 September 2021
17:30–19:30

Thursday 18 November 2021
17:30–19:30

Saturday 25 September 2021
10:00–12:00

Saturday 29 January 2022
10:00–12:00

Tuesday 12 October 2021
17:30–19:30

Tuesday 21 June 2022
17:30–19:30

Book now: totton.ac.uk/events

OPENING TIMES

Term time:

Mon, Thu & Fri 8:30–17:30
Tue & Wed 8:30–21:00

Non-term time:

Mon–Fri 8:30–16:30

“ Leaders, managers and staff hold high ambitions for learners that help them make good progress, achieve well and take positive next steps in their education and employment.”

Ofsted inspection March 2019

Call **023 8087 4874**

Email **info@totton.ac.uk**

Web: **totton.ac.uk**

Water Lane, Totton, Southampton SO40 3ZX
Totton College is part of **Nacro**, a social justice charity



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