

PREPARING FOR YOUR INTERVIEW

Your interview is an opportunity for you to discuss your chosen course with a member of the teaching staff and to find out about the college. It is also a chance for you to ask any questions in order to ensure you have chosen the best course for your future plans.

If you, or any person accompanying you, have any individual requirements during your visit, for example disabled parking, please feel free to contact Admissions so that we can make any necessary arrangements for you.

Before the interview:

- Make sure you know where to go and who to ask for.
- Be on time - allow extra time for unexpected delays. (Please be aware that visitor parking is very limited).
- Remember to bring with you all the things that you may need, e.g. Portfolio, evidence that may support your application etc.

If you are still at school or under 18:

- If it is during school hours, let your school know you have an interview to attend.
- Your parents/guardians are welcome to attend the interview with you.
- Give some thought to what you will wear, it should be smart, clean and tidy. **First impressions do count!**

During the interview:

Please allow up to 3 hours for your interview session

- During this interview slot, our Beauty team will show you a short presentation covering details about the College, the facilities available and course content plus giving you the opportunity to take part in a practical taster session relevant to your chosen course. Please make sure you wear a short sleeved t-shirt to take part in the below.
 - Beauty - A hand and arm massage, hand and arm mask and file/paint the nails
 - Make-up artistry - Body art techniques and bold lip designs
- This will be followed by a 1:1 interview with the course leader.
- Prepare some answers to questions you may be asked. e.g.:
 - Why have you chosen this course?
 - How do you think this course will benefit your future study/career choice?
 - Describe any employment/work experience you may have doneIf you are still at school you may also be asked the following:
 - What is your schoolwork record like?
 - What is your attendance and punctuality record at school
- Prepare some questions that you may like to ask. e.g.:
 - What could the course lead to in the future in terms of further study or career opportunities?
 - Will there be any extra costs for books, materials and trips etc.?
 - How will my work be assessed (e.g. continuous assessment or exams)?
 - What are the IT and library facilities like?
 - What financial or other support is available for students?

This is your opportunity to find out about college life and your chosen course. Good luck!

Chichester College Travel Map

Chichester Campus | Westgate Fields | Chichester | West Sussex | PO19 1SB Tel: (01243) 786321 www.chichester.ac.uk

City Approach Roads



Chichester Campus



Parking information

The main car park is located at the back of the campus.

If you are parking in our campus car park before 3pm, it is necessary to sign in at Main Reception with your car registration details and student reference number, which can be located at the top of your interview invite.

If you are parking after 3pm, please register your details via the 'Just Park' app for a small fee. If you are not able to use the app, you can call 07520634455 to pay over the phone.

The location ID for Chichester is: **809648**

Please refer to signage in the car park for further information.

Please note it is not possible to pay for parking with the 'Just Park' app before 3pm.

ADDITIONAL LEARNING SUPPORT

SUPPORT FOR YOU

We're committed to providing a high quality experience for everyone and we welcome learners with a range of learning needs, medical conditions and mental health difficulties to our college community.

We treat any information with sensitivity and only pass on information to others with your consent.

ACCESSIBILITY

Our colleges makes every effort to ensure reasonable adjustments are made for all learners. Our facilities are accessible to all learners. These include: -

- Main Reception
- Student Centre
- Open Access Computer Areas/Library
- Learning Centres
- Sports Centre
- Accessible Toilet Facilities & Special Arrangements for Car Parking
- Coasters Food Court (Chichester Campus)
- Coasters Food Court (Chichester)



- 64 Restaurant and Bar (Chichester Campus)
- Café 19 (Chichester Campus)
- Sussex Restaurant (Brinsbury Campus)

We provide support for individuals with sensory impairments or emotional social difficulties. We encourage you to discuss your need with one of the additional support team.

YOUR QUESTIONS ANSWERED

Will there be an opportunity to visit the College before I apply?

We are keen to hear about prospective learners with support needs as early as possible and encourage you to contact us so that you can visit college before you apply. During this visit, an assessment of your needs will begin.

How can I request Additional Support?

You can request additional support in a number of ways including: -

- On the Application Form (tick the learning support needs box)
- During Interview
- During Enrolment
- To your Course Leader, Student Tutor or Subject lecturer
- Directly to the additional support team

We will contact you to arrange an appointment to discuss your needs and ensure you are aware of who your information will be shared with.

What support is available?

Moving towards independence, our team of learning support assistants and lecturers offer individualised support both in and out of class, liaising with course teams to provide support strategies to enable learners to fully access the curriculum in:

- **Asperger's, Autism and Social Communication Difficulties ASC Provision:** We recognise that Social and Communication skills are an essential part of everyday living
- **Hearing Impairment:** Communication Support Workers trained up to level 6 offering holistic support and advice for staff and learners
- **Sensory Impairment:** Linking in with Speech and Language Specialists and Sensory Support Team
- **Specialised Learning Difficulties:** An experienced team of Dyslexia Specialists who can offer learners and Lecturers guidance and support relating to Neuro-diverse conditions such as Dyslexia, Dyspraxia, Dysphasia, Dysgraphia, Dyscalculia and ADHD
- **Exam Support:** We have a specialist team of Exam Concessions Assessors who can assess for underlying learning difficulties and recommend reasonable adjustments for examinations
- **Mobility:** Tailored support to meet the individual needs of our learners, including accessible learning environments

- **Welfare:** We have a highly qualified team of Medical Practitioners, Counsellors, drop in services collaborating with The Early Intervention Team - www.sussexpartnership.nhs.uk/services/eip
- **MIND** - beok@coastalwestsussexmind.org.uk,
- **Sexual Health through the Primary Care Trust, Substance Misuse** - www.cri.org.uk. This enables our learners to receive a holistic package of support to meet their individual needs
- **Visual Impairment:** We have a team who liaise with 4Sight, a specialist visual impairment provider, offering individualised personal support and guidance - www.4sight.org.uk
- **Assistive Technology:** We offer Assistive Technology Assessments through an award winning specialist team experienced using and applying Assistive Technology to enable learners to gain increased independence in and out of College



- **Literacy/Numeracy study skills support**

- **Language Support:** For learners with English as Another Language we have qualified EFL Lecturers able to offer tailored language support relating to the individual needs of the learner
- **Makaton:** This is a language programme using speech, signs and symbols which provides basic communication and vocabulary to help develop Language and Literacy skills. A number of workshops can be arranged and delivered by our in house Regional Makaton Trainer
- **Travel Training:** Our qualified staff offer learners the opportunity to develop their skills to travel independently to and from College

If the support you are looking for is not listed, please contact one of the Additional Support Team to discuss.



It is important you let us know of your needs at an early stage so we can obtain relevant information from previous schools and other agencies. This information will be used to help us plan your support including possible support for exams.



ASC PROVISION

At Brinsbury and Chichester we recognise that Social and Communication Skills are an essential part of everyday living. Qualified and experienced Lecturers teach Social and Communication Skills in structured sessions and workshops. Learners are encouraged to build on their existing skills, develop self-awareness and independence, thereby helping to manage social situations with greater confidence.

Our Social Clubs, on both Chichester and Brinsbury campuses, are staffed by qualified and experienced Learning Assistants who are available to support and mentor learners as the need arises. We provide a friendly, welcoming space, to encourage learners to develop friendships, play board games, talk, share interests and enjoy the social side of college life. We also organise a range of outings and activities throughout the year according to the interests of social club members.

Please Note: We aim to provide an excellent service and we are aware you may wish to discuss a problem or raise an issue. You can do this by contacting one of the Additional Support Team Leaders or the Head of Learning Support in person. You can also discuss this with your Student Tutor who will contact the Additional Support Team for you.

THE LOCAL OFFER

Working with students, parents, carers, local service providers and West Sussex County Council, we have produced our own Post 16 Local Offer listing the services we provide. To view this, please go to: www.chichester.ac.uk/14-18/Post-16-Local-Offer

WHERE CAN I FIND THE ADDITIONAL SUPPORT TEAM?

There is a team in each of the Learning Centres at our Chichester and Brinsbury campuses. You are welcome to visit or contact us on the details below. If you do decide to call us then please ring 01243 786321 before adding the extensions listed.

Chichester Campus Westgate Fields Chichester West Sussex PO19 1SB		
B Block Learning Centre	Room B109	Ext 2118
E Block Learning Centre	Room E125a	Ext 2104 Ext 2399
ASC Provision	Bungalow	Ext 2108
Assistive Technology Specialist	Room B109	Ext 2118
Communication Support Worker for Hearing Impaired	Room B109	Ext 2118
Brinsbury Campus North Heath Pulborough West Sussex RH20 1DL		
Additional Support Base	Graffham Room	Ext 1342
Head of Learning Support, Resources and Welfare		
Simon Brown, Chichester Campus	Room A41	Ext 2110
Deputy Head of Learning Support		
Hannah Ovenden, Chichester Campus	Room A41	Ext 2104 Ext 2109