

WELCOME TO EAST COAST COLLEGE





WELCOME



FROM THE PRINCIPAL

Congratulations on choosing to study at East Coast College.

Your decision to join us has already improved your career prospects as we demonstrate over the coming pages. Students here enjoy higher than average success rates, get qualified whilst studying and experiencing their chosen profession and skills and if wishing to progress to university are more likely to do so.

What's more they have fun on campus, enjoying a more adult environment and

facilities that support their ambitions and raise aspirations. We are proud of our ability to interact with industry; keeping our fingers on the pulse of commercial developments and therefore improving your career and work prospects.

ECC turns passions into professions by providing broad, enriching study programmes designed to meet the needs of 21st century students, employers and the wider community.

Stuart Rimmer
Chief Executive and Principal

UNLOCKING POTENTIAL THROUGH LEARNING

There is more freedom and flexibility than ever before to innovate and deliver exciting study programmes, alongside ensuring that we continue to focus on the high quality delivery to the world-class standard demanded by our employers.

Colleges have a huge responsibility within their communities and we are no exception. Great Yarmouth, Lowestoft and surrounding areas need our graduates to progress and add value locally to help drive the economic outcomes. We already contribute a great deal and we will continue to do much more.

Every student is supported to a planned and meaningful progression route to higher education, an apprenticeship or employment. Students are supported in their wellbeing and careers planning to develop resilience, workplace skills and the leadership qualities they will need to be successful in a 21st century jobs market.

We continuously strive to ensure that you have a fun and safe place to study and work; a place where talent can be nurtured. We achieve this through our core values and a relentless focus on our vision of excellence.

You will benefit from professional tuition:

As a student here you will benefit from expert tuition. We are very proud of our tutors, many of whom are working professionals and practitioners committed to sharing their experience and expertise with all important links into industry.

What are we great at?

- Helping students to achieve qualifications
- Developing student wellbeing to improve their outcomes - we have won the AoC Beacon Award Commended Status two years running for our approach to mental health
- Supporting students to plan their career pathways and progress to their next stage of learning or work. We hold national quality awards in careers

What we are working on to improve our provisions:

- Attendance
- Increase the proportion of students leaving the college with English and maths 9-4 grades
- Maintaining a strong focus, in all areas of college life, on quality improvement activity which supports all aspects of individual student achievement and progression

Becoming part of our success:

We are proud to be dynamic, fun, career-focused, supportive, welcoming, friendly and relevant for today's workplace – all descriptions of the college by our students.

The employers we work with across many employment sectors say we're teaching our students the right skills for their workforces as well as how to be a good employee.



What stage are you at?

The admissions team at East Coast College are keen to make the application process as smooth and useful for you as possible. If you have any questions or concerns please do get in touch. We are here to help. You can call student services on 0800 854 695. College is an important step and we want to help you to make the right choices for you.

I've applied:

We will be in touch to discuss your application or arrange a telephone interview with a member of our leadership team.

I have my interview date:

We look forward to speaking to you at your interview. Read through the [Interview Guide and Financial Support flyer which can be found within the admissions section of our website.](#) If you would like support in accessing this information please contact the admissions team on 0800 854 695.

If you can't make your interview date, please let us know as soon as possible. This will allow us to make an alternative date for you and offer your original space to someone else.

I'm unsure if I've applied for the right course or have questions:

Your interview is a great opportunity to find out more to help you decide if it's the right course for you. However, if you wish to transfer your application to an alternative course please get in touch with the admissions team.

We have a team of advisors to help you with any questions you might have. Please contact admissions if you would like to talk to someone or arrange an appointment on 0800 854 695 or email us at admissions@eastcoast.ac.uk

I missed my interview date:

Please give us a call on 0800 854 695 or email us at admissions@eastcoast.ac.uk as soon as possible, so that we can arrange a new appointment for you.



I've had my interview and been offered a place:

Congratulations that's great news! We will email you shortly with confirmation of your place and any agreed conditions of your offer. Once you receive your offer we just need you to confirm you wish to accept the place. Your offer letter will explain how to do this. If you have decided the course offered is not for you after all please let us know.

I've had my interview but wasn't offered a place:

Sometimes there are reasons why we are unable to offer you a place. These reasons will have been discussed with you at interview. We will contact you if this is the case. Whatever the reason we have a team of advisors who will help you explore alternative courses and options that will be suited to you. If you have any questions please call us.

Keep us up-to-date:

If you change your mobile number or move address please let us know as soon as you can so that we can make sure you receive any information we send you. Please contact the admissions team.



Once you have accepted your offer

Preparation for college days:

Students joining us in September 2020 will have access to our new 'preparing for college' Moodle pages which provide a range of information about your course to help you get ready for college. Helping you to prepare for college is very important to us. You will be able to find out more about your course, the help and support available to you before and after starting college and ask any questions you may have, to make sure you feel the course is right for you. Further information will be sent to you on how to access this page and will be sent as soon as it's available.

We will share links to virtual tours of the college, to help you get to know your campus before you start.

GCSE results day is on Thursday 20th August 2020 - we will be in touch with details of your enrolment soon.

Have you got the grades you need?

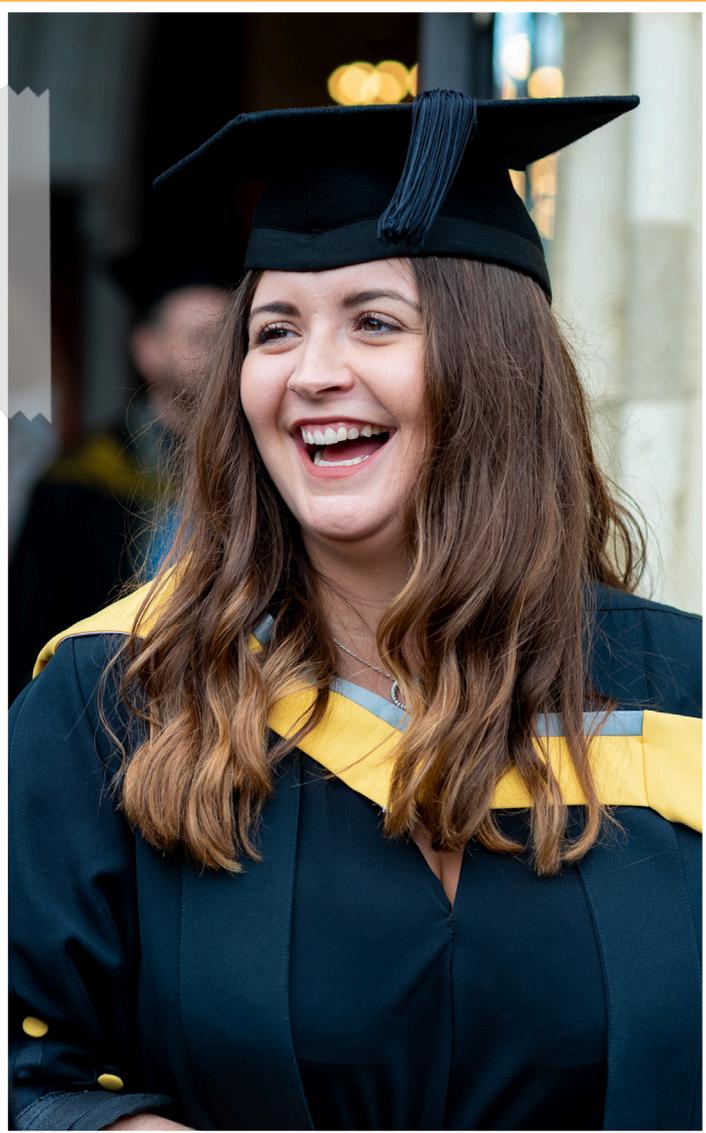
If your college place was subject to you gaining specific grades and you have achieved what you need you don't need to tell us. Just bring your results slips in when you come to your enrolment day.

If you didn't achieve what you were hoping for:

Don't worry, we will have options for you, give us a call and we can talk through your options.

Did you know?

Our students take up
university places
across the UK!



Student Finance & Travel*

Discretionary Learner Support Fund:

Students aged 16+ can apply for funding to support additional costs involved in their course. These may include:

- Travel to college
- Meals on campus
- Course fees (19+ learners)
- Course equipment and books
- Stationery
- Course trips
- Childcare
- University visits and interviews

This is a discretionary fund allocated to low income households, earning under £25,521 a year or receiving qualifying benefits, on a first come, first served basis subject to priorities set by the college.

16-19 Vulnerable Bursary:

A bursary of up to £1,200 for the academic year may be awarded to students who are:

- In care or a care leaver
- Living independently on Universal Credits or Income Support
- Disabled and receiving Employment and Support Allowance or Universal Credit and Disability Allowance or Personal Independent Payments

FREE College Meals:

You may be entitled if you are:

- 16-18 when you start an eligible course
- 19 continuing on an eligible course
- 19-25 with an EHCP

and in receipt of one of the following benefits:

- Income Support
- Income based Job Seekers Allowance
- Income related Employment and Support Allowance (ESA)
- The guarantee element of State Pension Credit
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit (provided you are not entitled to Working Tax Credit) and have an annual gross income of no more than £16,190 as assessed by HMRC
- Working Tax Credit run on (paid for 4 weeks after someone stops qualifying for Working Tax Credit)
- Universal Credit with net earnings not exceeding £7,400

Care to Learn Funding:

Government funding is available for young parents to help with nursery fees. More information can be found at www.gov.uk/care-to-learn

**Correct at time of print*

Advanced Learner Loans:

Students over the age of 19 on 31st August 2020 studying at Level 3 or above have the option to pay for their own course fees through the Government's Advanced Learner Loans scheme. Further details will be provided on an individual basis and information can be found at www.gov.uk/advanced-learner-loans

Details of how to apply for all the above support will be available from July 2020.

Travel Information:

The information below is here to help students to consider the most practical and cost effective travel solution. East Coast College has discretionary support funding available for both 16-18 and 19+ learners which could help towards the cost of transport.

Travel by Bus:

The main bus company that operates in the surrounding area is the First Group. You may like to approach the bus/coach service that travels near to where you live to find out more at www.firstgroup.com/norfolk-suffolk

Local Authority Post 16 Discretionary Transport Schemes:

Both Suffolk and Norfolk County Council offer post 16 transport schemes. This could offer a subsidised travel solution or provision eligible for students living over 3 miles from college.

- **For Norfolk - Tel: 0344 800 8020**

www.norfolk.gov.uk/education-and-learning/school-and-college-transport/post16-travel-scheme

- **For Suffolk - Tel: 0345 606 6173**

<https://www.suffolkonboard.com/school-travel/>

Subsidised Bus Service (Lowestoff campus)

Loddon, Somerleyton and Blundeston Area Transport

This service enables students living in outlying villages in areas that are not supported adequately by public transport to study at ECC Lowestoff campus.

The service covers the route:

Chedgrave>Claxton>Thurton>Loddon>Hales>Thurlton>Haddiscoe>Somerleyton>Blundeston>Lowestoff campus

Travel by Train

For more information visit www.nationalrail.co.uk or enquire at your nearest station. National Rail offer the 16-17 Saver discount card. More information is available at www.16-17saver.co.uk

Travel by Bicycle, Motorbike, Moped and Car

The college has free on-site parking. There are disabled bays plus provision to park motorcycles and bicycles.

For Queries:

If you have any questions please contact our Student Finance team by email at studentfinance@eastcoast.ac.uk or by telephone:

Great Yarmouth Campus: 01493 418312 Lowestoff Campus: 01502 525124



Student Services

Careers, Progression and Industrial Placement:

We have Student Coaches to help you with your career plans, the choices you have and how you make your next steps. This might be to an apprenticeship, higher education or employment. The team can support you with applications, skills for employment, making the most of your strengths and identifying areas you wish to develop.

Industrial Placement is part of many courses and is a great opportunity alongside volunteering and social action projects to build your skills and CV. You might also need to complete a DBS application (Disclosure and Barring Service) before volunteering or work experience.

Additional Learning Support: supporting you alongside your studies

If you have a support need, an Educational Health Care Plan (EHCP) or received additional support when you were at school / previous education please let us know, so we are able to discuss with you support available. Support is provided for students who may need extra help with their studies because they may have a learning difficulty and/or disability. Please contact in the first instance the Additional Learning Support team on 0800 854 695 or email als@eastcoast.ac.uk.

Student Wellbeing:

Our Wellbeing Advisors are here to advise, help and support you with any personal issues that you may require assistance with. They can provide support and advice with housing, substance use, study support, keeping safe, your mental health, sexual health, relationships and how you are feeling. The team also organise events to raise awareness of topics that are important to our students and closely linked to tutorials such as Building Positive Communities.

Attendance / Absence Reporting:

Attendance is vital to ensure success and completion of your course, the college expects 100% attendance. We will advise you on how to report an absence when you start college.

Student Involvement and Activities:

Student involvement is at the heart of East Coast College. Students are encouraged to get involved in the college community on a daily basis through various opportunities such as:

- Student voice forums and activities
- Student vacancies (Student Union, Student Ambassadors, Student Governor, Course Representatives and Student Volunteers)
- 'Give it a Go!' Programme
- 'You said, we did'
- Attending college meetings, influencing the development and running of the college

Student Union:

The Student Union gives students the opportunity to influence decisions that affect them. It is run by students, for students and has a direct voice to the college leaders on behalf of the student body.

The Student Union are encouraged to contribute at all levels of college life from sitting on committees e.g. the Academic and Governors Boards to organising events, developing the curriculum and attending conferences. Elections for the SU committee are held every year.

For more information on student involvement, please speak to a member of Student Services.

Our campus gyms are located on both of our campuses and are FREE for students' use! Waterlane Leisure Centre runs a wide range of sporting activities that students are able to gain access to, we will let you know more about how to join during your college induction.

The College offers a range of activities and clubs that you can get involved in. We promote community based clubs, volunteering and social action projects, as well as running master-classes in topics that may be of interest to you. Look out for these and how to sign up.

Our student services team run events across the year and promote national campaigns that support your careers and wellbeing knowledge. These include Mental Health Week, Time to Talk, a large careers fair and opportunities to practice your interview skills.

Safeguarding:

We believe that it is always unacceptable for a student to experience abuse of any kind and we recognise that it is our responsibility to safeguard the welfare and wellbeing of all students. If you feel you are being bullied please talk to your tutor or come into student services and let us know so we can help you. We will do so through our safeguarding team and commitment to safe practices.

If you have any concerns over a child protection or safeguarding issue or need to talk, please call our Safeguarding team on 07795 306828 (Great Yarmouth campus) or 07747 442823 (Lowestoft campus). All concerns will be handled sensitively.

Counsellors are available should you need support in times of difficulty and personal matters. The counselling service provides an opportunity to talk in confidence about sensitive issues. Please call into the campus or student services for further help and support.

ECC Respect, Inclusion and Disciplinary:

The ECC Respect campaign and our Inclusion and Disciplinary Policy enables all members of the College community to work and study in a positive and safe environment. Students who contravene policies may be subject to disciplinary action

Lanyards and Badges:

In order to keep everyone safe on site, at enrolment each student will be given a student ID and lanyard. It is college policy that lanyards **MUST** be worn at all times on College premises and any visitors must sign in and wear a visitor badge. Students have asked for this college rule to support safety for all on campus.

Your student badge gives you access to print. You will receive a printing credit when you first join and you can top this up throughout the year at the college shop if you need to. You also need it if you get free college meals as the money to pay for your meals is held on your card. Your student badge gives you some great discounts within the local area. Look out for places that advertise student discounts and be ready to show your card!

Learning and Library Services:

The Learning and Library Services are central to College life and are there to support students with independent study. In the library you can access a variety of print and electronic resources including e-books, DVDs, newspapers and magazines. There is also a computer drop-in area where students can write up assignments, revise or research on the Internet. Wi-Fi is also available for those students who bring in their own portable devices. Use our "Big ideas" wall to express your inspiration, access the world wide web on our bank of PCs or research the traditional way via the extensive library. Our staff are there to help and find you additional resources, just talk to them about your needs.

Food:

The Eating House at Great Yarmouth campus and The Core at Lowestoft campus are our main restaurants that enjoy a great reputation for their range of hot and cold food and drinks. The Eating House and The Core offer a 'meal deal' of the day and special offers. We also have vending machines across both campuses and a Coffee Shop at Great Yarmouth campus where you can buy sandwiches and snacks and meet friends during breaks.

Trips and Visits:

Your time at College presents an opportunity to try new things and make new friends. Many of the courses have visits and/or activities as part of the curriculum. If you are 17 years and under you will need your parents/carers to sign a consent form before you can participate.

Moodle:

This is our Virtual Learning Environment, where you can access information regarding your lessons, wellbeing, careers and catch up with the latest news. This can be accessed through the main College website, you will be given access when you start at the college.

Pro-portal:

You will use Pro-portal to help you track your learning journey through college and give you access to your personal and learning development, including target setting and achievements. You will be set up on Pro-portal when you start. Your teachers will help you understand your progress and set targets for your progression.

Open Days and Events:

The college has a number of open days, progress evenings and events throughout the year. Some of these will require volunteer students to help out as ambassadors for the college or visit your former school to tell them about life as a student at ECC. Some events will be for you to attend, to learn more about progression into further study, including higher education, apprenticeships or employment and for parents/carers and partners to get involved.



Marketing

The marketing team welcome news and events from students or staff - anything from trips to charity fundraisers so please contact the team on 01493 418345 or email marketing@eastcoast.ac.uk to tell us what you're up to!

Covering events - We are always on the look-out for budding photographers, journalists or filmmakers to cover events so if you would like to get involved and gain experience please get in touch.

Case studies - We love writing about your success stories, so if you have a great story please let us know. Some of our recent students have been promoted in advertising campaigns and many appear on our website, in our prospectus or in school presentations. This also looks great on your CV!

The College Shops:

We have a great College Shop on both sites where you can purchase anything from art equipment to folders, all at competitive prices.

Term Dates:

Term dates will be displayed on the admissions area of our website once they have been finalised. Please contact us if you have any questions in the meantime.

Information Centre Opening Times:

Please check our website for up-to-date information.

Careers & Progression

Find your passion with the right study programme for you, develop and progress into your chosen career. ECC excels in preparing its students for their next steps: employment, university, further study or apprenticeships.

Careers support at East Coast College is gold standard. We hold the nationally recognised kite-mark for cross college high quality information, advice and guidance - The Matrix Accreditation and Quality in Careers Award. Our careers programme is delivered through tutorial, enrichment activities and within subject areas. The College promotes impartial information, advice and guidance linked to regional and national employment trends and skills demands. The College will support you to develop your research skills and plan your career in different ways. You will benefit from trips, expert speakers, careers events, specialist 1:2:1 guidance, projects and work experience.



Progression

We excel in preparing our students for their next steps: employment, university, further study or apprenticeships.

Higher Education Destinations 2019

1. University of Suffolk
2. University of East Anglia
3. Norwich University of the Arts
4. City College Norwich
5. Anglia Ruskin University
6. The University of Essex
7. University Centre Colchester
8. Southampton Solent University
9. Easton and Otley College
10. University of Bedfordshire
11. University of Huddersfield
12. Sheffield Hallam University
13. De Montfort University
14. University of Derby
15. Nottingham Trent University
16. King's College London, University of London
17. Queen Mary University of London
18. University of the Arts London
19. University of West London
20. University of Westminster, London
21. University of Brighton
22. University of Chichester
23. Cardiff Metropolitan University
24. University of Bolton
25. Edge Hill University
26. Liverpool John Moores University



Data relates to students who started Higher Education in September 2019

Successful Students



Hannah Tucker

Course studied: Travel and Tourism and Air Cabin Crew

Destination: Lauren travels the world as part of the Air Cabin Crew for TUI Airways.

Achievements: After a successful assessment day at TUI Airways, Hannah was offered a job to join their air cabin crew.



Zara Graysmark

Course studied: Extended Diploma Level 3 BTEC Sport, Health and Exercise Science and BSc (Hons) Sport and Exercise Science

Destination: Zara is now a qualified Personal Trainer and Health and Wellbeing business owner.

Achievements: Zara was awarded 'Most Successful Work Placement' for her dedication whilst volunteering at East Coast Community Healthcare.



Harry Marjoram

Course studied: VTCT Level 3 Make-up Artistry

Destination: Harry is now a qualified make-up artist who recently launched his own eyelash brand in February 2019. Harry works as a Tom Ford make-up consultant in Jarrolds Department Store.

Achievements: Harry competed in the Warpaint Make-up Championships at Professional Beauty 2019. Harry impressed the judges and secured a well-deserved first place!

Our Information Advice and Guidance team are here to help you with any queries you may have.

University of Suffolk



Many students choose to study for their degree with the University of Suffolk at East Coast College. All degrees are validated by, and awards of, the University of Suffolk.

Employment



Higher Apprenticeships



Self-Employment



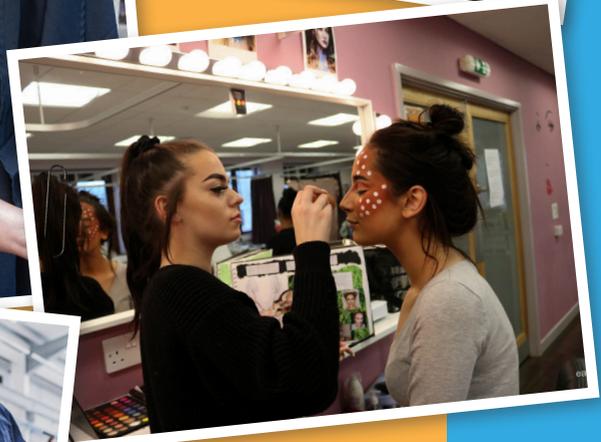
University

For help and advice starting up your own business:
www.norfolk.gov.uk/business

For information on start-up loans:
www.startupplans.co.uk

Our Careers Advisors can help you with UCAS applications and funding.

To find out more about apprenticeships call **0800 085 8860** or email apprenticeships@eastcoast.ac.uk



Did you know?

All students will learn how to develop their wellbeing and character whilst studying at ECC

Support at ECC:

In addition to the support mentioned previously, we offer professional advice, guidance and access to external specialists on a range of topics including:

- Money advice
- Housing
- Keeping safe
- Being part of your community
- Mentoring
- Mental health relationships
- Study support

We care about mental health, making early intervention a priority. We are a Mindful Employer and train our staff to look after their mental health as well as others. We offer counselling services on and off site providing signposting and referral where needed.



The Importance of English and Maths:

Achieving a good standard of English and maths skills is a key requirement for many jobs, as well as for courses that you may wish to progress on to. These skills can also mean higher earnings in the future! For these reasons, East Coast College – in line with all colleges in England – provides students aged 16 to 18 with an opportunity to develop their maths and English skills.



The diploma changed my life; I met lots of people and we all became good friends. My first time out on a wind farm was eye-opening and very exciting - I was out in the real world putting what I had learnt into practice. I am set for life in this career and I'm very grateful for the opportunity East Coast College gave to me.

Ben Kirchell, former Offshore Wind Skills Centre delegate



Welcome:

We are delighted that your young person has chosen East Coast College as their place of learning for the next stage in their education. You will receive progress updates across the year and have the opportunity to talk to teachers and Student Services. We look forward to meeting you then. You will be sent reports and text messages with useful reminders or information. Please follow our social media and keep an eye on our website to stay up-to-date with the fantastic work of our college community.

We believe your assistance coupled with our input is crucial in supporting and encouraging young learners with their studies. We look forward to working with you to ensure our students maximise their opportunities and complete their course successfully.

How you can help:

At the start, it might be useful for you to keep a copy of the student timetable as a reminder of the lesson times. Please can you support us in making sure they are keeping on top of their work and please raise any concerns with their tutor who is your main point of contact. Keep us informed of your latest contact details. If you change your contact details please let us know. If we need to speak to you in an emergency it's really important to us that we can get hold of you as quickly as possible.

Students have to wear an ID card/lanyard every day for safeguarding reasons, to help us identify everyone on site. Please could you help ensure that they don't forget it.

If you are able to offer work experience and/or apprenticeships, please get in touch with student services on 0800 854 695.

Have Your Say!

Students are encouraged to share their views to help us develop the college. Parents and carers also have the opportunity to feedback through the National Ofsted Survey. Please go to our parent and carers page on the website for the link.

Wellbeing for parents and carers

It is important that we work closely with you to support our students. Our website has a wellbeing page with a wide range of useful support organisations. Please let us know if we can offer advice and signposting for something you are concerned about.

Great Yarmouth Campus

Suffolk Road, Southtown,
Great Yarmouth
NR31 0ED

Lowestoft Campus

St. Peter's Street,
Lowestoft
NR32 2NB

0800 854 695

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