



**HARTPURY**  
COLLEGE

*At the Heart of student*

# SUPPORT

*A guide to learning support at  
Hartpury College*

2024 ENTRY

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# ASPIRE

## Support for the student who...

**Has ambition**

**Wants success**

**Strives to be their best**

### Aspire

Students are at the heart of all we do. From your first day of contact with us, you'll be supported along the pathway to success.

Sometimes you might need a little extra help when planning your journey. Aspire is here to help you get moving in the right direction. We'll keep you focused every step of the way.

Everyone has their own journey in mind. We recognise individual differences and plan support based on your personal aspirations and goals.

Some students will have specific needs. Aspire can provide support for students with:

- specific learning difficulties such as dyslexia, dyspraxia, ASD or ADHD
- social, emotional and behavioural difficulties
- deaf communication
- visual impairments
- physical or mobility difficulties.

# Making the move from school to college

## 1. Open days

Our open days will inform and inspire you, helping you to make the right decision about your next step. You'll find out what it's like to be a student here and how we can help you develop your own unique career plan.

You'll have the opportunity to tour our campus and hear subject-specific talks. There will also be the chance to ask questions and find out about accommodation, finance and support options available.

[www.hartpury.ac.uk/college-opensdays](http://www.hartpury.ac.uk/college-opensdays)

## 2. During application

When you first apply for your course at Hartpury College it's important that you tell us about any learning difficulty, disability, physical or emotional health conditions you may have. This will enable us to understand your support needs, allowing us to put plans in place before you start.

## 3. Before you arrive

When you receive a course offer from us, you'll be asked to complete an online form to let us know of any support needs you may have. Please complete this form and return this to us as soon as you can, and email any supporting documents to [aspire@hartpury.ac.uk](mailto:aspire@hartpury.ac.uk).

Once we've received this, our Aspire team may contact you to discuss your support needs and start to plan your transition to college, if needed.

## 4. At enrolment

During enrolment and induction you'll meet the Aspire support team within your academic area. If you have an EHCP (see below) and an allocated support assistant, your support assistant will meet you at enrolment to support you through the process.

## Education Health Care Plan (EHCP)

When you apply to study at Hartpury, we'll work closely with you and your school to ensure that all the right support is in place before you start.

To plan this support, we may meet you at your school and be part of your school EHCP review meetings. We might also invite you to spend some time at Hartpury on Applicant Events. This will enable you to get to know your academic and support staff, and see the rooms that your lessons will be in. You can also take part in learning and practical activities.

During the application process, we'll also contact your local authority to ensure that any additional funds required for your support are applied for.

Once you're with us we'll complete a review of your EHCP outcomes. This allows us to check that they are up to date and relevant to your new college environment. If your outcomes need to change to match your needs and future aspirations, we'll arrange a review meeting.





# Starting at Hartpury

## Assessments

Our Aspire team will meet with all students to complete a writing activity alongside a short online assessment. These assessments will give us information on your strengths, as well as areas where you may need some extra support. The assessments will help us determine the best ways to support you, inside and outside your lessons, as well as when you have any exams.

## My profile

This document will help shape your personal targets and goals, for use in tutorials and support sessions.

During induction, you'll complete an individual profile. This is an opportunity to tell us all about yourself, including:

- your learning needs
- support and exam information
- preferred style of working
- any concerns about starting college
- your future plans.

## One-to-one meetings

Following the assessment, if we feel we could offer you some extra help, we'll arrange to meet up for a chat.

Once your support plan is in place, we'll share it with all members of staff who will be teaching or supporting you. Specific support needs are discussed with staff and, where appropriate, relevant training will be provided for staff.

## Parent/carer information

Parents and carers can contact your academic course tutor or a member of the Aspire team. They can discuss both your progress on the course and any support plans that you have or need in place. At the end of the winter and spring terms, academic departments will send a report home reviewing your academic progress.

## Keeping you on track

During your first support meeting with your Aspire tutor you'll complete an assessment. This will enable us to plan out what type of help you'll need to achieve your goals and identify who's available to help you.

Each time you meet with your Aspire tutor, they'll record your progress to make sure you're on track. After six sessions, you'll celebrate your progress to date and look at what's left to achieve. You may also set some new goals, as well as look for ways to help you to move on to independent study, ready for your next step after college.

**If you require any form of learning support, the Aspire team will always be on hand to help. Assess, plan, do, review is a continual process designed to make sure that we're doing all we can to support you and help you to improve.**

## **ASSESS**

We'll continually work with you to better understand your needs. Also, we'll monitor your progress so that we always know how you're getting on.



## **PLAN**

It's important that we're all on the same page. Planning will allow everyone involved with your support to agree on your goals, including you.



## **DO**

Once we've set your targets and agreed a plan, this is where we'll put it into action. Day-to-day it's our responsibility to support you to progress towards your goals, following the agreed plan.



## **REVIEW**

This is a chance for you and your support network to reflect on how successful your support plan has been. We'll use this to see what progress you've made and assess whether we need to make any changes.



# Your support **network**

**Our support and teaching staff will use a range of teaching strategies to support you in class, ensuring that everyone is engaged and making progress.**

**Each academic area has their own Aspire support team. Depending on your needs, you can select the most appropriate support options available.**

All staff complete mandatory training, including safeguarding, equality and diversity, as well as data protection. Staff can also access Special Educational Needs and Disabilities (SEND) qualifications from Level 3 to 7. Combined with cross-college training sessions (available to all teaching and support staff), these qualifications ensure that SEND knowledge and teaching strategies are up-to-date and relevant.

## **What is SEND?**

*Special Educational Needs and Disabilities.* Young people with special educational needs may have learning difficulties or disabilities that make it harder for them to learn than other young people of the same age. This means they may need extra or different help from that given to others.



## Learning support assistants (LSA)

For all our Level 2 courses, there will be a support assistant in class. Support assistants may also work closely with students who have an EHCP with high needs in both Level 2 and 3 courses.

## Lead learning support assistants (Lead LSA)

The Lead LSA will help to coordinate your support with the LSA, the wider support and teaching teams, so they are aware of your specific needs.

If you have an EHCP, the Lead LSA will keep in contact with you and your support team to coordinate a regular review of your EHCP outcomes and achievements ready for your annual review.

## Learning support tutors (LST)

Each academic area has a dedicated learning support tutor who can provide one-to-one support. They can offer specialist dyslexia support, as well as preparation for use of your Exam Access Arrangements (EAA). They can also introduce you to the wide range of assistive technologies (see page 9) available at Hartpury.

## Learning support leaders

Learning support leaders also cover each of our academic areas. They manage students' individual support needs and ensure that the right provision is in place for them. They can also help with applying for exam access arrangements, if they're required. The leaders are on hand to provide training and advice for all staff regarding special educational needs.

## Exam Access Arrangements (EAA)

The Aspire team can complete a personal EAA assessment to see if you qualify for individual exam arrangements. If you had arrangements at your previous school, they cannot be used at college without a further assessment. So it's important for you to come and talk to us.

## Aspire study zones

Our study zones are open during the college day. Visit one to get help with:

- managing your time
- planning assignments
- exam preparation
- developing your writing style
- improving your proofreading skills
- practising presentations.

## Maths and English grade booster sessions

If you find maths and English difficult to understand, you can book in additional sessions with the Aspire maths and English tutor. Your maths and English teacher at Hartpury can give you more information on how to book.

## Engage

Engage is a safe space for you to chill out. It offers a space for you to relax, as well as structured sessions designed to help you have some fun. These can include arts and crafts, walk and talk, animal encounters, and TV and music. Engage is based in the student zone at Hartpury, visit us to find out more.

# Specialist resources

**Our aim is to enable students to become independent learners. Where possible, we encourage the use of assistive technology. The Aspire staff can show you how to use this.**

We have a variety of specialist resources and assistive technology available to help you:

- write notes independently
- record notes during lectures or tutorials
- proof read, write, and study
- with planning
- revise and prepare for exams

There are also many free apps you can download. Ask a member of the Aspire team to find out more.

**Assistive technology is any piece of equipment or software programme used to aid the learning and development of people with special educational needs and disabilities.**



**“The support my son received at Hartpury has helped him to reach his potential and given him a great start in adult life.”**

Nicky, parent of Hartpury student Gareth Picken

# Hartpury College Certificate

**Your Hartpury College Certificate will transform your qualification. Develop key employability skills and gain the real-life experience you need to stand out from the crowd.**

**Sign up for extra enrichment activities with our Hartpury Certificate Plus to further boost your CV.**

**We'll support you to become confident and resilient, ready to forge your dream career in your chosen industry.**



## **CAREER PLAN**

Clarify your career goals and how to achieve them



## **WORK EXPERIENCE**

Gain real-world experience with one of 3,000 employers



## **COMMERCIAL ENTERPRISES**

Enhance your skills through our on-site businesses



## **EMPLOYABILITY PORTFOLIO**

Develop your expertise and get real employer endorsements on your CV



## **MATHS AND ENGLISH**

Improve your numeracy and literacy skills, ready for your next step



## **LIFE SKILLS**

Become independent, resilient and confident, ready for life after college



**“Getting support from Hartpury has allowed me to not only achieve my potential, but also exceed it. I’ve been able to experiment with different technologies, which has really helped me to learn more independently.”**

Gareth Picken, Hartpury student

in the crowd

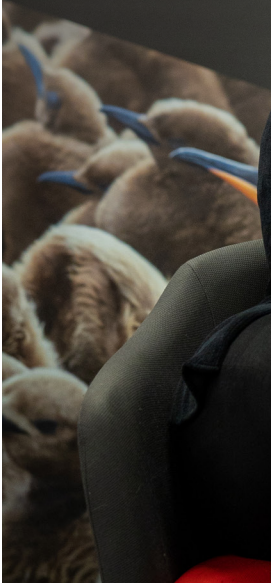
career  
Expert information, advice and guidance

work experience  
Placement opportunities

own business  
Your own enterprise through our Launchpad

f @HartpuryICE

in @school/Hartpury-ICE



Innovation  
Find us in



# Supporting **you**

## Specialist careers advice and guidance

### **Be the best you can be**

**It's important that while you're with us you're thinking about the direction you want your career to take.**

**We're here to help you explore your options and can help you with:**

- creating a career plan
- personal careers interviews
- CV writing
- writing personal statements
- completing job applications
- interview planning
- university or UCAS applications
- preparation for independent living.

### **Wellbeing support**

We're committed to ensuring you're able to enjoy all that Hartpury has to offer. Our wellbeing team are on hand to share information and advice to help you feel good. We also have qualified counsellors and medics on site, as well as our chaplain who can offer a reassuring ear to those of all faiths.

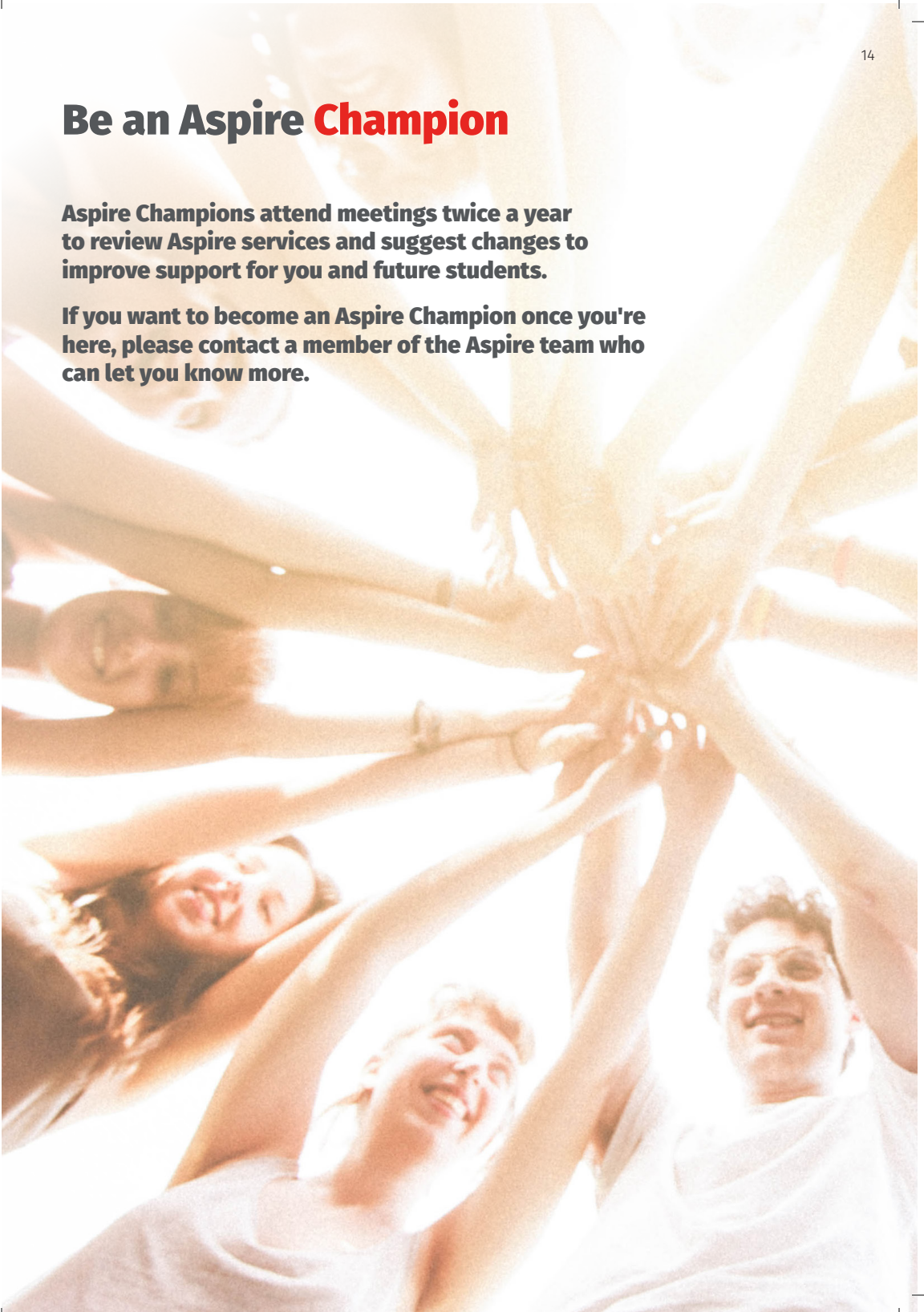
### **Group tutorials**

You'll have a group tutorial for an hour each week. This will be with your tutor and the rest of your tutor group. During this time, your tutor will support you in achieving the personal development and wellbeing aspects of your Hartpury Certificate (see page 11). They'll also help you to think about your next steps once your Hartpury course is complete.

## Be an Aspire **Champion**

**Aspire Champions attend meetings twice a year to review Aspire services and suggest changes to improve support for you and future students.**

**If you want to become an Aspire Champion once you're here, please contact a member of the Aspire team who can let you know more.**






**HARTPURY**  
COLLEGE

## Contact us

*We're always here if you need to talk,  
whether that's before you start with us or  
while you're here.*

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