

# FRESHERS SURVIVAL PACK

2025-26



SU XTRA



# A BIG WELCOME TO WORTHINGTON COLLEGE

We want you to make the most of your time with us.

To help you to do that, we have put together this guide which provides information about the opportunities and services that are on offer to you across the college.

We look forward to meeting you in the coming weeks.

**The Student Experience Team.**



KEY:

- Main Entrance & Reception
- Toilets
- Accessible & Gender Neutral Toilets
- Staff & Visitor Toilets
- Refreshments
- Stairs & Lifts
- Car Parking
- Bicycle parking
- Motorbike Parking
- Disabled Parking
- Smoking shelter



# TERM DATES

## Autumn Term 2025

Monday 1 September to Friday 19 December 2025

**Half Term** Monday 27 October to Friday 31 October 2025

## Spring Term 2026

Tuesday 6 January to Friday 27 March 2026

**Half Term** Monday 16 February to Friday 20 February 2026

**Easter Break** Monday 30 March to Friday 10 April 2026

## Summer Term 2026

Monday 13 April to Friday 19 June 2026

**Half Term** Tuesday 26 May to Friday 29 May 2026

## Staff Development Days (no classes)

Monday 29 September 2025

Thursday 6 November 2025

Monday 5 January 2026

Wednesday 4 March 2026

## Bank Holidays

Thursday 1 January 2026

Good Friday 3 April 2026

Easter Monday 6 April 2026

Monday 4 May 2026 (May Day)

Monday 25 May 2026





# TRAVEL

There are a variety of travel discounts available to students on both the buses and the trains. For more information on applying for them pick up a leaflet from Student Finance or your Pastoral Support Tutor. To find out if you are eligible for support check out the college website and apply online: [worthing.ac.uk/college-life/financial-support](http://worthing.ac.uk/college-life/financial-support)



# PARKING

Parking is available onsite. However, spaces are in high demand and not guaranteed.





# COLLEGE RESPONSIBILITY



Keeping you on track! If the college has any concerns regarding progress, behaviour or any incidents stopping you from learning, our Positive Behaviour Management Policy will be used to get you back on track. The college may assign a Pastoral Support Tutor to work with you to help you get yourself back on track and support you through the college referral process. You can find out more about Pastoral Support Tutors in the Student Tutor Hub on your campus.

## YOUR RESPONSIBILITY

It's your responsibility to:

**A - ATTEND:** 100% attendance at lessons and tutorials; be on time for lessons; report absences promptly.

**B - Behave:** Cooperate with staff and other students; treat people with respect; follow college rules in and out of the classroom.

**C - Commit:** Accept responsibility for your learning; work to the best of your abilities to meet your targets; meet your deadlines; contribute positively to the college community.









# C-SPACE

An exciting online system which stores all of your course information in one place, so you can review your progress at any time.

You can view your timetable and track your attendance, check your targets, assignments, skills and grades, and view your Xtra work placements and enrichment activities. You can also message your tutors from C-Space.

Log on via CCG Online to explore your personal profile.

# CCG ONLINE

CCG Online is your virtual college world, with vital information about courses and assignments as well as all the information you need about support services. Be sure to check in regularly.







# STUDENT FINANCE

Learning Support Grants are available to support you with a range of expenses including, travel, books, uniform, equipment, or PPE. We also operate the Government's 'Care to Learn' scheme for students ages between 16 and 19 with childcare needs. If you received free meals at school you could be eligible for free college meals. To find out if you are eligible for any of this support you can contact the Student Finance team on **01243 786321** ext **2325**, look on CCG Online for details, speak to your Pastoral Support Tutor or drop an email to [studentfinance@chigroup.ac.uk](mailto:studentfinance@chigroup.ac.uk) [worthing.ac.uk/college-life/financial-support](http://worthing.ac.uk/college-life/financial-support)



# PASTORAL SUPPORT TUTORS

If you aged 16-19, you will meet your Pastoral Support Tutor during Induction week and they are your very own mentor and coach to help you navigate the challenges that life at college can bring. Your Pastoral Support Tutor will monitor your progress and welfare to help you reach your full potential, work closely with you through personalised one to one meetings that review, record, and celebrate your progress and achievements, set SMART targets to help you reach your future goals, offer you confidential and professional advice, and work with your course group to deliver our unique PDP programme. You can contact them in person by visiting the Tutoring Hub in the middle of the top floor, also by telephone, email, TEAMS and Facebook. Visit CCG Online to find out more. If you are aged 19+ then your course leader will offer you support.


# PARENTS & GUARDIANS



All support for students is important. For students aged 14-18 the college will work with you to keep your parents and guardians informed of your progress and needs. Throughout the year there will be opportunities for you and people who support you to communicate with your course teams and Pastoral Support Tutor. This will help you to achieve the very best that you can.

# ADDITIONAL SUPPORT

Worthing College is committed to providing high quality experiences for everyone and we welcome students with a range of learning, mental or medical needs to our community. We treat any information with sensitivity and only pass on information to others with your consent. You can find us on the Ground floor in G27.



# PROGRESSION PLUS

The Progression+ team includes experts in careers and work experience. The team offers advice and guidance helping with all aspects of careers and progression including preparing, searching and applying for work experiences, course, apprenticeship and employment opportunities, interview tips, CV writing and gap year opportunities.

We can help you to plan and progress onto work-based learning, employment or higher education. We will support your UCAS application, help you to write your personal statement and provide information on student finance. We can assist with visits to local universities and open days and arrange careers related events in conjunction with faculties.

To find out more or book an appointment call **01293 442200** or email **[progressionplus@worthing.ac.uk](mailto:progressionplus@worthing.ac.uk)**

## WORK EXPERIENCE



**Get ready for the working world...**

Work experience is integral to your course. It helps build on your skills, gain a valuable understanding of the workplace and makes you more attractive to potential employers.

At college you will receive support from your teachers and a work placement coach to help you gain valuable and meaningful external work placement opportunities. There are also a range of volunteering opportunities available to boost your CV and your experience.

Speak to Progression+ or your course team to find out more about work experience. Contact your student experience team to discuss volunteering opportunities.





# LIBRARY RESOURCES

The library at Worthing has all the resources and facilities you need to help you complete your assignments. Located on the second floor, there you will find a light, spacious and calm environment for quiet studying, with textbooks and revision guides to support your courses, fiction and well-being books, journals and magazines, laptops, drop-in computer access, WiFi printers and photocopiers and support with referencing, research and study skills. Login via our CCGOnline link to get free access to academic online materials like e-books, e-journals and subject resources, available anywhere 24/7. The staff are friendly and knowledgeable and will always help you. There is no need to join just come along with your College ID card.

## Opening for Worthing Library:

### Term Time

**Monday - Friday**

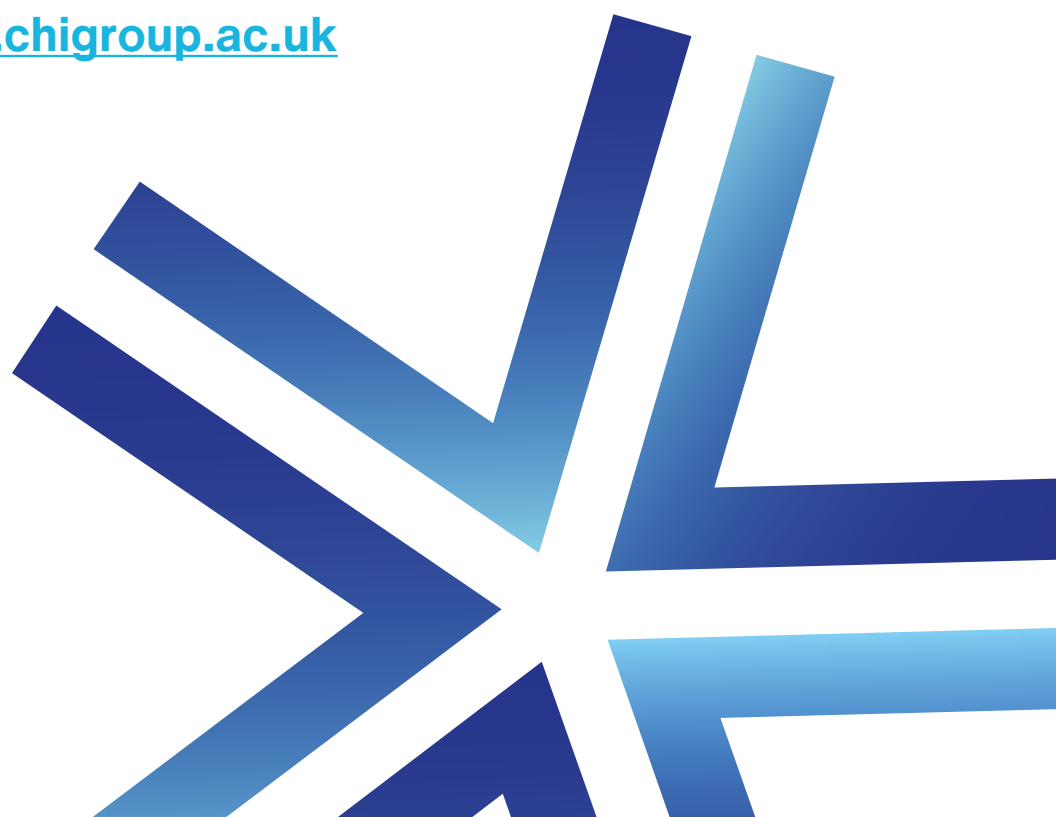
**8.15am – 4.15pm**

Search our Library Catalogue here: [catalogue.chigroup.ac.uk](http://catalogue.chigroup.ac.uk)

For more information contact the library team:

Email: [library@worthing.ac.uk](mailto:library@worthing.ac.uk)

Call: **01903 275755**





# KEEP SAFE AT COLLEGE



Are you or someone you know at risk of harm?

Do you need help to keep yourself or someone else safe?

Call: **01903-275755 ext 400**

Email: **StaySafe@worthing.ac.uk**

## Wellbeing & Safeguarding:

Your physical and mental wellbeing, along with your safety, is extremely important. We have the strongest commitment to making sure all our learners experience a safe and secure environment with safe and quiet spaces to use. We have robust policies and procedures in place to safeguard you.

Our Safeguarding and Wellbeing team are on site to support you. The team includes our Community Support Officer, College Counsellor, Wellbeing Officers, and the Safeguarding Manager. The team works with staff and students across all areas of the college and are there to help you stay safe. We also have a number of drop-in services offering help and support. Do visit our Wellbeing Lounge in rooms 246 and 249 where the team are based. You can also contact them via email at: [staysafe@worthing.ac.uk](mailto:staysafe@worthing.ac.uk)

## Counselling:

Sometimes emotional problems can get in the way of you achieving your goals. The college counselling team are on hand to offer free, professional, impartial and confidential advice.

To access the service please contact the counselling team at [counsellor@worthing.ac.uk](mailto:counsellor@worthing.ac.uk) or ask your Pastoral Support Tutor to support your self-referral.

## Smoking and Vaping:

Worthing College maintains a non-smoking policy in line with national legislation. This means that we take into account the needs of those of you who smoke and provide support for people who wish to give up. Smoking onsite is only allowed in the designated areas outside college buildings – everywhere else is a smoke free zone.



# YOUR STUDENT UNION

YOUR VOICE  
YOUR COLLEGE

Worthing Student Union (SU) is a huge part of college life. Every student is a member of the Student Union when they enrol and the SU represents the student body at all levels ensuring that your opinions are heard in every decision the college makes.

You can easily get involved by becoming a Student Representative and a member of the Student Executive.

# SU CONTACT DETAILS



**Alexandra Spasova**  
**Student President**

**Location: Student Union**

**STEX@chigroup.ac.uk**



**Alex Findlay**  
**Student Experience**  
**Co-ordinator**

**Location: Student Union**

**a.findlay@worthing.ac.uk**

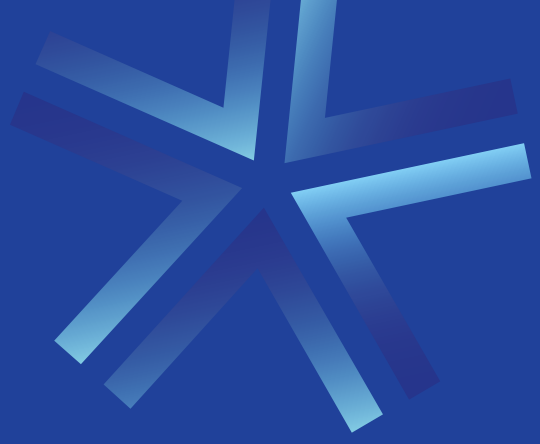


**Beth Hutchinson**  
**Student Experience**  
**Team Leader**

**Location: Student Centre**

**bhutchinson@crawley.ac.uk**





# STUDENT REPRESENTATIVE

Every course at your college has a Student Representative and it is a great role to take on, helping to ensure that you and the students you study with have the best possible experience while at college.

## How do you become a Student Rep?

Student Reps are elected within their PDP session or class during week 3.

## What do Student Reps have to give?

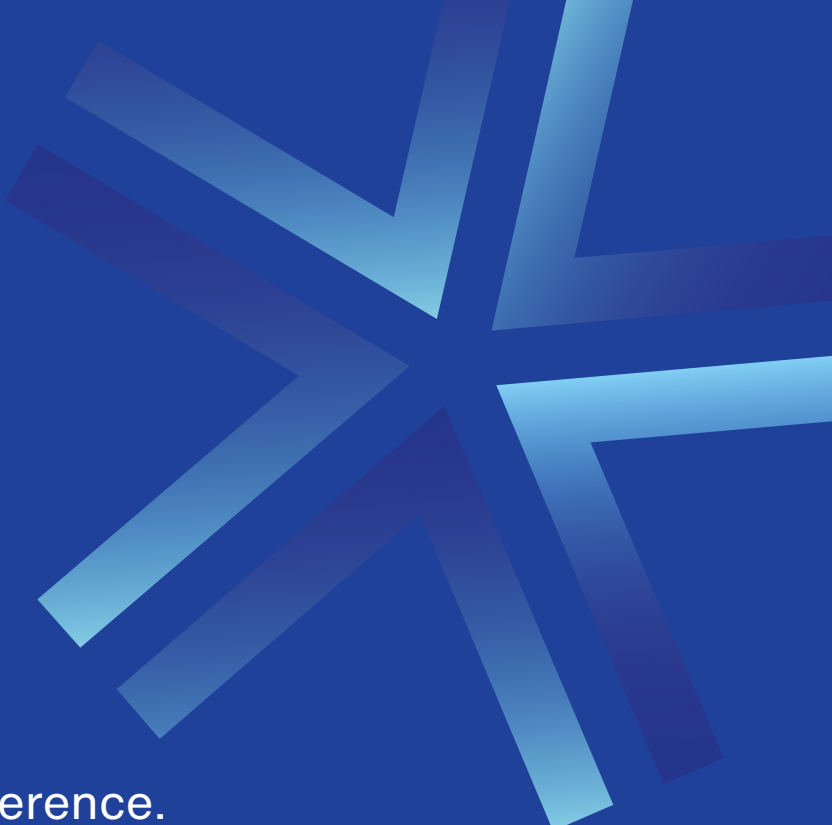
Time and commitment by attending cross college student conferences and curriculum specific meetings once a term. Use your voice to share your peers opinions and suggestions on any issue that they wish to highlight. These can be your own suggestions or ideas that have come from peers or friends. You can bring anything forward for consideration. .

## What do Student Reps get in return?

- Feedback from every meeting you attend.
- A dedicated team available to answer your questions.
- Lunch! Our way of saying 'Thank You' for attending conference and supporting student voice.
- Connections with students from outside your course group, widening your social circle.
- New skills to enhance your CV.
- Help to run your student union by getting involved & supporting the events and fundraisers.



# STUDENT EXECUTIVE



Anyone can put themselves forward to be a member of the Student Executive. Sign up at the first Student Conference.

## What does a Student Executive have to give?

Time & commitment by attending weekly Student Executive meetings, Student Committees once a term with College Governors and cross college student conferences once a term.

## Opinions

Not necessarily your own as you are there to represent the whole student body. You will be required to go out and collect views via surveys etc.

## Get involved!

You will be leading on engagement within the Student Union and Xtra activities and trips.

## What does a Student Executive get in return?

- Get involved in organising and running SU events and charity days for students across your college
- A free hoodie to help identify you as one of the Student Executives at events and activities throughout the year
- Connections are made through the opportunities created by your involvement in the Student Union.
- CV enhancement by gaining skills, certificated training and experience in this unique voluntary role.

# YOUR EXPERIENCE YOUR FUTURE



Your academic achievement and gaining your qualifications are important, however they aren't the only things those potential employers look for. Under the Xtra banner you will find a whole host of opportunities to explore who you are and what you love. Join us for a range of free activities that suit all interests and hobbies. Play sport, get creative and meet new people. Look out for our XTRA Offer, coming soon to a place near you! **#GetSomeXtra**

# TRAVEL THE WORLD WITH XTRA

Every year the college takes students worldwide, including USA, Kenya, Tenerife, Bali and India. Speak to your Student Experience Team for more information on trips!









# COME FOLLOW US

 @worthingcollegesu

 @studentunionccg 

  
**SU** Your college  
Your voice