

# STARTING INFORMATION

## Hair and Beauty Department

### Welcome to Brighton MET College Level 2 Nail Technology

#### Course details:

**Course Code:** MSER003D1A

**Duration:**

Oct. '25 to June '26

**Attendance:** Fridays

**Campus:** Brighton Central

#### Course Lead contact:

Michele Crawley

01273 667788 ext. 382

Dear Student,

Thank you for choosing to study Level 2 Nail Technology 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.
- You will receive instructions on how to enrol, via email. Please look out for this and ensure that you are enrolled prior to you starting the course

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- 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.

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

Induction **Day 1**:

**Date:** Friday 3<sup>rd</sup> October

**Time:** 9.00am - 3.00pm

**Where:** Meet your tutor in the main reception (Central campus)

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,

Michele Crawley

Course Leader

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## 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



## 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 week, and we must see evidence that you have either purchased your uniform or applied for a bursary***

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

## Kit list and uniform

As a beauty therapist, 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**
- **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.

## 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.*

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## 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:



## 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.

## Financial Support

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Information can be found on our main website: [brightonmet.ac.uk](http://brightonmet.ac.uk)

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



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>

## 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  
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:

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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:

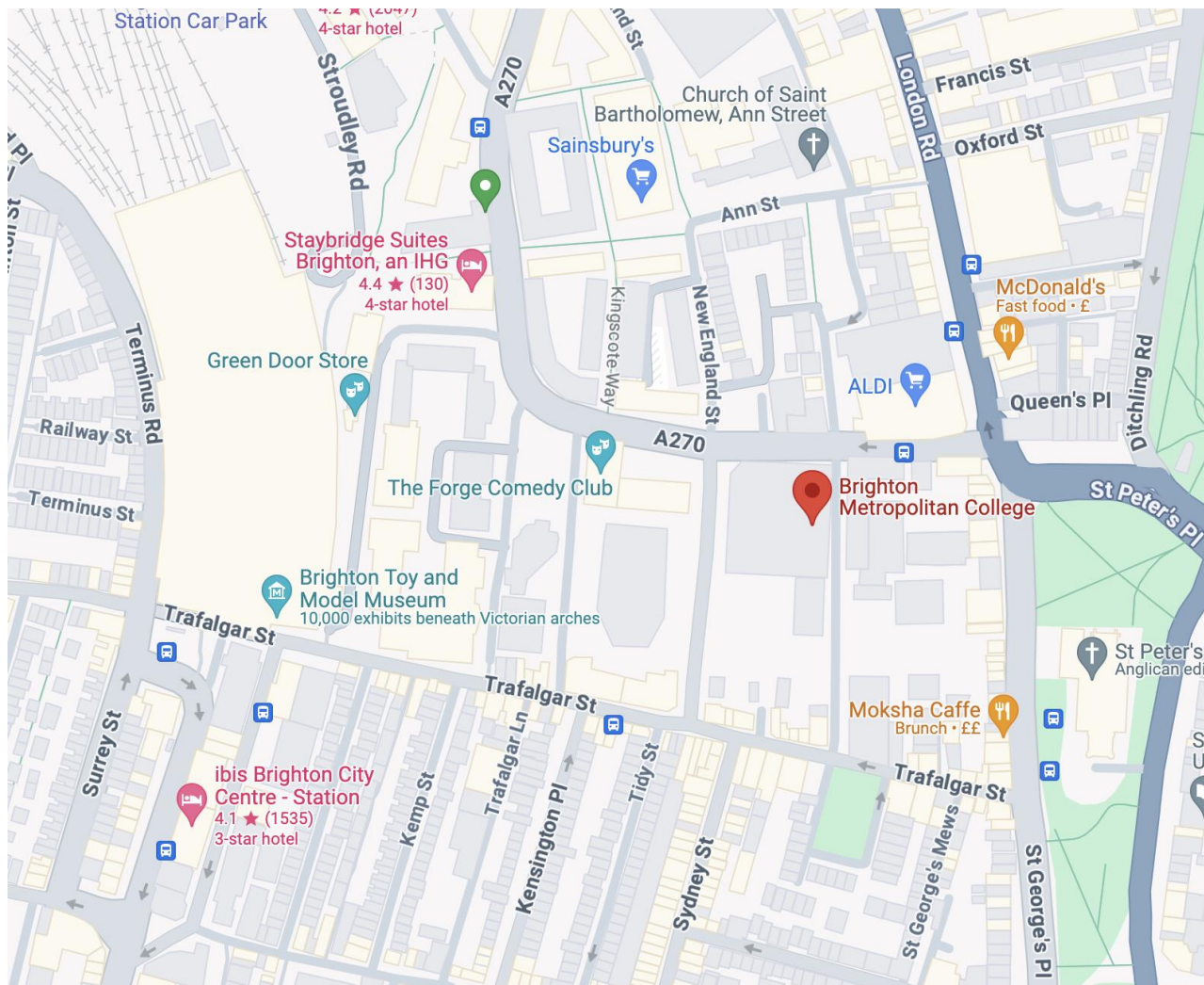
There are many bus services that pass the college, the nearest bus stops are London Road shops, St Peter's Church or Brighton Station.

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 onto college premises*





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*\*Red pin - Brighton Met*

## *How to order your **KIT***

*If you are self-funding, then you will order both the kit and uniform yourself and they will be delivered to your house.*

*If you are applying for and have been awarded the learner support grant, **WE** will order **your 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 Sophie Greenfield or Joanne Hook located on the Hair and Beauty Reception where they can then order the kit for you.*

## *Self-funding students- how to order your kit instructions:*

### **Level 2 Nail Technology Kit**

Please note: Ordering Links **will not** be active before the **end of July**

Price:

Home delivery charge: £5.95

The Nail Technology kit 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: SKBL2605**

**Brighton VTCT Level 2 Certificate in Nail Technology 25**



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**Ellisons**

Ordering your student kit

**Congratulations on starting your student journey!** We're delighted your college has chosen Ellisons for your course supplies. We are the leading hair and beauty industry supplier, with unrivalled experience, knowledge, and the brands and products you need to take you through your student journey and beyond when you qualify.



Order online at [kits.ellisons.co.uk](https://kits.ellisons.co.uk)

- 1 Visit the website [kits.ellisons.co.uk](https://kits.ellisons.co.uk). Click on 'My account' and sign in if you are an existing Ellisons customer, or register if you are a new customer.
- 2 Once you are signed in, click on 'Student kits'.
- 3 Enter your unique college code, shown below.
- 4 You will be presented with a list of available kits for your college, simply select the quantity you require for each kit.
- 5 Click the 'Pre-order' button to add to your basket.
- 6 Complete your order by clicking on 'View basket'.
- 7 Select 'Checkout'. All kits are made to order.
- 8 Complete the checkout process. Once your order has been processed, please allow 14 days for delivery. Payment will be taken immediately.
- 9 Confirmation of your order will be sent to your email address. Please keep this for future reference should you need to contact us.
- 10 A student kit contents sheet will be sent to your email address. Please keep this to check all contents for each kit ordered.

If you need any help with completing your order, please contact our college department.

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## Ordering your student kit



Your unique college code is:

### Kit summary

Product description **Brighton L2 Nail Tech Kit 25 - Brighton campus**

Kit code **SKBL3252**

£ 333.32

4015P	Tweezerman combo clipper set x 1	TGB2012	The GelBottle liner 03 brush x 1
BP325	Beauty Essentials disposable brushes, mask (10) x 1	TGB2028	The GelBottle lint free wipes (1000) x 1
CT787	The complete nail technician x 1	TGB2048	The GelBottle studio gel 5ml, Daisy x 1
ED151	The Edge active tips, assorted (360) x 1	TGB2515	The GelBottle college kit and lamp x 1
ED171	The Edge nail glue 3g x 1	TP720	Beauty Essentials cuticle pusher, double ended x 1
ED180	The Edge super shiner x 2	TS625	Beauty Essentials standard cuticle sticks 102mm(5) x 1
ED251	The Edge 4 way sanding block, white (10) x 1		
ED309	The Edge French manicure set x 1		
KA554102	Kaeso bare all non-acetone polish remover 195ml x 1		
MI0055	Mil nourish and nurture cuticle oil 14ml x 1		
NSI004	NSI lush brush x 2		
NSI012	NSI large blue vinyl carrying bag x 2		
NSI4330	NSI acetone 250ml x 1		
OPI331	OPI ProSpa foot file with disposable grit strips x 1		
OPI332	OPI ProSpa foot file refill strips, 120 grit (20) x 1		
PCC0001	Peacci 10ml, 2 in 1 base coat x 1		
PCC0002	Peacci 10ml, gel'ous top coat x 1		
PCC0006	Peacci 10ml, Arabian night x 1		
PCC0013	Peacci 10ml, boysenberry x 1		
PCC0016	Peacci 10ml, Californian x 1		
PCC0027	Peacci 10ml, fired coral x 1		
PCC0038	Peacci 10ml, Marilyn x 1		
PCC0043	Peacci 10ml, nude x 1		
PCC0047	Peacci 10ml, pink carnation x 1		
SP0048	SP isopropyl alcohol 500ml x 1		
SP0092	SP cuticle remover 150ml x 1		
SP0103	SP manicure treatment kit x 1		
STA516	Star Nails nail scrub brush x 1		
STA7202	Star Nails half moon black file, 100/180 grit(12) x 1		
STA7402	Star Nails black foam file, 240 grit(12) x 1		
TGB0138	The GelBottle BIAB 20ml, 19 x 1		
TGB0166	The GelBottle BIAB 20ml, all in one clear x 1		

Delivery Charge excl VAT:	£0.00
Total VAT	£66.66
Total:	£399.98

Please note your delivery will be to the college. Please see below for terms and conditions of delivery.

Please note: please allow up to 14 days for delivery.

### Delivery and receiving your kit

#### Delivery

- Your predetermined delivery location is printed in bold underneath your kit contents list, which has been decided by your college.
- Home deliveries incur a £5.95 delivery charge.
- We accept no responsibility for delivery delays due to circumstances outside of our control

#### Checking and reporting damages/missing items

- Immediately upon receipt of your kit(s), please download the student kit listing from the website to check all contents within each kit.
- Please report any issues with your kit to [college@ellisons.co.uk](mailto:college@ellisons.co.uk) within seven working days.
- Any claims reported after this date will not be honoured.

#### Returns

- You have seven days from receipt of your parcel to return your kit(s).

#### Returns Charges

- If the kit is no longer required, an administration charge of 10% will be deducted from the refund. If you wish us to collect the kit a collection fee of £12.99 will also be applied.
- Delivery charges will not be refunded
- If you arrange for the kit to be returned to us, please use a trackable method.
- If the item is received in a non-saleable condition, then no credit will be issued.
- The kit must be returned fully boxed in perfect condition and each item in its original packaging

Terms and conditions: normal terms and conditions of sale apply. Please visit [www.ellisons.co.uk/terms](http://www.ellisons.co.uk/terms) for more information.



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## All students- How to order your uniform:

**All students** will purchase their uniforms themselves, and this will be delivered to your home.

*Note: If you are applying for and have been awarded the learner support grant **YOU** will order and **pay** for the uniform yourself and then bring us in the receipt to be reimbursed for the amount awarded. **Please bring your receipts to the bursary team on the first floor to receive your refund***

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

*You can scan the QR Code*



*or visit <https://labeebyacademy.co.uk/login.php>*

*Log in using BRIG01*

*Password 2502*

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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](http://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](mailto: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.