



THE
TRAFFORD
COLLEGE
GROUP

Admissions Policy

Written by: Director of Marketing, Admissions and Customer Services
Consulted with: College Leadership Team and TCG Board of Governors
Version date: May 2021
Next revision date: May 2023

ADMISSIONS POLICY 2021-2023

1. Scope of the Policy

This policy applies to all applicants to The Trafford College Group (TCG) applying for 16-19 study programmes, apprenticeships, as well as adult full and part-time programmes, including learners entering the College on a second or subsequent year at level 3 and below. This policy also includes information for 16-24 EFA funded learners with EHC plans.

This policy does not cover applications to HE programmes. The HE Admissions policy can be found on the college website.

This policy does not identify detailed organisational activities but overriding principles that shape how these activities are carried out.

2. Policy

2.1 Statement of Principles

- TCG offers a broad range of learning opportunities and ensures that individuals where appropriate, are matched to a programme of study best suited to their ability and future direction.
- We celebrate diversity and challenge discrimination and we welcome applications from all prospective students who want to succeed. No applicant will be excluded from entry as a result of discrimination on the grounds of age, disability, gender, pregnancy and maternity, race, religion, sexual orientation or transgender status. We reserve the right to make decisions relevant to appropriateness of admissions in connection with the age of any applicant where safeguarding best practice requires the College to do so.
- TCG is committed to equality of opportunities for all applicants and we recognise that our College is enhanced by a diverse learner body that is reflective of the wider community. We welcome applications from both home and international communities.
- Reasonable adjustments will be made so applicants with a disability can access programmes. The College requires timely cooperation from applicants and any supporting professionals / agencies, to determine what reasonable adjustments should be made.

- TCG work with other agencies such as careers services, social services, schools and employers to share information where appropriate and to ensure we are best informed about the needs of individuals.
- TCG provides a wide range of learning opportunities. The College does, however, acknowledge there are some people for whom it is not the appropriate training or education provider.
- TCG aims to provide a fair and transparent approach for applying for a course or training route. All entry criteria are outlined on our College website or in the appropriate College publication. If an applicant does not meet the entry criteria, the College reserves the right to decline an offer of a place on a programme.
- All applicants to TCG will be treated as confidential and personal information and data is dealt with in line with legislative requirements.
- TCG staff are committed to making information available in a range of formats and through hosting open events that showcase the College and raise people's awareness of the range of the courses we offer, so that we help applicants to make well-informed choices about their education and training.
- For those who are accepted onto and join a course, the College has high expectations regarding attendance, work completion, appropriateness of behaviour. Failure to meet these expectations, for whatever reason, may result in the student being withdrawn from the course.

2.2 Information and Guidance

- All 16-19 and University Level applicants applying for courses can seek advice from our College Adviser Team.
- Adults who are considering coming to TCG to study any of our adult provision can speak to our Adult Learning Advisor, in the first instance.
- Applicants applying for part-time courses are able to contact the Admissions Office for details about course content.

2.3 Applications

2.3.1 Full time applications

- All full time applicants, including applications for an apprenticeship, are required to complete an application form providing a range of information to allow the college to triage their application form.

- Applicants will, ordinarily, receive acknowledgement of receipt of their application within 5 working days. Online applications will receive an automatic acknowledgement on submission.
- Every case is considered on an individual basis, taking into account any relevant contextual information.
- For certain curriculum areas where applicants meet the entry criteria for the course, a conditional offer may be made without the need to attend the college for an interview. Entry requirements are set out in the relevant college publications.
- Applicants requiring an interview will be invited to attend the Admissions Evening to discuss their course choice further.
- Apprenticeship applicants will be invited to attend an interview with a member of the Apprenticeship Team to undertake an assessment.
- Missing information may delay the processing of an application.
- All applicants are able to access an impartial careers guidance interview at the college.
- Additional information can be provided by school or other agencies as appropriate to support the application.
- For Access to HE programmes, all applicants will be required to attend an assessment session prior to interview.
- Adults may apply for any of the following courses provided by TCG:
 - Access to Higher Education courses for those who wish to progress to university level study but who do not hold the necessary level 3 qualifications
 - Higher Education courses
 - Apprenticeships in specific vocational areas
 - A range of part-time courses encompassing leisure and professional
 - Short courses in skills, including literacy, numeracy and information technology
 - English courses for speakers of other languages (ESOL)
 - Part-time vocational programmes for those wishing to up-skill or train for a new career.

2.3.2 Part time applications

- Applications to study part-time courses at TCG are made via the application and enquiry form linked to the part time courses advertised on the college website. Applications may also be completed over the phone by contacting the College's Admissions Team, or by completing the enquiry form available from the customer services desk at each college site.
- Applicants may be contacted by the Admissions Team or the Curriculum Area to advise when the next available enrolment

opportunity is and be invited to visit the college at this time to enrol to the applied course.

2.3.3 Apprenticeship applications

- Applicants who are already in employment: The college apprenticeships team will liaise with the applicant's employer to undertake a workplace visit with the applicant who will undertake a Skills Need Analysis to ensure the applicant has the ability to succeed. Following a successful assessment, a programme start date will be agreed with both the applicant and their employer. If the applicant is unsuccessful at assessment, they will be referred to the college's careers team for advice and guidance where an alternative and suitable study programme will be sought.
- Applicants who are not in employment: Applicants will be advised on how to apply for Apprenticeship vacancies available on the college website, the National Apprenticeship Service (NAS) website and any other appropriate services available. Applications received from NAS or through the college will then be shortlisted by the Apprenticeship Team to ensure the application meets the needs of employers.
 - Shortlisted candidates are then sent through to the respective employer organisations who then select candidates to attend an interview.
 - The employer organisation will then update the college Apprenticeship Team of the result of the interview.
 - Successful candidates at interview are notified to the college Apprenticeship Team and unsuccessful candidates will be included in the college's candidate pool for follow up and a review of available and alternative options.

2.4 Entry requirements

- Each application is considered against the academic and other entry requirements set out in the relevant College publications, (full-time and apprenticeship, Higher Education or adult part-time) and, where appropriate, will also be reviewed in light of any additional information provided by the applicant. Entry requirements may include academic as well as others.
- Each application will be subject to an initial screening by the Admissions Team before applicants are invited for their College interview (if applicable).
- For International applicants: Applications will need to be accompanied by school/examination certificates and a number of

other documents. We ask international applicants to refer to the website for more details before applying to us. The Director of International study at TCG will be fully cognisant of Border Agency requirements and will assist the Admissions Team as required.

- The college's application forms ask the learner to identify any additional support requirements they might have.
- The objective of this is for the College to begin to assess the needs of the learner so that the College can provide transition support and agree suitable support and/or reasonable adjustments for the duration of the course, therefore full disclosure is strongly advised.
- When a disclosure of additional needs has been made, the Inclusion Team will contact the learner to discuss they type of support and reasonable adjustments required so that we can assess whether Trafford College Group has the provision to meet those needs. In order to support the assessment, TCG will require documentation which details the additional needs and recommended support strategies/adaptations. Applicants will be asked to provide this information, or to provide their authorisation so that the Group can contact the necessary agencies, e.g. previous provider, GP, medical professionals, social services, YOT etc. Any information disclosed prior to enrolment will be held with the Inclusion Team.
- For learners with an Education, Health and Care Plan, the Group recommends that one of the TCG Transition Coordinators is invited to the Year 11 review so that the suitability of the college environment can be discussed and a transition plan agreed. As per current legislation, the College will need to be consulted on the potential offer of a confirmed place. This decision will be based on information gathered as part of the transition process. If the required information has not been made available, TCG will request the documents for assessment prior to a consultation response.
- For learners presenting with more complex needs, a risk assessment may be carried out. This is a supportive measure to establish whether TCG can offer the expertise and reasonable adjustments required to support those needs.
- As part of the Children's and Families Act, a SEND Local Offer is a requirement for schools, colleges and local authorities to publish the provision available to children and young people with special educational needs (SEN) or disabilities.
- At Trafford College Group we are committed to meeting the needs of all our learners. Our Local Offer at APPENDIX A describes how we support the special educational needs and disabilities of young people and adults. The local offer is also available on our website.

2.5 Other Considerations

- All applicants must disclose any criminal records or other issues which might reasonably be considered to impact on their suitability to join a course at College. When considering applicants with criminal convictions the College will comply with the Rehabilitation of Offenders Act 1974. Applicants to some courses may require mandatory DBS checks.
- Some applicants may receive a confidential discussion request. Applicants will receive a form asking for additional information regarding their particular issues.
- To facilitate the application process, the College may require information from an applicant and their current provider. This information will be used to inform our information, advice and guidance.
- Post Year 11 applicants will be considered in line with the College ethos of “Right Student, Right Course”. In accordance with Government legislation all 16-18 year olds will be expected to follow a programme of study, to include English and mathematics where a learner does not yet hold a GCSE grade C/4 in these subjects. This is a mandatory requirement for all Study Programmes.

2.5 Course Offers

- Applicants whose application form has been triaged by Admissions and Heads of Study and have the necessary entry requirements will be sent a conditional offer letter from the College. These are recorded as “Admissions Offer”.
- Applicants who receive a conditional offer will then enter the College’s “keep warm” programme which includes further opportunities to visit the College and staff to discuss the applicants existing offer and whether any additional advice or guidance is required to support their initial choice and offer.
- Applicants who are invited in to discuss their application further will be invited to attend one of the college’s Admission Evenings.
- The majority of all interviewees can expect to leave their interview with written confirmation of their offer. College offers are conditional upon applicants achieving certain stated grades or providing other evidence of prior learning or achievement, such as the completion of some pre-course assessment.

- All offers are conditional and the College reserves the right to amend or withdraw any offer on the basis of subsequent information received or becoming evident.
- If the College chooses not to run a course, learners will be advised of alternative provision, if available, but the College is not obliged to make alternative provision in such circumstances.
- Formal acceptance of offers is subject to learners accepting the College's terms and conditions and completion of any other documentation or expectations that the College may reasonably request or accept.

2.6 Communications with Parents/Carers

- The College may communicate with parent/s carers or representation of applicants aged under 18 for the purposes of providing information about the progress of the application and about the availability of financial and other support available to students.
- Applicants will be deemed to approve this communication unless they advise the Admissions department to the contrary.

3. Implementation

3.1 Enrolling at the College

- To enrol as a student at TCG, applicants must complete an enrolment form, take this form to be signed by an appropriate member of staff and make arrangements to pay the stated fee if applicable. This is an important contractual stage in the admissions process.
- All students will be expected to provide suitable ID, such as birth certificate or passport including prior qualifications.

3.2 Risk Assessment

- TCG reserves the right to decline admission to an applicant who has previously been excluded from this or any other educational institution, following careful consideration. An excluded applicant may normally re-apply for admission two years following the date of

exclusion. The Principal reserves the right to refuse admission to any applicant. The decision of the Principal shall be final.

- TCG has a duty to ensure that it spends / invests public funds, with care. It reserves the right not to admit an individual who previously attended the College but in the view of the College failed to make sufficient effort or progress towards successfully completing their studies.
- In the interest of duty of care, TCG reserves the right not to admit an applicant where there is evidence that they could be a threat or danger to themselves or others.
- TCG may choose not to admit an applicant where there are concerns that the student is not well enough to study or complete the programme, fully, or where there are significant concerns that to undertake the course of study may not be in the best interest of an applicant's health or wellbeing.
- TCG may choose not to admit an applicant who has outstanding debt to the College.
- TCG may choose not to admit an applicant who has failed to complete the first year of a two-year Study Programme.
- The vast majority of applicants with spent convictions are admitted to College but TCG has a duty of care to all staff and students. The College, where it deems appropriate, will consult with appropriate supporting agencies when considering the application and will carry out a risk assessment following disclosures of criminal convictions.

3.3 Appeals and Complaints

- If a prospective student wishes to appeal a decision regarding refusal of admission onto a programme of study, they may contact "Admissions" in the first instance. Admissions will seek to explain why the application has been refused admission on to a course. If further information is required or the applicant is not satisfied with the decision, then they will be referred to the relevant Head of Studies who will respond to the applicant either verbally or in writing within 10 working days.
- If an applicant is dissatisfied with the outcome of their appeal, their case will be considered by either the Assistant Principal Altrincham or Assistant Principal Stretford & Stockport.
- When the appeal has been decided the outcome of that decision is final.

3.4 Associated Documentation

Policies

Equality and Diversity

Fitness to Study

Child Protection and Safeguarding

SEND Policy

Legislation

Rehabilitation of Offenders Act

Equality Act 2010

Special educational needs and disability code of practice: 0 to 25 years

Other documents

Home office regulations

Highly trusted licence

3.5 Monitoring, Review and Evaluation

The Admissions Policy will be reviewed and evaluated through the Self-Assessment Review process. Evaluation of Admissions processes is done through the Student Induction Questionnaire and through assessment of ongoing feedback. This policy will be reviewed annually. The College reserves the right to vary this policy.

APPENDIX A: TCG Local Offer

The Trafford College Group Local Offer

Introduction

As part of the Children's and Families Act, a SEND Local Offer is a requirement for schools, colleges and local authorities to publish the provision available to children and young people with special educational needs (SEN) or disabilities.

At The Trafford College Group we are committed to meeting the needs of all our learners. Our offer describes how we support the special educational needs and disabilities of young people and adults.

The Trafford College Group consists of:

Stockport College

www.stockport.ac.uk

Trafford College

www.trafford.ac.uk

Cheadle and Marple Sixth Form College

www.cmcnet.ac.uk

This local offer relates to all colleges and all campuses.

Telling the College about your needs

It is important to tell us about your needs as soon as possible so that we can plan your support. You can do this in many ways:

- At open days or open evenings
- At school careers events
- On your application form
- At your interview
- On New Student Welcome Day
- When you enrol with us
- At any time during your course
- By contacting the Inclusion/Learning Support Teams directly

Transition to College

We understand that coming to college can be a new challenge for some learners.

The Transition Co-ordinators work closely with schools and partner agencies so that we can plan transition to college at the earliest opportunity. Transition Co-ordinators attend Year 11 reviews in order to support the EHC review process and identify how we can support your needs at college. Transition Co-ordinators will work with you to put together the transition support programme you need. This may include meeting with you at school reviews, arranging personalised visits to college and supporting you at interview to ensure everything is in place from your first day with us.

The Curriculum

The Trafford College Group has an inclusive approach and setting, working in partnership with students, their parents/carers and teaching and support teams in order to remove barriers to learning. This ensures everyone can participate successfully, achieve their learning goals and maximise their potential.

How will the curriculum be matched to my needs?

As part of our application, interview and assessment procedures, we will endeavor to enroll you on the most appropriate course of study. If you have an EHCP, we will be consulted on whether we have the right curriculum for you and can meet your support needs.

When learners start at college, information regarding the student's individual learning requirements is summarised and with learner agreement, this is shared with all relevant staff involved with the student. This will give details of equipment used, special exam requirements and teaching considerations that need to be made by classroom teachers in order to ensure that specific needs are met through quality, differentiated teaching and learning strategies in the classroom.

In Foundation Learning, all lessons have differentiated learning outcomes according to their students' needs and starting points, and the curriculum can be adapted depending on learning needs.

All teachers plan for individual needs. All students have an ILP for English & math's. Students set SMART targets with support from their Personal Tutor.

Foundation Learning

Foundation Learning provides an opportunity for students who may need additional learning to access further education courses. As there are no formal entry requirements, acceptance on a course is subject to an assessment and interview. To help prepare students for a higher level course, the Foundation Learning courses combine the following topics:

1. English (GCSE and Functional Skills)
2. Math's (GCSE and Functional Skills)
3. Employability
4. A Professional and Technical Option

We also deliver a generic entry level 3/level 1 Vocational Skills provision based at the Cheadle College which provides students with the necessary skills to progress onto higher level programmes within The Trafford College Group. A supported Internship is also offered by the Foundation Learning Team.

CHOICES Specialist Provision

CHOICES is available at Cheadle and Marple College for LDD learners working at Pre-entry/Entry level with a focus on developing skills for independent living and/or work.

The provision is a well-supported and delivered in small groups of 6-8 students. It benefits from a varied curriculum that is designed around the needs of individual students. This will include a focus on developing independent life skills, personal safety, travel training, managing money, literacy, numeracy, ICT and work skills.

There will also be opportunities to take part in an annual residential visit, drama productions, enterprise activities (including a college shop and various fundraising activities), work experience and a number of college and inter-college sporting events.

The aims of the CHOICES provision are to:

- To help students with learning difficulties and disabilities improve and develop their independent life skills and prepare for working life.
- To enable learners to develop their social and personal skills within a discreet provision, while also being part of the wider college community.
- To enable all students to be included in the learning opportunities of the college.
- To help learners fulfil their aspirations and prepare for a worthwhile next step for example, into employment/supported employment.

Supported Internship Course

This is a full time programme for Entry Level learners on a Supported Internship course, in partnership with Pure Innovations, Stepping Hill Hospital and Trafford General Hospital.

A supported internship is a type of study programme specifically aimed at young people aged 16 to 24 who have a statement of special educational needs, a Learning Difficulty Assessment, or an EHC plan, who want to move into employment and need extra support to do so.

The course features classroom based learning, delivered in a classroom onsite at the hospital, designed to identify and develop skills needed for employment such as; interview techniques, communication skills and team building and an individually tailored and on-going work placement in which learners will be supported in a job role with a local employer (including Stepping Hill Hospital and Trafford General Hospital).

Learners will receive a nationally recognised qualification in employability skills and will gain valuable experience of working in an appropriate job role with a view to progressing on to paid employment at the end of the course.

Mainstream Curriculum

The College provides study programmes at Levels 1, 2 and 3.

All young people enrolling on a full-time course at The Trafford College Group will be placed on an appropriate Study Programme. The level of study offered is dependent on specific academic entry requirements. (Please refer to individual course entry details for each programme's specific requirements)

The Study Programme will consist of the following key elements:

- A substantial core qualification in an academic or vocational discipline that leads to good progression outcomes into higher education, further study at the next level or sustainable employment
- English and Maths courses for all learners without a grade 4 or above in these subjects at GCSE level
- Careers education, advice and guidance including work experience, employability skills, enterprise capability and other opportunities to engage with the world of work
- Enrichment opportunities, pastoral support and a tutorial programme focused upon academic and personal development

All the above components are compulsory.

Apprenticeships

Apprenticeships give you the opportunity to work and study at the same time. There are entry requirements and you need to be 'work-ready'. For more details on apprenticeships phone **0161 886 7461** or email apprenticeships@tcg.ac.uk.

Higher Education / Community Education

The University Centre offers a wide range of courses for school leavers and adults looking to learn new skills to enhance their careers, people in the community interested in leisure courses, and those looking to return to work. Our courses include technical and professional courses, A Levels, degree level courses and Apprenticeships in Greater Manchester.

Support for All Students

Wellbeing

- Course Tutor – at the start of the course, the student will be teamed up with their tutor who will see the learner regularly to discuss their progress, along with any issues or problems that may occur
- Pastoral Support Mentor – if there are issues that are hindering your progress such as attendance, punctuality, motivation, problems outside of college then a Pastoral Support Mentor will provide extra support to help you improve. There are also trained Peer Mentors that can support students to help them integrate into college life and help with social integration.
- Careers and Guidance – the professional team, along with careers services will assist in the planning for the learners next step
- Counselling – if you want to talk in confidence about any unexpected difficulties, worries or problems then the approachable counsellor is available for you to speak to privately
- Contraceptive and sexual health service and FE Chaplains.

Campus Accessibility

The College Group is committed to compliance with the Building Regulations and Disability Discrimination Act (accessibility). All current buildings are assessed with regard to accessibility for disabled learners and a range of options considered leading to best solutions being implemented that meet individual need. New buildings and building alterations will be fully compliant in relation to inclusivity and access.

The following is available for learners

- Lifts
- Evacuation Chairs and personal emergency evacuation plans (PEEPs)
- Accessible parking spaces
- Accessible toilets (automatic or freestanding hoists available)
- Hearing loops (fixed and portable)
- Rise and fall tables

Behaviour

The college has a strict policy on behaviour. Students are asked to sign up to the College Charter and Code of Conduct when they enrol and this applies to all students.

If a learner with additional needs is placed on a disciplinary, the Inclusion Team will provide advice and guidance to the disciplinary team and some may be provided with specific behaviour support to help them integrate and cope with the demands and expectations of the college code of conduct.

Parents/Carers

All 1st year parents receive a Parent Guide and a covering letter from the Principal. The Trafford College Group has a focus on continuous improvement and the views of both students, and their parents are highly valued.

Formal reports and Parents Evenings are provided throughout the year. However, parents are welcome to contact the college at any point. The Trafford College Group is committed to working with parents/carers and provides many opportunities to meet staff throughout the year. These include Open Events, Welcome Evenings, Parents' Nights and Award Evenings.

Feedback is requested at all events in order that the service to parents can be continually improved. Online surveys focus groups and representative groups are planned into each college year and feedback is compared to previous years to identify areas for improvement.

Support for Additional Needs

Planning your support

We will use our best endeavors to put appropriate learning support in place to meet student's educational needs, including those without Education, Health and Care (EHC) Plans. Before support is put in place, we will carry out an initial assessment of learners who have disclosed an additional need. This may be followed up with an observational assessment carried out in the classroom. We may also ask if we can contact your previous provider for information from them. If you have an EHCP, we will work with you, and external agencies if required, to ensure you are being supported towards the short term targets and longer term outcomes. We will coordinate your annual review where progress towards outcomes set are reviewed, any amendments to plans made, and the support provided in college considered to make sure that you are being supported in the best possible way to help you achieve. These will adopt a multi-agency approach and all professionals working to meet the requirements of the plan will be invited. Support will be reviewed regularly, taking into account your individual progress and any changes to your ambitions and aspirations, which may lead to changes in the type and level of support.

Risk Assessments

There may be occasions when we need to carry out a risk assessment before an offer of a course and support can be made. This may be because there is evidence that there may be a risk to you or others at college due to additional support needs.

If required, a risk assessment will be carried out by the Head of Inclusion with all relevant information and signed off by the Executive Leadership Team prior to a decision being made. It is important that you share as much information as possible with us so that a fair decision can be made.

On course support

Our dedicated team of Learning Support Staff will work with you to design a personalised support package. We also work with partner agencies to ensure you can access the help you need. This could include any of the following:

- In class support
- Out of class support
- Study skills support
- Dyslexia support
- Modified materials
- Communication support
- Support from Sensory Support/SALT specialists and other external agencies
- Exams Access Arrangements
- Drop in and small group support
- Workshops
- Use of quiet study area
- Notetaking support
- Behavioural support
- Inclusive technology
- Support during break and lunchtimes if needed

- Specialist advice and guidance

Specialist Assessment and Support

We have a highly qualified team of Specialist Assessors to support learners who have, or think they have, a Specific Learning Difficulty E.g. Dyslexia. The team will carry out specialist assessments to design and deliver a personalised 1:1 support programme – giving you a variety of different skills to try out in lessons.

If you require other specialist services e.g. Speech and Language Therapy, Sensory Support, we will work with local agencies to arrange a support package for you.

Access Arrangements

Arrangements in the form of extra time, a reader, scribe, use of a laptop, bilingual dictionaries, separate room, rest breaks, enlarged or modified papers, transcript, prompter, oral language modifier and practical assistant may be required by individual students during assessments and examinations.

Up to date documentary evidence is required in each case. The College will liaise with school or previous educational provider to gather previous evidence and reassess if needed.

Students requiring access arrangements should submit the evidence required to Learning Support as early in the academic year as possible.

Confirmation of arrangements will be sent to students once the relevant evidence is in place and the arrangement applied for has been agreed. Students will be expected to provide further evidence throughout the academic year that the arrangement agreed is their usual way of working.

Assistive Technology

At the College, we embrace the opportunities that technology can bring to your studies and encourage you to use it wherever possible. The college has a range of assistive software available for all students which may include:

- Adapted keyboards and computer equipment
- Specialist software including Widgeit and symbol software
- Augmentative communication devices including Dynavox and iPods/iPads
- Communication aids such as now and next boards, communication key rings and eye gaze technology.

We can also lend you equipment such as laptops and digital voice recorders, or even better, show you how to make the most of your own kit.

Medical Needs and Personal Care

We do not have on-site college nurses. However, we have access to trained staff to offer personal care support.

The college records any medical needs during the enrolment process and you are encouraged to tell us about your medical needs on the enrolment form, or when you first apply for a course. This enables your tutors and support staff to be aware of your medical needs.

Care plans and/or risk assessments will be written as required, and support can be provided to minimise any potential disruption to learning. We liaise with medical professionals and training is given to key staff members working with the learner in relation to supporting their medical needs. Some learners may need to take specific medication during the college day and this should be discussed at enrolment and suitable arrangements will then be made regarding the procedures to

use in college in order to do this. We can offer storage for medication if you are able to administer this yourself.

We have some personal care facilities should you wish to use them and access care from an external agency. We will need to assess whether the facilities meet your needs and plan this with you and your personal care provider.

Preparation for Adulthood

We will work with you to support you to be as independent as possible at college to prepare you for employment and independent living. The Inclusion Team will set SMART targets which relates specifically to your support and any barriers you are experiencing to enable you to develop your skills and abilities.

You will have opportunities to take part in work experience placements, trips and visits. Support will be offered as identified in your EHCP or support plan.

The College holds regular careers events to help you plan your progression in college, or beyond to higher education or employment.

Enrichment Activities

The Trafford College Group offers an enrichment programme for its students which includes:

- Curriculum specific enrichment
- National Citizen Service
- Duke of Edinburgh
- Health and wellbeing activities
- Sport and active leisure
- Student Ambassador scheme
- Student Leadership Team
- Equalities Council
- Student Representatives

Useful Links

Stockport Area

Council Local Offer: <https://stockport.fsd.org.uk/kb5/stockport/fsd/localoffer.page>

Careers Service: <https://www.stockport.gov.uk/groups/national-careers-service>

Parent Partnership:

<https://stockport.fsd.org.uk/kb5/stockport/fsd/service.page?id=1Ql6RnyNP1E&familychannel=999>

EHCP advice:

<https://stockport.fsd.org.uk/kb5/stockport/fsd/site.page?id=iDqCIHNNZPI>

Trafford Area

Council Local Offer:

<https://www.trafforddirectory.co.uk/kb5/trafford/fsd/localoffer.page?newlocalofferchannel=0>

Careers Service: <http://www.traffordeducation.co.uk/careers>

Parent Partnership and Young People Service: <http://www.traffordpypps.co.uk/Welcome.aspx>