#BeWhoYouWantToBe

APPRENTICESHIPS, PROFESSIONAL AND VOCATIONAL COURSES

PROSPECTUS 2021
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 students.

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 students at Totton College receive the best learning experience to support them with their career ambitions.

Lisa Capper
Principal and Director of Education and Skills
Nacro

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 students.

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.

Hannah Avoth
Vice Principal and Campus Lead
Totton College

“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
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WHY JOIN THE TOTTON COMMUNITY?

We provide inspirational and innovative learning experiences for everyone and want every student 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, from September 2020 we are moving to a blended approach to learning combining face-to-face delivery with virtual lessons.

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

Ofsted inspection March 2019

WE TREAT YOU AS AN INDIVIDUAL

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

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.

WE PREPARE YOU FOR EMPLOYMENT

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

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.

STUDENT SUPPORT AND ENRICHMENT

We have a wide range of enrichment activities from the Students’ Union to creative writing. All students 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 student. 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 students 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
All students get free gym and swimming membership at Totton Health & Leisure Centre.* 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 students with a professional environment for creating high-specification production pieces.

Music recording studio
We have a fantastic industry standard suite, enabling students to record and edit their own productions.
LEARNER SERVICES

At Totton College, we believe that the personalised and tailored support we offer to students 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.

Student 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 student finance, go to page 100.

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 students 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.

Student welfare and safeguarding
We have staff who are available to offer help and advice to all students wanting to discuss any issues affecting them. 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 advisors can offer guidance on 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:
- Gym membership
- Trips
- Guest speakers and leading industry experts
- Access to the leisure centre
- Futures day
- Charity events
- Music
- Creative writing
- Photography
- Sports

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
We hold parents’ evenings twice a year and formally report on each student’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.

Student wellbeing
We are renowned for our student 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. Find out more on page 13.

Student finance
Some students may be eligible for bursaries or funds to support the costs of learning. More information is available on our website or on page 100.

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 students 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 students 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 students 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 79 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 students aged 14–16 who are not currently in full-time education. Students on this programme have previously experienced social, emotional or mental health difficulties and struggle to cope within mainstream education settings. In most cases, the students have been disengaged from learning for some time.

Ultimately, the intention of the programme is to gradually support the integration of students into mainstream college programmes. It is designed to be flexible and is based on the individual interests and aspirations of the student. Students 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, students 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 students for Project Fresh are referred to Totton College directly by Hampshire County Council.

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

Email info@totton.ac.uk
Call 023 8087 4874
You will have the opportunity to join the Nacro Students’ Union, which offers support and advice to all Totton College students. Each year a team is elected by our student 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.

We continually strive to improve the facilities and opportunities on offer to students 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 students 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 student workshops provide opportunities for students to ensure their voice is heard on issues that matter to them.

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

We pride ourselves on being a community education centre for all. We recognise the importance of life-long learning and ensure our programmes suit the needs of individuals and local businesses. We develop our courses in partnership with industry experts and local enterprises to ensure you are prepared for the next step in your career.

What’s on offer?

We offer a range of vocational courses, from hairdressing to sports massage, at Level 1 to Level 3 (equivalent to an A level). As an adult learner, if you do not have English and Maths GCSE grade 4 (grade C) or above, we offer dedicated day and evening courses to help you achieve GCSE or Functional Skills English and Maths.

If you’re unemployed or looking to learn on the job, our apprenticeships are a great way of gaining a qualification while maintaining an income. The course is funded by your employer or the Government, meaning you will have no costs in relation to course fees.

For more information about part-time and professional courses, see page 91 or to discover more about our apprenticeships, see page 31.

Funding your course

It is worth thinking about the financial aspect of coming to college now, while considering the potential financial benefits that investing in your future may have in the long-term. The final cost of your course will depend on your personal circumstances. More information can be found on page 100, or you can call us on 023 8087 4874 to discuss your options with one of our friendly advisors.

How to apply

You can apply to Totton College via our online application form (totton.ac.uk) or by requesting a printed copy from the Information Centre.
Professional and technical qualifications
Our technical courses, including BTEC, Cambridge Technical 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 (grade C) 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 Students’ Union to trips and supporting events, these activities enhance your CV and higher education applications.

Qualification

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 STUDENT

APPRENTICESHIPS

EXPLORE
June 2020 onwards
Visit our website for the latest vacancies, browse our apprenticeship courses or come along to one of our Open Events. You can apply to our vacancies at any time. For more information, contact the Apprenticeships Team.

APPLY
Sept 2020 onwards
If your existing employer is interested in you starting an apprenticeship, call us on 0300 123 3385 or email apprenticeships@totton.ac.uk. If you are not employed and see a vacancy of interest email your CV, stating which vacancy you are applying for in the subject line.

INITIAL INTERVIEW
Sept 2020 onwards
We will arrange an interview so we can learn more about you. You will need to complete an initial assessment, but don’t worry, this is just so we know what support you might need and to ensure we give you the best advice and guidance.

CO-ORDINATING WITH EMPLOYERS
Sept 2020 onwards
We will send your CV to appropriate employers and arrange your formal interview(s). Please note some employers may require further assessments for the role.

EMPLOYER INTERVIEW
Sept 2020 onwards
We will organise an interview with your employer (if not already employed). In addition to any final assessments, we will then provide feedback from this and guide you through to the next stage.

CONFORMATION
Sept 2020 onwards
When you have been offered a position in a workplace, we will liaise with the employer to confirm your start date, sign-up appointment and study sessions.

SIGN UP
Aug 2021 onwards
Once you have started in the workplace, we will arrange a sign up meeting between you, your manager and a member of our team. This will be to confirm your programme details as well as your schedule for attending college (if needed).

FULL-TIME AND SKILLS FOR LIFE

EXPLORE
June 2020–May 2021
We provide first-class vocational and skills training to all of our students. Come to one of our Open Events to see what we offer or browse our vocational courses on our website or in our prospectus.

INTERVIEW
Sept 2020 onwards
After receiving your application we will be in touch to arrange an interview. This will be to find out more about you and your ambitions. This will usually happen within two weeks of receiving your application.

OFFER & CONFIRMING YOUR OFFER
Sept 2020 onwards
Following your interview, we will send your offer. Once you have received your offer, you will need to confirm your place at Totton College.

WELCOME DAY
July 2021
For students who plan to join us in September, we host a Welcome Day giving you the opportunity to sample your course, meet fellow students and explore the campus. Skills for Life students can arrange separate dates based on any personal requirements.

ENROLMENT
Aug 2021
After you have received your results, you will be invited to attend an enrolment interview to complete the enrolment process. This is when you will be formally registered with Totton College.

INDUCTION WEEK
Sept 2021
Welcome! As a new student of Totton College, we will invite you in for induction week. This is when you will meet your tutor and your new classmates. You will also be given your timetable and student ID badge.

PART-TIME, EVENING AND ADULT COURSES

EXPLORE
Sept 2020–May 2021
Browse through the prospectus, visit our website for the latest adult and part-time courses or come along to one of our Open Events to talk to us in person.

APPLY
Sept 2020 onwards
Once you have chosen your course, apply via the website or complete a form at our Information Centre. Applications after May will be considered, however, places will be subject to availability.

INTERVIEW
Sept 2020 onwards
After receiving your application we will be in contact with you to arrange an interview. This will be to find out more about you and your ambitions.

OFFER
Sept 2020 onwards
Following your interview, we will send your offer for your approval. You will receive your offer for a place at Totton College, which will outline your provisional course.

CONFIRM YOUR OFFER
Sept 2020 onwards
Contact us to confirm your offer.*
We will then enrol you onto your course, enabling you to start your studies and become a student at Totton College.

* Subject to fees and funding confirmation.
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.

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<th>Level</th>
<th>Types of qualification</th>
<th>Qualifications/grades needed</th>
<th>Overview</th>
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<tr>
<td>HE</td>
<td>· Degree</td>
<td>Will vary depending on the entry requirements of the institution and the course studied.</td>
<td>For those who want to progress onto a specialism or a specific career.</td>
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<td></td>
<td>· Higher Education</td>
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<td></td>
<td>· Degree Apprenticeships</td>
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<td>3</td>
<td>· City &amp; Guilds 3</td>
<td>At least four GCSE passes at grade 4 (grade C) or above, or a Merit or Distinction at BTEC Level 2. ** Experience or evidence of a passion for the subject would also be beneficial.</td>
<td>For people wanting to progress on to university, an apprenticeship or employment at supervisory level or above.</td>
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<td>· NVQ 3</td>
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<td></td>
<td>· Cambridge Technical 3</td>
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<td></td>
<td>· BTEC National Diploma</td>
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<td></td>
<td>· Apprenticeships*</td>
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<tr>
<td>2</td>
<td>· GCSEs</td>
<td>At least three GCSEs, at grade 3 or 2 (grade D or E), or a Merit or Distinction at BTEC Level 1. ** For those wanting to progress to a Level 3 qualification, apprenticeship or employment.</td>
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<td>· City &amp; Guilds 2</td>
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<td></td>
<td>· NVQ 2</td>
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<td></td>
<td>· Cambridge Technical 2</td>
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<td></td>
<td>· BTEC First Diploma</td>
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<td>· Apprenticeships*</td>
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<td>1</td>
<td>· GCSEs (grade 3-1)</td>
<td>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.</td>
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<td></td>
<td>· City &amp; Guilds 1</td>
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<td>· NVQ 1</td>
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<td>· BTEC Introductory Diploma</td>
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<tr>
<td>E</td>
<td>· GCSEs (grade 3-1)</td>
<td>No qualifications or previous experience required. For involves building basic skills, knowledge and confidence.*</td>
<td>*Dependent on pre-assessments for apprenticeships.</td>
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<td></td>
<td>· City &amp; Guilds 1</td>
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<td>· BTEC Introductory Diploma</td>
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*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 2020 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:
- Team Leader/Supervisor
- Business Administrator
- Hair Professional
- Customer Service Practitioner
- Customer Service Specialist
- Supply Chain Operator
- Supply Chain Warehouse Operative

Care & Education services:
- Early Years Educator
- Adult Care Worker
- Lead Adult Care Worker
- Leader in Adult Care
- Learning and Development Practitioner

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:* 

**Chartered Management Institute**
Chartered Management Institute (CMI) has set the new standard for a progression suite of Management and Leadership apprenticeships. As a nationally recognised accredited institution, our partnership with the CMI means we can provide leading management apprenticeship training programmes helping you to progress further.
How much will I earn?
The minimum wage for apprentices is set by the Government and is currently £4.15* 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 2021.

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 prepare you for your qualification and 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.
ALISDAIR’S STORY
After working as a builder, Alisdair wanted to explore a different career path. Having no previous office experience, he decided to undertake an apprenticeship in Business Administration. Initially, his work involved producing and managing monthly reports, supporting business units and managers with facilitating proposal documentation. Through his dedication and professional work ethic, Alisdair was promoted into a managerial role overseeing multiple accounts and business development opportunities.

The college remains very connected with us, meaning that students feel comfortable seeking help and guidance. The workshops on Wednesdays are a real help as they allow us to share our thoughts and ideas on the course. My time at Totton so far has been successful and enjoyable with the support offered by the team.

Alisdair McIntyre
Business Administration Apprentice Level 4

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) 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

#BeWhoYouWantToBe
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

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.

Levels available:

LEVEL 1 LEVEL 2 LEVEL 3
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

<table>
<thead>
<tr>
<th>Roche Court</th>
<th>English Heritage</th>
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<tr>
<td>Hillier Gardens</td>
<td>Solent University</td>
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<tr>
<td>Forestry Commission</td>
<td>Chichester University</td>
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</tbody>
</table>
Art & Design

KEY FACTS
Age range: 16–18 and 19+
Start date: September 2021
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 or 2 (grade D or E), 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.

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.

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.
BEAUTY THERAPY & HAIRDRESSING

Bring your dreams of becoming a beautician 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

<table>
<thead>
<tr>
<th>Ann Torrence</th>
<th>Options</th>
<th>Tsunami</th>
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<tr>
<td>Little Haven</td>
<td>Images</td>
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<tr>
<td>Hair Talk</td>
<td>Hair Salon</td>
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<td>Hair Affair</td>
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I started the course at Totton College while I was still at school and felt really supported by the staff. The courses let you interact with the public and get insight into the working world.

I went on to university and now run my own business as a freelance make-up artist and wig technician. I work on feature films, musicals and theatre productions – most recently Harry Potter and the Cursed Child. I am also a mentor for Southampton Solent University and Hampshire County Council.

If I hadn’t gone to Totton College I wouldn’t be as successful as I am now.

Rebecca Grace Kennel
Beauty Therapy and Hairdressing Level 3

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.
#BeWhoYouWantToBe

LEVEL 2

**Beauty Therapy**

**KEY FACTS**

- **Age range:** 16–18
- **Start date:** September 2021
- **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 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 progress 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 2021
- **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, students 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 Diploma in Hairdressing. Learners who do not have grade 4 or above in English and 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 Diploma 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 2021
- **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 2021
- **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
Creative Digital Media

**KEY FACTS**
- **Age range:** 16–18 and 19+
- **Start date:** September 2021
- **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 or 2 (grade D or E), or a Merit or Distinction at BTEC Level 1, plus an interest in media and film, and making your own material.

**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.

Creative Media Production

**KEY FACTS**
- **Age range:** 16–18 and 19+
- **Start date:** September 2021
- **Duration:** One year, full-time – 90 Credit 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.

**Entry requirements:**
- Four GCSEs, including English, at grade 4 (grade C), 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.
**Video Games Development**

**KEY FACTS**

**Age range:** 16–18 and 19+

**Start date:** September 2021

**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 opportunity to learn about the development of the video games industry as a specialism. You will have the chance to learn several pieces of software widely used in the video games 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. In addition, we regularly attend games conferences such as EGX where you will be able to meet and chat to developers from across the industry.

**Entry requirements:**
Minimum grade 4 (grade C) in four GCSEs, including English, 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 and spoken presentations.

**Your future:**
You can move on to university or you can explore careers through either an entry-level position or apprenticeship.

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**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 students 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.

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Student 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 students, which I never would have seen myself doing before I started college.

Alex Carter
Video Games Development Level 3
Steps to Success

**KEY FACTS**

**Age range:** 16–18 and 19+

**Start date:** September 2021

**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.
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 2021
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 two days a week. Ideally you will experience placements in two different settings within child, health or social care.

Entry requirements:
Four GCSEs at grade 3 (grade D) or above, or a Level 1 qualification at Merit or Distinction. A Disclosing and Banning 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 2021
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 GCSE passes at 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 Banning 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 2021
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 at a minimum grade 4 (grade C), 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.

Totton College is the best place to get your education. The teachers push you until they get the best out of you. My assignments, judging from when I started, are so much better. I am looking forward to going to university to study Adult Nursing next year.

Gamuchirai E Machaka
Health and Social Care Level 3
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
I struggled with English and maths at school, so it was good that I could keep doing these as well as the mechanics courses. The teachers at Totton are really encouraging, and give you all the time and attention you need. They also helped me sort out an apprenticeship at a local garage.

It was great because I was able to really use the skills I’d learnt, and made pretty good progress. It’s more hands-on, and you get involved in everything.

Dan Whittington
Motor Vehicle

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 2021
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 or 2 (grade D or E), or a Merit or Distinction at BTEC Level 1, and the ability to play an instrument or sing for performance students, 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.

LEVEL 3

Music Technology

KEY FACTS
Age range: 16–18 and 19+
Start date: September 2021
Duration:
One year, full-time – 90 Credit 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.

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.

I’m able to follow my goals here. I feel respected and I am allowed to use the studio whenever I want. I’ve learnt a lot about music theory, music production and running recording sessions and my tutor is a legend who listens to me and helps me achieve.

Kyle Jasper
Music Technology Level 3
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 a health centre 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.

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
LEVEL 2

Sport

KEY FACTS
Age range: 16–18 and 19+
Start date: September 2021
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 or 2 (grade D or E), 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.

LEVEL 3

Sport

KEY FACTS
Age range: 16–18 and 19+
Start date: September 2021
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:
Minimum of four GCSE at grade 4 (grade C) 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.

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.

I always enjoyed sport and more practical things at school, and have played for Totton Rugby Club since I was 14 years old, so doing a vocational course in sport at the college was perfect for me. As well as getting involved in sport and gaining coaching skills, you learn about sports science and anatomy. The teachers are friendly and go out of their way to help you.

There is a lot of flexibility so I can fit the course around playing rugby. I’ve been able to get involved in enrichment activities like watersports, hiking and charity fundraising, as well as coaching and stewarding qualifications. I’d like to go on to university and train as a teacher, and ultimately own a sports coaching business.

Harry Morse
Sport Level 3
Uniformed Public Services

**KEY FACTS**

**Age range:** 16–18 and 19+

**Start date:** September 2021

**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 or 2 (grade D or E), 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.

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Uniformed Public Services

**KEY FACTS**

**Age range:** 16–18 and 19+

**Start date:** September 2021

**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.
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 students as valued individuals, recognising their needs and enabling them to achieve their ambitions. Our Skills for Life team supports students throughout their academic journey, preparing them for employment or independent living.

**SKILLS FOR LIFE**

**SUITABLE FOR:**

- Aged 16 –18 and 19+
- Students who have educational, behavioural or personal assistance needs
- 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.

Covering a broad range of subjects, we offer courses in:
- Employability and Enterprise
- Everyday Living Skills
- Juncions (supporting students with their next step)
- Life, Independence and Social Skills
- Practical work skills
- Supported Internship
- Vocational Horticulture
- Vocational Hospitality
- Vocational Studies

All of our Skills for Life programmes are supported by trained and experienced teachers and learning assistants. Delivered in a safe and nurturing environment, students are able to continue their education after leaving school.

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
- Trained personal care assistants
- Speech and language therapists
- Specialists in mental health and learning support
- Physiotherapists
- Occupational therapists

We work closely with the local community, Southampton City Council and Hampshire County Council to ensure a high standard of education, as well as to provide specialist therapies for students who have particular needs.

“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

Extra-curricular activities and enrichment

We believe in students 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. Students are also able to learn new skills such as baking, hospitality, sales and gardening. We actively encourage students 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
It has been a wonderful experience coming to college. It has helped me to improve and be more confident, and this has helped me obtain a driving licence and part-time job. The hospitality course has helped me to discover my passion.

Kyle Yaxley  
Vocational Hospitality Level 1
**Employability and Enterprise**

**Key Facts**

Start date: September 2021

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:
You can progress onto a higher qualification such as the Employability or Enterprise course or a specialist vocational course in Hospitality, Horticulture or Vocational Studies.

**Employment Futures: Vocational Studies**

**Key Facts**

Start date: September 2021

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:
You can progress onto a Level 2 qualification in retail to expand your skill set. Alternatively, you can seek employment or progress to an apprenticeship or supported internship.
Employment Futures: Vocational Hospitality

KEY FACTS

Start date: September 2021
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. The Level 1 course covers the essential criteria needed for a career in hospitality, and Level 2 gives you the opportunity to undertake an apprenticeship or further 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 will be assessed through a combination of portfolio evidence, practical tasks and statements from teachers.

Your future:
You can progress onto a Level 2 qualification in hospitality to expand your skill set. Alternatively, you can seek employment or progress to an apprenticeship or supported internship.

Employment Futures: Vocational Horticulture

KEY FACTS

Start date: September 2021
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. The Level 1 course covers the essential criteria needed for a career in horticulture, and Level 2 gives you the opportunity to undertake an apprenticeship or further enhance your CV for the horticultural workspace. As part of your course, you will undertake a week of work experience in a nursery or garden centre 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:
You can progress onto a Level 2 Horticulture qualification to expand your skill set. Alternatively, you can seek employment or progress to an apprenticeship or supported internship.
**Supported Internship**

**KEY FACTS**

**Start date:** September 2021  
**Duration:** One year, full-time

Supported Internships are for students 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, students 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:**  
You can progress onto a higher level of qualification such as an Employment Futures pathway or a vocational course such as Hospitality, Horticulture or Retail. Alternatively, you may wish to explore paid employment, or progress to a subject from the mainstream curriculum or an apprenticeship.

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**Junctions**

**KEY FACTS**

**Start date:** September 2021

For students 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 students to participate in work experience to build confidence and develop transferable skills for the work place. If students 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 students 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 can progress to another pathway in the Skills for Life department or follow a mainstream college programme as a part of our Pathway+ course. This will depend on your skills and qualifications. You can also progress into paid employment or a supported internship.
PART-TIME, EVENING AND ADULT COURSES

Our part-time, evening and adult courses are aimed at those who are currently working or have other commitments which prevent them from attending a full-time course. Our programmes have been specifically developed in partnership with local enterprise and leading industry experts to ensure you gain the latest skills required for your career. Whether you want to develop expertise required for a new role, or you’re looking to build your CV, we have the programmes to enable you to progress.

SUITABLE FOR:

- Aged 19+
- Those looking to progress in their current role or enhance their CV
- Those available to study in the evening or on a part-time basis

Courses take place during the day and evening, and last between three hours to 35 weeks. If you need help and support to improve your literacy and numeracy skills, we have the teaching expertise to support you whatever your goals.

Levels available:

ENTRY 3 | LEVEL 1 | LEVEL 2 | LEVEL 3 | GCSE | LEISURE
THE TOTTON COLLEGE COMMUNITY

As member of Totton College, you will be part of a supportive and friendly community with tutors who are there to help you to reach your goals. You will also have access to a wide range of facilities and offers, plus the option to be become part of the National Union of Students. You will receive many benefits including discounts with leading online retailers and high street names.

“Learners on vocational programmes acquire good skills and knowledge which help improve their employment prospects.”

Ofsted inspection  March 2019

THANIA’S STORY

Thania needed to develop her design skills in order to create online and offline material as part of her role within the creative industry. She successfully completed her course and has used what she learnt at Totton College to expand her skill set and further improve her career prospects.

The tutors were fantastic, very knowledgeable about the subject, and willing to help and go the extra mile. The support you receive is amazing. Studying an adult course at Totton College has helped me gain the confidence and skills required for my role going forward.

Thania Miah
Part-time, evening and adult courses
# Be Who You Want To Be

## Level 2

### Beauty Therapy

**KEY FACTS**

- Part-time classes available: for more information: totton.ac.uk
- Start dates: September 2020, September 2021

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. You will be taught how to create a range of decorated clay items using traditional hand building techniques.

**Entry requirements:**
- At least four GCSEs grade 4 (grade C) and above including Maths and English, or a Level 1 Diploma in Beauty Therapy, are preferred.

**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 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 3

### Beauty Therapy

**KEY FACTS**

- Part-time and evening classes available: for more information: totton.ac.uk
- Start dates: September 2020, September 2021

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 industry-standard 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, as well as an exciting range of extra-curricular activities and community projects.

**Entry requirements:**
- At least four GCSEs 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. Clinic hours and self-directed study will also need to be completed outside of your teaching timetable.

**Your future:**
- You can develop your skills at university. 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.

## Ceramics

**KEY FACTS**

- Afternoon and evening sessions available: for more information: totton.ac.uk
- Term start dates: September 2020, January 2021, April 2021, September 2021, January 2022, April 2022

Whether you’re interested in developing your existing skills in pottery and sculpture or are starting from scratch, this course will give you the skills and knowledge required to create beautiful and inspiring works of art. Working with a diverse range of materials and styles, you will be taught how to create a range of decorated clay items using traditional hand building techniques.

**Entry requirements:**
- The course is designed for all students with a passion for 3D modelling and working with clay.

**Assessment:**
- You will be assessed through a combination of informal discussion and regular assessment based on your portfolio.

**Your future:**
- You can progress onto the Level 2 or Level 3 Art & Design courses.
**Functional Skills: Return to English**

**KEY FACTS**
- Part-time day and evening classes available: [totton.ac.uk](http://totton.ac.uk)
- Start date: September 2020
- September 2021

We aim to enable all learners to improve and build confidence in their skills in speaking, reading, writing and listening at home, in the workplace and for study. Our Functional Skills English course is a much more practical approach to learning and is popular with employers.

**Entry requirements:**
- No qualification requirement. All learners will be assessed to help identify the appropriate level of learning.

**Assessment:**
- You will be continually assessed throughout the course, and sit two timed exam papers and complete a controlled speaking and listening assessment.

**Your future:**
- Successful completion of the course can lead to further levels of Functional English or GCSE English and will enhance your CV and employability.

**Functional Skills: Return to Maths**

**KEY FACTS**
- Part-time day and evening classes available: [totton.ac.uk](http://totton.ac.uk)
- Start date: September 2020
- September 2021

We aim to enable all learners to improve and build confidence in numeracy and mathematical problem solving, both in the workplace and for study. Our Functional Skills Maths course is a much more practical approach to learning and is popular with employers.

**Entry requirements:**
- No qualification requirement. All learners will be assessed to help identify the appropriate level of learning.

**Assessment:**
- You will be continually assessed throughout the course and will sit two timed exam papers at the end of the year.

**Your future:**
- Successful completion of the course can lead to further levels of Functional Maths or GCSE Maths and will enhance your CV and employability.

**GCSE English**

**KEY FACTS**
- Part-time day and evening classes available: [totton.ac.uk](http://totton.ac.uk)
- Start date: September 2020
- September 2021

For many jobs and higher levels of study, GCSEs are a fundamental requirement in the application process. If you struggled to achieve the grade you deserved for GCSE English, we can support you to develop the skills and confidence to enable you to retake the qualification. We aim to enable all learners to improve their speaking, reading and writing skills for the workplace and future study.

**Entry requirements:**
- At least GCSE grade 3 (grade D) in English or a Functional Skills Level 2 qualification. If you do not have either of these qualifications and you wish to do GCSE, you will need to achieve an acceptable score in an initial assessment.

**Assessment:**
- You will be assessed through two exam papers and a presentation.

**Your future:**
- You can continue to pursue higher levels of education or progress in your career.

**GCSE Maths**

**KEY FACTS**
- Part-time day and evening classes available: [totton.ac.uk](http://totton.ac.uk)
- Start date: September 2020
- September 2021

For many jobs and higher levels of study, GCSEs are a fundamental requirement in the application process. If you struggled to achieve the grade you deserved for GCSE Maths, we can support you to develop the skills and confidence to enable you to retake the qualification. We aim to enable all learners to improve their numeracy skills and achieve a grade 4 or 5 (5 being the highest grade available on a foundation paper).

**Entry requirements:**
- At least a GCSE Maths grade 3 (grade D) or Functional Skills Maths Level 2. If you do not have either of these qualifications and you wish to do GCSE Maths, you will need to achieve an acceptable score in an initial assessment.

**Assessment:**
- You will be assessed by taking three exam papers at foundation level: two calculator and one non-calculator.

**Your future:**
- You can continue to pursue higher levels of education or progress in your career.
Hairdressing

**KEY FACTS**

Part-time and evening classes available: for more information: toton.ac.uk

Start date: September 2020

September 2021

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, students 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 Diploma in Hairdressing.

**Assessment:**

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

**Your future:**

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

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Hairdressing (Level 3)

**KEY FACTS**

Part-time and evening classes available: for more information: toton.ac.uk

Start date: September 2020

September 2021

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 industry-standard Opus Salon, which enables you to work with real clients and gain valuable industry experience. The course covers advanced techniques in cutting, creative colour, colour correction, styling and customer service skills, as well as an exciting range of extra-curricular activities and community projects.

**Entry requirements:**

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

**Assessment:**

A combination of portfolio evidence, practical tests, and either knowledge and understanding tasks or an online test.

**Your future:**

You can progress to a higher level qualification in hairdressing. Alternatively, you can seek employment as part of a multi-disciplinary practice, with a sports team or in a self-employed capacity.

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Sports Massage

**KEY FACTS**

Part-time and evening classes available: for more information: toton.ac.uk

Start date: September 2020

September 2021

This professional qualification will give you the knowledge, techniques and practical skills that you need to treat paying clients. Your training and certification will allow you to conduct assessment, as well as apply pre, post and maintenance treatments. You will learn the theory behind massage treatment application, including anatomy and physiology, as well as professional practice knowledge that will give you the confidence to work for yourself. It will also give you the basic qualifications needed to progress onto injury treatment and further specialist training at Level 4.

**Entry requirements:**

No formal qualifications are required, however, it is preferred if learners have a Level 2 qualification in massage and a genuine interest in the subject. A Level 3 Body Massage certificate is advantageous but not essential.

**Assessment:**

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

**Your future:**

You can progress to a higher level qualification in sports massage. Alternatively, you can seek employment as part of a multi-disciplinary practice, with a sports team or in a self-employed capacity.
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.

Students 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 student discretionary bursary – this can help with costs of books, Disclosure and Barring Service checks, equipment or essential trips. 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 students as possible.

Vulnerable student 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.

Students aged 19 and over
The final cost of any of our adult courses will depend on your personal circumstances but there is plenty of help out there if the cost seems too much for you. You may be eligible for an Advanced Learner Loan if you are enrolling on a Level 3 course or above, and you don’t need to pay it back until the course is completed and you are earning £25,725 or more. You are able to apply once you have received your offer. Please contact us for more information or visit: gov.uk/advanced-learner-loan

Young students 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 students 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 student transfers to a course with a lower fee
· The college has overcharged a student or assessed their fees incorrectly
· If a medical condition, certified by an appropriate medical professional, results in the student having to leave the college completely
· If a student 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. For the latest information, please visit our website.
THE TOTTON STANDARD

The Totton Standard is a set of behaviours that we ask every single student 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 student. 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

OPEN EVENTS

Our Open Events provide an excellent opportunity for all prospective students 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 student 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 100.

**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 3 September 2020
17:30–19:30

Saturday 19 September 2020
10:00–12:00

Thursday 15 October 2020
17:30–19:30

Book now: toton.ac.uk/events

Tuesday 17 November 2020
17:30–19:30

Saturday 30 January 2021
10:00–12:00

Tuesday 22 June 2021
17:30–19:30

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: toton.ac.uk

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