

STARTING INFORMATION

Hair and Beauty Department

Welcome to Brighton MET College

Entry 3 Introduction to the Hair and Beauty Sector

Course details:

Course Code: MSER096F1A
Duration: Sept '24 to June '25
Attendance: 3-4 days a week
Campus: Brighton Central

Course Lead contact:

Anna.hudson-young@gbmc.ac.uk
01273 667788 ext. 2529

Dear Student,

Thank you for choosing to study Entry 3 Introduction to the Hair and Beauty Sector at Brighton Metropolitan College. I am your Course Leader, and I am delighted to be working with you over the next year.

- The first week of the course will be your induction. Your full timetable will be given to you during this week and will be fully explained to you during this time. During your Induction week you will have the opportunity to get to know the other students on the course, as well as your lecturers and your pastoral tutor. We will also complete activities that introduce you to your course and help you confirm that it is right for you.
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STARTING INFORMATION

- You will enrol on your course on **Thursday 29th August**. The time and date will be confirmed by email, please look out for this and arrive during your designated time slot.
- Please **bring evidence of your GCSE results, school reports and photo ID to enrol**.
- Your course requires the **purchase of uniform**. You will find details of how to order this further down. Please order as soon as possible to guarantee delivery in time for start date. This is a professional course, and **NO ENTRY** to the salons will be permitted unless you are in full uniform.
- Your course also requires the **purchase of a kit**. You will find details of how to order this further down. If you do not think that you will meet the entry requirements for the course that you have applied for, then we strongly advise that you do not purchase in advance, but instead wait until your offer has been confirmed. On enrolment day, it may be that you are offered a different level or course which might have different kit requirements.

The first week of your course will be an Induction/welcome week.

Induction **Day 1:**

Date: Wednesday 4th September

Time: **10.15 am** (finishing at 2.00pm)

Where: Meet your tutor in the main reception (Central campus) by the hair and beauty banner

Induction **Day 2:**

Date: Friday 6th September

STARTING INFORMATION

Time: 9.00 am (finishing at 5.00pm)

Where: Room PT1.43

If you have any queries regarding your course or need any assistance, please do not hesitate to contact me via my contact details in blue, at the top of the page.

Best wishes,

Anna Hudson-Young

Course Leader

What to bring on your first day:

- Pens/highlighters
- Notepad
- Lunch or lunch money
- Bottled water

Portfolio:

- 1 x black A4 lever arch file
- 1 x box of 100 x A4 clear multi punched pockets
- 1 x packet of 10 x subject divider multi punched

STARTING INFORMATION



What to wear on your first day:

Please wear your full uniform if purchased.

If your uniform has not arrived, then please wear the following **temporary uniform**:

Note: Temporary uniform is only allowed for the first 2 weeks, and we must see evidence that you have either purchased your uniform or applied for a bursary

- Plain black trousers (**No jeans or leggings**)
- Plain black blouse or t-shirt (**No vests or cropped tops**)
- **Plain black** closed in, flat shoes or trainers
- Black socks
- Hair should be tied back and tidy.

Kit list and uniform

In the Hair and Beauty sector, you will follow a set of industry code of standards/ethics which include the wearing of a professional uniform

Your uniform will consist of:

- **Plain black closed in shoes/trainers:** (**NO** white or coloured soled trainers)
- **Plain black socks**

Main uniform

- **Black tunic** (there is a choice of 2 different styles- just pick 1)
- **Black trousers** (there is a choice of 2 different styles- just pick 1)

(information on how to order these are further down the page)

Jewellery

NO Jewellery/including face/body piercings to be worn

Jewellery harbours bacteria and may inhibit the treatment process, it can damage or scratch the clients' skin and may get caught in the clients' hair. The only permitted jewellery is a wedding ring.

STARTING INFORMATION

Nails

Nails should be short, clean, and well-manicured with no catches and no polish. Long nails may scratch the clients' skin and you will not be able to carry out the treatment correctly, bacteria can also accumulate under the nail causing infection. Nail and gel polish as well as nail enhancements can harbour bacteria and can cause allergic reactions.

The image shows an allergic reaction to gel polish on a client's hands, if this can occur on the hands imagine the reaction it could cause on someone's face if you were to carry out a treatment wearing gel polish or nails.



Hair

Needs to be clean and up completely tied back, preferably up in a bun.
We recommend you use a hair donut to make this easier for you.

How to use a donut in six easy steps:



STARTING INFORMATION

Lanyards and student ID

Upon enrolment you will receive your security lanyard and photo ID card. It is compulsory for all students and staff to always wear these. The pass will also allow you access through certain doors. For security purposes you will not be able to enter the college premises without your ID.

Mathematics and English

All students aged 16 -18 years on a full-time course are required to develop their English and Math's skills if they do not hold a GCSE grade 4 or above in both subjects.

Please be aware that if you do not have these qualifications, you will be required to undertake Maths and/or English alongside your main program of study.

This is compulsory and not optional.

Non-attendance could result in you being removed from your entire program of study.

Financial Support

Information can be found on our main website: brightonmet.ac.uk

Go to 'help and support' then 'financial support'

STARTING INFORMATION



SCAN ME

Or click on the link below:

<https://www.brightonmet.ac.uk/college-life/help-support/financial-support/>

Link to LSG (Learner Support Grant) application

<https://lsg.chichester.ac.uk/Login.aspx?ReturnUrl=%2f>

Important:

If you are applying for and have been awarded the learner support grant, we will order your uniform and kit on your behalf. You must put in your application as soon as possible to avoid delay.

Once you have received your LSG (learner support grant) letter to confirm that you are eligible, you will need to bring your letter to Aleksandra Zenio (Senior Technician) located in room PT2.45 where she can then order your uniform and kit for you.

Lockers:

You are not permitted to bring any personal belongings into the salons/studios.

You will be required to rent a locker for the year.

There is a **£5.00** rental charge which is non-refundable.

You can organise the hire of a locker through our METRO reception.

We have limited locker availability so they will be distributed on a first come first served basis.

It will be your personal locker and you are required to return your key to the salon coordinator at the end of each academic year.

Travelling to college:

Address:

Central Campus
Brighton Met
Pelham Street
Brighton

STARTING INFORMATION

BN1 4FA

Train:

The closest train station to the college is **Brighton Station**. It is approximately a 7-minute walk via Trafalgar Street to Central Campus.

The next train station is **London Road Station**, it is approximately a 15-minute walk to central campus via London Road.

Parking:

There are 3 car parks within a 5-minute walking distance:

1. Trafalgar Street carpark *entrance on Whitecross Street*
2. The Lanes carpark *entrance on Black Lion St*
3. London Road carpark *entrance on Providence place*

Note: Prices vary depending on which car park you choose and can be expensive

Buses:

There are many bus services that pass the college, the nearest bus stops are London Road shops, St Peter's Church, or Brighton Station.

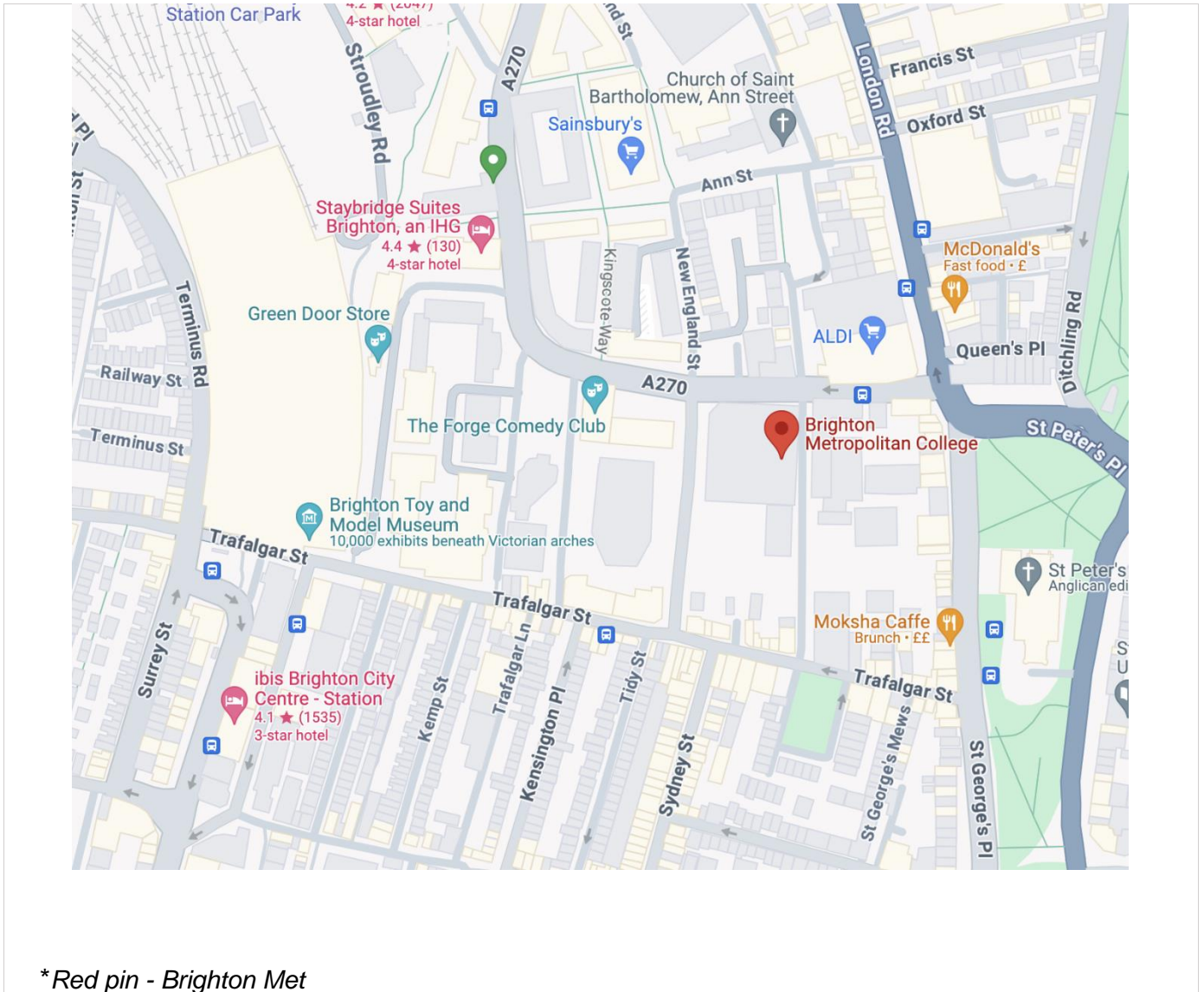
Visit Brighton <http://www.buses.co.uk/> for more information on bus routes

Bicycle:

There is a bike storage facility at the college, please note that bikes are left at your own risk.

Note: Bicycles, E Bikes and Scooters are not allowed to be brought into college premises

STARTING INFORMATION



How to order your kit: *(If you are self-funding)*

STARTING INFORMATION

Entry 3 Introduction to the Hair and Beauty Sector

Price: £266.58

Home delivery charge: £5.95

This is a professional grade kit, complete with all products, tools and equipment you will need to complete your course

Step 1

Make a note of college code: **SKC16330-1**

Step2

Click on the link to order your kit and use provided college code **SKC16330-1**

<https://kits.ellisons.co.uk/student-kits/>

Step 3

Only purchase the following kit:

Kit code: SKHK9464

CCG-Brighton College VTCT Entry Level Certificate - Brighton campus

How to order your uniform: *(If you are self-funding)*

STARTING INFORMATION

All students are required to purchase at least one scrub top and one pair of trousers.

LaBeeby™
we care too

Order Online

Scan the QR code or visit
www.labeebyacademy.co.uk
and enter the username and
password. Please see reverse
for full ordering instructions.



Name

Telephone

Email

Username

BRIG01

Password

2401

STARTING INFORMATION

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How To Order

Placing your order with La Beeby is as easy as 1-2-3:

1. Visit www.labeebyacademy.co.uk or scan the QR code overleaf
2. Log in with your username and password (provided overleaf).
3. Follow the simple online process to complete your order. You'll receive an order number and confirmation via email that your order has been authorised.

Our customer service team are on hand should you have any questions at sales@labeeby.co.uk. Please note that the only way to place orders is via our website.

Don't forget to follow @la_beeby on Instagram for all the latest hair and beauty industry news, as well as great competitions and exclusive offers.

Returns Policy

We understand that sometimes you may need to return an item and we've done everything possible to make this process as simple as possible.

Before you return your items, please ensure:

- The returns form is completed and enclosed with your return.
- Your return is sent back to us within 28 days of receipt of your order, at your expense, to the address below.
- We reserve the right to refuse a refund for items that are not returned in an unworn, unwashed condition, or in their original packaging.
- Garments that have been decorated can not be returned unless faulty.
- We recommend that you obtain proof of postage, as we can't accept responsibility for any returns lost in transit. You do not need to inform us before you send a return.
- Please allow 7 working days once you've sent your return for your refund to be processed. We can not process your refund until your return has been received.
- Please note we're not able to exchange any items returned to us, if you need a replacement item simply place a new order online.
- If you do not follow the above instructions, we may be unable to process your refund.

Terms & Conditions

We recommend you order as early as possible. For orders sent to your home address, please allow 14 days for delivery. Orders to your college will be delivered fortnightly from mid-August.

Phone: 0161 871 0500 Email: sales@labeeby.co.uk Website: www.labeebyacademy.co.uk
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