

**FULL TIME  
PROSPECTUS**

2018/19

6th Form  
College  
Jersey

DISCOVER  
EDUCATIONAL ROUTES  
FOR 16+ LEARNERS

- › Vocational Qualifications
- › Access to Higher Education
- › Apprenticeships

S U C C E S S  
S T A R T S  
H E R E



# WELCOME TO THE HIGHLANDS COLLEGE PROSPECTUS FOR FULL-TIME COURSES

You will be looking through the pages that follow because:

- (a) you are currently a student at one of our partner secondary schools who will be taking your GCSEs in the summer of 2018 or
- (b) you are currently a student at Highlands looking for your next level of course to start in September 2018 or
- (c) you are currently a sixth former at another island 6th form considering a change to a vocational or technical course or
- (d) you are looking to return to study in full-time education.

Whichever of these circumstances applies to you, you will find a course at Highlands that will set you on your path to employment, to an apprenticeship or to higher learning.

Making the right course choice for you is not always easy, but there are lots of people to help you. You can talk to your Careers Teachers in school, you can meet one of our Transition Tutors or our Employability team who will guide you and Careers Jersey is there to give you independent advice and guidance.

At Highlands, you will be treated as an adult and gain an experience that prepares you for working life and a social life with responsibilities.

You may start with us on the one year Jersey Progression Qualification from a choice of thirteen different subjects. This is Jersey's own unique level 2 course which prepares you to progress onto an industry recognised or university recognised qualification. If you have high enough grades, including a grade 4 or above in English or maths, and you are familiar with the subject or have the relevant skills, then you can start straight away on a two year advanced level course.

At Highlands we offer a range of alternative qualifications to A levels that are of an equivalent standard to enable you to progress onto specialist University Degrees in subjects such as Accounting, Animal Management, Art, Built Environment, Business, Childcare, Computing, Design, Education, Financial Management, Health, Hospitality Management, Marketing, Media, Tourism, Performing Arts and Sport.

I hope that you find this guide useful. If you need more information, please visit our website, check us out on Facebook and Twitter or come along to one of our open events. Whatever your next step, we wish you every success and are here to help you make the right choice for you.

**STEVE LEWIS**  
Principal



RANKED  
**8th**

College in England  
out of 215 nationwide  
FE colleges

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**94%**

Achievement Rates for  
**Full-time Students**

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**100%**

Achievement Rates for  
**Degree Students**



**High**  
Employability  
Rates

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The Island's **largest**  
**College** for Further  
Education

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**High Pass Rates for GCSE Re-takes**

**65%** Achieve  
grade C  
or higher

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**Strong** Partnerships  
with Industry



# PRIDE IN OUR VALUES



We provide vocational qualifications and routes for young people who wish to pursue a specific career, or study further at university level. For example, if you know you'd like to work with animals or children, we can provide the relevant training and vital work experience to enable you to progress directly into a career in those fields. College life is very different from school life. You are expected to manage your studies and responsibilities independently and you will be treated as a young adult and part of our community.

**Dedicated Careers and Employability Service** with online jobs board.

**Dedicated Student Life Team** here to support you.

**Affordable, Modern Café** with daily menus and healthy eating options.

## RESOURCES

- › Learning Resource Centre:  
Library and reference support
- › Quiet study areas & access to PCs
- › Breakout areas
- › Campus wide printing, scanning and copying facilities
- › Office 365 – Bring your own device to class
- › Campus-wide superfast WIFI

MEET  
NEW  
PEOPLE

DIVERSITY

Celebrating  
the diversity  
of our  
community.

EXCELLENCE

Having  
high  
standards

to ensure  
excellence  
in all we do.

TREATED AS  
AN ADULT

A FRESH START

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# OUR APPROACH TO TEACHING, LEARNING AND ASSESSMENT



Our vision is to be the island's outstanding provider of Further and Higher Education.

The Highlands College approach to teaching, learning and assessment focuses on the actions that reinforce our vision and genuinely help you to progress your education and be successful in your own terms. We aim to:

- › Enhance your experience to promote enjoyable and independent learning.
- › Promote best practice and continuously advance the skill levels of all our staff.
- › Develop a culture that invites challenge and inspires high expectations.
- › Provide resources that create a stimulating and appropriately equipped teaching, learning and working environment.

In addition to gaining the knowledge and skills required to achieve your qualification, you'll develop English, maths and digital skills and be able to demonstrate positive attitudes and behaviours which are valued by employers and the wider community. We offer you a chance to master the essential skills for learning that will enable success in your future studies and careers.

## **YOU'LL DEVELOP:**

- › Knowledge & Skills
- › Attitudes & Behaviours
- › English, Maths & Digital Skills



**...THROUGH BUILDING  
ON YOUR:**





# WHAT MAKES UP YOUR STUDY PROGRAMME?

All our courses are made up of the following aspects to enhance your experience, knowledge and skills and prepare you for success:

## **MATHS AND ENGLISH**

Having competence in maths and English are the skills most valued and requested by employers. If you haven't achieved a Grade 4 or higher at GCSE, you'll work towards them with our dedicated maths and English tutors and drop-in clinics. If you already have the grades, we'll help you to strengthen and develop these valued skills.

## **WORK EXPERIENCE**

Whether you seek full-time employment in your chosen field or decide to progress to university, having relevant, up-to-date and valuable work experience will make you stand out from the crowd and ensure you hit the ground running when you take that next step. We're proud of our strong industry links and offer work experience placements for all levels of study.

## **EMPLOYABILITY**

All courses at Highlands College incorporate the development of employability skills and are taught through tutor-led sessions and an online learning platform called Navigate. You'll get to research employment options and receive support to prepare you for that all important job, including CV writing, covering letters and mock

interviews. All students are encouraged to find part-time work whilst at college to help develop their employability skills. We have a dedicated online jobs board which is updated regularly.

## **ENRICHMENT**

Enrichment activities are a fun way to spend time with your peers. The range of activities on offer complement and enhance your overall college experience. They give you even more to offer when you move on to the world of work or progress to university. Whether it's trying a new sport, taking up a new hobby or generally enhancing your skills, there is something for everyone.

## **HEALTH & WELLBEING**

We believe a healthy body is a healthy mind, so it's important for us to provide the opportunity for students to continue to find out more about:

- › Volunteering opportunities
- › Positive relationships
- › Sexual health and wellbeing
- › Smoking cessation
- › Drug and alcohol awareness
- › Emotional health and wellbeing
- › Healthy lifestyle choices



# ENGLISH & MATHS

## **WHY DO YOU NEED SKILLS IN ENGLISH AND MATHS?**

A lack of English or maths knowledge can have a big impact on your future education and career path, so it's hugely important to ensure you leave college with the basics. Even if English is your second language, it's important to show that you can communicate confidently when speaking and writing.

### **The benefits are:**

- › A rise in earning potential
- › More career opportunities
- › Better educational possibilities
- › Increased life satisfaction

English and maths skills have a big role to play in life. Here's how they affect your world every day:

### **Understanding special offers in shops**

Maths allows you to quickly and easily calculate discounts and percentages in shops, as well as the potential savings achievable with certain reductions.

### **Working out your earnings**

Your payslip can be complicated. You'll want to make sure you're paying the right amount of tax and that the correct earnings are coming your way.

### **Reading and understanding timetables**

According to recent statistics, up to 65% of adults can't read a bus timetable and accurately plan their journey. This is concerning and one of the analytical skills maths teaches you.

### **Sending emails and communicating with others in the workplace**

Whenever emailing from your work address, you'll be the voice of where you work. Therefore, you'll need to demonstrate a good level of spelling and grammar – two core skills English will provide.

### **Help others with English and maths**

Many children seek the help of their parents, brothers and sisters with homework they don't understand. If you have knowledge of basic English and maths skills, you'll be able to provide them with the help they need – and acquire superhero status overnight!



# YOUR ROUTE TO SUCCESS

This table is just a guide.  
For the entry requirements of  
the course or apprenticeship  
you're interested in, please visit  
[www.highlands.ac.uk](http://www.highlands.ac.uk).



## IF YOU HAVE

- › SPECIALIST LEARNING REQUIREMENTS .....
- › NO QUALIFICATIONS AND/OR UNSURE WHAT JOB YOU'D LIKE TO DO IN THE FUTURE .....
- › GCSES AT GRADES F–G, OR GRADES 1–2 .....
- › GCSES AT GRADES D–E OR GRADES 2–4 OR EQUIVALENT LEVEL 1 QUALIFICATIONS .....
- › 4 GCSES AT GRADES A\*–C OR GRADES 4–9 OR EQUIVALENT LEVEL 2 QUALIFICATIONS PLUS A GRADE LEVEL 4 OR HIGHER IN ENGLISH OR MATHS .....
- › RELEVANT LEVEL 3 QUALIFICATION OR SUBSTANTIAL INDUSTRY-RELATED EXPERIENCE AND GCSE GRADES A\*–C OR GRADES 4–9 IN ENGLISH AND MATHS .....
- › BA/BSC TOP-UP DEGREE .....
- › OVER THE AGE OF 18 AND WITH GCSE GRADE C OR HIGHER, OR GRADE 4 OR HIGHER IN ENGLISH AND MATHS .....



## YOU COULD STUDY

➤ LIFE SKILLS

➤ PATHWAYS

➤ PATHWAYS

➤ THE JERSEY PROGRESSION QUALIFICATION

➤ ADVANCED DIPLOMA OR  
AN APPRENTICESHIP

➤ UNIVERSITY COLLEGE JERSEY (UCJ)  
FOUNDATION DEGREE

➤ AT MASTERS LEVEL

➤ ACCESS TO HIGHER EDUCATION



## THEN PROGRESS TO

➤ FURTHER TRAINING OR EMPLOYMENT

➤ THE JERSEY PROGRESSION QUALIFICATION

➤ THE JERSEY PROGRESSION QUALIFICATION  
OR APPRENTICESHIP

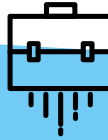
➤ ADVANCED DIPLOMA OR AN APPRENTICESHIP

➤ UNIVERSITY COLLEGE JERSEY (UCJ)  
FOUNDATION DEGREE, A DEGREE AT  
AN OFF-ISLAND UNIVERSITY, A HIGHER  
APPRENTICESHIP OR EMPLOYMENT

➤ BA/BSC TOP-UP DEGREE (UCJ OR ELSEWHERE)  
OR EMPLOYMENT

➤ PHD/RESEARCH OR EMPLOYMENT

➤ UNIVERSITY COLLEGE JERSEY (UCJ)  
FOUNDATION DEGREE OR A DEGREE  
AT AN OFF-ISLAND UNIVERSITY



# CAREERS AND EMPLOYABILITY



We're committed to providing our students with the support they need during their time at college. Nothing gives us more satisfaction than seeing our learners succeed and move to the next stage of their career.

## Our dedicated team provides:

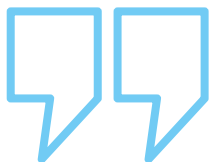
- › Advice on the right course for you
- › Help to find the right university
- › Help with your UCAS/UCJ application
- › CV support
- › Interview skills
- › Online jobs board
- › Work experience & placements
- › Hot desks for job searches, applications & CV writing



Careers Co-ordinator, Jane Herlihy, won the Students' Choice Award at the 2017 Prize-Giving Event in recognition of her ongoing support for students.



## High Employability Rates



## SAVE THE DATE

### JERSEY SKILLS SHOW

Sat 14th October 2017

### YEAR 11 TASTER DAYS

Thurs 9th & Fri 10th  
November 2017

**Student:** Aleisha Weeks  
OCR Extended Diploma in Business 2016/18

Aleisha proved to be a valuable asset to myself and the marketing team during her placement with us, and I was very impressed with her drive, professionalism and intelligence. She shows great promise.

**Airtel-Vodafone**

**Student:** Jessica Moinhos  
BTEC Extended Diploma in Health & Social Care 2015/17

Jessica is enthusiastic, motivated and displayed excellent communication skills. She demonstrated a good ability to get on well with people.

**Maison St Brelade Care Home**

**Student:** Elliot Holley  
BTEC Diploma in Hospitality & Tourism 2016/18

I think he has the passion for this industry that is crucial to having a successful career. He is a hard worker with a great temperament and lots of patience. We have already offered him a part-time job for weekends and the summer.

**St Brelade's Bay Hotel**

## WORK EXPERIENCE

We pride ourselves on the industry relevance of each course, which is proven in the high career success rates of our students. Most courses are developed in partnership with industry and are endorsed by professional bodies and all our facilities are of industry standard.

To help you progress successfully into work, you'll have the opportunity to use the skills you learn at college within dedicated work-placements which are a key part of every course we offer.

During your placement you can expect a minimum of 1 week's work experience and to carry out a range of tasks, including shadowing, general day-to-day duties, dealing with customers and data and, in some cases, more specialised tasks.



## CONTACT

T 608752 | E [employability@highlands.ac.uk](mailto:employability@highlands.ac.uk)



# STUDENT LIFE

Student Life is a confidential support service and our friendly and experienced team are on hand to help with issues relating to academic study, relationships, emotional health and wellbeing, finances or housing. We can support you with any problem that life may throw at you. If your circumstances suddenly change and you find yourself unable to cope we can provide you with the right support or information.

The Student Life Team can be contacted directly by you or with the assistance of your Personal Tutor or other agencies. The most important factor for the college is that you ask for help and don't allow personal challenges to be the reason for dropping out of your course.

## **Our dedicated team provides:**

- › Course Information
- › Financial Support
- › Counselling Service
- › In-class Support
- › Advocate for Student Voice
- › Enrichment Activities
- › Transition/Enrolment Support





### **COUNSELLING SERVICE**

Seek confidential support from a trained counsellor in a safe environment. The service can help you address personal or emotional problems which may impact your time at college, and help you realise your full academic and personal potential through a talking therapy. You can bring difficulties which may or may not be related to study.

To arrange your first appointment, contact Student Life, your tutor or the Student Counsellor directly.

### **STUDENT VOICE**

Have your say by becoming part of our student voice. We value the opinions of our students and we encourage you to get involved in improving the college experience. Each course appoints a Student Rep for their course group each year. 4 Student Governors (2 for Further Education and 2 for Higher Education) are also elected to represent students' views on the college's Governing Board.

### **GET INVOLVED IN COLLEGE LIFE**

The Student Enhancement and Enrichment programme broadens personal horizons, develops new skills and contributes to personal and social development. An enrichment programme of activities including sport, Duke of Edinburgh Award, arts and crafts and volunteering is offered at the college to help build your confidence and citizenship.

### **CONTACT**

T 608582 | E [studentlife@highlands.ac.uk](mailto:studentlife@highlands.ac.uk)

# LEARNING SUPPORT

## **ADDITIONAL LEARNING SUPPORT**

We offer innovative and targeted learning support to help all students achieve their full potential. If you feel you might need support, please mention this in your application or when you first meet your tutor. We can then ensure you get the right type and level of support for your needs.

Moving to a new college is daunting for any student, but for students with additional needs it can be an especially challenging time. Don't worry: our friendly and experienced learning support team are here to help you and will make the transition as smooth as possible. Our learning support team can help with a wide range of needs including:

- › Physical and learning difficulties
- › Visual impairment
- › Autism Spectrum Conditions
- › Hearing impairment

We also provide drop-in academic support for all full-time learners

### **CONTACT**

T 608585 | E [applyLS@highlands.ac.uk](mailto:applyLS@highlands.ac.uk)

## **IGCSE ENGLISH AS A SECOND LANGUAGE**

For students who use another language in their day-to-day lives, whether it be Portuguese, Polish, Thai, Romanian, Hungarian or any other of the 7,000 languages in the modern world, we offer the Cambridge iGCSE English as a Second Language qualification.

This has the same value as the iGCSE English as a First Language, is accepted throughout the college as an entry requirement for any of our courses, and is a valid qualification for universities and other further education institutions.

The course will help to improve your communication in a variety of writing styles, improve your vocabulary and range of expression in your spoken language and give you a better understanding of how the English language works.

Alternatively, if you're not quite ready for the iGCSE, we offer other Cambridge qualifications such as KET (Key English Test) and PET (Preliminary English Test).

### **CONTACT**

T 608749 | E [jo.gueno@highlands.ac.uk](mailto:jo.gueno@highlands.ac.uk)





## LIFE AT THE COLLEGE

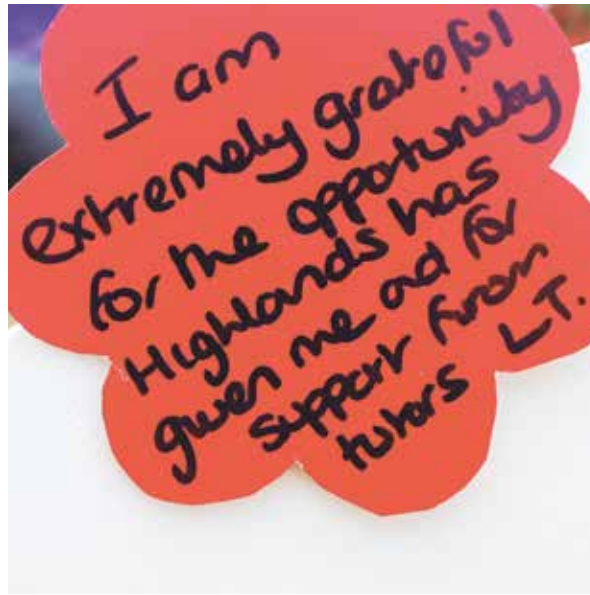
At Highlands College we celebrate our vibrant, diverse and inclusive community and are steadfast in our ambition to continually improve our environment for our students. We've received excellent feedback from students on our Student Information Centre and Café Connect.

### CAFÉ CONNECT

This is the social hub of the college, open all day and provides a fantastic, affordable menu with a wide range of healthy meals and snack options. The relaxed and contemporary environment makes it the perfect place for students to meet up and have some downtime.

### RESOURCES

- › Learning Resource Centre – library and reference support
- › Campus wide printing, scanning and copying facilities
- › Office 365 – Bring your own device to class
- › Quiet study areas & hot desks
- › Campus-wide Superfast WIFI
- › Breakout areas



# GET INVOLVED IN COLLEGE LIFE

**You could become a:**

- › Student Rep
- › Student Ambassador
- › Digital Leader
- › Volunteer



We know you can bring a lot to college life and want you to be involved as much as possible. You can do this in a number of ways. Please ask Student Life or your tutor how you can get more involved in the college community.







# WHICH COURSE?

There are a wide range of course programmes and subjects for you to choose from. All of our courses will prepare you for employment and/or university, so it's important you pick the course that best suits your career plans.

## **THE JERSEY PROGRESSION QUALIFICATION**

The Diploma provides the equivalent of 4 GCSEs at grades A\* to C (4 to 9) and the Certificate is the equivalent of 2 GCSEs at Grades A\* to C (4 to 9). It's designed for school leavers to improve your level of general education by studying a work-related subject to a level that will enable you to progress to an advanced level in the same or a related subject. The qualification is awarded by NCFE and endorsed by the States of Jersey.

## **TECHNICAL CERTIFICATES AND DIPLOMAS**

These are qualifications accredited by English awarding bodies such as ABC, City and Guilds and IMIAL and regulated by Ofqual. They're awarded at Level 2 Certificate and Level 3 Diploma and are recognised by employers as entry qualifications into their related industries.

## **GENERAL DIPLOMAS**

These are qualifications at Level 3 that are the equivalent of 2 or 3 A-levels and are recognised as entry qualifications to university or direct access to employment at technician or junior level jobs. They're awarded and accredited by BTEC (Pearson), CACHE (Council for Awards in Care, Health and Education), OCR (Oxford, Cambridge and RSA) and UAL (University of the Arts London), which are English awarding bodies regulated by Ofqual.

### **WE OFFER TECHNICAL SUBJECTS IN:**

- › Automotive (Motor Vehicle)
- › Beauty Therapy
- › Hairdressing
- › Culinary Arts (Hospitality & Catering)
- › Building Services (Electrical & Plumbing)
- › Building Trades (Bricklaying, Carpentry, Painting and Decorating)
- › Fabrication & Welding

### **WE OFFER GENERAL SUBJECTS IN:**

- › Animal Management
- › Childcare
- › Health & Social Care
- › Art & Design
- › Media Production
- › Performing Arts
- › Business & Finance
- › Hospitality & Tourism
- › IT & Computing
- › Sport

### **WE OFFER SPECIALIST COURSES IN:**

- › Life Skills
- › Pathways
- › Access to Higher Education (Humanities & Science)
- › Foundation Studies in Art & Design



CHOOSE  
YOUR  
COURSE





# BUSINESS & FINANCE

WORK WITH STUDENTS FROM OTHER DISCIPLINES | DEVELOP TEAM-WORKING SKILLS  
WORK AS A PRACTITIONER | PREPARE FOR A CAREER IN THE CORPORATE WORLD  
MARKETING AND EVENTS | ACCOUNTING

IMAGINE... BECOMING A SUCCESSFUL ENTREPRENEUR, RUNNING YOUR OWN BUSINESS OR WORKING YOUR WAY TO BECOMING CEO OF A LARGE ORGANISATION. STUDYING BUSINESS COULD LEAD YOU TO A FLOURISHING CAREER IN FINANCE AND OTHER CORPORATE INDUSTRIES...

## What will I learn?

You'll consider what it takes to be a successful entrepreneur and the main elements of setting up and running a business, including financing it, setting up a marketing and sales plan, employing and managing teams of staff, managing events, communicating, completing accounts and proactively dealing with customers. Work experience within finance and other commercial industries in Jersey is a key part of this course. Progression rates for students reaching university and securing successful roles within the workplace are outstanding.

## Courses we offer and entry requirements:

### Jersey Progression Qualification in Business [Level 2]

**You need:** Min. x5 GCSEs grade D-E [grade 2-3] or higher, including both maths and English.

### OCR Cambridge Technical in Business [Level 3]

**You need:** Min. x5 GCSEs grade C [grade 4] or higher, one to be English or maths.

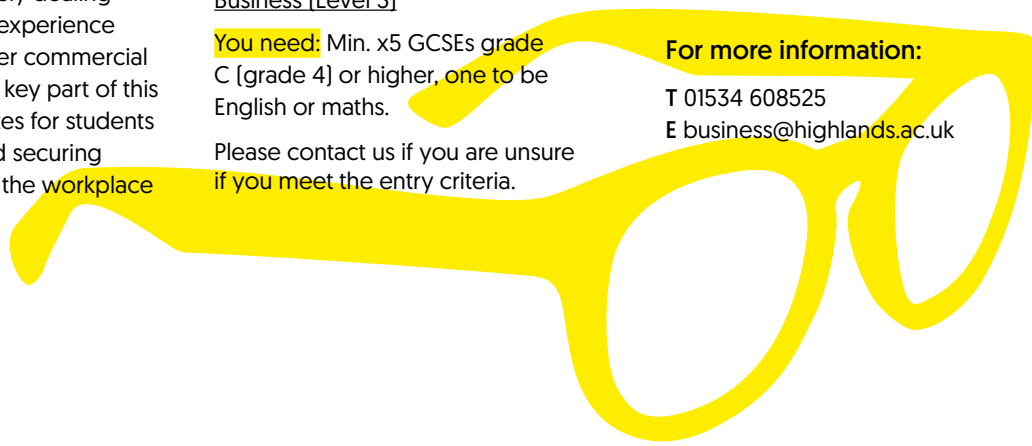
Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Students can progress to a degree course at University College Jersey or a UK institution. Many students secure jobs in trust, funds, accountancy, hospitality, event management, law, marketing, human resources, customer service or retail.

## For more information:

T 01534 608525  
E [business@highlands.ac.uk](mailto:business@highlands.ac.uk)





“

You get to learn a diverse range of topics whilst specialising in a specific subject area that can get you to university or into the workplace.

**CHARLOTTE CARRY**

Trust Administrator | Intertrust

# IT & COMPUTING

WEB DEVELOPMENT AND DESIGN | PROGRAMMING | DIGITAL GRAPHICS  
COMMUNICATION SKILLS | BUSINESS INFORMATION SYSTEMS | 3-D MODELLING  
DATABASE DEVELOPMENT | SECURITY | NETWORKING

IMAGINE... BECOMING A WEB DESIGNER OR CODER, BUILDING YOUR OWN ONLINE BUSINESS OR THE COMPLEX SYSTEMS THAT DRIVE THE SERVICE OF MANY LARGE ORGANISATIONS. A CAREER IN ONE OF THE FASTEST GROWING INDUSTRIES IN THE WORLD TODAY COULD BE VERY LUCRATIVE AND REWARDING...

## What will I learn?

You'll learn the holistic applications of IT and how to implement them in the real world today. The course covers the technical areas of computer systems and networking and the practical applications of web development and programming, with a focus on creativity, whilst being able to meet specific scenario-related briefs.

Communication and employability skills are hugely important in the rapidly growing and changing world of computing. As a result, all of our courses focus on developing key skills so that learners are industry-prepared for employment.

## Courses we offer and entry requirements:

Jersey Progression Qualification in Computing

**You need:** Min. x5 GCSEs grade D-E [grade 2-3] or higher, including both maths and English.

BTEC Level 3 Extended Diploma in IT

**You need:** Min. x5 GCSEs grade C [grade 4] or higher, one to be English or maths.

Please contact us if you are unsure if you meet the entry criteria.

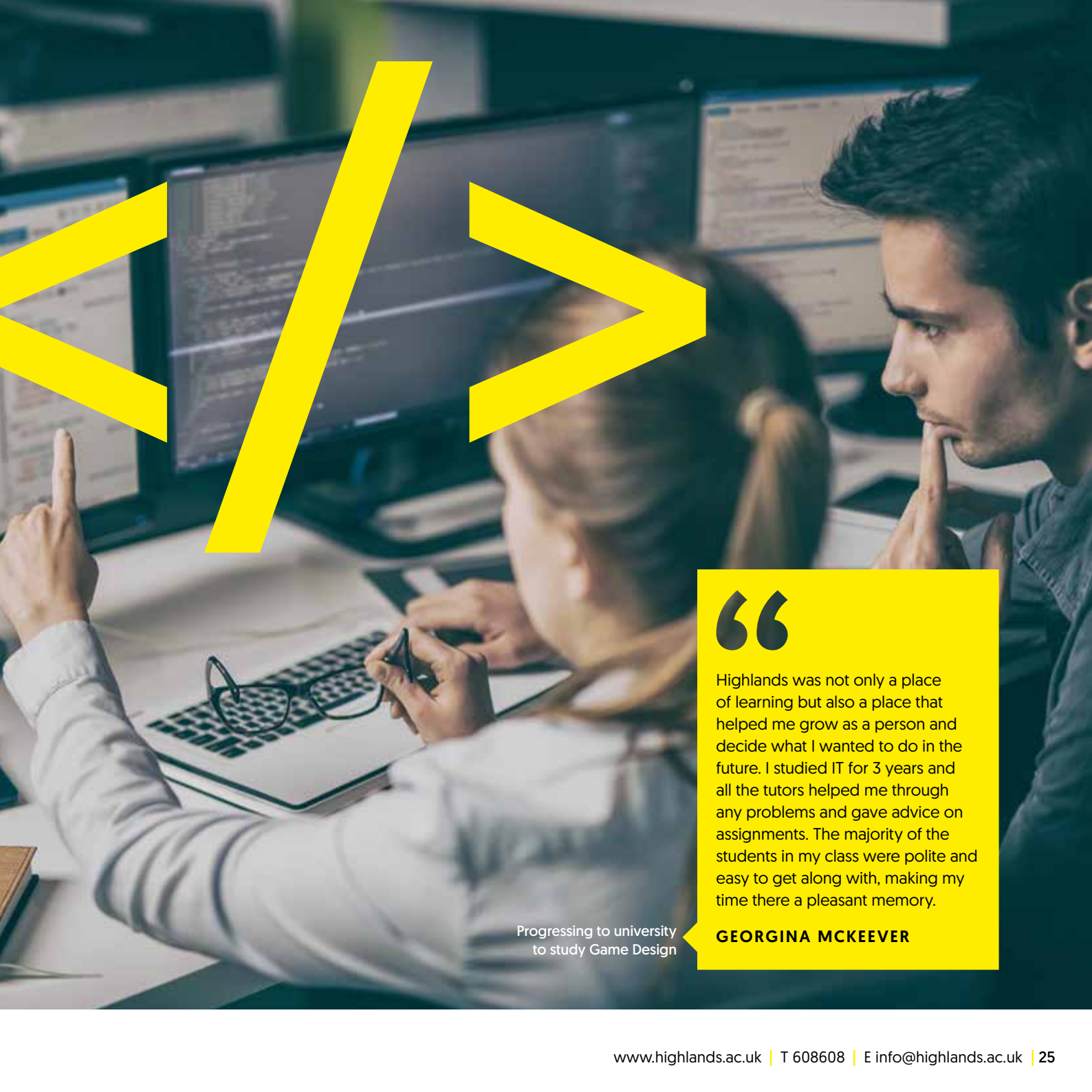
## What could I progress on to?

On successful completion of the diploma, students can progress to the Foundation degree in IT for Business at University College Jersey (UCJ) or a UK institution. Many students move into roles in the industry such as service desk technician, data analyst, programmer, web developer or graphic designer.

## For more information:

T 01534 608681  
E [itcert@highlands.ac.uk](mailto:itcert@highlands.ac.uk)





Progressing to university  
to study Game Design

“

Highlands was not only a place of learning but also a place that helped me grow as a person and decide what I wanted to do in the future. I studied IT for 3 years and all the tutors helped me through any problems and gave advice on assignments. The majority of the students in my class were polite and easy to get along with, making my time there a pleasant memory.

**GEORGINA MCKEEVER**

# BEAUTY THERAPY

BEAUTY AND SPA TREATMENTS | CUSTOMER SERVICE AND CLIENT CARE  
MASSAGE, HAIR REMOVAL, HAND AND SKIN CARE | SALON MANAGEMENT AND FINANCE  
FACIAL AND SKIN TREATMENTS | ANATOMY AND PHYSIOLOGY | MAKEUP APPLICATION

IMAGINE... BECOMING A SESSION MAKE-UP ARTIST TO THE STARS  
OR BRIDES, RUNNING YOUR OWN SALON, OR SPECIALISING IN  
A PARTICULAR TREATMENT. BEAUTY THERAPY COULD PROVIDE A  
FULFILLING CAREER, HELPING PEOPLE LOOK AND FEEL WELL...

## What will I learn?

In Year 1 you'll develop skills in areas such as facials, eye treatments, waxing, manicures, pedicures and make-up, as well as learning the principles of health and safety and reception duties. In Year 2 you'll cover a larger range of specialist beauty treatments such as body massage, body and facial electrical treatments, aromatherapy and Indian head massage.

You will also develop your business and sales skills by learning about the financial aspects of running a beauty business and how to go about promoting additional goods and services.\*

\* 100% of students obtain successful work placements.

## Courses we offer and entry requirements:

### Jersey Progression Qualification in Hair and Beauty

**You need:** Min. x5 GCSEs grade D-E (grade 2-3) or higher, including both maths and English.

### Beauty Therapy Apprenticeship (Levels 2 & 3)

**You need:** Min. x4 GCSEs Grade D (Grade 3-4) or higher, one to be English.

Applicants must be already employed in industry. Applicants who have English as a second language, Level 1 ESOL will be required. There are no age restrictions on this course.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Once you have achieved a Level 3 qualification you can apply for any of our Foundation or Honours Degrees at University College Jersey (UCJ). Many of our students move into careers in salon and spa management, become business owners, work on cruise liners, teach and assess within Hair and Beauty, train and educate within salons, become film/TV make-up artists or beauty therapists.

## For more information:

T 01534 608596

E [hairandbeauty@highlands.ac.uk](mailto:hairandbeauty@highlands.ac.uk)

Proud to use the extensive product  
line for retail and all treatments by

**dermalogica®**



“

Having always aspired to a career in the Beauty industry, I completed my Hairdressing qualification in 2004. I eventually progressed from a Clarins skincare assistant to an NVQ2 course in Beauty Therapy, to my present course in NVQ3 Beauty Therapy, which is what I am passionate about and I am very proud of what I have achieved in the Apprenticeship Scheme.

**KATERINA SKESTERE**

# HAIRDRESSING

HAIRSTYLING AND FINISHING | SHAMPOOING, CONDITIONING, TREATING THE HAIR AND SCALP  
CUSTOMER SERVICE, CONSULTATION AND CLIENT CARE | CREATIVE COLOURING | BARBERING  
CREATIVE CUTTING TECHNIQUES AND DEVELOPING TEAMWORK

IMAGINE... BECOMING A SESSION STYLIST TO THE STARS OR  
CATWALKS, RUNNING YOUR OWN HAIR SALON, OR TRAVELLING  
THE WORLD ON A CRUISE LINER AS A HAIR STYLIST. HAIRDRESSING  
AND STYLING COULD PROVIDE A FULFILLING CAREER FOR YOU,  
WITH MANY BENEFITS...

## What will I learn?

Gain experience of client care and working effectively in a commercial salon environment at the Hair & Beauty Academy. You'll develop the skills and confidence to progress working in this fast-paced industry. Training covers professional analysis of the skin and hair, the different roles and responsibilities of the industry, creating and developing your own individual image, whilst incorporating preparation, planning and technical skills.\*

\* 100% of students obtain successful work placements.

## Courses we offer and entry requirements:

### Jersey Progression Qualification in Hair and Beauty

**You need:** Min. x5 GCSEs grade D-E [grade 2-3] or higher, including both maths and English.

### Hairdressing Apprenticeship [Levels 2 & 3]

**You need:** A good standard of education is required. Applicants must be already employed in industry. Applicants who have English as a second language, Level 1 ESOL will be required. There are no age restrictions on this course.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Once you have achieved a Level 3 qualification you can apply for any of our Foundation or Honours Degrees at University College Jersey (UCJ). Many of our students move into careers in salon management, become business owners, work on cruise liners, teach and assess within Hair and Beauty, train and educate within salons, become film/TV/session stylists or hairdressers.

## For more information:

T 01534 608596

E [hairandbeauty@highlands.ac.uk](mailto:hairandbeauty@highlands.ac.uk)





“

I couldn't have asked for more – my training at the Hair and Beauty Academy has helped me become a successful salon owner and manager.

**TERESA DE SOUSA**

Proud to use the extensive product line for hair and colour treatments by



Teresa is the owner of Elmina Salon and Spa. She trained for 4 years at Highlands Hair & Beauty Academy and now owns one of the largest and most successful salons in the island.

# CHILDCARE

CHILD DEVELOPMENT | HEALTH AND WELL-BEING | LEGISLATION  
PROFESSIONAL PRACTICE | PLAY, DEVELOPMENT AND LEARNING FOR SCHOOL READINESS

IMAGINE... BECOMING A PRIMARY SCHOOL TEACHER, CHILD EDUCATOR OR NURSERY OWNER AND WORKING WITH BABIES AND CHILDREN EVERY DAY. IF YOU LOVE CHILDREN AND ARE CARING AND FRIENDLY, THIS COULD BE A FULFILLING AND REWARDING CAREER OPTION...

## What will I learn?

You'll consider the roles and responsibilities involved in working with children in a variety of settings. The main elements involve health and safety, child protection, child development and child development theories, learning through play, communicating with parents and developing working partnerships with other agencies, whilst working on your own personal development.\*

\* Outstanding progression rates to university & work placements!

## Courses we offer and entry requirements:

Jersey Progression Qualification in Childcare and Education [Level 2]

**You need:** Min. x5 GCSEs grade D-E (grade 2-3) or higher, including both maths and English.

Clear DBS.

CACHE Diploma in Childcare and Education [Level 3]

**You need:** Min. x5 GCSEs grade C (grade 4) or higher, one to be English or maths.

Clear DBS.

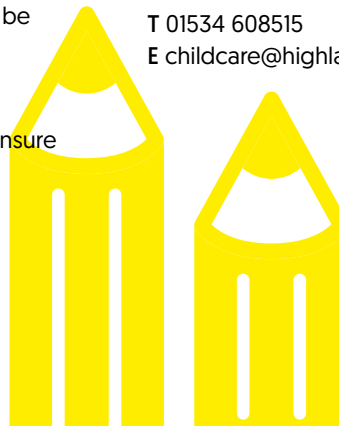
Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Students can progress on to the Foundation or Honours Degrees in Childhood Studies at University College Jersey (UCJ). Many go on to become primary school teachers, nursery assistants, nursery officers, teaching assistants, supervisors, private nannies or holiday crèche reps.

## For more information:

T 01534 608515  
E [childcare@highlands.ac.uk](mailto:childcare@highlands.ac.uk)





“

Georgia was a very pleasant girl. The team, parents and children built good relationships with her quite quickly. She was always here on time and always organised with her paperwork. Georgia was smiley and relaxed with the children and would join in with their activities and prompted conversations.

From St Peter's Community Pre-School about Georgia

# HEALTH & SOCIAL CARE

PUBLIC AND ENVIRONMENTAL HEALTH | MICROBIOLOGY AND COMMUNICABLE DISEASES  
ANATOMY AND PHYSIOLOGY | EFFECTIVE COMMUNICATION | PROMOTING HEALTH AND SAFETY  
BASIC FIRST AID | FOOD SAFETY

IMAGINE... BECOMING A BIOMEDICAL SCIENTIST AND WORKING ON LIFE-CHANGING TREATMENTS, SAVING LIVES AS A PARAMEDIC, OR DELIVERING BABIES AS A MIDWIFE. CAREERS IN HEALTH AND SOCIAL CARE ARE DIVERSE AND REWARDING...

## What will I learn?

You'll develop a wide range of skills and knowledge to ready you for working within the health sector in a variety of settings. Subjects include professional practice, lifespan development, sociology, psychology, care of disorders, anatomy and physiology and research. All study is based on real-life cases and working with people through dedicated work experience placements forms a very important part of the course.

## Courses we offer and entry requirements:

### Jersey Progression Qualification in Health and Social Care

**You need:** Min. x5 GCSEs grade D-E (grade 2-3) or higher, including both maths and English.

### BTEC extended Diploma in Health and Social Care [Level 3]

**You need:** Min. x5 GCSEs grade C (grade 4) or higher, one to be English or maths.

Clear DBS.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Students can progress to an honours degree course at University College Jersey (UCJ), with a UK institution or undertake the nursing training degree here in Jersey. Students move into careers in nursing, occupational therapy, special needs provision and biomedical sciences, and become paramedics, dieticians, youth workers, social workers, laboratory technicians or pharmacy technicians.

## For more information:

T 01534 608515

E [health@highlands.ac.uk](mailto:health@highlands.ac.uk)







“

My 2 years at Highlands were some of the most important years of my education journey so far. I was strongly supported throughout and provided with many opportunities to thrive. Without this course and everyone supporting me, I would never have been able to progress onto achieving my dream job. I am currently in my 2nd year of the on-island nursing degree, studying to qualify as a nurse in the coming years!

**CHELSEA VIBERT**

# ANIMAL MANAGEMENT

HANDLING ANIMALS | KEEPING AND CARING FOR ANIMALS  
GROOMING ANIMALS | CARRYING OUT OBSERVATIONS OF ANIMAL BEHAVIOUR

IMAGINE... BECOMING A VETERINARY NURSE, CONSERVATIONIST,  
ZOO KEEPER, ANIMAL THERAPIST OR DOG GROOMER. IF YOU'RE  
AN ANIMAL LOVER, A VOCATIONAL CAREER WORKING WITH  
ANIMALS AND PETS COULD BE HIGHLY REWARDING...

## What will I learn?

You'll learn how to care for a number of different animals and develop your understanding of animal welfare issues. The course takes full advantage of the facilities at the JSPCA where you will be based for the majority of the course. You'll be involved in the care of different types of animals and gain highly practical training and work experience. You'll also learn about animal biology, conservation and behaviour.

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Learn from practicing Veterinary Nurses and gain vital work experience with the JSPCA & Jersey Zoo!



## Courses we offer and entry requirements:

City & Guilds Extended Diploma in Animal Management [Level 3]

**You need:** Min. x5 GCSEs grade C (grade 4) or higher, one of these must be English or maths, plus one in a science subject, preferably biology.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

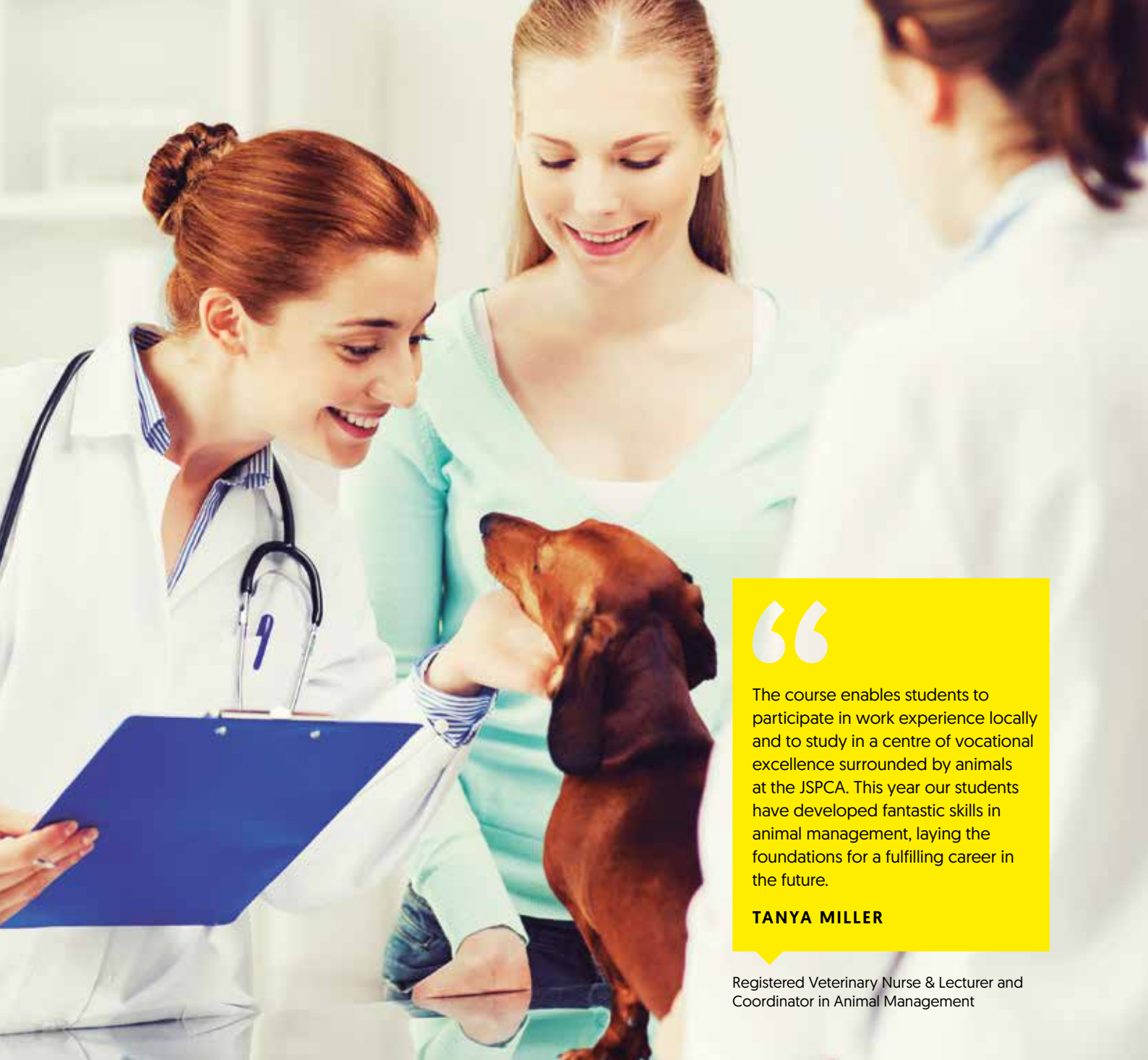
Once you've achieved a Level 3 qualification you can apply for any of our Foundation or Honours Degrees at University College Jersey [UCJ]. Students go on to become veterinary nurses, animal trainers, dog groomers, animal therapists, conservationists, zoo keepers, or pet retailers.

## For more information:

T 01534 608515

E [animalmanagement@highlands.ac.uk](mailto:animalmanagement@highlands.ac.uk)





“

The course enables students to participate in work experience locally and to study in a centre of vocational excellence surrounded by animals at the JSPCA. This year our students have developed fantastic skills in animal management, laying the foundations for a fulfilling career in the future.

**TANYA MILLER**

Registered Veterinary Nurse & Lecturer and  
Coordinator in Animal Management

# CULINARY ARTS

FOOD SAFETY | PASTRY MAKING | BUTCHERY | KITCHEN OPERATIONS  
COSTS AND MENU PLANNING | FOOD AND BEVERAGE SERVICE | PAYMENT AND BOOKINGS

IMAGINE... BECOMING HEAD CHEF OF AN EXCLUSIVE RESTAURANT,  
AN EXECUTIVE CHEF FOR A LARGE HOTEL OR OPENING YOUR OWN  
RESTAURANT. TRAINING IN CULINARY ARTS GIVES YOU A BROAD  
SET OF SKILLS TO EQUIP YOU FOR MANY EXCITING CAREERS...

## What will I learn?

You'll learn the basics about food preparation and restaurant service including breakfast service, specialist diets, beverage service, dry and wet methods of cookery and cold food preparation. You'll gain an understanding of the industry which includes undertaking practical work placements. You'll be introduced to the principles of catering, giving you the skills and confidence to consider following a career in this challenging and rewarding industry.

## Courses we offer and entry requirements:

Jersey Progression Qualification in Culinary Arts and Restaurant Service

**You need:** Min. x5 GCSEs grade D-E (grade 2-3) or higher, including both maths and English.

City and Guilds Advanced Technical Diploma in Professional Cookery and Restaurant Services

**You need:** Min. x5 GCSEs at Grade C or higher, one to be English or maths. Recognised 14-16 vocational qualifications at Level 2 will be considered as a GCSE Grade C or higher equivalent.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Once you've achieved a Level 3 qualification you can apply for any of our Foundation or Honours Degrees at University College Jersey (UCJ) or a UK institution. Many students move into roles such as commis chef or chef de partie, head chef, executive chef, bar and restaurant service, food and beverage manager and careers in hotels, restaurants, food service, management, catering, airlines, cruiseliners, resorts or attractions.

## For more information:

T 01534 608596  
E [academy@highlands.ac.uk](mailto:academy@highlands.ac.uk)





“

I knew I wanted to be a chef and having the extra qualification in food and beverage service has helped immensely. Training at the Academy gave me confidence in my personal skills as well as cookery and being taught by great mentors who have industry experience opened many doors. It was through the college that I secured a job at the Michelin-starred Restaurant at the Atlantic Hotel which prepared me to progress to Noma in Copenhagen, the world's best restaurant at the time. The Academy gave me the basis upon which I needed to grow and move forward in my career.

**GLENN NOEL**

Junior Development Chef for  
Valrhona Chocolate, Versailles

# HOSPITALITY & TOURISM

CUSTOMER SERVICE | FINANCIAL CONTROL | E-BUSINESS | MARKETING & EVENT PLANNING | FOOD SAFETY  
FRONT OFFICE OPERATIONS | EUROPEAN DESTINATIONS | ALCOHOLIC BEVERAGE SERVICE

IMAGINE... BECOMING HEAD OF CONCIERGE AT A 5 STAR HOTEL,  
MANAGING THE ACTIVITIES OF A LUXURY TOUR COMPANY AND  
TRAVELLING THE WORLD KEEPING CUSTOMERS HAPPY. A CAREER  
IN HOSPITALITY AND TOURISM COULD PROVIDE AN EXCITING  
AND DIVERSE FUTURE...

## What will I learn?

This course provides the ideal first step towards a career in these exciting customer-driven industries. You'll learn the necessary skills to manage operations and businesses across a diverse range of contexts.

A desire to work with people in a customer service environment is essential.

## Courses we offer and entry requirements:

BTEC Diploma in Hospitality and Tourism [Level 3]

**You need:** Min. x5 GCSEs at grades C (grade 4) or higher, one to be English or maths.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Once you've achieved a Level 3 qualification you can apply for any of our Foundation or Honours Degrees at University College Jersey (UCJ) or a UK institution. Many students move into roles as hotel and resort managers, restaurant and commercial food service managers, event managers, tourism destinations and attractions managers, leisure, recreation and sports managers, airlines, cruises and other transportation roles, environmentally sustainable and cultural tourism development and spa and wellness management.

## For more information:

T 01534 608596  
E [academy@highlands.ac.uk](mailto:academy@highlands.ac.uk)



**JERSEY  
HOSPITALITY**  
ASSOCIATION  
SINCE 1957



“

We are delighted to work closely with the Academy which supports not only one of the Island's strategic objectives, a 'Total Tourism' approach, but also provides an excellent opportunity to develop a career in hospitality and tourism management for Jersey students.

**HELEN HART**

Association Manager for the Jersey Hospitality Association

# SPORT

ANATOMY AND PHYSIOLOGY | COACHING, FITNESS AND NUTRITION  
PSYCHOLOGY FOR SPORTS | LEADERSHIP IN SPORT AND FITNESS TRAINING

IMAGINE... WORKING FOR YOURSELF AS A SPORTS COACH  
OR MANAGING A SPORTS CLUB OR TEAM. SPORT AND FITNESS  
IS FAST BECOMING ONE OF THE MOST EXCITING INDUSTRIES  
IN THE WORLD AND YOU COULD JOIN IT...

## What will I learn?

You'll sample the wide range of activities and professions that are available in a career in sport. You'll cover nutrition for sport, sports massage coaching, team and individual sports, fitness testing and practical participation. You'll become equipped for the workplace by learning a combination of transferable theoretical and practical skills.

### **FITNESS AND COACHING TRAINEE SCHEME**

Enhance your learning with professional vocational qualifications in addition to your academic studies with extra fitness awards and football level 1.

### **WORK PLACEMENTS**

Enhance your experience and chance of employment with extended work placements with local sport and fitness providers.

## Courses we offer and entry requirements:

### Jersey Progression Qualification in Sport

**You need:** Min. x5 GCSEs grade D-E (grade 2-3) or higher, including both maths and English.

### Level 3 Diploma in Sport

**You need:** Min. x5 GCSEs grade C (grade 4) or higher, one to be English or maths.

Please contact us if you are unsure if you meet the entry criteria.

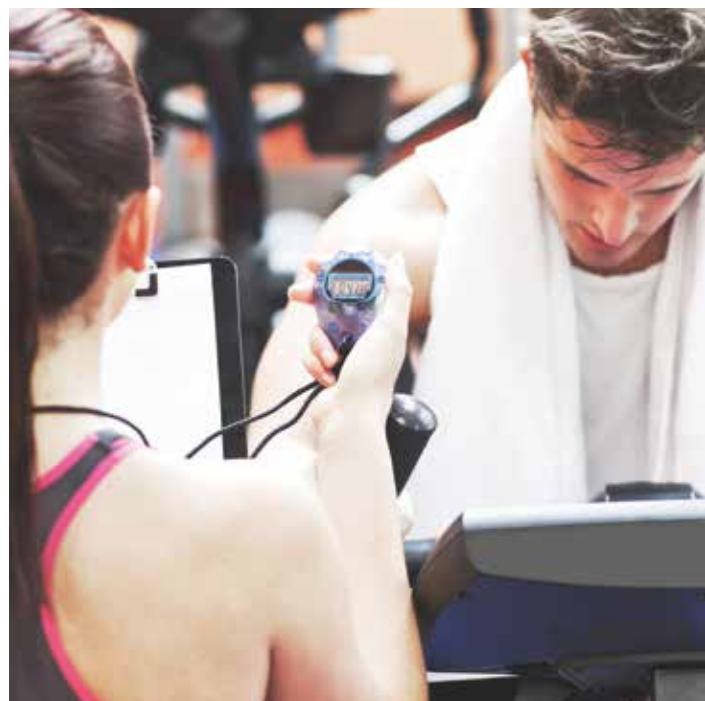
## What could I progress on to?

Once you've achieved a Level 3 qualification you can apply for any of our Foundation or Honours Degrees at University College Jersey (UCJ), including a BA (Hons) in Sports and Management. Many students become sports coaches, community coaches, outdoor adventure coaches, instructors, personal trainers, PE teachers, lifeguards, development officers, swim teachers, sports-related play care assistants or strength and conditioning coaches.

## For more information:

T 01534 608525  
E [sport@highlands.ac.uk](mailto:sport@highlands.ac.uk)





“

The course covered land and water-based adventure activities as well as traditional sports, which gave me a different perspective that influenced my university course choice. The level 3 course allowed me to progress to university and achieve good grades. I've since worked in Australia as a surf instructor and adventure camp instructor.

**WESLEY Riant**

# ART & DESIGN

PHOTOGRAPHY | GRAPHIC DESIGN | PAINTING & DRAWING  
3D | PRINTMAKING | CERAMICS | SCULPTURE | TEXTILES

IMAGINE... BECOMING A CREATIVE DIRECTOR IN THE DESIGN INDUSTRY, OR BEING COMMISSIONED TO PRODUCE A SCULPTURE FOR A NEW BUILDING. A CAREER AS AN ARTIST OR DESIGNER CAN BE VARIED AND REWARDING...

## What will I learn?

Studying Art and Design will develop the skills and knowledge you need to work as an independent artist or find employment in a wide range of creative industries. Working with many different media and materials, you'll be encouraged to discover your own creative potential as well as produce work that meets the needs of clients. You'll learn specialist techniques alongside studying historical and contemporary Art and Design, and develop the transferable skills required to build a successful career.

## Courses we offer and entry requirements:

Jersey Progression Qualification in Art & Design [Level 2]

**You need:** Min. x5 GCSEs grade D-E (grade 2-3) or higher, including both maths and English.

UAL Extended Diploma in Art & Design [Level 3]

**You need:** Min. x5 GCSEs grade C (grade 4) or above, one of these must be English Language or maths.

UAL Diploma in Foundation Studies in Art & Design [Post-level 3]

**You need:** Min. x1 A-Level in a related subject, or equivalent level 3 qualification (BTEC, OCR etc.) plus a portfolio & satisfactory interview and references.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Students can progress to a degree course at a UK university. Our students have gone on to become sculptors, painters, fashion or textile designers, printmakers, photographers, graphic designers and other creative roles.

## For more information:

T 01534 608580

E [artanddesign@highlands.ac.uk](mailto:artanddesign@highlands.ac.uk)



“

It was an encouraging and exciting experience, where I learned my own artist voice alongside other passionate people and developed the confidence to explore new and exciting ways of making. Without question the amount of skills and knowledge I gained from the course informs my practice as an artist to this day.

**TOBY WEBB**

# MEDIA

ADVERTISING | SCRIPTWRITING | TV AND FILM PRODUCTION  
AUDIO PRODUCTION | POST-PRODUCTION AND EFFECTS

IMAGINE... BECOMING A CAMERAMAN, PRODUCER,  
PHOTOJOURNALIST OR SCRIPTWRITER. IF YOU LOVE USING  
TECHNOLOGY TO BE CREATIVE OR TELL A STORY, STUDYING  
MEDIA COULD PROVIDE A GREAT INTRODUCTION TO AN  
INDUSTRY WITH A MULTITUDE OF CAREER OPTIONS...

## What will I learn?

You'll develop the skills and knowledge to pursue a career in one of many different media industries. You'll learn how to plan and produce successful media products such as TV shows and magazines, as well as developing the transferable skills required to succeed in this fast growing and exciting environment. Much of your time will be using specialist equipment and software as well as learning about the principles and theories that underpin the industry.

## Courses we offer and entry requirements:

Jersey Progression Qualification in Media Production [Level 2]

**You need:** Min. x5 GCSEs grade D-E (grade 2-3) or higher, including both maths and English.

UAL Extended Diploma in Digital Media Production [Level 3]

**You need:** Min. x5 GCSEs grade C (grade 4) or above, one to be English or maths.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Once you've achieved a Level 3 qualification, you can progress to a Foundation or Honours degree with University College Jersey (UCJ) or a UK university. Many students become TV producers, camera operators, post production specialists, sound recordists, journalists or scriptwriters.

## For more information:

T 01534 608580

E [media@highlands.ac.uk](mailto:media@highlands.ac.uk)





“

The course helped me to develop skills that could be adapted to the workplace and provided me with the opportunities that enabled me to get where I am today. I am truly thankful to all the staff who helped me throughout my time at Highlands.

**JACK MOONEY**

Studio Manager | BBC World Service



# PERFORMING ARTS

VOICE, MOVEMENT AND SINGING | DANCE, ACTING AND MUSIC WORKSHOPS  
LIGHTING, SOUND AND STAGE MANAGEMENT | COLLABORATIVE PROJECTS  
PRODUCING AND PRESENTING PRODUCTIONS TO AN AUDIENCE

IMAGINE... WORKING AS AN ACTOR, MUSICIAN, DANCER OR  
STAGE PRODUCTION MANAGER. TRAINING IN PERFORMING  
ARTS COULD FULFIL YOUR DREAMS OF ENTERING THE EXCITING  
WORLD OF PERFORMANCE...

## What will I learn?

You'll develop a wide range of performance techniques as well as the transferable skills necessary to work in a wide range of creative industries and performance environments.

You'll collaborate with other students to write, rehearse and perform original productions and known works. You'll also study core skills such as dance, singing, acting, composition and choreography. You'll develop communication, team working and organisational skills as well as studying the theory behind successful performance and the technical skills required for stage productions.

## Courses we offer and entry requirements:

Jersey Progression Qualification in Performing Arts (Level 2)

**You need:** Min. x5 GCSEs grade D-E (grade 2-3) or higher, including both maths and English.

UAL Extended Diploma in Performing Arts (Level 3)

**You need:** Min. x5 GCSEs grade C (grade 4) or above, one to be English or maths.

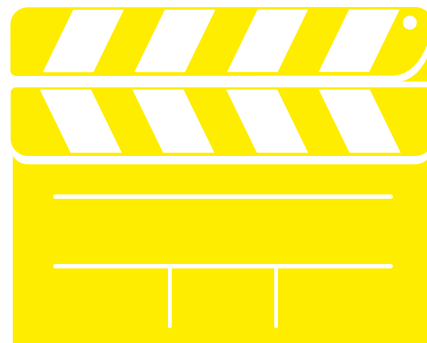
Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Once you've achieved a Level 3 qualification you can apply for any of our Foundation or Honours Degrees at University College Jersey (UCJ) or a UK institution. Students can go on to become actors, producers, directors, singers, dancers, scriptwriters or stage technicians.

## For more information:

T 01534 608580  
E [performingarts@highlands.ac.uk](mailto:performingarts@highlands.ac.uk)





“

We are delighted to be offering this course which launched for the first time in 2016. Gain the skills to follow a career as a performer or behind the scenes and develop a range of skills that will be useful and transferable in other careers too. September 2017 sees the launch of our new 2-year Diploma so students can progress further in this field. Look out for forthcoming productions!

**STEVE LEWIS**

Principal of Highlands

# BUILDING SERVICES

SAFE USE OF TOOLS AND EQUIPMENT | RECOGNISING ELECTRICAL AND PLUMBING COMPONENTS  
FABRICATION OF PLUMBING PIPEWORK AND ELECTRICAL CIRCUITS | GENERAL MAINTENANCE  
MEASUREMENT AND DRAWING | SCIENTIFIC PRINCIPLES ASSOCIATED WITH ELECTRICAL AND PLUMBING

IMAGINE... HAVING YOUR OWN BUILDING COMPANY, BECOMING A FOREMAN OR BEING ABLE TO BUILD OR RENOVATE YOUR OWN PROPERTIES. A CAREER IN BUILDING SERVICES COULD BRING YOU A LIFETIME OF SECURITY AND SATISFACTION...

## What will I learn?

You'll learn how to use tools and equipment to carry out tasks associated with the Building Services industry. The two main trade areas you'll cover are plumbing and electrical. You'll learn basic electrical and mechanical skills including recognising electrical and plumbing components, fabricating basic electrical circuits to include lighting and power, fabricating plumbing pipework for common systems, understanding various diagrams connected with the trade areas and understanding basic craft theory and scientific principles.

## Courses we offer and entry requirements:

Jersey Progression Qualification in Building Services

**You need:** Min. x5 GCSEs grade D-E (grade 2-3) or higher, including both maths and English.

Apprenticeship in Plumbing and Electrical Installations City and Guilds [Levels 2 & 3]

**You need:** Min. x4 GCSEs Grade D including English, maths and Science and be employed within the Plumbing and Heating industry.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Once you've achieved a Level 3 qualification in Building Services you can progress to the HNC Diploma in Construction or the new HNC Diploma in Civil Engineering - launching in September 2017 with University College Jersey (UCJ). Students go on to become electricians, plumbers, air conditioning engineers, refrigeration engineers, data cabling technicians, TV/satellite engineers or facilities management.

## For more information:

T 01534 608615  
E [construction@highlands.ac.uk](mailto:construction@highlands.ac.uk)



“

I gained skills in electrical and mechanical services and learnt how to use various trade tools and recognise and use common materials. Whilst on work experience, these skills were invaluable and must have impressed the company I was working for as at the end of the 3 week placement they offered me a position as an apprentice electrician.

**CHARLIE RENOUF**

# BUILDING TRADES

WORKING WITH DIFFERENT MATERIALS SUCH AS WOOD, BRICK, PLASTER, TILES AND PAINT  
BRICK AND BLOCKWORK | CARPENTRY AND JOINERY | PLASTERING  
PAINTING AND DECORATING | TILING

IMAGINE... HAVING YOUR OWN BUILDING COMPANY OR BEING RESPONSIBLE FOR A LARGE-SCALE DEVELOPMENT OR EVEN BUILDING OR RENOVATING YOUR OWN PROPERTIES. A CAREER IN BUILDING TRADES COULD BRING YOU A LIFETIME OF SECURITY AND FULFILMENT...

## What will I learn?

This course provides an introduction to the Construction Industry. It is suitable if you want to work in construction trades such as carpentry and joinery, brickwork and painting and decorating.

## Courses we offer and entry requirements:

Jersey Progression Qualification in Building Trades

**You need:** Min. x5 GCSEs grade D-E (grade 2-3) or higher, including both maths and English.

Day-release Apprenticeships: Cskills diplomas in Carpentry, Joinery, Painting and Decorating and Brickwork (Levels 1, 2 and 3)

**You need:** Grade D in English and maths or Level 1 Functional Maths and Literacy and already be employed within the industry.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Once you've achieved a Level 3 qualification you can progress to a Foundation or Honours degree with University College Jersey (UCJ) or a UK institution. Students go on to become carpenters, joiners, painters and decorators, brick and blocklayers, site managers, quantity surveyors or site foremen.

## For more information:

T 01534 608615

E [construction@highlands.ac.uk](mailto:construction@highlands.ac.uk)





“

The course was great and the tutors were always very helpful and supportive. This helped me gain a great insight into the construction world.

**BEN PERCHARD**

# MECHANICAL ENGINEERING & WELDING

GENERAL ENGINEERING, FABRICATION AND WELDING | SHEET METAL WORK & AIR CONDITIONING  
MANUFACTURING MACHINERY REPAIRS | STAINLESS STEEL BALCONIES AND RAILINGS | ORNAMENTAL IRONWORK  
MARINE FABRICATION & WELDING OF STAINLESS STEEL AND ALUMINIUM | CAR BODY WELDING AND REPAIRS  
ENGINEERING MACHINING (CENTRE LATHE AND MILLING) | TOOLMAKING

IMAGINE... BUILDING SUPER-STADIUMS, TRAVELLING THE WORLD WITH YOUR EXPERT SKILLS OR BECOMING A PROFESSIONAL ENGINEER DIVER. ENGINEERING IS ONE OF THE FASTEST GROWING INDUSTRIES IN THE WORLD...

## What will I learn?

This general engineering course covers practical work with theory to develop the skills required to enter the Mechanical Engineering Manufacturing industry where design, manufacturing and problem solving skills are required. You'll train within fully equipped workshops and learn how to safely complete various metalwork projects and welding tasks. You'll learn how to use all the basic engineering hand tools plus fabrication machinery and welding equipment. You'll also learn how to use CAD to produce engineering drawings.

## Courses we offer and entry requirements:

Jersey Progression Qualification in Mechanical Engineering and Welding Studies

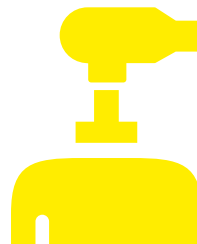
**You need:** Min. x5 GCSEs grade D-E [grade 2-3] or higher, including both maths and English.

ABC Certificate in Welding and Fabrication Practice [Level 2]

**You need:** Grade D in English and maths or Level 1 Functional Maths and Literacy and already be employed within the industry.

## What could I progress on to?

Once you've achieved a Level 3 qualification in engineering you can progress to the new HNC Diploma in Civil Engineering, launching in September 2017 with University College Jersey (UCJ). You could also become an apprentice and gain nationally and internationally recognised qualifications from the Awarding Body Consortium (ABC) up to a Level 3 Diploma. Students go on to become civil engineers, architectural technologists, and work for gas, electricity, water and infrastructure companies, engineering companies or offshore/onshore petrochemical industries.



## For more information:

T 01534 608615  
E [construction@highlands.ac.uk](mailto:construction@highlands.ac.uk)



“

The course helped me to choose what I want to do in engineering. It puts you in good stead to set you up for working life in the engineering industry. The work experience helped me get an apprenticeship with the States of Jersey Mechanical Engineering department. I now work on cranes, the incinerator, pumps and motors and do a lot of welding and fabrication to make parts. My job is very diverse and offers a lot of opportunities with further training and development. My next step is to study commercial diving with the possibility of carrying out underwater welding in the future.

**GRAHAM COLLEY**

Graham won Apprentice of the Year for Construction in 2017



# AUTOMOTIVE

FAST FITTING OF TYRES AND EXHAUSTS | LIGHT VEHICLE CONSTRUCTION | ROUTINE MAINTENANCE  
OPERATING PRINCIPLES | ENGINES AND THEIR VARIOUS COMPONENTS  
HOW TO USE COMPUTERISED DIAGNOSTIC EQUIPMENT

IMAGINE... WORKING WITH THE WORLD'S FASTEST CARS OR  
BUILDING YOUR OWN MOTOR VEHICLE BUSINESS. IF YOU LOVE  
CARS AND ENGINES, A CAREER IN AUTOMOTIVES COULD PROVIDE  
A VARIETY OF OPTIONS AND JOB SATISFACTION...

## What will I learn?

If you're interested in engines and cars, this course provides the perfect foundation to working in the automotive industry. Your training will provide you with essential knowledge for service technicians working on modern light vehicles (cars and vans) in all types of garages, dealerships and maintenance depots. You'll learn all about engines, their various components and steering systems as well as health and safety.

## Courses we offer and entry requirements:

### Jersey Progression Qualification in Automotive Studies

**You need:** Min. x5 GCSEs grade D-E (grade 2-3) or higher, including both maths and English.

### Apprenticeship in Motor Vehicle Maintenance and Repair at Levels 2 & 3

**You need:** Min. x4 GCSEs Grade D including English, maths and science and be employed within the motor industry.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Once you've achieved a Level 3 qualification you can apply for any of our Foundation or Honours Degrees at University College Jersey (UCJ). Students go on to undertake mechanical apprenticeships or become spray painters, automotive technicians for light vehicle or heavy vehicle and agricultural or plant vehicles, vehicle valets, service receptionists, parts consultants or panel beaters.

## For more information:

T 01534 608615  
E [automotive@highlands.ac.uk](mailto:automotive@highlands.ac.uk)



“

The thing I liked the most is that my course was tailored to me – if I didn't understand something, my tutors would find other ways to explain it and spend time with me until I did.

I also found the tutorials helped me get back on top of my work when I was struggling.

**JOLYON DE LA HAYE**



# PATHWAYS

PROGRESSION, WELLBEING AND INTERPERSONAL SKILLS | MATHS & ENGLISH  
CHOICE OF 2 SUBJECT AREAS AS AN INTRODUCTION INTO VOCATIONAL LEARNING | EMPLOYABILITY SKILLS

IMAGINE... EARNING YOUR OWN MONEY USING YOUR UNIQUE SKILLS, HELPING CUSTOMERS OR JOINING A TEAM IN A JOB YOU LOVE AND LIVING INDEPENDENTLY. PATHWAYS PREPARES YOU FOR A SECURE, FULFILLING AND ENJOYABLE LIFE OUTSIDE OF COLLEGE...

## What will I learn?

You will develop your confidence and ability to work independently. With the support and guidance from experienced tutors, you'll gain experience from work-related studies and work experience placements to build on your existing skills and knowledge. You'll take part in various small group activities across a variety of subjects that match your interests and needs, including Care, Catering, Construction, Creative Arts & Media, Hair & Beauty, Motor Vehicle, Sport. You'll notice your self-confidence and self-esteem will grow.

## Courses we offer and entry requirements:

### Pathways (Level 1)

**You need:** No formal qualifications required.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

The Pathways course provides an introduction to a number of subjects. These lessons will help you choose what vocational area suits you the most when applying to study for a Jersey Progression Diploma.

## For more information:

T 01534 608636

E [stephen.mcginness@highlands.ac.uk](mailto:stephen.mcginness@highlands.ac.uk)



“

I was offered a place on the JPQ in Fabrication & Welding, as well as a part-time job with A Wright Steel Ltd. This was a direct result of successfully completing the Pathways course which included a 2-week work placement.

**KEVIN GOMES**

# LIFE SKILLS

INDEPENDENT LIVING SKILLS | MATHS, ENGLISH & ICT | COOKING | SPORT  
VOCATIONAL SKILLS [E.G. BUILDING, HAIR AND BEAUTY] | COMMUNITY PROJECTS  
PERSONAL AND SOCIAL DEVELOPMENT | WORK EXPERIENCE

IMAGINE... CREATING YOUR OWN ARTWORK TO DISPLAY TO THE PUBLIC, COOKING A MEAL FOR YOUR FAMILY AND HAVING YOUR OWN INDEPENDENCE. OUR LIFE SKILLS COURSE PREPARES YOU FOR A FULFILLING AND ENJOYABLE LIFE OUTSIDE OF COLLEGE...

## What will I learn?

This full-time 3-year course is for students who require additional support with learning. Experienced support staff work alongside tutors to provide a student-focused learning experience. Group sizes are small and students can access the full range of college facilities including the professional kitchens, workshops and beauty rooms. Students study maths, English, ICT and develop a variety of personal and social skills designed to increase independence and employability.

## Courses we offer and entry requirements:

BTEC Entry Level 2 Diploma in Skills for Independence and Work

**You need:** No formal qualifications required. Students should be able to move safely around a busy, open site and work in small groups with their peers.

AQA Unit Awards in: Personal, social and health education, maths, English and ICT

**You need:** No formal qualifications required.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Students can progress to STEPS and Jersey Employment Trust, who provide support with job seeking and improving pre-employment skills. Some students are successful in securing part-time or full-time employment as a result of work experience or training opportunities, including Beresford St. Kitchen and Waitrose. Students may also progress to other courses in the college, subject to individual course entry requirements.

## For more information:

T 01534 608569

E [preplearning@highlands.ac.uk](mailto:preplearning@highlands.ac.uk)



Life Skills Student with Lieutenant-Governor  
Sir Stephen Dalton



Life Skills Student receiving Award  
from Deputy Ferguson

“

Thank you so very much for all of your support. I have had the most amazing three years at Highlands and learnt so many new skills and been so happy. Thank you for your caring and guidance and for being a very big part of my special journey.

**SAM DE GRUCHY**

Sam secured a part-time position at Beresford St. Kitchen as a result of successfully completing the Life Skills course.

# DIPLOMA IN HUMANITIES OR SCIENCE

STUDY OF ENGLISH LITERATURE, HISTORY AND SOCIOLOGY (HUMANITIES PATHWAY)

STUDY OF CHEMISTRY, BIOLOGY AND PSYCHOLOGY (SCIENCE PATHWAY) | DEVELOPMENT OF CORE ACADEMIC SKILLS  
USING INFORMATION TECHNOLOGY | DEVELOP NECESSARY ACADEMIC SKILLS TO PREPARE YOU FOR UNIVERSITY

IMAGINE... BECOMING A NURSE OR JOINING THE MEDICAL PROFESSION.  
IF YOU WISH TO STUDY FOR AN HONOURS DEGREE AND DON'T HAVE  
THE RECOGNISED QUALIFICATIONS, ACCESS TO HE ENABLES YOU  
TO STUDY FOR THE QUALIFICATIONS YOU NEED TO PROGRESS...

## What will I learn?

This is an intensive one year course which enables learners without the necessary academic qualifications to begin a degree, to gain a Level 3 certificate with A-level equivalency, to qualify and prepare them for degree-level study. We offer this as one of two pathways: Access with Humanities or Access with Science, both designed to enable learners to progress onto a broad range of degree subjects.\*

\* The course is challenging and intensive, condensing the content of a traditional A-level programme into one year. Learners should be prepared to commit time and effort to their studies in order to succeed.

## Courses we offer and entry requirements:

GCSE attainment at Grade C/4 or above in English Language, maths and potentially Science, depending on your chosen pathway.

**You need:** to be at least 18 yrs old at the start of the course. At interview you need to demonstrate that you have the potential to study at Level 3 (A-Level), as well as a desire to progress on to Higher Education.

Please contact us if you are unsure if you meet the entry criteria.

## What could I progress on to?

Successful students have progressed onto degree courses at University College Jersey and also in humanities and sciences at a number of UK universities. Students have gone on to become midwives, nurses, pharmacists, teachers, chemists, researchers and more.

## For more information:

T 01534 608526

E [access@highlands.ac.uk](mailto:access@highlands.ac.uk)





“

There is nothing I haven't enjoyed about the course. The support and teaching has been excellent and it has enabled me to do the BSc Honours Degree in Social Sciences which has opened up many future career opportunities for me.

**PAUL HALL**

# FEES



There are certain costs associated with each course that you'll need to pay before you start college. There is a hardship fund available for those students who may find it difficult or impossible to study because of their financial circumstances. Cost need not be a barrier to study, but you must contact our Student Life team as soon as you have accepted an offer to discuss financial support. The hardship fund is limited and funds are allocated on a first-come, first-served basis and are only available for low income households or individuals.

## **Each course has the following fee elements:**

### **TUITION FEE FOR ACCESS TO HIGHER EDUCATION**

If you're aged 18 on the 1st September 2018, there are no tuition fees to pay as these are paid by the States of Jersey.

If you're 19 or over on the 1st September 2018, the course fees will be waived if you have not previously studied and gained qualifications at Level 3 (one or more GCE A-Levels at grades A\* to E or equivalent).

If you're 19 or over on the 1st September 2018 and are repeating your studies at Level 3, there is a tuition fee cost of £3,050. You can apply for a tuition fee waiver if you can demonstrate the need for the Access to HE qualification in order to progress to a science or humanities degree e.g. Nursing, Social Sciences or Psychology and Criminology.

### **EXAM FEE**

If you're aged 16, 17 or 18 on the 1st September 2018, there are no exam fees to pay as these are paid by the States of Jersey. However, if you fail to sit an examination, your attendance falls below 95%, you do not submit your assignments on time, or you leave the course, you are

liable to pay the examination fees. The only exceptions to this are for reasons of personal ill-health or the illness or bereavement of a close family member of which documentary evidence is required.

If you're 19 or over on the 1st September 2018 and are repeating your studies at Levels 1, 2 or 3, you are required to pay the examination fee.

### **SUBSCRIPTION FEE**

This is an annual fee that all students are required to pay. It covers the cost of enrolment and provides you with an IT account, access to the virtual learning environment (Moodle) and membership of the college library. The subscription fee for 2018/19 is £36.

### **MATERIALS AND EQUIPMENT FEE**

This varies, depending on which course you're studying. There's a basic material fee of £60 for all courses, which provides a free printing allowance and a basic set of materials for your course. There are additional fees applicable to each course. For example, a uniform or protective clothing fee between £20 - £60 is payable for courses where this is a requirement. Some courses require you to purchase a specific text book for around £30. The material and equipment fee is payable by all students.

### **SPECIAL FEES**

Some courses have a special fee applied to them. For example, any course where you will be working with children or vulnerable adults requires you to have a DBS check, and this costs £50. Students enrolled on Health & Social Care and Childcare courses will also have to register for the DBS Update service at £13 per year.



# HOW TO APPLY

We're delighted that you're considering studying at Highlands College to further your education and career possibilities. To apply, follow these steps:



## **For help and guidance with course or career options contact:**

Careers & Employability | T 608752  
E [employability@highlands.ac.uk](mailto:employability@highlands.ac.uk)

\*All courses are subject to minimum student number rates. We reserve the right to cancel any course where numbers are low and in the event of this happening, applicants will be notified in late June.



### **STEP 1:**

#### **Do your research**

Visit our website and browse our courses:  
[www.highlands.ac.uk](http://www.highlands.ac.uk)

Meet our Transition Co-ordinator at your school or come to an Open Day.

### **STEP 2:**

#### **Apply online: [www.highlands.ac.uk](http://www.highlands.ac.uk)**

Applicants not currently in full-time education should apply via the website or directly to the college.

### **STEP 3:**

#### **Receive a conditional offer**

Attend a Transition Day in June and attend Enrolment days in August to confirm your place\*

#### **Mature Student Applications**

Applicants not currently in full-time education should apply via the website or directly to the college.\*

# BE PART OF THEIR FUTURE

## INFORMATION FOR PARENTS

We understand that starting college is a huge step for your child or dependent and it's likely to be very different to what they've experienced at school. We're proud to offer dedicated support for students, every step of the way.

### We provide

- › Expert tutors and industry experience
- › Regularly observed classes to ensure they are of high quality
- › Friendly, welcoming and well-organised study programme
- › Transition and induction days to settle students into college life
- › Regular tutorial support to ensure the academic progress of each student
- › Student Life team committed to providing support, activities and services
- › Advice and guidance on a range of topics, from careers to welfare
- › Parents' evenings, student progress meetings, open days and feedback sessions

## Our commitment to students

- › Provide a safe, healthy learning environment that allows students to develop to their full potential
- › Identify students who are suffering, or likely to suffer significant harm, taking appropriate action to safeguard their welfare, particularly those students who are most disadvantaged, with the aim of ensuring they are kept safe at home, college or other learning-related supervised events. Provide students with opportunities to discuss issues and report problems affecting their safety and welfare
- › Ensure safe recruitment practices
- › Ensure robust procedures for recognition and referral where there are welfare or child protection concerns
- › Monitor and support students who are subject to child protection plans and contribute to the implementation of their plan
- › Raise awareness amongst staff of child protection issues and ensure staff are equipped to deal with concerns
- › Teach students to keep themselves safe and ensure they know who to approach for help
- › Work in partnership with parents, carers and professionals



### **What we expect from students:**

- › Honesty and co-operation with staff and fellow students
- › Punctuality for all college and placements and training commitments
- › Complete any homework and coursework by the required deadlines
- › Maintain a 100% attendance record including any authorised absences
- › Behave in a mature and appropriate manner to all staff and students, at your work placement and training provider environments
- › Let the college, work placement or training provider know of any absence, on the day the absence starts and provide evidence if required, i.e. medical appointment cards
- › Wear your I.D. badge at all times
- › Provide us with details of any additional needs you may have that could affect your learning
- › Attend all examinations (if applicable)
- › Avoid booking any holidays in term time

### **SAFEGUARDING**

It is our responsibility to ensure that all students are supported, protected and treated fairly.

The Department of Education also has a duty to provide policies and procedures on all aspects of safeguarding and to ensure that sections within the Department of Education (which includes Highlands College) are aware of and comply with their responsibilities. This is to ensure that all sections of The Department of Education share the same objectives, helping to keep children and young people safe. Children and young people are referred to as any persons under the age of 19.

### **WE WANT YOU TO BE INVOLVED**

Your voice and opinions are important to us and we encourage you to fully engage with all the opportunities available to you during your child's or dependent's time here.



# TERM DATES

## 2018/19

These are the teaching weeks for 2018/19. It's important that all students and their parents, carers and employers recognise that each of the 36 teaching weeks is a valuable and vital part of a course.

As part of the agreement between a student and the college, it's expected that any holidays or special events or occasions are organised in the 16 weeks available outside of the full-time term dates.

**10 additional inset days are planned for teaching staff development over the academic year.**  
**In light of this, students will receive teaching and support over a 36-week period.**

### **AUTUMN TERM 15 WEEKS 2018**

Wednesday 5th September  
Thursday 20th December  
.....

#### **Half Term**

Monday 29th October – Friday 2nd November  
.....

#### **Christmas**

Friday 21st December – Friday 4th January

### **SPRING TERM 12 WEEKS 2019**

Monday 7th January – Friday 5th April  
.....

#### **Half Term**

Monday 18th February – Friday 22nd February  
.....

#### **Easter**

Monday 8th April – Tuesday 23rd April

### **SUMMER TERM 11 WEEKS 2019**

Wednesday 24th April – Friday 5th July  
.....

#### **Bank Holidays**

Monday 6th May, Thursday 9th May,  
Monday 27th May



BE ONE OF US

A person in a black wetsuit is seen from behind, carrying a white surfboard with black fins under their arm. They are walking on a sandy beach towards the ocean. The sky is a mix of blue and orange, suggesting a sunset or sunrise. The overall mood is serene and adventurous.

# the best way to predict the future is to create it.

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College  
Jersey

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E: [ucadmin@highlands.ac.uk](mailto:ucadmin@highlands.ac.uk) | T 01534 608526

[www.highlands.ac.uk](http://www.highlands.ac.uk)   

**h**