As Principal, I have great pleasure in welcoming you to Kirklees College, where we want to support you on your educational journey, no matter what your chosen route. Our mission is to create opportunity and change lives, provide high quality teaching and ensure you develop personally and progress successfully into further training, employment or Higher Education.

The next step you take will shape the rest of your life, so we want to help you make sure it’s the right one for you and your future.

We provide a wide range of options for young people aged 16+, through our full time study programmes and apprenticeships, ensuring whatever your aims and ambitions, we get you the results you deserve, to help you reach your full potential and get you on the path to your dream career.

Our fantastic support and teaching staff come with a wealth of industry experience and care about the success of their students, providing them with a challenging and engaging college experience.

We’ve put this course guide together to enable you to explore our subject areas and apprenticeship options as well as see some of the fantastic facilities available in our centres. We actively encourage prospective students to come and see our centres for themselves, and provide the perfect opportunity at one of our upcoming open days.

We look forward to guiding you through the next chapter of your educational journey and helping you succeed and achieve your ambitions, whatever your starting point – make it happen with Kirklees College.

Marie Gilluley
Principal
Kirklees College

OPEN DAYS

HUDDERSFIELD CENTRES

Saturday 16 November
10.30am-12.30pm (last entry 12pm)

Saturday 25 January
10.30am-12.30pm (last entry 12pm)

Tuesday 24 March
5.30-7.30pm (last entry 7pm)

Wednesday 1 July
4-6pm (last entry 5.30pm)

DEWSBURY CENTRES

Tuesday 26 November
5.30 – 7.30pm (last entry 7pm)

Tuesday 21 January
5.30 – 7.30pm (last entry 7pm)

Saturday 21 March
10.30am-12.30pm (last entry 12pm)

Saturday 27 June
10.30am-12.30pm (last entry 12pm)

BOOK YOUR PLACE ONLINE

For more information visit www.kirkleescollege.ac.uk
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You might be wondering what Augmented Reality (AR) has to do with a college course guide or even what AR is... we're here to open up your eyes to the future of Kirklees College’s interactive experience and give you an even better insight into college life before you begin your studies here.

We’re excited to be the first college in the Kirklees area to bring this new technology to life in our course guide.

As you are reading through the guide, pay close attention to anything marked with this symbol 🧐. These areas open up hidden content with some surprises reserved just for you.

How to access this content?

Accessing this content couldn’t be easier. It simply requires a mobile phone and a special app.
1. Download the genARate app from your app store
2. Sign up to the app
3. Open up the scanner on the app and scan any page with this symbol 🧐
4. Enjoy your AR experience

You might notice some of these symbols located around college. These offer even more opportunities to interact with us and bring new and interesting content – so get scanning!

If you are having any problems with the app or accessing our AR content, there’s a dedicated help section on the website. Visit https://support.genarate.com/ for further information.
**BRUNEL CONSTRUCTION**

Old Fieldhouse Lane, Off Leeds Road, Huddersfield, HD2 1AG

**SUBJECT AREAS:** Construction

A dedicated centre for skilled construction trades with well-equipped workshops for brickwork, joinery, plumbing, electrical and plastering. Includes student recreation and break areas.

**ENGINEERING**

Technology Quarter, Turnbridge Road, Off St Andrew’s Road, Huddersfield, HD1 6AG

**SUBJECT AREAS:** Engineering, fabrication welding and motor vehicle.

£7.5m specialist centre with state of the art equipment and workshops for CNC, manufacturing, maintenance, mechanical, fabrication, welding and dedicated automotive workshop for motor vehicle. Includes student recreation and breakout areas.

**PIONEER**

Halifax Rd, Dewsbury, WF13 4JJ

**SUBJECT AREAS:** Art and design, hair and beauty, science/access to HE, work based learning, counselling, ESOL, computing and IT.

**FACILITIES INCLUDE:** Print services, café, learning resource centre and student break-out areas.

This historic building in the heart of Dewsbury has undergone a £9m revamp and is back to its former glory and will play host to our adult and higher education learners.

**HARGATE HILL EQUESTRIAN**

Hargate Hill, Glossop, Derbyshire, SK13 6JL

**SUBJECT AREAS:** Animal care, horse management and horse care.

An extensive modern equine centre situated on the edge of the High Peak National Park with a working livery of over 100 horses and a variety of other animals. Includes indoor riding school, outdoor arena and cross country course.
**HUDDERSFIELD**

Waterfront Quarter, Manchester Road, Huddersfield, HD1 3LD

**SUBJECT AREAS:** Access to HE, animal care and agriculture, art and design, business and enterprise, childhood studies, computing, ESOL, foundation learning, hair and beauty, health and social care, hospitality and catering, media, music technology, performing arts, public and uniformed services, science, sport and travel and tourism.

£70m modern centre fitted with state-of-the-art equipment over 9 floors. Includes music, media and performing arts facilities, industry standard training kitchens and restaurant, hair and beauty salons, science labs, mock air cabin, well-equipped gym, cash machine and Starbucks coffee shop.

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**SPRINGFIELD SIXTH FORM**

Bradford Road, Dewsbury, WF13 2NP

**SUBJECT AREAS:** Art and design, business and enterprise, childhood studies, computing and ICT, ESOL, foundation learning, health and social care, motor vehicle, public services, science and sport


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**TAYLOR HILL**

Close Hill Lane, Taylor Hill, Huddersfield, HD4 6LE

**SUBJECT AREAS:** Countryside, equine and animal care.

Specialist eco-friendly centre housing a wide range of animals with an aviary, aquarium, small mammal house, reptile unit and grooming studio. Includes a small farm with extensive outdoor facilities and wildlife environments.

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**PROCESS MANUFACTURING**

Technology Quarter, Turnbridge Road, Off St Andrew’s Road, Huddersfield, HD1 6AG

**SUBJECT AREAS:** Apprenticeships in process manufacturing, supply chain, warehousing and logistics.

£5m state of the art employer-led training centre opened in 2016 for process manufacturing Apprenticeships in the areas of warehousing, food and drink and science. Includes real processing plant, automated production line and chemistry lab.

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For more information visit www.kirkleescollege.ac.uk
Kirklees College revealed the new state of the art Springfield Sixth form centre in the heart of Dewsbury in 2018. The centre features modern facilities including a fully equipped art and design studio and a motor vehicle workshop, an incredible library dedicated to the late Jo Cox (MP) and the latest IT and digital media equipment. Students will be able to utilise modern, creative and technical spaces to further their studies.

This year, the centre proudly accepted the regional award for the best educational building which was awarded by the LABC Yorkshire Awards. The award-winning facility is conveniently situated within a few minutes’ walk from the train station and bus station and is exclusively for students aged between 16-18 years. With a wide range of courses, students will be equipped for higher education, an apprenticeship or the world of work.
Kirklees College is excited to deliver the next stage of the Dewsbury Learning Quarter Development with the opening of Pioneer House in September 2020.

The specialist centre will cater for creative and digital industries, higher level qualifications, Apprenticeships, work skills and adult learning, and will continue the drive to improve education and increase the skills of local people. This will be a centre where many young people can access further qualifications once they have completed their initial programme of study.

Pioneer House is a Victorian Grade II listed building in the centre of Dewsbury. It opened in 1880 and originally housed the Dewsbury Pioneers’ Industrial Society Ltd, later known as the Dewsbury Co-operative Society Ltd.

The original building was designed by architects Henry Holtom and George Fox, who also designed the nearby Town Hall and local schools and churches.

Throughout its history, the building has been home to a cinema, theatre, library, butchers, cobblers, snooker hall and an Italian restaurant.

Pioneer Centre won’t just be about work and study, but will also play host to a Starbucks Coffee shop, bistro and social spaces for you to eat, drink and relax.

The new centre means the introduction of new courses and these courses have been designed with your future career opportunities in mind.

For more information visit www.kirkleescollege.ac.uk
REASONS TO JOIN US

96% of our students are happy at college

94% of our students would recommend Kirklees College

99% of our students feel safe at college

96% of our students believe they are treated fairly and equally

94% of students have clear targets which will help them be successful

96% teaching is of a good standard

OFSTED Good RATED

TES WINNER FOR BEST SUPPORT FOR LEARNERS

(Results from student experience survey 2018)
At Kirklees College, we are dedicated to providing our students with the best education experience possible, suited to each student and their aspirations. In addition to supporting and challenging you to develop your skills and knowledge in the classroom, we aspire to give you the opportunity to put these skills into practice and gain valuable experience in the workplace. Work placements are a great opportunity to gain these skills and experience; you will have one planned as part of your study programme. Industry placements give students a broader experience of the industry they are studying, as they consist of a longer time period, in which you are working with external employers.

**Benefits of a work placement:**

- An opportunity to put in to practice what you have learned throughout college
- You gain ‘real life’ work experience in an industry that particularly interests you
- Relevant experience can help your CV or UCAS application stand out from the crowd
- Provides you with employer feedback to support you with future job applications
- Builds skills valued by employers such as teamwork, communication and the ability to adapt to the working environment
- Gain confidence when working alongside new people and learning new tasks
- Many students have been offered part time work or paid apprenticeships after completing their placements

For more information visit www.kirkleescollege.ac.uk
What's an Apprenticeship?

You do a real job for which you get paid, combined with training for a nationally recognised qualification. Apprenticeships can take from one to five years depending on what you choose and are open to anyone living in England, aged 16+.

Why choose an Apprenticeship?

You can earn while you learn. Earn a wage whilst you train and develop new skills and work towards your dream job.

It gives you an excellent start to your professional career. No need to struggle for work experience to gain a job. An Apprenticeship helps you get your foot in the door and you gain experience and training from professionals in that field.

More variety of Apprenticeship courses – The world is your oyster! Choose what course you want and what direction you want to go in life.

No University loan AND get the career you want? – sounds like a good deal to us! Universities are costly and dependent on the course can last up to 5 years or more! An Apprenticeship will help you get into your desired career quickly and you will receive a qualification.

Source: www.gov.uk
We offer Apprenticeships in the following subject areas:

- Business
- Childhood Studies
- Computing and ICT
- Construction
- Engineering
- Fabrication and Welding
- Hair and Beauty
- Health and Social Care
- Hospitality and Catering
- Motor Vehicle
- Process Manufacturing
- Science

Please see individual course pages for further details on specific Apprenticeships.
Apprenticeships are a great opportunity to gain experience to develop your skills to land your dream job. They really are a stepping stone to open the door to a new career and motivate you to succeed. In my role I get the opportunity to participate in various events and training opportunities, which is helping me develop my knowledge and gain new skills.

Alexandra Piech, Business administration apprentice

Choose an apprenticeship you’re going to love and enjoy. Knowing that you are learning exciting things and earning money at the same time, makes you feel motivated to attend work every day.

Zainah Mir, Social media marketing Apprenticeship at Kirklees College

Going down the Apprenticeship route is definitely the best decision I have made in my life thus far and my career journey has gone from strength to strength. I would encourage anyone to take the apprenticeship pathway.

Elliott Smith, System support advisor at Kirklees Neighbourhood Housing

Harvey decided university wasn’t for him so we looked at the options together. I can see how doing an Apprenticeship has helped him become more responsible as a young adult and further his skills in a work environment.

Sally Woodhead, mum of Business administration apprentice, Harvey.

I believe in investing in my team and bringing through apprentices and young people adds a certain spice to your business that I really wouldn’t be without. If you invest in them they will give back to you, and their potential is limitless!

Chris Worsley, Managing director of Easy Fireplaces.
The main ways are:

1. **Apply for an Apprenticeship through college**
   - If you know the subject that you want to do or if you have spotted a vacancy on our website that you like the sound of, then you can simply apply through the college’s application form or if in Kirklees via Get Into.
   - The college will then invite you for an interview to help you find a suitable role. When you are matched with an employer, you are then invited to an interview with the company.

2. **Applying for a specific Apprenticeship vacancy through college**
   - Look on our website for the latest vacancies. If you find one you are interested in, you can apply to college for that particular job.
   - You will come to college for an interview and if successful you will have an interview with the company.

When you apply for an Apprenticeship with us, where possible you will have the offer of a place on a full time course as a back-up. If you do not find an employer before enrolment you can start on the full time course.

3. **Applying directly to the company**
   - You can look and apply for vacancies through the local press, at the national apprenticeship service website www.findapprenticeship.service.gov.uk/apprenticeship or send your CV directly to local companies.

For more information visit www.kirkleescollege.ac.uk

#worksforme
**OUR FACILITIES**

- £75m specialist facilities at our Engineering Centre
- Specialist art workshop
- £13m industry-standard kitchens
- Fully-equipped science labs
- Refectories at all centres
- Starbucks coffee shop at Huddersfield Centre
- New specialist Process Manufacturing Centre
- Grade 1 ‘Excellent’ rated Learning Resource Centres
- Well-equipped gym at Huddersfield Centre
- Real work experience for students in our Landings 72 restaurant
Train in the mock aircraft cabin

Specialist facilities for equine students at Hargate Hill Centre

Motor vehicle specialist workshop

‘Break out’ areas across all centres

Specialist facilities for animal care

Train in modern salons at Dewsbury and Huddersfield Centres

Dedicated centre for skilled trades at Brunel Construction Centre

For more information visit www.kirkleescollege.ac.uk
This is a guide to help you understand the minimum grades required for entry to courses at each level.

However, please make sure you check the listings for the individual courses as some may require different grades to the advertised minimum.

We also expect the following from applicants:

- A positive reference from current school/college (or employer if not in education)
- Basic understanding of the subject area applied for and enthusiasm to succeed in this area
- You may be asked to participate in appropriate skills testing for your chosen area
- Some courses may require a Disclosure and Barring Service (DBS) check – formerly Criminal Record Bureau (CRB)

If you’re aged 19 or over on 31 August 2020, the college may not be able to offer you a place due to Government funding restrictions. Please double check with the information team if you are unsure.

If you need any more information, please refer to our application policy and course listings on our website www.kirkleescollege.ac.uk or contact the college on 01484 437070.

GCSE GRADES

GCSEs are now graded 1 to 9 rather than A* to G. We have amended our entry criteria to reflect this new grade system.

This is a guide to how the two sets of grades compare.

<table>
<thead>
<tr>
<th>9</th>
<th>8</th>
<th>7</th>
<th>6</th>
<th>5</th>
<th>4</th>
<th>3</th>
<th>2</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>A*</td>
<td>A</td>
<td>B</td>
<td>C</td>
<td>D</td>
<td>E</td>
<td>F</td>
<td>G</td>
<td></td>
</tr>
</tbody>
</table>

The new grade 4 will be broadly equivalent to an existing grade C.

Criminal convictions: We want to ensure applicants and students are given every opportunity to benefit from the courses the college offers, while maintaining our duty of care to provide a safe and secure environment for all students, staff and visitors. Please see our applications policy for more information.
<table>
<thead>
<tr>
<th>Entry Level Qualifications</th>
<th>Entry Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>No formal entry requirements or Grade U/1 in English and maths. Must be working above milestone level. An Initial assessment to determine the appropriate level / type of course and any additional support needs for students not in education.</td>
<td></td>
</tr>
<tr>
<td>BTEC Diploma</td>
<td>A minimum of 4 GCSEs with the following grades: English at grade 2 and maths at grade 1 or above, and 2 other GCSE’s grade 2 or above.</td>
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<tr>
<td>CACHE Diploma</td>
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<tr>
<td>NVQ / VRQ</td>
<td></td>
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<tr>
<td>Level 2</td>
<td></td>
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<tr>
<td>BTEC Diploma</td>
<td>A minimum of 4 GCSEs with the following grades: English at grade 3 and maths at grade 2 or above, and 2 other GCSE’s grade 3 or above.</td>
</tr>
<tr>
<td>GCSE</td>
<td></td>
</tr>
<tr>
<td>NVQ/VRQ</td>
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<tr>
<td>Intermediate Apprenticeships</td>
<td></td>
</tr>
<tr>
<td>Level 3</td>
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<tr>
<td>BTEC Diploma</td>
<td>A minimum of 5 GCSEs with the following grades: English at grade 4 and maths at grade 3 or above, and 3 other GCSE’s grade 4 or above.</td>
</tr>
<tr>
<td>Subsidiary Diploma</td>
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<tr>
<td>Extended Diploma</td>
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<tr>
<td>NVQ / VRQ</td>
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<tr>
<td>Advanced Apprenticeships</td>
<td></td>
</tr>
</tbody>
</table>
“The tutors have really assisted me with my studies and have always encouraged me to study. They’ve been really helpful in answering my questions and are very passionate about their teaching. They’ve always motivated me to keep going. Studying at Kirklees College develops you intellectually and I would recommend anyone to come here.”

Ali

Studying Access to HE Social Sciences. Progressing on to the University of Huddersfield to study Health and Social Care with a focus on mental health.
PASS RATE 98%

DID YOU KNOW?
98% of Access to HE students from Kirklees College went on to university or employment in 2015/16.

I would not have been prepared for university without the Access course. You learn skills that you wouldn't get doing A-Levels. I feel like I have more confidence and life experience - I'm really set up for university!

JADE
PROGRESSION TO FURTHER EDUCATION AND EMPLOYMENT

Level: 1
Centre: Huddersfield
Duration: 1 year

Entry requirements
3 GCSEs at grade E (2) or above including maths and English.

Overview
This course enables you to return to employment or study without any qualifications, after time in the workplace/unemployed/having a family and develop your knowledge, skills and behaviours ready for University or a new career.

It’s suitable for those over the age of 18 who wish to work towards an Access to Higher Education Diploma or to build skills to return to employment. The diploma includes study towards GCSE English and mathematics. Sessions will be taught by a range of subject specialists who can guide and support you throughout the course. You will study a range of modules designed to develop your interpersonal skills and behaviours in preparation for further study or employment.

These include:
- Communication Skills
- Confidence Building
- Employability
- Team Work
- Managing Conflict
- Equality and Diversity
- Study Skills

How will I be assessed?
- Essays
- Reports
- Tests
- Presentations
- E-resources and research reports
- Evidence of tasks undertaken
- Demonstrations

What’s next?
Progression to either our Level 2 Diploma - Progression to Access to HE course or to one of our Level 3 Access to HE courses (dependent on achievement of GCSE English and/or maths)

PROGRESSION TO HIGHER EDUCATION

Level: 2
Centre: Dewsbury and Huddersfield
Duration: 1 year

Entry requirements
4 GCSE’s at grade C or above including either English or maths at grade C/4 or successful completion of Level 1, including GCSE English or maths.

Overview
Develop your skills and self-confidence to progress to university with unrivalled levels of support from experienced and skilled tutors. Begin your path to a Higher Education course in health science professions with us.

Core Units:
- Nutrition performance and healthy eating
- Physiology and exercise
- Sociology of health
- Health psychology
- Understanding mental health
- Ethical issues in social policy

Extra units:
- Psychology
- Sociology

How will I be assessed?
- Written assignments
- Presentations
- Reports
- Practical skills assessment
- Written assignment in exam conditions

What’s next?
Access to Higher Education Course including Art and Design, Health Science Professions, Humanities or Social Sciences.
ACCESS TO HE ART AND DESIGN DIPLOMA

Level: 3  
Centre: Dewsbury  
Duration: 1 year

Entry requirements

Aged 19+. GCSE English and maths grade C/4 or above and a portfolio of work. All applicants are advised to check entry requirements for their chosen degree course before enrolling on the Access Diploma. For applicants with international qualifications we will accept written evidence from 3 universities who are willing to accept international qualifications. You will also have an interview to assess your suitability for the course.

Overview

Access to HE will help you to develop the skills and self-confidence you need to return to studying and progress to undergraduate level study. You will be introduced to a broad range of art and design practices, drawing, painting, photography, sculpture, digital art, textiles and contextual studies before specialising in your chosen field of interest. Students will develop their study skills and analytical understanding of artworks across the broad spectrum of art and design.

Tutorial support will help build confidence in your work, time management skills and to give guidance about degree courses. There is an opportunity to take part in residential trips.

How will I be assessed?

• Graded assessments  
• Constructive feedback  
• Final project

What’s next?

Higher level Art and Design courses including our HNC/D in Art Practice.

ACCESS TO HE DIPLOMA HEALTH SCIENCE PROFESSIONS

Level: 3  
Centre: Dewsbury and Huddersfield  
Duration: 1 year

Entry requirements

Aged 19+. GCSE English and maths grade C/4 or above. Science grade C or above is desirable. All applicants are advised to check entry requirements for their chosen degree course before enrolling on the Access Diploma. For applicants with international qualifications we will accept written evidence from 3 universities who are willing to accept international qualifications. You will also have an interview to assess your suitability for the course.

Overview

Develop your skills and self-confidence to progress to university with unrivalled levels of support from experienced and skilled tutors. Begin your path to a Higher Education course in health science professions with us.

Core Units:

• Body structure and function  
• Co-ordination and control  
• Human sex and reproduction  
• Nutrition and digestion  
• Pathogens and disease  
• Practical biology skills

Extra units:

• Psychology  
• Sociology

How will I be assessed?

• Written assignments  
• Presentations  
• Reports  
• Practical skills assessment

What’s next?

Higher Education courses in health/science profession subjects e.g. nursing (adult/child/mental health), midwifery, radiography, operating department practitioner, dental health and hygiene, biomedical sciences, food and nutrition, paramedic or physiotherapy.

For more information visit www.kirkleescollege.ac.uk
ACCESS TO HE DIPLOMA HUMANITIES

Level: 3  
Centre: Dewsbury and Huddersfield  
Duration: 1 year

Entry requirements
Aged 19+. GCSE English grade C/4 or above and ideally maths grade C/4. All applicants are advised to check entry requirements for their chosen degree course before enrolling on the Access Diploma. For applicants with international qualifications we will accept written evidence from 3 universities who are willing to accept international qualifications. You will also have an interview to assess your suitability for the course.

Overview
Develop your skills and self-confidence to progress to university with unrivalled levels of support from experienced and skilled tutors. Begin your path to a Higher Education course in humanities with us.

Core Units:
• History  
• English Literature and Language

Extra Units:
• Psychology  
• Media  
• Study Skills

How will I be assessed?
• Written assignments  
• Presentations  
• Reports  
• Written assignment in exam conditions

What’s next?
Higher Education courses including: teaching (primary or secondary); journalism, English literature/language, history, history and politics, sociology or philosophy.

ACCESS TO HE SOCIAL SCIENCES

Level: 3  
Centre: Dewsbury and Huddersfield  
Duration: 1 year

Entry requirements
Aged 19+. GCSE English grade C/4 or above and ideally maths grade C/4. Science grade C or above is desirable. All applicants are advised to check entry requirements for their chosen degree course before enrolling on the Access Diploma. For applicants with international qualifications, we will accept written evidence from 3 universities who are willing to accept international qualifications. You will also have an interview to assess your suitability for the course.

Overview
Develop your skills and self-confidence to progress to university with unrivalled levels of support from experienced and skilled tutors. Begin your path to a Higher Education course in social sciences with us.

Core units:
• Sociology  
• Psychology  
• History

Extra units:
• Media  
• Study Skills

How will I be assessed?
• Written assignments  
• Presentations  
• Reports  
• Written assignment in exam conditions

What’s next?
Higher Education courses including social work, probation, mental health nursing, psychology, sociology, children and families, youth offending, criminology or counselling.
ANIMAL CARE, EQUINE & LAND-BASED

“This course has helped me boost my confidence and taught me how to fully care for the needs of the animals. I’ve been really lucky to be able to go on field trips with the course. Visiting Africa was amazing as I got to see the animals in their natural habitats and it was a fantastic experience for me.”

Louie
From Holmfirth High School, studying towards his Level 3 Extended Diploma in Animal Management and hoping to progress onto the Animal Management BTEC HNC course afterwards to further his development and fine tune his career path.

£21k - £60k
VETERINARIAN

£21k - £49k
ENVIRONMENTAL PROFESSIONAL

£14k - £22k
LANDSCAPE GARDENER
**LAND-BASED STUDIES (ANIMAL CARE) DIPLOMA**

Level: 1  
Centre: Taylor Hill  
Duration: 1 year

**Entry requirements**

A minimum of 4 GCSEs with the following grades: English 2 and maths at 1 or above, and 2 other GCSEs grade 2 or above.

**Overview**

Gain an introduction to animal and land based studies, ready for progression onto one of our Level 2 programmes.

You will study:
- Care of animals
- Farm animal health
- Handling animals
- Propagation of plants
- Feeding and watering
- Small animal health

You will have the opportunity to take part in a number of curriculum trips to zoos and wildlife centres.

**How will I be assessed?**

- Written assignments
- Practical work

**What’s next?**

Level 2 Animal Care, Horse Care or Agriculture Diploma.

---

**ANIMAL CARE BTEC DIPLOMA**

Level: 2  
Centre: Taylor Hill and Hargate Hill  
Duration: 1 year

**Entry requirements**

A minimum of 4 GCSEs with the following grades: English 3 and maths at 2 or above, and 2 other GCSEs grade 3 or above. You will need a keen interest in the subject and a commitment to the welfare of animals.

**Overview**

Take your first step towards a career working with animals by gaining the knowledge and practical skills for a job role within the animal care industry or to progress onto a higher level course.

You will study:
- Complete work experience in the land-based industries e.g. at a kennel, grooming parlour, pet shop or veterinary practice
- Learn how to look after animals
- Learn about practical animal feeding
- Maintain animal health and welfare
- Be introduced to animal breeds and grooming

The course has a balance of academic and practical subjects. Practical work takes place at our purpose-built animal centre and grooming salon.

**How will I be assessed?**

- Written assignments
- Practical work

**What’s next?**

Level 3 Animal Management / Horse Management / Agriculture BTEC Diploma or employment.
ANIMAL MANAGEMENT BTEC EXTENDED DIPLOMA

Level: 3  
Centre: Taylor Hill and Hargate Hill  
Duration: 2 years

Entry requirements
A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above.

Overview
The perfect course if you want a career working with animals. Learn through a mixture of theory and practical work in a range of specialist animal units.

You will also do an internal and external work placement. The course presents opportunities for a range of trips to zoos, wildlife centres and even a safari in South Africa!

Subject areas include:
- Animal science, husbandry and welfare
- Handling and restraint techniques
- Understand and promote animal health
- Nutrition and feeding
- Zoology
- Animal training and behaviour
- Wildlife management and rehabilitation
- Dog grooming

How will I be assessed?
- Written assignments
- Presentations
- Practical work

What’s next?
HNC Animal Management or other university level courses. Employment in animal care e.g. veterinary surgeries, laboratories, animal welfare organisations, wildlife centres, animal grooming or retail outlets.

HORSE CARE BTEC DIPLOMA

Level: 2  
Centre: Huddersfield and Hargate Hill  
Duration: 1 year

Entry requirements
A minimum of 4 GCSEs with the following grades: English 3 and maths at 2 or above and 2 other GCSEs grade 3 or above. You will need to have some experience with horses. As this is a practical course you must be prepared for a riding assessment.

Overview
The excellent facilities at our Hargate Hill Equestrian Centre will give you all the riding and practical skills you need to take care of horses. The centre has a large indoor and three outdoor arenas, a walker, washdown and solarium as well as a full range of show-jumps. Free transport is provided from Huddersfield Centre to the stables.

The horses are well-schooled and suitable for a wide range of abilities.

You will gain lots of experience working with horses including:
- Feeding and watering
- Routine stable duties
- Horse handling
- Biology
- Principles of horse behaviour
- Work experience

How will I be assessed?
- Written assignments
- Presentations
- Practical work

What’s next?
Level 3 Horse Management BTEC Diploma.

For more information visit www.kirkleescollege.ac.uk
HORSE MANAGEMENT BTEC EXTENDED DIPLOMA

Level: 3  
Centre: Huddersfield and Hargate Hill  
Duration: 2 years

Entry requirements
A riding assessment and a minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above.

Overview
Gain a good grounding in the principles and practices of equestrianism and horse husbandry. You will ride horses and study their nutrition and anatomy. Trips are offered to Newmarket and Ireland and to livery yards.

You will study:
- Health
- Nutrition
- Horse behaviour and welfare
- Stable management
- Preparing horses for presentation
- Equestrian teaching

Riding skills will also be developed. Facilities at Hargate Hill include indoor and outdoor arenas, a walker, washdown and solarium and a full range of show-jumps. The horses are well-schooled and suitable for a wide range of abilities. Free transport is provided from Huddersfield.

You will also do a work placement.

How will I be assessed?
- Written assignments
- Presentations
- Practical work

What’s next?
HNC in Animal studies or a university course. Employment e.g. livery yard, riding schools, retail, stud work or therapy and rehabilitation.

COUNTRYSIDE AND ENVIRONMENT BTEC DIPLOMA

Level: 2  
Centre: Taylor Hill  
Duration: 1 year

Entry requirements
A minimum of 4 GCSEs with the following grades: English 3 and maths at 2 or above, and 2 other GCSEs grade 3.

Overview
Fascinated by wild animals, woodlands and fields of wildflowers? Want to learn more about them and get a job in a relevant area? This course could be the start of a rewarding career in countryside-related organisations such as National Parks or the National Trust. Learn about native wild animals and explore their habitats, and do practical countryside work including fencing, making footpaths and tractor driving.

Example of units covered:
- Conservation and improvement of British habitats
- Introduction to countryside access and recreation
- Understanding ecology of trees, woods and forests
- Introduction to coastal zone management

You will also do a work placement.

How will I be assessed?
- Written assignments
- Practical work

What’s next?
Level 3 Countryside Management BTEC Extended, Apprenticeship or a job role within the industry.
**Countryside Management BTEC Extended Diploma**

Level: 3  
Centre: Taylor Hill  
Duration: 2 years

**Entry requirements**
A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above.

**Overview**
Conservation of our environment is more important than ever before with the concerns that human impact has on our world.

You will carry out surveys in woodlands, rivers, ponds, peat bogs and farms, learning about our native wildlife and their habitats.

You will learn to be responsible for maintaining the infrastructure of a country or national park and learn fencing, path construction and maintenance, hedge-laying, gate and stile construction and pond/river maintenance.

Units include:
- Plant and soil science
- Countryside recreation and business
- Estate skills
- Managing environmental habitats
- Woodland management
- Wildlife ecology
- Land-based machinery operations
- Countryside recreation

You will do a work placement.

**How will I be assessed?**
- Written assignments
- Presentations
- Practical work

**What’s next?**
Higher education course at university or employment in landscaping or conservation.

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**Landscaping and Horticulture**

Level: 2  
Centre: Taylor Hill  
Duration: 1 year

**Entry requirements**
A minimum of 4 GCSEs with the following grades: English 3 and maths at 2 or above, and 2 other GCSEs grade 3 or above.

**Overview**
If you want a hands-on career working outdoors building and maintaining outdoor spaces/gardens, this course offers a varied role throughout the year including tasks such as building patios and fences, using landscape machinery and plantsmanship. Gain knowledge and skills in hard and soft landscaping such as paving and planting, and develop knowledge of machinery including strimmers, mowers and rotovators.

You will:
- Establish and maintain outdoor plants
- Understand the basic principles of plant science
- Set out from a landscape plan
- Construct landscape foundations and surfaces
- Develop skills in the use of land-based machinery
- Understand the principles of sports and amenity turf maintenance
- Undertake work experience

**How will I be assessed?**
- Written assignments
- Practical work

**What’s next?**
Level 3 courses in animal, equine or agriculture or employment in the landscape industry e.g. garden maintenance, working in garden centres or hard/soft landscaping or an apprenticeship.

For more information visit www.kirkleescollege.ac.uk
**AGRICULTURE BTEC DIPLOMA**

Level: 2  
Centre: Huddersfield  
Duration: 1 year  

**Entry requirements**  
A minimum of 4 GCSEs with the following grades: English 3 and maths at 2 or above, and 2 other GCSEs grade 3 or above.

**Overview**  
There is demand in the agricultural industry for trained, skilled and motivated young people, with an emphasis on combining traditional skills with modern technology and legislation.

This course combines practical experience with theory with work experience to give you a wide range of agricultural skills.

Practical experience will be gained through a range of stock tasks, and the opportunity to select, prepare and show animals/visit shows and exhibitions, including:

- Environmental and land-based business  
- Farm animal production  
- Sheep husbandry  
- Dairy and beef cattle husbandry  
- Participation in estate maintenance

You will also do a work placement.

**How will I be assessed?**  
- Written assignments  
- Presentations  
- Practical work

**What’s next?**  
Progression onto Level 3 or into practical agricultural employment.

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**AGRICULTURE BTEC EXTENDED DIPLOMA**

Level: 3  
Centre: Huddersfield  
Duration: 2 years  

**Entry requirements**  
A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above.

**Overview**  
Learn a broad range of agricultural knowledge including science, husbandry and practical skills, all required by the industry. Trips to farms and industry-related businesses will be planned plus a study tour.

The course includes:

- Anatomy and physiology  
- Principles of plant and principles of soil  
- Estate skills  
- Undertake sheep production  
- Undertake and carry out farm livestock husbandry  
- Beef production  
- Business in land-based sector  
- Livestock breeding and nutrition  
- Farm habitat management  
- Crop production

You will also undertake a work placement.

**How will I be assessed?**  
- Written assignments  
- Presentations  
- Practical work

**What’s next?**  
HNC Animal Management or other university level courses. Employment in animal care e.g. veterinary surgeries, laboratories, animal welfare organisations, wildlife centres, animal grooming or retail outlets.
“I moved from another college after feeling the course wasn’t for me, and after attending an open day I was impressed with the facilities and equipment here. The tutors give me great advice and feedback on my work, which has helped push me in the right direction and helped me decide what I want to do in the future.”

Anneka

Studying towards her Level 3 Extended Diploma in Art and Design, progressing onto another year of the course before looking to attend University or work towards her dream career in Interior Design.
**ART AND DESIGN BTEC INTRODUCTORY DIPLOMA**

Level: 1  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 year

**Entry requirements**

A minimum of 4 GCSEs with the following grades: English 2 and maths at 1 or above, and 2 other GCSEs grade 2 or above, ideally to include an art and design subject.

You will need a portfolio of art and design work that shows your enthusiasm for the subject.

**Overview**

An exciting introduction to art, design and craft. Develop your skills and ideas in a range of materials, techniques and processes, alongside English and maths.

Create a portfolio of practical work, visit galleries, museums and places of interest, exhibit work in public exhibitions, be involved in competitions, live projects and enterprise activities.

Units could include:
- Creating an art image
- Creating a 3D art object
- Presenting an image using a camera
- Designing a product
- Planning and marketing an exhibition
- Creating a mood board
- Creating an artefact using clay
- Creating prints

**How will I be assessed?**

- Written assignments
- Presentations
- Portfolio
- Sketchbooks
- Critical reviews and evaluations

**What’s next?**

Level 2 Art and Design.

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**ART AND DESIGN BTEC FIRST DIPLOMA**

Level: 2  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 year

**Entry requirements**

A minimum of 4 GCSEs with the following grades: English 3 and maths at 2 or above, and 2 other GCSEs grade 3 or above, ideally to include an art and design subject.

You will need a portfolio of art and design work that shows your enthusiasm for the subject.

**Overview**

This is a practical course giving you the opportunity to explore different materials, techniques and processes in art and design.

You will produce a portfolio of art work that is supported and influenced by artists, research exploring different themes and specialist areas including drawing and painting, print, art history, graphics and illustration, sculpture, fashion and textiles.

**How will I be assessed?**

- Written assignments
- Presentations
- Portfolio
- Sketchbooks
- Critical reviews and evaluations

**What’s next?**

Level 3 Art and Design.
**ART AND DESIGN FOUNDATION EXTENDED NQF DIPLOMA**

Level: 3  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 2 years

**Entry requirements**
A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above, ideally to include an art and design subject.

You will need a strong portfolio of art and design work that shows your enthusiasm for the subject.

**Overview**
This course (equivalent to 3 A Levels) has been designed to provide you with the skills, knowledge and understanding necessary to progress to degree level study in the creative industries, into further education and training or into employment.

If you have an interest in the visual arts, this course provides an opportunity to explore, develop and test your creativity.

Develop practical skills in both traditional and contemporary media including painting and drawing, photography, 3D, textiles, printmaking, graphics, fashion and fine art as well as in the use and application of both new and existing technology.

**How will I be assessed?**
- Written assignments
- Presentations
- Portfolio
- Sketchbooks
- Critical reviews and evaluations

**What’s next?**
Further study e.g. Art and Design BTEC Foundation Diploma, HNC Art Practice, employment or Apprenticeship.

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**ART AND DESIGN BTEC FOUNDATION DIPLOMA**

Level: 3/4  
Centre: Dewsbury  
Duration: 1 year

**Entry requirements**
You should have a minimum of 1 A Level or equivalent, plus 3 GCSEs grade C/4 or above including English and maths.

You will need a strong portfolio of art and design work that shows your enthusiasm for the subject.

**Overview**
Work across a range of different art-based principles, develop your technical and digital skills, review specialist art streams/subjects and get guidance to inform decisions about future career goals or HE learning programmes.

The course will help you recognise your strengths and abilities. All of our students who apply to universities are successful, with most gaining their first choice on HE degree courses, so we have a proven success rate we’re proud of.

A wide range of practical, studio based activities will introduce you to the underpinning knowledge and issues of serious study in art and design.

Final projects will be presented at the end of year ‘Create’ art show.

**How will I be assessed?**
- Assessments
- Constructive feedback

**What’s next?**
Further study e.g. HNC Art Practice, employment or Apprenticeship.

For more information visit www.kirkleescollege.ac.uk
**PEARSON BTEC LEVEL 3 NATIONAL DIPLOMA IN FASHION DESIGN AND PRODUCTION**

Level: 3  
Centre: Dewsbury  
Duration: 1 year

**Entry requirements**

A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above, ideally to include an art and design subject.

You will need a strong portfolio of art and design work that shows your enthusiasm for the subject.

**Overview**

The qualification is designed to give learners a technical understanding of fashion design and production. Learners gain knowledge and skills in design, pattern cutting, manufacturing methods and promotion to produce fashion projects.

Learners choose an optional unit in another art and design discipline that complements the subject and gives breadth to their practice. The qualification is for post-16 learners intending to gain employment in the fashion industry, possibly after further study in higher education, and is designed to be studied over two years alongside additional qualifications. (Equivalent to two A Levels.)

**How will I be assessed?**

9 units of which 8 are mandatory and 2 are external.

Mandatory content (92%). External assessment (33%).

**What’s next?**

HNC/HND Fashion/employment.

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**PEARSON BTEC LEVEL 3 NATIONAL DIPLOMA IN PHOTOGRAPHY**

Level: 3  
Centre: Dewsbury  
Duration: 1 year

**Entry requirements**

A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above, ideally to include an art and design subject.

You will need a strong portfolio of art and design work that shows your enthusiasm for the subject.

**Overview**

The qualification is designed to give learners a technical understanding of photography. Learners develop knowledge of studio and location photography, and digital and traditional methods of photography through vocational projects.

Learners choose an optional unit in another art and design discipline that complements the subject and gives breadth to their practice. The qualification is for post-16 learners intending to gain employment in this sector, possibly after further study in higher education, and is designed to be studied over two years alongside additional qualifications. (Equivalent to two A Levels.)

**How will I be assessed?**

9 units of which 8 are mandatory and 2 are external.

Mandatory content (92%). External assessment (33%).

**What’s next?**

HNC/HND Photography/employment.
Junior Content Producer

Level: 3
Centre: Huddersfield
Duration: 12-18 months

Entry requirements
GCSE English and maths at grade 4 or above.

Overview
This Apprenticeship will typically take 12-18 months to complete and will provide a well-rounded introduction into content production roles within the digital creative industries (including media, advertising, marketing communications and broadcast) and also for creative roles in non-creative industries.

This Apprenticeship comprises the core skills and knowledge needed to be competent in the role and to be able to develop and create exciting content and materials including:
- Content planning
- Content development
- Content creation and evaluation
- Industry awareness

This Assessment Plan has been designed to ensure that apprentices meet the skills, knowledge and behaviour outcomes defined in the Apprenticeship Standard.

How will I be assessed?
- Formal End Point Assessment components
- Workplace observation 25%
- Set test 30%
- Professional discussion with assessor 45%

What’s next?
HNC/HND Art Practice/employment.

For more information visit www.kirkleescollege.ac.uk
DID YOU KNOW?

In Leeds City Region jobs in this sector are forecast to rise by 13,000 between 2014 - 2024

Source: Careers Yorkshire and Humber

AVERAGE SALARY

FINANCE MANAGER
£23k - £93k

PR PROFESSIONAL
£15k - £39k

BUSINESS PROJECT MANAGER
£24k - £69k

“I chose to come to Kirklees College as I had heard that they had really good facilities. Before coming to college I didn’t know anybody, and the course has helped me make a lot of new friends who are a great support network. I’ve managed to achieve distinctions in all my assignments and this is down to the tutors.”

Shanaz
Studying Level 3 BTEC Diploma in Business. Would like to progress onto an Apprenticeship in Accounting.

DID YOU KNOW?

In Leeds City Region jobs in this sector are forecast to rise by 13,000 between 2014 - 2024

Source: Careers Yorkshire and Humber
BUSINESS AND ADMINISTRATION BTEC INTRODUCTORY DIPLOMA

Level: 1
Centre: Huddersfield and Springfield Sixth Form
Duration: 1 year

Entry requirements
A minimum of 4 GCSEs with the following grades: English 2 and maths at 1 or above, and 2 other GCSEs grade 2 or above.

Overview
Our level 1 programmes allow you to develop fundamental skills required within Business. You will learn about business finance, promotion and market research and carry out practical projects that will develop your business skills.

Units include:
• Being organised
• Finding out about businesses in your area
• Working with others
• Creating a visual display
• Developing a personal progression plan
• Researching a topic
• Communicating with customers
• Organising a meeting
• Recording income and expenditure

How will I be assessed?
• Discussions
• Observations
• Group presentations
• Written assessments
• Group activities

What's next?
BTEC Level 2 in Business and Enterprise, or ABC Level 2 in Retail.

BUSINESS BTEC EXTENDED CERTIFICATE WORK SKILLS

Level: 2
Centre: Huddersfield and Springfield Sixth Form
Duration: 1 year

Entry requirements
A minimum of 4 GCSEs with the following grades: English 3 and maths at 2 or above, and 2 other GCSEs grade 3.

Overview
The Workskills programme will provide you with the essential skills sought by employers which include effective teamwork, enhancing your communication skills and using initiative. You will develop effective employability skills that will build your confidence in capability in the world of work.

Units could include:
• Developing a CV
• Using a CV and cover letter
• Preparing and participating in a work placement
• Reviewing and improving own performance
• Self-management skills
• Working in a team
• Career progression

How will I be assessed?
• Successful completion of workbooks
• Observations
• Presentations
• Written assessments
• Group activities
• Independent research

What's next?
Employment, Apprenticeship or traineeship or progressing to Level 3 course within college.
Level: 2
Centre: Huddersfield and Springfield Sixth Form
Duration: 1 year

Entry requirements
A minimum of 4 GCSEs with the following grades: English 3 and maths at 3 or above, and 2 other GCSEs grade 3 or above.

Overview
This course will provide you with the necessary skills and knowledge to develop a good understanding within a business environment.

You will be taught by industry experts and learn about business finances, how businesses use marketing to promote their organisations as well as exploring the different functions that operate within a business.

How will I be assessed?
• Practical demonstrations
• Observations
• Online exams
• Written assessments

What's next?
Level 3 Business course or Apprenticeship.
**BUSINESS BTEC NATIONAL FOUNDATION/EXTENDED DIPLOMA**

Level: 3  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 or 2 years

**Entry requirements**
A minimum of 5 GCSEs with the following grades: English 4 and maths at 4 or above, and 3 other GCSEs grade 4 or above.

**Overview**
This course will provide you with advanced skills that are required within the business sector. You will work on live case studies that are set by employers and industry experts and develop a strong understanding about the functional areas in a business environment.

The Foundation Diploma is equivalent to 1.5 A levels and the Extended Diploma is equivalent to 3 A levels.

Units you will be studying are:
- Exploring business
- Developing a marketing campaign
- Personal and business finance
- Managing an event
- Recruitment and selection process
- Pitching for a new business

Extended Diploma will include:
- Principles of management
- International business
- Business decision making
- Team building in business

**How will I be assessed?**
- External assessment (4 units)
- Observations
- Group presentations
- Practical
- Written assessments
- Group activities

**What’s next?**
Apprenticeship, Higher Education including our HNC in Business or employment.

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**FASHION RETAIL DIPLOMA ABC**

Level: 2  
Centre: Huddersfield  
Duration: 1 year

**Entry requirements**
A minimum of 4 GCSEs with the following grades: English 3 and maths at 2 or above and 2 other GCSEs grade 3 or above.

**Overview**
Do you have what it takes to work in this fast-paced industry? 555,000 people are employed in Fashion Retail in the UK. Could this be you? This course will take you through the core elements you need to be successful in this industry from creating visual merchandising displays and branding goods to providing excellent customer service.

Modules include:
- Styling and personal shopping
- Digital imaging
- Visual merchandising
- Fashion history and culture
- Understanding the store environment
- Preparing to work in a store based environment
- Promotional activities on fashion retail
- Understanding customer service in the retail sector

**How will I be assessed?**
- Observations  
- Practical  
- Group presentations and activities  
- Discussions  
- Written assessment

**What's next?**
Dependent upon overall grade, options include Level 3 Fashion Retail/Business or an Apprenticeship.
FASHION RETAIL DIPLOMA ABC

Level: 3
Centre: Huddersfield
Duration: 1 year

Entry requirements
A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above.

Overview
Do you want to work in the retail sector – maybe a merchandiser for Nike or a buyer for Debenhams? This course will give you all the skills you need.

Units include:
• Team management skills for fashion retail
• Understanding factors influencing fashion retail
• Planning and developing ranges
• Designing visual merchandising displays
• Project skills for fashion retail development
• Developing fashion retail brands
• Digital image presentations
• Styling customers
• Understanding the evolution of fashion retailing

How will I be assessed?
• Discussions
• Observations
• Group presentations
• Written assessments
• Group activities
• Observations
• Practical

What’s next?
Dependent upon overall grade, options include a Level 3 in Business, an Apprenticeship in Retail or Higher Education.

ACCOUNTANCY APPRENTICESHIP

Level: 2
Centre: Huddersfield
Duration: 12-18 months

Entry requirements
GCSE English and maths grade 4 or above.

Overview
An Accountancy Apprenticeship is your route to an exciting professional career in finance and accounting. AAT accounting qualifications will enable you to manage finances, budgets and cashflow.

Accounting Apprenticeships train accountants to work in finance departments and accountancy firms, with progression to senior roles in accountancy, self-employment and university. You can gain a recognised qualification and professional skills while you earn a salary.

Successful completion of an accounting Apprenticeship at level 2 can lead to Apprenticeships at levels 3 and 4, which in turn will give you generous exemptions with all the UK chartered and certified accountancy bodies: ACCA, ICAEW, CIMA, ICAS and CIPFA.

How will I be assessed?
• AAT examinations
• Synoptic end test
• Portfolio of evidence
• Reflective discussion/structured interview

What’s next?
Higher level Apprenticeship e.g. accounting, business administration, team leading, management and leadership.
ASSISTANT ACCOUNTANT APPRENTICESHIP

Level: 3
Centre: Huddersfield
Duration: 18-24 months

Entry requirements
A level 2 qualification and GCSE grade 4 or above in English and maths.

Overview
Assistant accountants provide support to internal and external customers either within an accountancy practice or for the finance department of an organisation.

An Accounting Apprenticeship will allow you to get involved with a range of tasks including raising purchase orders, coding, and filing invoices as well as giving a taste of what a career in Accounting might involve.

You will study for an AAT (Association of Accounting Technicians) professional qualification while working for a company and earning a wage. AAT qualifications are highly respected within the industry and demonstrate a level of excellence and work-readiness sought by employers.

How will I be assessed?
• AAT examinations
• Synoptic end test
• Portfolio of evidence
• Reflective discussion/structured interview

What’s next?
Professional Accounting / Tax Technician Apprenticeship Level 4.

BUSINESS ADMINISTRATION APPRENTICESHIP

Level: 2
Centre: Huddersfield
Duration: 12-18 months

Entry requirements
GCSE requirements are dependant on company’s requirement. Please be aware as part of the course students are required to achieve functional skills in English and maths if they don’t have them.

Overview
Administrators handle the day to day tasks in an office and make sure things run smoothly. Effective administration is essential to a business. The role involves organising people and resources so could include executive assistants, secretaries, administration assistants, data entry clerks and office juniors.

Your exact duties will depend on your employer. You may be typing up meeting documents, putting financial information together, sending post, emailing or faxing and photocopying confidential documents. This sort of work requires responsibility, accuracy and attention to detail, but you will gain transferable skills.

Administration roles are an excellent starting point to move into management once you have more experience.

How will I be assessed?
• Portfolio
• Exams for English/maths/ICT (unless you have grade 4 or above)

What’s next?
Higher level Apprenticeship e.g. accountancy, business administration, team leading, management and leadership.
BUSINESS ADMINISTRATOR
APPRENTICESHIP

Entry requirements
A level 2 qualification and GCSE grade 4 or above in English and maths. See website for more details.

Overview
Business administrators have a highly transferable set of knowledge, skills and behaviours that can be applied in all sectors.

The role may involve working independently or as part of the team and will involve developing, implementing and improving administrative services.

The responsibilities of the role are to support and engage with different parts of their organisation and interact with internal or external customers.

Units could include:
• IT skills, using multiple IT packages and systems
• Produce accurate records and documents
• Decision making
• Interpersonal skills
• Communications, written and verbal
• Quality assurance
• Planning and organisation skills
• Project management and presentation skills
• Laws, regulations and processes
• Managing change
• Business finance

How will I be assessed?
• Assessment of knowledge, skills and behaviour outcomes by development of a portfolio
• Maths, English level 2 qualifications with end point examination
• Final end point assessment including competency based interview and professional discussion
• Final synoptic end point assessment
• Completion of a project

What’s next?
Dependent upon overall grade, options include:
Level 3 in Business/Apprenticeship in retail / Higher Education.
CUSTOMER SERVICE PRACTITIONER APPRENTICESHIP

Level: 2  
Centre: Huddersfield  
Duration: 12-18 months

**Entry requirements**  
GCSE requirements are dependant on the company’s requirements. Please be aware as part of the course students are required to achieve functional skills in English and maths if they don’t have them.

**Overview**  
Customer service practitioners deliver high quality products and services. You’ll need to make sure customers are dealt with in a positive, reliable and pleasant way – whether that’s offering advice, answering questions or handling complaints.

You need to have clear and up-to-date knowledge of products and services and be able to communicate with all sorts of people. The transferable skills you learn will be useful in any industry if you’re undecided about your future career.

Units could include:  
- Knowing your customers  
- Understanding the organisation  
- Meeting regulations and legislation  
- Systems and resources  
- Understanding role and responsibilities and impact of actions  
- Customer experiences  
- Products and service knowledge  
- Interpersonal questioning and listening skills  
- Communication skills  
- Influencing skills  
- Personal organisation  
- Dealing with customer conflict and challenge

**How will I be assessed?**  
- AAT examinations  
- Synoptic end test  
- Portfolio of evidence  
- Reflective discussion/structured interview

**What’s next?**  
Professional Accounting/Tax Technician Apprenticeship level 4.

TEAM LEADER/SUPERVISOR APPRENTICESHIP

Level: 3  
Centre: Huddersfield  
Duration: Up to 24 months

**Entry requirements**  
GCSE English and maths grade 4 or above. An initial assessment indicating that you are working at level 2 and you are able to achieve level 2 English and maths within one year. See website for more details.

**Overview**  
This Apprenticeship is for a first line management role, for someone who can take responsibility for managing a team or projects to deliver a clearly defined outcome.

You will be in employment and in a position to support, manage and develop team members, manage projects, plan and monitor workloads and resources.

You can take responsibility for delivering operational plans, resolving problems and building relationships, providing instruction and guidance to ensure the achievement of set goals. It’s applicable to professional team leaders, first line managers and supervisors.

Units could include:  
- Managing people and developing excellence  
- Organisational performance and delivering results  
- Personal effectiveness and management of self  
- Principles of leadership and management  
- Principles of people management  
- Principles of business

**How will I be assessed?**  
- On-programme assessment of knowledge, skills and behaviour  
- Final synoptic end point assessment  
- Development of a portfolio of evidence including reports, assignments, evidence of tasks undertaken,
demonstrations and presentations
• Feedback from line manager, peers and direct
• Completion of a project
• Competency based interview and professional discussion

What’s next?
On completion, apprentices may choose to register as an associate member with the Chartered Management Institute and/or the Institute of Leadership and Management.

Progress to a higher level Apprenticeship in management, or other Apprenticeship or other relevant qualification.

CUSTOMER SERVICE APPRENTICESHIP

Level: 3
Centre: Huddersfield
Duration: 18-24 months

Entry requirements
GCSE English and maths grade 4 or above. An initial assessment indicating that you are working at level 2 and you are able to achieve level 2 English and maths within one year. See website for more details.

Overview
All businesses recognise the importance of outstanding customer service.

The level 3 Apprenticeship is aimed at people already operating with a high level of responsibility in their workplace. More than likely you will have staff reporting to you and/or responsibility for delivering high quality customer service within your organisation, and responsibility for monitoring market feedback.

You will demonstrate a practiced set of skills when carrying out customer service operations, including managing performance improvements in service delivery, customer satisfaction, customer loyalty and reliability. You will develop the knowledge and understanding of customer retention and the principles of business.

How will I be assessed?
• Use of performance management processes to monitor progress and provide feedback
• Portfolio
• Exams for English/maths/ICT (unless have grade 4 or above)

What’s next?
Higher Education or job.

For more information visit www.kirkleescollege.ac.uk
Level: 3  
Centre: Huddersfield  
Duration: 18-24 months  

Entry requirements  
GCSE English and maths grade 4 or above. See website for more details.  

Overview  
This Apprenticeship will be useful to those who are new to working in the HR function in roles which may include: HR administrator, HR adviser and HR officer, or for those who would like to improve their knowledge and understanding of HR.  

Course content:  
• Developing as an HR practitioner  
• Continuing professional development (CPD)  
• Business understanding  
• Role and function of HR  
• Communication in an HR environment  
• HR legislation and policy  
• HR systems and processes  
• Managing HR information  
• Problem solving  
• Effective recruitment and selection  
• Handling employee relations  
• Building and maintaining effective relationships  
• Change management  
• Project planning  
• Consultative project  

How will I be assessed?  
On-programme assessment of knowledge, skills and behaviour. Development of a portfolio of evidence demonstrating learning and development activities with their application in the workplace. Successful completion of consultative project and professional discussion.  

What’s next?  
Successful completion of this Apprenticeship will enable you to apply for Associate Membership of the Chartered Institute of Personnel and Development, the professional body for the HR sector.
PASS RATE 96%  

AVERAGE SALARY

CHILD OR EARLY YEARS OFFICER
£15k - £28k

NURSERY NURSE
£13k - £21k

YOUTH OR COMMUNITY WORKER
£17k - £31k

“I chose Kirklees College because I’ve always wanted to work with children and this course really stood out to me. From studying here, I’ve already completed a work placement at a nursery which I really enjoyed and it allowed me to find out what working in this field is really like. The teaching is great here, the teachers are always friendly and the learning environment is relaxed. Everyone gets on really well in class and I’m looking forward to completing the rest of my course.”

Jessica
Studying Childcare. After finishing her course, Jessica would like to attend Manchester Metropolitan University to study Social Work.
**Caring for Children CACHE Diploma**

Level: 1  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 year

**Entry requirements**

16-18 only. A minimum of 4 GCSEs with the following grades: English 2 and maths at 1 or above, and 2 other GCSEs grade 2 or above. You will require a DBS check for this course.

**Overview**

This course is for anyone interested in working with children. It gives you an introduction to topics that will prepare you to support children’s learning and development and is an excellent starting point for anyone keen to develop a career in the early years industry. There are opportunities to spend time working with children to give you some valuable work experience.

You will learn how to:
- Provide a safe and supportive environment for children
- Provide children with healthy foods
- Identify how children grow and develop
- Develop your creative skills
- Plan your next steps to employment

**How will I be assessed?**

- Written assignments
- Practical tasks
- Presentations
- Group work

**What’s next?**

BTEC First Certificate in Children’s Play, Learning and Development or level 2 Apprenticeship.

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**Children’s Play, Learning and Development BTEC First Certificate**

Level: 2  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 year

**Entry requirements**

16-18 only. A minimum of 4 GCSEs with the following grades: English 3 and maths at 2 or above, and 2 other GCSEs grade 3 or above. You will require a DBS check for this course.

**Overview**

This course will provide you with an excellent understanding of how children develop and learn and the role of the childcare practitioner in supporting this development.

The course includes significant opportunities for work experience and prepares you to progress to the Level 3 qualification, which will grant you full professional status.

Topics on the course include:
- Theories of child development
- Keeping children safe
- Communication with children and adults
- Supporting children’s play and learning
- Supporting children with special educational needs

**How will I be assessed?**

- Written assignments
- Group work
- Presentations
- Two external exams

**What’s next?**

Level 3 Certificate in Childcare and Education.
**CHILDCARE AND EDUCATION CACHE CERTIFICATE**

Level: 3  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 year  

**Entry requirements**  
16-18 only. A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above. You will require a DBS check for this course.

**Overview**  
This course is the first year of the full level 3 Diploma which, when combined with level 2 qualifications in English and maths, grants ‘Early Years Educator Status’, enabling you to work unsupervised with children throughout the early years sector.

You will have the opportunity to put your learning into practice by completing a significant programme of work experience in a range of childcare settings and schools. There will also be an opportunity to choose a placement based on a specific area of interest, e.g. supporting children with additional needs.

Topics include:  
- Theories of child development, play and learning  
- Speech, language and communication  
- Supporting literacy and numeracy  
- Safeguarding  
- Observation, planning and assessment  
- Professional practice

**How will I be assessed?**  
- Written assignments  
- Portfolio of evidence  
- Performance evaluation on placement

**What’s next?**  
HNC in Childcare and Education, level 3 Apprenticeship or working with children in a wide range of support roles.

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**CHILDREN AND YOUNG PEOPLE’S WORKFORCE APPRENTICESHIP**

Level: 2  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 12-18 months  

**Entry requirements**  
Age 17+. GCSE English and Maths at grade 4 or above. You need to have some experience of working with children. You will require a DBS check for this course.

**Overview**  
If you work as a nursery assistant, crèche worker or special educational needs assistant, this Apprenticeship will provide you with an excellent understanding of how children learn and develop, and the role of the childcare practitioner in supporting this.

You will develop your knowledge of the following topics which will support you to improve your professional practice and progress in your career:  
- Employment responsibilities and rights  
- Effective communication with children and adults  
- Equality and inclusion  
- Theories of child development  
- Safeguarding  
- Working in partnership

**How will I be assessed?**  
- Continuous Assessment  
- Portfolio of Evidence

**What’s next?**  
Level 3 Apprenticeship for the Children and Young People’s Workforce (Early Years Educator).

For more information visit www.kirkleescollege.ac.uk
**CHILDREN AND YOUNG PEOPLE'S WORKFORCE (EARLY YEARS EDUCATOR) APPRENTICESHIP**

Level: 3  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 12-24 months

**Entry requirements**
You must have a level 2 childcare qualification and at least a GCSE English 4 and GCSE maths 4 plus a DBS check. See website for more details.

**Overview**
This Apprenticeship is for anyone working towards full, professional status as an ‘Early Years Educator’, a highly valued qualification across the children’s sector which can lead to a wide range of supervisory and management jobs.

Topics on the course include:
- Supporting and promoting children’s early education and development
- Planning and providing effective care, teaching and learning that enables children to progress and prepares them for school
- Making accurate and productive use of assessment
- Legislation, policy, and employment regulations
- Working effectively in a multi-agency context

**How will I be assessed?**
- Portfolio
- Workplace assessment

**What’s next?**
Supervisor/management roles.  
HNC or degree level course.
“Kirklees College has helped me develop my skills and gain the necessary qualifications to go to University. I was the only girl on the course, but the tutors helped me fit into the group and the class was very friendly. I would recommend this college as it helps you with your future employment goals.”

*Sherish*

Studying Level 3 Extended Diploma in IT. Progressing to AAT Diploma Level 3 and then looking to go to Huddersfield University to study cyber security and web programming.

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**AVERAGE SALARY**

**TELECOMMUNICATIONS PROFESSIONAL**

£22k - £62k

**IT BUSINESS ANALYST**

£22k - £62k

**WEB DESIGN**

£13k - £34k

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**DID YOU KNOW?**

The demand for tech specialists is expected to grow by 30% between 2014 – 2024 in Yorkshire and the Humber

*Source: Careers Yorkshire and Humber*
**INFORMATION TECHNOLOGY INTRODUCTORY BTEC DIPLOMA**

Level: 1  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 year

**Entry requirements**
A minimum of 4 GCSEs with the following grades: English 2 and maths at 1 or above, and 2 other GCSEs grade 2 or above.

**Overview**
This course is a great introduction to ICT and will enable you to begin your journey towards an ICT-related job or move on to a more specialised programme of study.

It will give you a broad overview of the computing industry and introduce you to generic and sector specific practical skills in developing information using ICT, creating and developing a website and you will learn to use a number of different computer programs, applications and use software for solving technical issues.

You will also have the opportunity to work as an individual and in teams and gain the key skills you need to work in different ICT environments.

**How will I be assessed?**
- Completing workbooks and handouts  
- Practical demonstrations  
- Observations  
- Written assessments and report writing

**What’s next?**
Level 2 in Information and Creative Technology certificate.

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**INFORMATION AND CREATIVE TECHNOLOGY CERTIFICATE**

Level: 2  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 year

**Entry requirements**
A minimum of 4 GCSEs with the following grades: English 3 and maths at 3 or above, and 2 other GCSEs grade 3 or above.

**Overview**
This course provides you with the first steps towards a wide range of skills within the IT sector by studying topics which include Digital Portfolio, Mobile App Development and Website Development.

You will be taught by passionate ICT practitioners who bring with them a wealth of experience and knowledge as well as have access to high-end specialist equipment, large learning resource centres and high-spec computer labs. There will be a number of specialist guest speakers from the industry that will provide you with a detailed insight of the sector.

**How will I be assessed?**
- Practical demonstrations  
- Online exams  
- Observations  
- Written assessments and report writing  
- Presentations

**What’s next?**
Level 3 IT course or Apprenticeship.
NATIONAL FOUNDATION DIPLOMA IN INFORMATION TECHNOLOGY

Level: 3
Centre: Huddersfield and Springfield Sixth Form
Duration: 1 year

Entry requirements
A minimum of 5 GCSEs with the following grades: English 4 and maths at 4 or above, and 3 other GCSEs grade 4 or above.

Overview
This fast track course is specifically designed to allow you to complete a BTEC National Foundation in IT at level 3 in one year. By successfully completing the course you will achieve the equivalent of one and a half A-levels and gain UCAS points, depending on the grades you achieve.

You will study a range of computer related subjects, including:
• Website development
• Computer games development
• Using social media in business
• Mobile apps design

You will be involved in work-related activities to help you gain experience through realistic working environments. You’ll be able to access resources relating to your course using the college Virtual Learning Environment (Moodle).

How will I be assessed?
• Written exams (Externally set)
• Controlled assessment (Externally set)
• Observations
• Group presentations
• Practical
• Written assessments
• Group activities

What’s next?
HNC/HND Computing. The course prepares you for a wide range of jobs, including games design and development, animation and graphics.

NATIONAL EXTENDED DIPLOMA IN INFORMATION TECHNOLOGY

Level: 3
Centre: Huddersfield and Springfield Sixth Form
Duration: 1 or 2 years

Entry requirements
A minimum of 5 GCSEs with the following grades: English 4 and maths at 4 or above, and 3 other GCSEs grade 4 or above.

Overview
The IT sector is continually evolving with emerging technologies. Our L3 IT programme will allow you to develop advanced IT skills by specialising in web development, cyber security, animation, games design and development.

The course covers is the equivalent of three A-levels.

How will I be assessed?
• Written exams (Externally set)
• Controlled assessment (Externally set)
• Observations
• Group presentations
• Practical
• Written assessments
• Group activities

You will be involved in work-related simulations to help you gain experience through realistic working environments.

A number of learners will have the opportunity to work on projects provided by employers.

You’ll be able to access resources relating to your course using the college Virtual Learning Environment (Moodle).

What’s next?
HNC/HND Computing. The course is designed for those wishing to make a career in roles such as web designer, programmer, help desk support, games developer, data analyst, network administrator, and database administrator.

For more information visit www.kirkleescollege.ac.uk
INFRASTRUCTURE TECHNICIAN APPRENTICESHIP

Level: 2
Centre: Huddersfield and Springfield Sixth Form
Duration: 1 year

Entry requirements
A minimum of 5 GCSEs with the following grades: English and maths at grade 4 or above and 2 other GCSEs grade 3 or above to include ICT and you also need to demonstrate an interest or knowledge of working in the vocational area and wish to take up a career in the relevant industry.

Overview
As an IT Infrastructure Technician, you provide support to wide variety of organisations, internal and external customers as well as learn to troubleshoot and/or problem-solve products and services.

This Apprenticeship will give you the experience and skills needed for network administration, setting up servers, help desk management, security patching and provide opportunities for you to acquire professional IT vendor qualifications within the field such as CCNA.

You will be employed by an established company/organisation, work with seasoned professionals and practitioners and be supported to learn the trade.

How will I be assessed?
- Practical demonstrations
- Work based projects
- Written assessments
- Portfolio
- Observations
- Online exams
- End point assessment

What’s next?
Further Apprenticeship or Higher Education study or employment as IT Support, IT Infrastructure Technician, Network Support and Network Administration.

DIGITAL MARKETING (SOCIAL MEDIA) APPRENTICESHIP

Level: 3
Centre: Huddersfield
Duration: 12-24 months

Entry requirements
A minimum of 5 GCSEs with the following grades: English and maths at 4 or above and 3 other GCSEs grade 3 or above to include ICT and you should demonstrate an interest or knowledge of working in the area.

Overview
Digital marketers, design, build and implement digital campaigns across a variety of online and social media platforms and drive customer acquisition, customer engagement and customer retention.

This Apprenticeship allows you to achieve internationally recognised vendor or professional qualifications such as HTML 5. You will also be supported by highly experienced staff to help you grow your professional skills and development.

You will be employed by an established company/organisation, work with seasoned professionals and practitioners and be supported to learn the trade.

How will I be assessed?
- Practical demonstrations
- Work based projects
- Written assessments
- Portfolio
- Observations
- Online exams
- End point assessment

What’s next?
Further Apprenticeship or Higher Education study or employment as Digital Marketing Assistant, Campaign Executive, Social Media Executive, Content Co-ordinator, Email Marketing Assistant, SEO Executive, Analytics Executive, Digital Marketing Technologist.
CONSTRUCTION

“A’I’m most proud of gaining an apprenticeship and doing well in my practical and theory classes. I’ve learnt how to fit and install bathrooms and maintain central heating systems. The apprenticeship provides a lot of variety and you learn a lot through a mixture of theory and practical.”

Callum
Studying Level 2 Apprenticeship in Plumbing. Hopes to continue working with his current company and then progressing to owning his own business.

DID YOU KNOW?
In Leeds City Region, building the HS2 railway is expected to generate 13,300-23,000 construction related jobs.
Source: Careers Yorkshire and Humber

AVERAGE SALARY
PLASTERER £17-29k
ELECTRICIAN £17-38k
**BRICKLAYING DIPLOMA**

Level: 1  
Centre: Brunel Construction  
Duration: 1 year

**Entry requirements**

Students will require a minimum of GCSE English and maths at grade 1 or above or an equivalent qualification.

It is also expected that students complete their current course of study to the best of their ability, and maintain a positive approach to continuing their studies.

**Overview**

This course is for students who are interested in becoming a bricklayer and working within the construction industry. It has been designed to develop your practical skills, whilst still covering the theory of the construction industry in general.

**Course content:**

- Safe working practices
- Building methods
- Construction technology
- Basic blocklaying
- Bricklaying skills
- Basic cavity walling
- Setting out and building masonry structures
- Constructing brick/block walls
- Maths and English unless achieved GCSE grade 4 or above

Steel toe capped boots and safety glasses are required for this course.

**How will I be assessed?**

- Continuous assessment
- Multiple choice online exams
- Practical assessments
- Work placement

**What’s next?**

Diploma in Brickwork level 2 or an Apprenticeship.

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**BRICKLAYING DIPLOMA**

Level: 2  
Centre: Brunel Construction  
Duration: 1 year

**Entry requirements**

Students will require a minimum of a GCSE grade 4 or above and one at grade 3 or above in English and maths, or equivalent qualification or a Level 1 relevant vocational qualification.

Direct entry students may also be asked to complete a skills test before enrolment to determine suitability for the Level 2 course. It is also expected that students complete their current course of study to the best of their ability, and maintain a positive approach to continuing their studies.

**Overview**

This course will allow you to learn, develop and practice the skills required for employment and/or career progression in bricklaying within the construction industry. You will increase your quality of work, performance, skills and knowledge with a mixture of practical workshops and classroom theory.

**The course covers:**

- Safe working practices
- Information, quantities and communicating with others
- Building methods and construction technology
- Setting out masonry structures
- Constructing solid walling incorporating isolated and attached piers
- Constructing cavity walling forming masonry structures
- Constructing masonry cladding
- Maths and English unless achieved GCSE grade 4 or above

Steel toe capped boots and safety glasses are required.
How will I be assessed?
- Continuous assessment
- Multiple choice online exams
- Practical assessments
- Work placement

What's next?
Diploma in Brickwork level 3 or an Apprenticeship.

BRICKLAYING DIPLOMA

Level: 3
Centre: Brunel Construction
Duration: 1 year

Entry requirements
A Level 2 relevant vocational qualification.

Direct entry students may also be asked to complete a skills test before enrolment to determine suitability for the Level 3 course. It is also expected that students complete their current course of study to the best of their ability, and maintain a positive approach to continuing their studies.

Overview
This course will allow you to learn, develop and practice the skills required for employment and/or career progression in bricklaying within the construction industry. You will increase your quality of work, performance, skills and knowledge with a mixture of practical workshops and classroom theory.

The course covers:
- Safe working practices
- Information, quantities and communicating with others
- Building methods and construction technology
- Constructing complex masonry structures
- Constructing decorative features
- Maths and English at level 2 unless previously achieved

Steel toe capped boots and safety glasses are required.

How will I be assessed?
- Continuous assessment
- Multiple choice online exams
- Practical assessments
- Work placement

What's next?
Higher Education, an Apprenticeship or full time employment.

For more information visit www.kirkleescollege.ac.uk
CARPENTRY AND JOINERY DIPLOMA

Level: 1
Centre: Brunel Construction
Duration: 1 year

Entry requirements
Students will require a minimum of GCSE English and maths at grade 1 or above or an equivalent qualification.

It is also expected that students complete their current course of study to the best of their ability, and maintain a positive approach to continuing their studies.

Overview
If you’re new to the construction industry and want a career in joinery, this course is for you. Learn how to work with wood and become a professional carpenter or joiner. Find out how to build floors, roofs, doors and stairs.

The course covers:
- Safe working practices
- Information, quantities and communicating with others
- Building methods and construction technology
- Jointing methods
- Basic frame assembly
- Health and safety
- Joinery technology
- Types of timber
- Fitting ironmongery (hinges, handles, locks and latches)
- Maths and English unless achieved GCSE grade 4 or above

Steel toe capped boots and safety glasses are required.

How will I be assessed?
- Continuous assessment
- Multiple choice online exams
- Practical assessments
- Work placement

What’s next?
Level 2 Diploma in Bench Joinery or an Apprenticeship.

BENCH JOINERY DIPLOMA

Level: 2
Centre: Brunel Construction
Duration: 1 year

Entry requirements
A Level 1 relevant vocational qualification.

Direct entry students may also be asked to complete a skills test before enrolment to determine suitability for the Level 2 course. It is also expected that students complete their current course of study to the best of their ability, and maintain a positive approach to continuing their studies.

Overview
Bench joinery is the preparation, setting out, and manufacture of joinery components. Timber has been used for thousands of years, and it’s still an important construction material. It is used throughout the industry, and working with it can be extremely varied and rewarding. Good hand eye co-ordination is essential, as are accurate measuring skills.

The course covers:
- Safe working practices
- Information, quantities and communicating with others
- Building methods and construction technology
- Shaping curved components
- Assembling bespoke/complex bench joinery
- Organising and running your own jobs
- Maths and English unless achieved GCSE grade 4 or above

Steel toe capped boots and safety glasses are required.

How will I be assessed?
- Continuous assessment
- Multiple choice online exams
- Practical assessments
- Work placement

What’s next?
Diploma in Brickwork level 2 or an Apprenticeship.
Entry requirements
A Level 2 relevant vocational qualification.

Direct entry students may also be asked to complete a skills test before enrolment to determine suitability for the Level 3 course. It is also expected that students complete their current course of study to the best of their ability, and maintain a positive approach to continuing their studies.

Overview
You will develop your skills and knowledge enabling you to work at an advanced level in the construction industry in bench joinery, wood machining or furniture production. Skills such as measuring and application of number, problem solving skills and communicating with different people within a working environment can be transferable to other trade areas.

The course covers:
- Safe working practices
- Information, quantities and communicating with others
- Building methods and construction technology
- Joinery tools
- Types of timber
- Complex joinery skills
- Staircases
- Storm proof windows
- Doors and frames
- Joinery technology
- Maths and English unless achieved GCSE grade 4 or above

Steel toe capped boots and safety glasses are required.

How will I be assessed?
- Continuous assessment
- Multiple choice online exams
- Practical assessments
- Work placement

What’s next?
Higher Education, an Apprenticeship or full time employment.
**ELECTRICAL INSTALLATION**

Level: 1  
Centre: Brunel Construction  
Duration: 1 year

**Entry requirements**  
A minimum of GCSE English and maths at 2 or above.

**Overview**  
This qualification is for those wanting to enter the electrical industry but do not have the required level of Maths and English to start an apprenticeship or Level 2 Diploma. It will give you needed core skills and knowledge to progress onto the Level 2 Diploma. You will be supervised as you undertake various practical and knowledge based activities. The course includes:
- Health and safety
- Environmental measures
- Installation methods and procedures
- Electrical installation craft skills
- Electrical science principles
- Starting work in construction
- Maths and English unless achieved GCSE grade 4 or above

**How will I be assessed?**  
- Online exam  
- Practical assessments  
- Assignments  
- Work placement

**What’s next?**  
Level 2 Diploma in Electrical or an apprenticeship in Electrical.

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**ELECTRICAL INSTALLATION**

Level: 2  
Centre: Brunel Construction  
Duration: 1 year

**Entry requirements**  
A Level 1 relevant vocational qualification. Candidates must have had a colour blindness check prior to application.

**Overview**  
If you’re looking to become an electrician, this qualification is your starting point. It is designed for new entrants to the electrical industry, providing you with the basic skills and experience you need to progress within the electrical sector. You will study a combination of practical techniques and theory based applications that reinforce the practical elements of the course and undertake a wide variety of standard electrical installation work.

The course covers:
- Health and safety in electrical installation
- Electrical installation theory and technology
- Electrical installation methods, procedures and requirements
- Electrical installation craft skills
- Electrical science and principles
- Maths and English unless achieved grade 4 or above

**How will I be assessed?**  
- On-screen exams  
- Written assignments  
- Practical assessments  
- Work placement

**What’s next?**  
Level 3 Electrical Installation Diploma or Apprenticeship.
**ELECTRICAL INSTALLATION**

Level: 3  
Centre: Brunel Construction  
Duration: 1 or 2 years

**Entry requirements**
A Level 2 relevant vocational qualification. Candidates may have to demonstrate flexibility regarding timetabling as this course is merged with the apprenticeship groups. Candidates must have had a colour blindness check prior to application.

**Overview**
This course is the industry recognised route for electricians looking to achieve that next level of electrical knowledge and skills, providing an advanced understanding of electrical science, inspection and testing procedures, fault diagnosis and rectification and installation design.

The course covers:  
- Understanding environmental legislation, working practices and the principles of environmental technology systems  
- Electrical installation planning, preparation and designing  
- Electrical installation craft skills  
- Understanding the principles, practices and legislation for the inspection, testing, commissioning and certification of electrotechnical systems  
- Understanding the principles, practices and legislation for diagnosing and correcting electrical faults in electrotechnical systems  
- Electrical science and principles  
- Maths and English unless grade 4 or above is achieved

**How will I be assessed?**
- On-screen exams  
- Written assignments  
- Practical assessments  
- Work placement

**What's next?**
Higher Education, employment or an Apprenticeship.

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**PLASTERING DIPLOMA**

Level: 1  
Centre: Brunel Construction  
Duration: 1 year

**Entry requirements**
Students will require a minimum of GCSE English and maths at grade 1 or above or an equivalent qualification.

It is also expected that students complete their current course of study to the best of their ability, and maintain a positive approach to continuing their studies.

**Overview**
Learn the basic principles of plastering, how to use plastering tools and equipment and to identify the correct materials to use. As a trained plasterer you could work on housing sites, city developments, domestic extensions and conservatories, new work, conversions or repairs. You could do site work or become self-employed and start your own business.

The course includes:  
- Safe working practices  
- Information, quantities and communicating with others  
- Building methods and construction technology  
- Preparing background surfaces and plaster materials  
- Applying plaster to internal surfaces  
- Producing components from moulds  
- Forming sand and cement screeds  
- Maths and English unless achieved GCSE grade 4 or above

Steel toe capped boots and safety glasses are required for this course.

**How will I be assessed?**
- Continuous assessment  
- Multiple choice online exams  
- Practical assessments  
- Work placement

**What's next?**
Diploma in Plastering level 2 or an Apprenticeship.
**PLASTERING DIPLOMA**

**Level:** 2  
**Centre:** Brunel Construction  
**Duration:** 1 year

**Entry requirements**

A Level 1 relevant vocational qualification.

Direct entry students may also be asked to complete a skills test before enrolment to determine suitability for the Level 2 course.

It is also expected that students complete their current course of study to the best of their ability, and maintain a positive approach to continuing their studies.

**Overview**

This course is suitable for anyone not yet working in the plastering industry, who would like to gain the relevant qualifications to help them work towards becoming a professional plasterer.

The course includes:

- Safe working practices  
- Information, quantities and communicating with others  
- Building methods and construction technology  
- Preparing background surfaces and plaster materials  
- Applying render materials to external surfaces  
- Producing fibrous plaster components  
- Fixing dry-lining and plasterboard products to internal surfaces  
- Producing and positioning/securing fibrous plaster components  
- Applying plaster to internal surfaces  
- Maths and English unless achieved GCSE grade 4 or above.

Steel toe capped boots and safety glasses are required.

**How will I be assessed?**

- Continuous assessment  
- Multiple choice online exams  
- Practical assessments  
- Work placement

**What's next?**

Diploma in Plastering level 3 or an Apprenticeship.

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**PLASTERING DIPLOMA**

**Level:** 3  
**Centre:** Brunel Construction  
**Duration:** 1 year

**Entry requirements**

A Level 2 relevant vocational qualification. Direct entry students may also be asked to complete a skills test before enrolment to determine suitability for the Level 3 course.

It is also expected that students complete their current course of study to the best of their ability, and maintain a positive approach to continuing their studies.

**Overview**

If you’ve previous experience of the construction industry, but would like to work towards something more trade specific, this course will get you to a very high skills standard, allowing you to undertake complex plastering work. You will learn plastering techniques, skills and technology including:

- Safe working practices  
- Applying plaster materials to complex external surfaces  
- Dry lining  
- Plaster boarding,  
- Sand and cement screeding (granolithic)  
- Casting cornice in-situ  
- Plastering complex internal surfaces (e.g. curved wall)  
- Information, quantities and communicating with others  
- Building methods and construction technology  
- Maths and English unless achieved GCSE grade 4 or above.

Steel toe capped boots and safety glasses are required.

**How will I be assessed?**

- Continuous assessment  
- Multiple choice online exams  
- Practical assessments  
- Work placement

**What's next?**

Higher Education, an apprenticeship or full time employment.
PLUMBING DIPLOMA

Level: 1
Centre: Brunel Construction
Duration: 1 year

Entry requirements
A minimum of GCSE English and maths at 2 or above.

Overview
This qualification is for those wanting to enter the plumbing industry but do not have the required level of Maths and English to start an apprenticeship or Level 2 Diploma. It will give you needed core skills and knowledge to progress onto the Level 2 Diploma. You will be supervised as you undertake various practical and knowledge based activities.

The course includes:
- Health and safety
- Environmental measures
- Science principles in plumbing and heating
- Introduction to building services
- Fundamental plumbing systems
- Fundamental plumbing processes
- Drilling and fixing methods
- Low carbon steel practical applications
- Copper tube practical applications
- Plastic pipework practical applications
- Maths and English unless achieved GCSE grade 4 or above

How will I be assessed?
- Practical assessments
- Assignments
- Work placement

What’s next?
Level 2 Diploma in Plumbing and Heating or an apprenticeship in Plumbing.

PLUMBING DIPLOMA

Level: 3
Centre: Brunel Construction
Duration: 1 year

Entry requirements
A minimum of GCSE English and maths one at 4 or above and one at 3 or above. Level 2 Diploma in plumbing and heating.

Overview
This course is the route to take where an apprenticeship has not been secured for plumbers looking to achieve that next level of plumbing knowledge and skills. It builds on the knowledge and skills developed in the Level 2 Diploma and starts to introduce knowledge around gas.

The course includes:
- Organise resources in BSE
- Cold water commissioning, service and maintenance
- Hot water commissioning, service and maintenance
- Central heating commissioning, service and maintenance
- Sanitation commissioning, service and maintenance
- Core gas safety principles
- Maths and English unless achieved GCSE grade 4 or above

How will I be assessed?
- Online exam for every unit
- Practical assessments
- Work placement

What’s next?
Higher Education, employment or an Apprenticeship.

For more information visit www.kirkleescollege.ac.uk
CONSTRUCTION EXTENDED DIPLOMA

Level: 3  
Centre: Brunel Construction  
Duration: 2 years

Entry requirements
A minimum of 5 GCSEs with the following grades: English, maths and Science at 4 or above, and 2 other GCSEs grade 4 or above.

Overview
If you are interested in construction, but not wanting to choose a specific trade, this course will give you an overview of the industry and options available. You will develop knowledge and understanding of the construction sector, including essential employability skills.

The course covers:
• Construction principles  
• Construction design  
• Tendering and estimating  
• Construction technology  
• Health and safety  
• Surveying  
• Graphical detailing  
• Building regulations and control in construction  
• Management of a construction project

How will I be assessed?
• Written exams  
• Assignments  
• Supervised assessments  
• Work placement

What’s next?
Higher Education course such as technical design, construction management or architecture or employment.
PLASTERING APPRENTICESHIP STANDARD

Level: 3  
Centre: Brunel Construction  
Duration: 3 years

Entry requirements
GCSE English and maths, one of which must be grade 2 or above or Level 1 relevant vocational qualification plus secured employment.

Overview
As a plasterer you will be performing different techniques on site such as dry lining, skimming and external rendering.

The Apprenticeship covers:
• Safe working practices  
• Information, quantities and communicating  
• Building methods and construction technology  
• Preparing background surfaces and plaster materials  
• Rendering external surfaces  
• Fixing dry-lining and plasterboard produces to internal surfaces  
• Producing and positioning/securing fibrous plaster components  
• Applying plaster to internal surfaces  
• Conforming to health, safety and welfare  
• Conforming to productive work practices  
• Moving, handling and storing resources  
• Producing internal solid plastering finishes  
• Producing external render finishes  
• Applying plaster finishes to background surfaces  
• Installing mechanically fixed plasterboards  
• Maths and English at level 1 unless previously achieved.

Please note, unless already achieved, Level 2 Functional Skills maths and English (or equivalent) must be achieved in order to pass this course.

Steel toe capped boots and safety glasses are required.

How will I be assessed?
• Knowledge test  
• Skills Test  
• Oral Questioning

What's next?
Higher education or full time employment.

For more information visit www.kirkleescollege.ac.uk
BRICKLAYING APPRENTICESHIP STANDARD

Level: 2  
Centre: Brunel Construction  
Duration: 2 ½ years

Entry requirements
GCSE English and maths, one of which must be grade 2 or above or a Level 1 relevant vocational qualification plus secured employment.

Overview
The course covers the following college training:
• Safe working practices
• Information, quantities and communicating with others
• Building methods and construction technology
• Setting out masonry structures
• Constructing solid walling incorporating isolated and attached piers
• Constructing cavity walling forming masonry structures
• Constructing masonry cladding
• Maths and English at level 1 unless previously achieved.

Please note, unless already achieved, Level 1 Functional Skills maths and English (or equivalent) must be achieved and Level 2 Functional Skills maths and English attempted in order to pass the course.

Steel toe capped boots and safety glasses are required.

How will I be assessed?
• Knowledge test
• Skills Test
• Oral Questioning

What's next?
Higher education or full time employment.

SITE CARPENTRY APPRENTICESHIP STANDARD

Level: 2  
Centre: Brunel Construction  
Duration: 18 - 24 months

Entry requirements
GCSE English and maths, one of which must be grade 2 or above or a Level 1 relevant vocational qualification plus secured employment.

Overview
You will be working on a construction site or in domestic or commercial premises carrying out site carpentry to first and second fixing. The end-point practical test will consist of constructing a timber frame and hanging a door as detailed by a drawing and work specification. Skills, knowledge and behaviours will be tested when:
• Interpreting information
• Planning and organising work
• Setting out/marking out
• Using tool skills including the use of hand and powered tools
• Producing work to specification in accordance with building requirements
• Working to deadlines
• Working safely

Please note, unless already achieved, Level 1 Functional Skills maths and English (or equivalent) must be achieved and Level 2 Functional Skills maths and English attempted in order to pass this course.

How will I be assessed?
• Knowledge test
• Skills Test
• NVQ Level 2 in Wood Occupations – Site Carpentry
• Level 1 or equivalent in maths and English

All of these elements must be achieved in order to pass this course.

What’s next?
Level 3 advanced site carpentry apprenticeship standard.
**ADVANCED SITE CARPENTRY APPRENTICESHIP STANDARD**

- **Level:** 3
- **Centre:** Brunel Construction
- **Duration:** 12 - 15 months

**Entry requirements**
A minimum of GCSE English and maths one at 4 or above and one at 3 or above or equivalent or a Level 2 relevant vocational qualification plus secured employment.

**Overview**
You will be working on a construction site or in domestic or commercial premises carrying out site carpentry to first and second fixing. The end-point practical test will consist of forming a section of a complex roof structure as detailed by a drawing and work specification. Skills, knowledge and behaviours will be tested when:
- Interpreting information
- Planning and organising work
- Setting out/marking out
- Using tool skills including the use of hand and powered tools
- Producing work to specification in accordance with building requirements
- Working to deadlines
- Working safely

Please note, unless already achieved, Level 2 Functional Skills maths and English (or equivalent) must be achieved in order to pass this course.

**How will I be assessed?**
- Knowledge test
- Skills Test
- NVQ Level 3 in Wood Occupations – Site Carpentry
- Level 1 or equivalent in maths and English

All of these elements must be achieved in order to pass this course.

**What’s next?**
Higher education or full time employment.

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**ARCHITECTURAL JOINERY APPRENTICESHIP STANDARD**

- **Level:** 2
- **Centre:** Brunel Construction
- **Duration:** 18 - 24 months

**Entry requirements**
GCSE English and maths, one of which must be grade 2 or above or a Level 1 relevant vocational qualification plus secured employment.

**Overview**
You will be working on a construction site or in domestic or commercial premises carrying out site carpentry to first and second fixing. The end-point practical test will consist of setting out a full sized rod for an exterior door and marking out from a prepared rod to produce a frame with an angled head as detailed by a drawing and work specification. Skills, knowledge and behaviours will be tested when:
- Interpreting information
- Planning and organising work
- Setting out/marking out
- Using tool skills including the use of hand and powered tools
- Producing work to specification in accordance with building requirements
- Working to deadlines
- Working safely

Please note, unless already achieved, Level 1 Functional Skills maths and English (or equivalent) must be achieved in order to pass this course.

**How will I be assessed?**
- Knowledge test
- Skills Test
- NVQ Level 3 in Wood Occupations – Site Carpentry
- Level 1 or equivalent in maths and English

All of these elements must be achieved in order to pass this course.

**What’s next?**
Higher education or full time employment.

For more information visit www.kirkleescollege.ac.uk
How will I be assessed?

- Knowledge test
- Skills Test
- NVQ Level 2 in Wood Occupations – Site Carpentry
- Level 1 or equivalent in maths and English

All of these elements must be achieved in order to pass this course.

What's next?

Level 3 advanced architectural joinery apprenticeship standard

Overview

You will be working on a construction site or in domestic or commercial premises carrying out site carpentry to first and second fixing. The end-point practical test will consist of setting out and producing a curved head frame with panel using a range of materials and preparing for finishing’s as detailed by a drawing and work specification. Skills, knowledge and behaviours will be tested when:

- Interpreting information
- Planning and organising work
- Setting out/marking out
- Using tool skills including the use of hand and powered tools
- Producing work to specification in accordance with building requirements
- Working to deadlines
- Working safely

Please note, unless already achieved, Level 2 Functional Skills maths and English (or equivalent) must be achieved in order to pass this course.

Entry requirements

A minimum of GCSE English and maths one at 4 or above and one at 3 or above or equivalent or a Level 2 relevant vocational qualification plus secured employment.

How will I be assessed?

- Knowledge test
- Skills Test
- NVQ Level 3 in Wood Occupations – Architectural Joinery
- Level 2 or equivalent in maths and English

All of these elements must be achieved in order to pass this course.

What’s next?

Higher education or full time employment.
**ELECTRICAL INSTALLATION APPRENTICESHIP**

Level: 3  
Centre: Brunel Construction  
Duration: 4 years

**Entry requirements**  
A minimum of GCSE English and maths one at 4 or above and one at 3 or above or equivalent or a Level 1 relevant vocational qualification plus secured employment. See website for additional entry requirements.

**Overview**  
This Apprenticeship will give you the most up-to-date qualifications whilst you are earning an income as an electrician’s apprentice. Once you have passed your final AM2 Assessments you will be a fully qualified electrician who is able to undertake work in both domestic and commercial settings.

The Apprenticeship covers:  
- Planning, organising and overseeing electrical work  
- Designing and installing practices and procedures  
- Terminating and connecting conductors  
- Inspection, testing and commissioning.  
- Fault diagnosis and rectification  
- Science principles and technologies  
- Requirements for electrical installations  
- Health and safety legislation  
- Environmental legislation  
- Maths and English at level 2 unless previously achieved.

**How will I be assessed?**  
- On-screen knowledge assessments  
- Centre marked assignments and written assessments  
- Continuous practical performance assessments  
- Evidence of competence performance from the workplace  
- AM2 – end point assessment

**What's next?**  
Higher Education course in construction, A1 Assessor Award, level 3 Periodic Inspection or Testing and Certification.

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**PLUMBING AND HEATING APPRENTICESHIP**

Level: 3  
Centre: Brunel Construction  
Duration: 4 years

**Entry requirements**  
A minimum of GCSE English and maths one at 4 or above and one at 3 or above or equivalent or a Level 1 relevant vocational qualification plus secured employment.

**Overview**  
- Installation of plumbing and heating systems  
- Appliances can include (gas, oil and solid fuel boilers)  
- Pumps, heat emitters  
- Bathroom furniture  
- Cold water systems  
- Hot water systems  
- Central heating  
- Above ground drainage and rainwater systems  
- Installing environmental technologies, like heat pumps, solar thermal systems, biomass

**How will I be assessed?**  
- Health and Safety Systems  
- Plumbing and Heating Science and processes  
- Plumbing and Heating Systems  
- Underpinning Knowledge assessment  
- End Point assessment  
- Behaviours in the workplace

**What's next?**  
Higher Education course, A1 Assessor Award or Domestic Gas Certificate.
West Yorkshire is renowned for its world-leading precision engineering and high quality design and manufacture of a wide range of products including textiles, components such as gears, valves and turbochargers, furniture and wood products, food and drink.

Source: Careers Yorkshire and Humber

“I chose the apprenticeship route as you get hands on experience, whilst also getting paid and getting a qualification. The tutors are great. They talk to you like an adult and they are more like friends. It’s a really warm environment to learn and work in and there are a lot of friendly faces around college. I’ve made friends for life.”

Nichol

Studying Mechanical Engineering Apprenticeship. After completing his apprenticeship, he would like to stay with his current employer, predominantly working as a machinist and climb the career ladder.

**AVERAGE SALARY**

**ENGINEERING PROFESSIONAL**

£21k - £49k

**WELDER**

£17k - £32k

**ELECTRICAL ENGINEER**

£28k - £69k

**DID YOU KNOW?**

West Yorkshire is renowned for its world-leading precision engineering and high quality design and manufacture of a wide range of products including textiles, components such as gears, valves and turbochargers, furniture and wood products, food and drink.

Source: Careers Yorkshire and Humber
**ENGINEERING BTEC FIRST DIPLOMA (NQF)**

Level: 2  
Centre: Engineering  
Duration: 1 year

**Entry requirements**

A minimum of 4 GCSEs with the following grades: English at 3 and maths at 3 or above, and 2 other GCSEs grade 3 or above, including science or a technology based subject.

**Overview**

This course offers a vocational route into the exciting world of engineering technology. You will cover a range of engineering topics.

The course modules include:
- The engineered world
- Investigating an engineered product
- Introduction to communications for engineering
- Health and safety in engineering
- Engineering materials
- Interpreting and using engineering information
- Mathematics for engineering
- Electronic circuit design and construction
- Computer numerical control programming
- Computer-aided engineering
- Engineering assembly
- Machining techniques
- Maths and English unless achieved GCSE grade 4 or above

The course involves practical work and theory.

You will be required to undertake a work placement as part of your study programme.

**How will I be assessed?**

Externally set exams for two units:
- The engineered world
- Interpreting and using engineering information
- Through a series of assignments for each of the other units.

**What's next?**

BTEC Level 3 90 Credit Diploma in Engineering (QCF) or BTEC level 3 Extended Diploma in Manufacturing Engineering (QCF). Apprenticeship or employment within the engineering industry.
**ENGINEERING BTEC 90 CREDIT DIPLOMA (QCF)**

Level: 3  
Centre: Engineering  
Duration: 1 year  

**Entry requirements**

A minimum of 5 GCSEs with the following grades: 4 in maths, 4 in English or above and 3 other GCSEs at 4 or above including science or a technology based subject.

**Overview**

This level 3 course offers a vocational route into the exciting world of engineering technology. You will cover a range of engineering topics:

- Health and safety
- Mathematics
- Electrical principles
- Mechanical inspection and testing
- Finishing and secondary processes
- Welding technology
- Programmable-logic-controllers
- Computer-aided-design
- Electronic devices and circuits
- Maths and English unless previously achieved GCSE grade 4 or above

The course involves practical work and theory. You will be required to undertake a work placement as part of your study programme.

**How will I be assessed?**

Through a series of assignments for each unit.

**What’s next?**

Level 3 Extended Diploma in Manufacturing Engineering (QCF). Apprenticeship or employment within the engineering industry.

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**MANUFACTURING ENGINEERING BTEC EXTENDED DIPLOMA (QCF)**

Level: 3  
Centre: Engineering  
Duration: 2 years  

**Entry requirements**

A minimum of 5 GCSEs with the following grades: 4 in maths, 4 in English or above and 3 other GCSEs at 4 or above including science or a technology based subject.

**Overview**

This level 3 course offers a route into the exciting world of engineering technology. You will cover a range of engineering topics:

- Health and safety
- Mathematics
- Electrical principles
- Mechanical measurement inspection and testing
- Finishing and secondary processes
- Welding technology
- Programmable-logic-controllers
- Computer-aided-design (CAD)
- Electronic devices and circuits

Year 2:

- Communications
- Engineering project
- Mechanical principles
- Business operations
- Engineering design
- CNC
- Further mathematics
- Electronic circuit design and manufacture

The course involves practical work and theory. You will be required to undertake a work placement as part of your study programme.

**How will I be assessed?**

Through a series of assignments for each unit.

**What’s next?**

Apprenticeship or employment within the engineering industry. Higher National Certificate, Higher National Diploma or University Degree.

For more information visit www.kirkleescollege.ac.uk
Diploma in Engineering Technologies

Level: 1
Centre: Engineering
Duration: 1 year

Entry requirements
4 GCSE’s grade 2 or above including English, maths and ideally a science or technology subject.

Overview
It covers basic knowledge, understanding and skills that are relevant to a wide variety of careers and study routes within the engineering industry and takes a hands on approach to basic engineering training by providing learners with:
• An understanding of a range of potential careers and apprenticeships in the engineering sector
• Personal skills to help them work effectively and achieve their potential.

This is a graded qualification; learners can achieve a Pass, Merit or Distinction.

Disciplines covered – Machining, Electrical, Welding, Motorbike Maintenance, basic maths and science, health and safety.

How will I be assessed?
Achieved when successfully completed:
• The core mandatory unit, comprising an on-screen multiple-choice examination
• Eight of the optional units, comprising centre marked practical/theory assessments

What’s next?
Progression onto level 2 if maths and English grades are achieved.

NVQ Diploma in Performing Engineering Operations

Level: 2
Centre: Engineering
Duration: 1 year

Entry requirements
4 GCSE’s grade 3 or above including English, maths and ideally a science or technology subject.

Overview
This qualification covers the fundamental skills and knowledge common to all engineering practices.

Disciplines covered - Machining, Welding, Electrical, Health and Safety, Communicating Technical information, working with others.

How will I be assessed?
• The qualification is assessed by: holistic assessment, portfolio of evidence (could be electronic), verbal questioning, witness testimony, knowledge and understanding.
• No exams.

What’s next?
Performing Engineering Operations at Level 2 forms a major component of SEMTA’s Engineering Apprenticeship Framework and would allow progression into an apprenticeship it also allows progression onto a variety of other Level 3 Engineering related qualifications if GCSE grade 4 are achieved in maths and English.
DIPLOMA IN ENGINEERING AND TECHNOLOGY

Level: 2  
Centre: Engineering  
Duration: 1 year

Entry requirements

4 GCSE’s grade 3 or above including English, maths and ideally a science or technology subject.

Overview

This qualification has three core mandatory units, which provides learners with knowledge of the engineering environment, techniques and principles within the engineering sector. The optional units are Machining, Welding and electrical.

How will I be assessed?

This qualification will be achieved when the learner has successfully completed:

• Three core mandatory units, comprising an on-screen multiple-choice examination
• Three of the optional units, comprising centre marked practical/theory assessments.

What’s next?

Allow progression into an apprenticeship and also allows progression onto a variety of other Level 3 Engineering related qualifications.

For more information visit www.kirkleescollege.ac.uk
FACTORIATION AND WELDING APPRENTICESHIP

Level: 3
Centre: Engineering
Duration: 1-4 years
(dependent upon skill area)

Entry requirements
A minimum of GCSE grade 4 in maths and 4 in English and science or a technology based subject at grade 4 or above.

Overview
You must have an employer who will support you through your Apprenticeship and give you time off work to attend college.

You will be employed in industry, earning a wage whilst gaining the skills and qualifications employers need and value.

The Apprenticeship will include:
• Knowledge based qualification - level 3
• Competence based qualification - level 2 and level 3
• ICT - level 2
• Employee rights and responsibilities
• Personal learning and thinking skills (PLTS)

How will I be assessed?
At college and in the workplace.

What's next?
Employment within the fabrication and welding sector.

ENGINEERING TECHNICIAN - MACHINIST - ADVANCED MANUFACTURING ENGINEERING APPRENTICESHIP

Level: 3
Centre: Engineering
Duration: Up to 4 years
(dependent upon skill area)

Entry requirements
A minimum of GCSE grade 4 in maths and 4 in English and science or a technology based subject at grade 4 or above.

Overview
You must have an employer who will support you through your Apprenticeship and give you time off work to attend college.

You will be employed in industry, earning a wage, whilst gaining skills and qualifications throughout the stages of the Apprenticeship. Formative assessment of skills, knowledge and behaviours are required and outlined in the assessment plan.

Foundation Phase:
• Level 2 Diploma in Advanced Manufacturing Engineering (Foundation Competence)
• Level 2 Diploma in Machining (Foundation Knowledge)

Development Phase:
• Level 3 Diploma in Advanced Manufacturing Engineering (Development Competence) - Machining
• Level 3 Diploma in Machining (Development Knowledge)

How will I be assessed?
You will need to demonstrate how you have achieved full occupational competence against skills, knowledge and behaviours, set out in the standard.

What's next?
Apprenticeship or employment within the engineering industry. Higher National Certificate, Higher National Diploma or University Degree.
ENGINEERING TECHNICIAN - MECHATRONICS MAINTENANCE TECHNICIAN APPRENTICESHIP

Level: 3
Centre: Engineering
Duration: Up to 4 years (dependent upon skill area)

Entry requirements
A minimum of GCSE grade 4 in maths and 4 in English and science or a technology based subject at grade 4 or above.

Overview
You must have an employer who will support you through your Apprenticeship and give you time off work to attend college.

You will be employed in industry, earning a wage, whilst gaining skills and qualifications throughout the stages of the Apprenticeship. Formative assessment of skills, knowledge and behaviours are required and outlined in the assessment plan.

Foundation Phase:
• Level 2 Diploma in Advanced Manufacturing Engineering (Foundation Competence)
• Level 2 Award for Foundation Phase Gateway

Assessment Development Phase:
• Level 3 Diploma in Advanced Manufacturing Engineering (Development Competence) – Mechatronics Maintenance Technician
• Level 3 Diploma in Advanced Manufacturing Engineering (Development Knowledge)

How will I be assessed?
• Completion of mandatory qualifications as outlined in the assessment plan.
• Completion of required behaviours aligned to Engineering technology competences.
• End point assessment – portfolio based validation and independent assessment of competence.

What’s next?
Apprenticeship or employment within the engineering industry. Higher National Certificate, Higher National Diploma or University Degree.

For more information visit www.kirkleescollege.ac.uk
Level: 3
Centre: Engineering
Duration: 1-4 years
(dependent upon skill area)

Entry requirements
A minimum of GCSE grade 4 in maths and 4 in English and science or a technology based subject at grade 4 or above.

Overview
You must have an employer who will support you through your Apprenticeship and give you time off work to attend college.

You will be employed in industry, earning a wage whilst gaining skills and qualifications throughout the stages of the Apprenticeship.

Formative assessment of skills, knowledge and behaviours are required and outlined in the assessment plan.

Foundation Phase:
• Level 2 Diploma in Advanced Manufacturing Engineering (Foundation Competence)
• Level 2 Award for Foundation Phase Gateway

Assessment Development Phase:
• Level 3 Diploma in Advanced Manufacturing Engineering (Development Competence) – Product Design and Development Technician
• Level 3 Diploma in Advanced Manufacturing Engineering (Development Knowledge)

How will I be assessed?
• Discussion
• Observation
• Working as part of a team
• Practical assessment

You will need to demonstrate how you have achieved full occupational competence against, skills, knowledge and behaviours, set out in the standard.

What’s next?
Higher Apprenticeship or employment within the engineering industry. Higher National Certificate, Higher National Diploma or University Degree.
Level: 3  
Centre: Engineering  
Duration: 1-4 years  
(dependent upon skill area)

**Entry requirements**

A minimum of GCSE grade 4 in maths and 4 in English and science or a technology based subject at grade 4 or above.

**Overview**

You must have an employer who will support you through your Apprenticeship and give you time off work to attend college.

You will be employed in industry, earning a wage whilst gaining skills and qualifications throughout the stages of the Apprenticeship.

Formative assessment of skills, knowledge and behaviours are required and outlined in the assessment plan.

**Foundation Phase:**

- Level 2 Diploma in Advanced Manufacturing Engineering (Foundation Competence)
- Level 3 Diploma in Advanced Manufacturing Engineering (Development Competence) – Toolmaker, Tool and Die Maintenance
- Level 3 Diploma in Advanced Manufacturing Engineering (Development Knowledge)

**Assessment Development Phase:**

- Level 3 Diploma in Advanced Manufacturing Engineering (Development Competence) – Product Design and Development Technician
- Level 3 Diploma in Advanced Manufacturing Engineering (Development Knowledge)

**How will I be assessed?**

- Discussion
- Observation
- Working as part of a team
- Practical assessment

You will need to demonstrate how you have achieved full occupational competence against, skills, knowledge and behaviours, set out in the standard.

**What’s next?**

Apprenticeship or employment within the engineering industry. Higher National Certificate, Higher National Diploma or University Degree.

For more information visit www.kirkleescollege.ac.uk
Break through barriers - English language skills will help you get ahead in your life and career. These courses are aimed at students who do not speak English as a first language.

PASS RATE 89%

“Studying at college has helped me meet new people. The tutors are really helpful and thanks to them I have greatly improved my English and maths skills. I have since gone on to pass all my exams, which is a fantastic achievement for me.”

Bouba

Studying entry level ESOL. Progressing onto a Sports course.
Level: Entry Level, Level 1 and 2  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 year  

**Entry requirements**  
There are no formal requirements for this course. Students will take part in an interview including an initial assessment prior to being enrolled on the right level of course.  

**Overview**  
If you are a speaker of another language and would like to improve your English and maths skills, then this is the course for you!  

As well as English, maths and IT, you will also get the chance to be involved with other activities within the college to help you decide on future study and/or career choices.  

The course is flexible and we can create an individual learning programme that fits your needs and abilities which will help to develop your skills, knowledge and confidence necessary to progress.  

Kirklees College is an experienced and renowned quality provider for the teaching of ESOL, we are passionate about our area and the development of our students.  

**How will I be assessed?**  
- Exams  
- Coursework  
- Work placement  

**What’s next?**  
You can progress on to the next level of your ESOL course, into another vocational area or into other areas of college. You could also progress onto an Apprenticeship or into employment.
Foundation Learning courses help to build your confidence, independence and self-esteem, focusing towards your individual goals. Our students have progressed on to other courses within Foundation Learning and other subject areas, Apprenticeships and higher education or into employment.

“...I really enjoy studying at Kirklees College, the course has taught me some great skills for life and I’ve really liked learning about growing our own vegetables and plants in the garden area at college. The tutors are really helpful and make learning fun and I’d recommend studying here to anyone.”

Hannah
Studying entry Level 2 Life Skills and then progressing onto entry Level 3 award in vocational options.
**LIFE SKILLS**

Level: Entry Level 1  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1-3 years (depending on need)

**Entry requirements**

No formal entry requirements. You will have an interview with the course tutor to make sure the course is right for you and to see if you have any additional support needs.

Must be working above milestone level.

**Overview**

You will explore and take part in a range of activities that develop skills in:
- Independent living
- Working together
- Healthy lifestyles
- Accessing the community
- Communication

At the end of the course you will achieve a qualification at entry level 1.

**How will I be assessed?**

- Building a portfolio
- Participation in individual and group activities
- Observations of practical activities

**What’s next?**

This depends on individual progress and could include our Adult Network provision.

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**PRACTICAL SKILLS**

Level: Entry Level 2  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1-2 years (depending on need)

**Entry requirements**

No formal entry requirements. You will have an interview with the course tutor to make sure the course is right for you and to see if you have any additional support needs.

**Overview**

You will explore and take part in a range of activities that develop skills in:
- A variety of practical subjects
- Working independently and with others
- Personal and social development
- Employability
- English and maths

**How will I be assessed?**

- Practical assessments
- Portfolio
- Observations
- English and maths

**What’s next?**

This depends on individual progress and could include a second year on Practical Skills (entry level 2) or an entry level 3 course.
VOCATIONAL SKILLS

Level: Entry Level 3
Centre: Huddersfield and Springfield Sixth Form
Duration: 1 year

Entry requirements
No formal entry requirements. You will have an interview with the course tutor to make sure the course is right for you and to see if you have any additional support needs.

Overview
You will take part in a range of activities that develop skills in:
• Choice of vocational units
• Personal and social development
• Confidence and self esteem
• English and maths

The programme will include themed units in a range of vocational areas to help you choose your progression route.

How will I be assessed?
• Portfolio
• Observations
• Exams in English and maths
• Individual and group activities
• Practical activities
• Completion of work related activity

What's next?
A further course in Foundation Learning or other areas of college or employment.

WORK FOCUS

Level: Entry Level 3 or Level 1
Centre: Huddersfield
Duration: 1-2 years

Entry requirements
Entry Level 3: No formal entry requirements. Students are assessed on individual suitability for a course.
Level 1: An assessment indicating you are able to work at entry level 3 in English.

Overview
This is a course that focuses on improving employability skills and includes the development of confidence, maturity and behaviour in readiness for work.

These skills are developed through:
• Individual work placement (mandatory)
• Volunteering
• Running a working cafe
• Reflection and self-development
• Career planning
• English and maths

Students ready for this course will normally have spent 1 or 2 years in college already.

How will I be assessed?
• Portfolio
• Observation of work based activity
• Completion of mandatory individual work placement
• Employer feedback
• Peer assessment
• Exams in English and maths where appropriate

What’s next?
A second year on Work Focus, a level 1 or level 2 course in a different area of the college, a Supported Internship or voluntary or paid employment.

For more information visit www.kirkleescollege.ac.uk
**HORTICULTURE**

Level: 1  
Centre: Springfield Sixth Form  
Duration: 1 year

**Entry requirements**
An assessment indicating you are working at entry 2 or above in English and you have some practical ability and interest in horticulture.

**Overview**
The level 1 Horticulture course supports young people to build transferable skills and knowledge in the horticulture sector. The course will support further study or employment and includes a mandatory work placement with a local employer. You will also continue to develop skills in English and maths.

**How will I be assessed?**
- Portfolio  
- Observation of work based activities  
- Individual work placement  
- External projects  
- Exams in English and maths where appropriate

**What's next?**
Level 2 college courses, an Apprenticeship, a Supported Internship or employment.

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**PROJECT SEARCH**

Centre: Based with local employer  
Duration: 1 year

**Entry requirements**
Must have an EHCP and evidence of successful work related skills and activity.

**Overview**
You will be working (five days a week) at a host business, developing skills in different roles to meet the needs of the organisation. In addition, you will be supported by a Job Coach and Key Worker to enable your transition to a productive, adult life with the goal of competitive employment within the community.

**How will I be assessed?**
Regular reviews of your development and progress in a range of tasks and job roles.

**What’s next?**
Employment
**RETAIL**

Level: 1  
Centre: Springfield Sixth Form  
Duration: 1 year  

**Entry requirements**  
No formal entry requirements. An assessment indicating you are working at a minimum of entry level 2 in English or above and you have some practical ability and interest in retail.

**Overview**  
The level 1 Retail course supports young people to build transferable skills and knowledge in the retail sector. The course will support further study or employment and includes a mandatory work placement with a local or national retailer.

Units of study are:  
- Understanding the business of retail  
- Understanding customer service in the retail sector

You will continue to develop skills in English and maths.

**How will I be assessed?**  
- Portfolio  
- Observation of work based activities  
- Completion of mandatory individual work placement  
- Exams in English and maths where appropriate

**What’s next?**  
Cross college courses, an Apprenticeship, a Supported Internship or employment.

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**WORK SKILLS**

Level: 1  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 year  

**Entry requirements**  
An assessment indicating you can work at entry level 3 in English.

**Overview**  
You will develop:  
- Leadership and teamwork  
- Practical skills  
- Employability skills  
- English and maths  
- Personal and social awareness

These will be developed through work related activities and classroom based learning.

**How will I be assessed?**  
- Portfolio  
- Weekly work based activity  
- Practical observations  
- Discussions and presentations  
- Observation of individual and group activities  
- Completion of mandatory work related activity  
- Exams in English and maths where appropriate

**What’s next?**  
Level 1 or 2 courses in Foundation Learning/other areas of college or employment.

> For more information visit www.kirkleescollege.ac.uk
**NEW HORIZONS**

Level: 2  
Centre: Huddersfield  
Duration: 2 years

**Entry requirements**
You must be 19+ and will have an interview with the course tutor to make sure the course is right for you. You will need to show that you can work at level 1 in English and maths.

**Overview**
You will explore and take part in a range of activities and projects that develop you as a person in regard to:
- Confidence and self esteem
- Assertiveness
- Reducing anxiety
- Preparation for entry or re-entry to work, further and higher education and training
- Health and well being
- Regular reviews will help develop your plans for the future
- Continue improving skills in English and maths.

**How will I be assessed?**
- Portfolio
- Discussion and observation

**What’s next?**
Level 2 or 3 course, Apprenticeship or paid or voluntary employment.

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**XPLORER**

Level: 2  
Centre: Huddersfield  
Duration: 1 year

**Entry requirements**
You will have an interview with the course tutor to make sure the course is right for you. You will need to show that you can work at Level 1.

**Overview**
- Personal and social development
- Employability

The programme is designed for Level 2 students who are reformulating their career plans.

You will take part in:
- Classroom based activities
- Enterprise and practical projects
- Individual work placements
- Maths and English where applicable
- Community engagement

**How will I be assessed?**
- Portfolio
- Completion of compulsory work related activity and work placement
- Exams in English and maths where applicable

**What’s next?**
Level 2 or 3 course, Apprenticeship or paid or voluntary employment.
PREPARATION FOR SUPPORTED INTERNSHIP

Centre: Huddersfield and Springfield Sixth Form
Duration: 1 year

Entry requirements
In order to qualify for this course you must have an Education, Health and Care Plan (EHCP) in place. You must also demonstrate a desire to enter employment. An extensive interview will determine whether you are ready for this course which will involve substantial work placement.

Overview
This programme is for students with Education, Health and Care Plans who need support to develop skills in the workplace and secure employment.

You will:
• Develop a range of work skills
• Develop an understanding of what it means to be an employee
• Develop self confidence
• Improve teamwork skills
• Continue improving skills in English and maths

How will I be assessed?
• Reviews in the workplace
• Feedback from employers
• Team building activities
• Mock interviews and real interviews
• Exams in English and maths where applicable

What’s next?
Supported internship through project search or employment paid or voluntary.

For more information visit www.kirkleesscollege.ac.uk
“I chose an Apprenticeship because you get the real experience of working in a salon and the facilities at college are very professional. The college has a really homely feel to it and when you go in you feel like you belong there. The tutors support you all the way and they want you to succeed.”

Jessica
Studying Level 2 Apprenticeship in Hairdressing and would like to start her own business in hairdressing and barbering.
HAIR AND BEAUTY SKILLS
VTCT DIPLOMA

Level: 1
Centre: Dewsbury and Huddersfield
Duration: 1 year

Entry requirements
English and maths grade 1 or above. Successful completion of current studies. You should demonstrate an interest or knowledge of hairdressing or beauty.

Overview
If you’re unsure whether to choose hair, beauty or make-up, this course will give you basic skills in all three, so you can decide which route to specialise in at the next level.

You will cover:
- Shampooing and conditioning hair
- Blow drying and styling hair
- Skincare
- Make-up application
- Provide pedicure services
- Provide manicure services
- Nail art

The purchase of a kit is essential to the completion of this course. Personal appearance must reflect industry standards, you are expected to purchase and wear a uniform.

How will I be assessed?
- Observations of practical ability
- Treatment plans
- Written assignments
- External tests
- Online learning
- Portfolio completion

What’s next?
Level 1 Hairdressing or level 2 Beauty/Media Make-up.

BEAUTY THERAPY DIPLOMA

Level: 2
Centre: Huddersfield and Dewsbury
Duration: 1 year

Entry requirements
GCSE English grade 3 and maths grade 2 or above. Successful completion of your current studies. You should demonstrate an interest or knowledge of beauty industries and be keen to progress in them.

Overview
This qualification will provide you with the knowledge, understanding and skills to work competently as a beauty therapist.

You will ensure responsibility to reduce risks to health and safety, promote additional services or products to clients and develop and maintain your effectiveness at work as well as:
- Providing facial skincare treatment
- Enhancing eyebrows and eyelashes
- Carrying out waxing services
- Manicure services
- Pedicure services
- Make-up services

The purchase of a kit is essential to the completion of this course. Personal appearance must reflect industry standards, you are expected to purchase and wear a uniform.

How will I be assessed?
- Observations of practical ability
- Treatment plans
- Written assignments
- External tests
- Online learning
- Portfolio completion

What’s next?
Level 3 Beauty or level 3 Make-up Artistry.
BEAUTY THERAPY - GENERAL ROUTE
VTCT DIPLOMA

Level: 3
Centre: Huddersfield
Duration: 1 year

Entry requirements
Level 2 Beauty Therapy Diploma. GCSE English grade 4 and maths grade 3 or above. You should also demonstrate an interest or knowledge of beauty therapy and wish to take up a career in the industry.

Overview
This qualification will provide you with the knowledge, understanding and skills to work competently as a beauty therapist on both face and body treatments. You will enhance the skills already achieved, whilst monitoring procedures to safely control work operations, contribute to the planning and implementation of promotional activities and also contribute to the financial effectiveness of the business.

You will:
• Body electrical treatments
• Facial electrical treatments
• Body massage treatments
• Electrical epilation treatments
• Single eyelash extension treatments
• Self-tanning services

Personal appearance must reflect industry standards, you are expected to purchase and wear a uniform.

How will I be assessed?
• Observations of practical ability
• Treatment plans
• Written assignments
• External tests
• Online learning
• Portfolio completion

What’s next?
Level 4 course in beauty therapy, employment in salons, spas, cruise ships, own business or progression to HE.

BEAUTY THERAPY DIPLOMA - MASSAGE TREATMENT ROUTE

Level: 3
Centre: Dewsbury
Duration: 1 year

Entry requirements
GCSE English grade 4 and maths grade 3 or above. You should also demonstrate an interest or knowledge of beauty therapy and wish to take up a career in the industry.

Overview
This qualification will provide you with the knowledge, understanding and skills to work competently as a beauty therapist, specialising in massage on both face and body. You will enhance the skills already achieved, whilst monitoring procedures to safely control work operations, and contribute to the planning and implementation of promotional activities.

You will:
• Body massage
• Indian head massage
• Massage with pre-blended oils
• Stone therapy
• Single eyelash extension treatments
• Self-tanning services

Personal appearance must reflect industry standards, you are expected to purchase and wear a uniform.

How will I be assessed?
• Observations of practical ability
• Treatment plans
• Written assignments
• External tests
• Online learning
• Portfolio completion

What’s next?
Level 4 course in beauty therapy, employment in salons, spas, cruise ships, own business or progression to HE.
HAIR AND MEDIA MAKE-UP DIPLOMA

Level: 2  
Centre: Huddersfield  
Duration: 1 year

**Entry requirements**

GCSE English grade 3 and maths grade 2 or above. Successful completion of your current studies. You should demonstrate an interest or knowledge of make-up, hairdressing and beauty industries and be keen to progress in them.

**Overview**

This course specialises in developing the basic skills necessary to work in the world of film, television and theatre.

The qualification covers basic hairdressing techniques, some beauty therapy practical and specific make-up skills. You will also be responsible for salon health and safety and client care and communication in beauty-related industries.

You will learn to:
- Create an image based on a theme within the hair and beauty sector
- The art of dressing hair
- The art of colouring hair
- Plaiting and twisting hair
- Applying make-up
- The art of photographic make-up
- Applying skin tanning techniques
- Eyelash and brow treatments

The purchase of a make-up kit is essential for this course. Personal appearance must reflect industry standards and you may need to further expand on your kit as your skills develop through the year.

**How will I be assessed?**

- Observations of practical ability
- Photographs of work Treatment plans
- Written assignments
- External tests
- Mood boards
- Online learning
- Portfolio completion

**What’s next?**

Level 3 Make-Up Artistry or Level 3 Theatrical, Special Effects, Hair and Media Make-up.
THEATRICAL, SPECIAL EFFECTS AND HAIR AND MEDIA MAKE-UP DIPLOMA

Level: 3  
Centre: Huddersfield  
Duration: 1 year

Entry requirements
Level 2 Media Make-Up Diploma. GCSE English grade 4 and maths grade 3 or above. You should also demonstrate an interest or knowledge of hair and make-up and wish to take up a career in the industry.

Overview
This is a technical level qualification for people seeking a career as a theatrical media make-up artist, providing hair and make-up services in the media, theatre, performing arts, fashion and photographic industries. You will also be responsible for salon health and safety practice and client care and communication in beauty-related industries.

• Apply airbrush make-up to the face
• Fashion and photographic make-up
• Design and apply face and body art
• Camouflage make-up
• Media make-up
• Style and fit postiche
• Create and cast small prosthetic pieces and bald caps
• Apply prosthetic pieces and bald caps
• Style and dress hair using various techniques

The purchase of a make-up kit is essential to the completion of this course. Personal appearance must reflect industry standards and you may need to further expand on your kit as your skills develop through the year.

How will I be assessed?
• Observations of practical ability
• Photographs of work
• Treatment plans
• Written assignments
• External tests
• Mood boards
• Online learning
• Portfolio completion

What’s next?
Working in the theatre, television. As a make-up professional or Higher Education.
**MAKE-UP ARTISTRY DIPLOMA**

Level: 3  
Centre: Huddersfield  
Duration: 1 year

**Entry requirements**  
A level 2 Beauty Therapy or Media Makeup qualification. GCSE English grade 4 and maths grade 3 or above. You should also demonstrate an interest or knowledge of make-up and wish to take up a career in the industry.

**Overview**  
If you would like to pursue a career doing make-up for theatre, retail, or as a make-up artist, then this is the course for you. You will monitor and maintain health and safety practice in the salon, client care and communication in beauty-related industries and promote products and services to clients in a salon and there are lots of practical hands-on classes including:  
- Applying make-up  
- Instruction on make-up application  
- Applying airbrush make-up to the face  
- Fashion and photographic make-up  
- Designing and applying face and body art  
- Camouflage make-up  
- Media make-up  

The purchase of a make-up kit is essential to the completion of this course. Personal appearance must reflect industry standards and you may need to further expand on your kit as your skills develop through the year.

**How will I be assessed?**  
- Observations of practical ability  
- Photographs of work  
- Treatment plans  
- Written assignments  
- External tests  
- Mood boards  
- Online learning  
- Portfolio completion

**What's next?**  
Employment as a make-up professional.

**HAIRDRESSING DIPLOMA**

Level: 1  
Centre: Huddersfield and Dewsbury  
Duration: 1 year

**Entry requirements**  
A minimum of GCSE grade 1 in English and maths, successful completion of your current studies and you should also demonstrate an interest or knowledge of hairdressing industry and wish to take up a career in this area.

**Overview**  
If you are new to the industry and have little or no experience of hairdressing and barbering, this course is for you.  
You will learn about health and safety in the salon and how to present a professional image and how to work with others while studying:  
- Shampooing and conditioning  
- Styling women’s hair  
- Styling men’s hair  
- Plaiting and twisting hair  
- The art of dressing hair  
- Colour hair using temporary colour  
- Creating a hair and beauty image  
- Introduction to the hair and beauty sector  
- Salon reception duties  
- Creating and maintaining salon retail displays  

The purchase of a hairdressing kit is essential for this course. Personal appearance must reflect industry standards, you are expected to purchase and wear a uniform.

**How will I be assessed?**  
- Observations of practical ability  
- Photographs of work  
- Treatment plans  
- Written assignments  
- External tests  
- Online learning  
- Portfolio completion

**What's next?**  
Level 2 Hairdressing, Barbering or an Apprenticeship.
HAIRDRESSING DIPLOMA

Level: 2
Centre: Huddersfield and Dewsbury
Duration: 1 year

Entry requirements
A level 1 hairdressing qualification, English and maths at grade 2 or above. You should demonstrate knowledge of the hairdressing industry and wish to take up a career as a hairdresser.

Overview
You will learn to:
• Advise and consult with clients
• Shampoo, condition and treat the hair and scalp
• Cut hair using basic techniques
• Change hair colour
• Style and finish hair
• Set and dress hair

The purchase of a hairdressing kit is essential for this course. Personal appearance must reflect industry standards, you are expected to purchase and wear a uniform.

How will I be assessed?
• Observations of practical ability
• Photographs of work
• Treatment plans
• Written assignments
• External tests
• Online learning
• Portfolio completion

What’s next?
Level 3 Hairdressing, employment in salons, a cruise ship or self employment.

WOMEN’S HAIRDRESSING DIPLOMA

Level: Level 3
Centre: Huddersfield
Duration: 1 year

Entry requirements
A level 2 Hairdressing qualification, GCSE English grade 3 and maths grade 3 or above. You should also demonstrate an interest or knowledge of hairdressing and wish to take up a career in the industry.

Overview
This qualification will provide you with the knowledge, understanding and skills to work competently as a senior stylist. You will monitor and maintain salon health and safety practice and promote and sell products and services to clients as well as:
• Cutting women’s hair to create a variety of looks
• Styling and dress up hair using various techniques
• Bridal hairstyling
• Colouring hair
• Hair colour correction
• Hairdressing consultation support for colleagues

The purchase of a hairdressing kit is essential for this course. Personal appearance must reflect industry standards, you are expected to purchase and wear a uniform.

How will I be assessed?
• Observations of practical ability
• Photographs of work
• Treatment plans
• Written assignments
• External tests
• Online learning
• Portfolio completion

What’s next?
Level 4 qualification or specialist training in the industry, employment in salons, including managerial roles.
**BARBERING DIPLOMA**

Level: 2  
Centre: Huddersfield and Dewsbury  
Duration: 1 year

**Entry requirements**

GCSE English grade 3 and maths grade 2 or above. A commitment and dedication to the course is essential and applicants must be enthusiastic and passionate about their chosen career path and to be able to present a professional image.

**Overview**

Learn the skills of barbering including ensuring responsibility for actions to reduce risks to health and safety and how to give customers a positive impression of yourself and your organisation and study lots of practical hands-on classes including:

- Shampooing, conditioning and treating the hair and scalp  
- Drying and finishing men’s hair  
- Cutting hair using basic barbering techniques  
- Cutting facial hair to shape using basic techniques  
- Creating basic patterns in hair  
- Advising and consulting with clients

The purchase of a barbering kit is essential to the completion of this course. Personal appearance must reflect industry standards.

**How will I be assessed?**

- Observations of practical ability  
- Photographs of work  
- Treatment plans  
- Written assignments  
- External tests  
- Online learning  
- Portfolio completion

**What’s next?**

Level 3 Barbering, employment as barber or self-employment.

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**BARBERING DIPLOMA**

Level: 3  
Centre: Huddersfield and Dewsbury  
Duration: 1 year

**Entry requirements**

A level 2 Barbering qualification. GCSE English grade 3 and maths grade 2 or above.

**Overview**

If you would like to pursue a career in the barbering industry, cutting and styling the hair of men and boys, then this is the course for you.

- Creatively cutting hair using a combination of barbering techniques  
- Designing and creating patterns in hair  
- Providing shaving services  
- Designing and creating a range of facial hair shapes  
- Providing hairdressing consultation services

The purchase of a barbering kit is essential to the completion of this course. Personal appearance must reflect industry standards.

**How will I be assessed?**

- Observations of practical ability  
- Photographs of work  
- Treatment plans  
- Written assignments  
- External tests  
- Online learning  
- Portfolio completion

**What’s next?**

Employment as barber or self-employment.
HAIR PROFESSIONALS (BARBERING) APPRENTICESHIP DIPLOMA

Level: 2
Centre: Huddersfield and Dewsbury
Duration: 1 year

Entry requirements
English and maths both at grade 4-9 but the right candidate may be accepted with level 1 who can provide evidence of working towards level 2 English and Maths prior to completion of their Apprenticeship. An initial assessment will be conducted to indicate that you are working at this level. Good interpersonal communication skills and a desire to succeed within the barbering industry.

Overview
You will learn all barbering techniques including:
• Shampooing and conditioning hair
• Cutting hair using barbering techniques
• Styling and finishing hair
• Cutting facial hair into shape
• Providing shaving services for men

You’ll be able to work with all hair types ranging from straight hair to very curly, wiry hair and learn appropriate shaving techniques on different skin types.

You will be able to carry out consultations with clients, demonstrate the professionalism, values, behaviours, communication skills and safe working practices associated with your role and be able to work without supervision to a high level of precision, with exceptional client care skills.

The purchase of a barbering kit is essential to the completion of this course. Personal appearance must reflect industry standards.

How will I be assessed?
All units need to be achieved before a practical end-point assessment, where you will demonstrate you can complete a range of services on models to industry standards and within commercial timings.

Your consultation and communication skills, safe working practices, professionalism, values and behaviours will be assessed by practical observation and questioning.

What’s next?
Level 3 Barbering or Level 2 Hairdressing, employment in a barbers or self-employment.

For more information visit www.kirkleescollege.ac.uk
**BARBERING APPRENTICESHIP DIPLOMA**

Level: 3  
Centre: Huddersfield and Dewsbury  
Duration: 1 year

**Entry requirements**

Level 2 in Barbering, preferably English and maths both at grade 4-9 but the right candidate may be accepted with level 2 who can provide evidence of working towards level 3 English and Maths prior to completion of their Apprenticeship. An initial assessment will be conducted to indicate that you are working at this level. Good interpersonal communication skills and a desire to exceed within the barbering industry.

**Overview**

This Apprenticeship is ideal if you are looking to build and develop your barbering skills.

You will learn and develop more advanced and creative skills, gain a benchmark qualification for the barbering industry and earn a wage while you learn:

- Creatively cutting hair using a combination of barbering techniques
- Providing shaving services
- Designing and creating a range of facial hair shapes
- Colouring and lightening men’s hair
- Providing client consultation services
- Fulfilling salon reception duties

The purchase of a barbering kit is essential to the completion of this course. Personal appearance must reflect industry standards.

**How will I be assessed?**

Observations of practical ability, photographs of work, treatment plans, written assignments, external tests, online learning and portfolio completion.

**What’s next?**

Employment in a barbers, self-employment or further specialist training.

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**HAIR PROFESSIONALS (HAIRDRESSING) APPRENTICESHIP DIPLOMA**

Level: 2  
Centre: Huddersfield and Dewsbury  
Duration: 1 year

**Entry requirements**

English and maths both at grade 4-9 but the right candidate may be accepted with level 1 who can provide evidence of working towards level 2 English and Maths prior to completion of their Apprenticeship. An initial assessment will be conducted to indicate that you are working at this level. Good interpersonal communication skills and a desire to exceed within the hairdressing industry.

**Overview**

You will learn to carry out consultations with clients, demonstrate the professionalism, values, behaviours, communication skills and safe working practices associated with your role and be able to work without supervision to a high level of precision, with exceptional client care skills.

**Mandatory units**

- Consultation
- Shampoo, condition and treat the hair and scalp
- Cut hair using a range of techniques to create a variety of looks
- Style and finish hair
- Colour and lighten hair

**Optional units:**

- Perming hair
- Hair relaxing treatments and techniques
- Hair extension services

The purchase of a hairdressing kit is essential for this course. Personal appearance must reflect industry standards.
How will I be assessed?

All units need to be achieved before a practical end-point assessment, where you will demonstrate you can complete a range of services on models to industry standards and within commercial timings.

Your consultation and communication skills, safe working practices, professionalism, values and behaviours will be assessed by practical observation and questioning.

What’s next?

Employment in salons, cruise ships or self-employment as a senior hairdresser or barber.
HAIRDRESSING APPRENTICESHIP DIPLOMA

Level: 3
Centre: Huddersfield and Dewsbury
Duration: 1 year

Entry requirements

Level 2 in Hairdressing, preferably English and maths both at grade 4-9 but the right candidate may be accepted with level 2 who can provide evidence of working towards level 3 English and Maths prior to completion of their Apprenticeship. An initial assessment will be conducted to indicate that you are working at this level. Good interpersonal communication skills and a desire to exceed within the hairdressing industry.

Overview

This course is for anyone who wants to enhance their skills and take on a more responsible position at work. You will be employed and have, or be in the process of developing, your own client base within the salon.

You will learn to:
• Provide client consultation services
• Creatively cut hair using a variety of techniques
• Creatively style and dress hair
• Creatively colour and lighten hair
• Hair colour correction services
• Contribute to the planning, implementation and evaluation of promotional activities

The purchase of a hairdressing kit is essential for this course. Personal appearance must reflect industry standards.

How will I be assessed?

Observations of practical ability, photographs of work, treatment plans, written assignments, external tests, online learning and portfolio completion.

What’s next?

Specialist training in the industry, employment in salons, managerial roles or self-employment.
“The college is so accessible with it being in the centre of town, which made studying here really appealing. I heard good things about the reputation of the college and the support you receive and it just seemed right for me. Being able to undertake a placement has been my favourite aspect of college.”

Charlie
Studying Health and Social Care. Would like to pursue a career in the care industry in a bid to make other people’s lives better.

AVERAGE SALARY

NURSING
£23k - £43k

SOCIAL WORKER
£20k - £40k

PARAMEDIC
£26k - £43k

95% PASS RATE

For more information visit www.kirkleescollege.ac.uk
INTRODUCTION TO HEALTH AND SOCIAL CARE AND CHILDREN AND YOUNG PEOPLE’S SETTINGS NCFE CERTIFICATE

Level: 1  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 year  

Entry requirements  
A minimum of 4 GCSEs with the following grades: English 2 and maths at 1 or above, and 2 other GCSEs grade 2 or above. You will also need to have a Disclosure and Barring Service (DBS) which the college will pay for.

Overview  
This course will introduce you to the skills and qualities you will need for working in health and social care.

There may be opportunities for you to complete a work placement in a care setting, which will greatly improve your employability and practical skills.

On the course, you will learn about:  
• Your rights and responsibilities at work  
• Health and social care needs  
• Managing your health at work  
• Creative activities for children  
• Promoting healthy eating in care  
• How to prepare for employment

How will I be assessed?  
• Projects  
• Written assignments  
• Presentations  
• Group work  
• Practical activities

What’s next?  
Level 2 in Health and Social Care extended certificate or an Apprenticeship.

NCFE CERTIFICATE IN HEALTH AND SOCIAL CARE

Level: 2  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 year  

Entry requirements  
4 GCSE at grade 3 or above including English Language. You will also need to have a Disclosure and Barring Service (DBS) which the college will pay for.

Overview  
The course is designed for 16-18 year olds who have already done BTEC Health and Social Care but have not achieved their English language at grade 4. It includes placement and study skills to equip learners to be able to go into work or progress onto level 3 health and social care.

How will I be assessed?  
• Exams in English and maths  
• Assignments

What’s next?  
Level 3 health and Social Care, access or employment.
HEALTH AND SOCIAL CARE
BTEC EXTENDED CERTIFICATE

Level: 2
Centre: Huddersfield and Springfield Sixth Form
Duration: 1 year

Entry requirements
A minimum of 4 GCSEs with the following grades: English 3 and maths at 2 or above, and 2 other GCSEs grade 3 or above. You will also need to have a Disclosure and Barring Service (DBS) which the college will pay for.

Overview
You will gain an understanding of the care sector and develop the skills and knowledge necessary to be an effective worker in the care sector.

Course includes:
• Communication
• Equality and diversity
• Nutrition
• Health promotion
• Social influences on health and well-being
• Care values
• Caring skills

You will do 60 hours’ practical experience in a health or social care work setting. You will have to do maths and English if you do not have a GCSE grade 4.

How will I be assessed?
• Written assignments
• Practical tasks
• Group work
• Presentations
• Reports

What’s next?
Health and Social Care or Health Studies BTEC level 3 or employment.

HEALTH AND SOCIAL CARE
BTEC EXTENDED DIPLOMA

Level: 3
Centre: Huddersfield
Duration: 2 years

Entry requirements
A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above including science. You will also need to have a Disclosure and Barring Service (DBS) which the college will pay for.

Overview
If you are looking for a career in nursing, social work, teaching or youth and community work this is the course for you. It is an excellent route into university or into employment in the health and social care sector. It will give you the opportunity to progress into a rewarding and challenging career and will give you valuable work experience in a setting relevant to your interests.

Course includes:
• Personal and professional development
• Health psychology
• Sociology
• Developing effective communication
• Caring for children and young people
• Anatomy and physiology
• Equality, diversity and rights

How will I be assessed?
• Written assignments
• Group work
• Presentations
• Projects
• Practical tasks

What’s next?
HNC or degree course, employment or an Apprenticeship.

For more information visit www.kirkleescollege.ac.uk
HEALTH STUDIES BTEC EXTENDED DIPLOMA

Level: 3  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 2 years

Entry requirements
A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above including science. You will also need to have a Disclosure and Barring Service (DBS) which the college will pay for.

Overview
If you are looking for a career in the health sector this course is for you. It will give you the opportunity to progress to university and study a degree specifically related to health e.g. radiography, midwifery, nursing or ambulance service. It will give you both academic knowledge and opportunities for professional development through an extensive programme of work experience.

Course includes:
• Personal and professional development  
• Health psychology  
• Sociology  
• Developing effective communication  
• Caring for children and young people  
• Anatomy and physiology  
• Equality, diversity and rights

How will I be assessed?
• Written assignments  
• Group work  
• Presentations  
• Projects  
• Practical tasks

What’s next?
HNC or degree course, employment or an Apprenticeship.

ADULT CARE WORKER APPRENTICESHIP

Level: 2  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 14 months

Entry requirements
A DBS check and references will be required by a potential employer as part of the apprentice employment process. See website for more information. You will need to be aged 17+.

Overview
If you’re looking for a career in caring for adults, this Apprenticeship is for you. It allows you to learn and gain a qualification while earning in the workplace, where you will be assessed by highly experienced and supportive tutors.

There are a wide range of support roles within the sector and it is an excellent route into a very diverse and growing job market.

You will help adults with care and support needs to achieve their personal goals and live as independently and safely as possible.

Job roles are varied and determined by and relevant to the type of the service being provided and the person supported.

How will I be assessed?
• Portfolio  
• Workplace assessment  
• End point assessment - includes an exam

What’s next?
Level 3 Lead Adult Care Worker Apprenticeship or employment.
LEAD ADULT CARE WORKER APPRENTICESHIP

Level: 3  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 year

Entry requirements
A DBS check and references will be required by a potential employer as part of the apprentice employment process. See website for more information. You will need to be aged 17+

Overview
As a Lead Adult Care Worker you will make a positive difference to someone’s life when they are faced with physical, practical, social, emotional or intellectual challenges. You will be expected to exercise judgement and take appropriate action to support individuals to maintain their independence, dignity and control.

By providing leadership, guidance and direction at the frontline of care delivery you will be instrumental in improving the health and wellbeing of those receiving care and support. In some circumstances you will have delegated responsibility for the standard of care provided and may supervise the work of other care workers in residential or nursing homes, domiciliary care, day centres or some clinical healthcare settings.

How will I be assessed?
• Portfolio
• Workplace assessment
• End point assessment - includes an exam

What’s next?
Higher level Apprenticeship or degree level course.

For more information visit www.kirkleescollege.ac.uk
"Studying here has given me the confidence to go out into the world and get a job in the industry. The study environment is relaxed and lets you develop in your way. The facilities are outstanding, there are multiple kitchens to train in which are all fully equipped and the tutors are always there to support you if you need them."

**Ethan**

*Studying Level 2 Diploma in Professional Cookery. Would ultimately like to run his own restaurant or be a Head Chef.*
INTRODUCTION TO CULINARY SKILLS
CERTIFICATE

Level: 1
Centre: Huddersfield
Duration: 1 year

Entry requirements
A minimum of 4 GCSEs with the following grades: English 2 and maths at 1 or above, and 2 other GCSEs grade 2 or above.

Overview
Gain the essential knowledge and skills to start your career in hospitality and catering.

It will provide you with practical skills in food preparation and cooking and food service through training in the college’s purpose-built kitchens and restaurant. The course is hands-on and gives you a real taste of working in the industry.

Your training will be a mix of both practical and theory based lessons covering a variety of units, including food preparation and cooking, customer service and teamwork.

You will learn to cook in a professional environment supported by a team of experienced tutors. Uniform and equipment will be discussed at interview.

How will I be assessed?
- Practical assessment
- Written work
- Presentations

What’s next?
Level 1 Diploma in Professional Cookery or Level 2 Diploma in Professional Cookery or an Apprenticeship.

PROFESSIONAL COOKERY VRQ DIPLOMA

Level: 1
Centre: Huddersfield
Duration: 1 year

Entry requirements
A minimum of 4 GCSEs with the following grades: English or maths at 4 or above and 2 other GCSEs grade 3 or above.

Overview
This course gives the essential knowledge and skills to start your career industry as a chef and prepare you to progress on to Level 2.

Supported by experienced tutors, you will gain practical skills in food preparation and cooking in the college’s purpose-built kitchens and restaurant to give you a real taste of working in the hospitality industry.

There are practical elements, including the preparation and cooking of meat, fish, poultry, vegetables, soups, stocks, sauces and bakery goods.

You will also learn about food safety, hygiene and healthy eating and the course includes trips and visits to industry. Uniform and equipment will be discussed at interview.

How will I be assessed?
- Practical assessment
- Written work
- Presentations
- Assignments

What’s next?
Level 2 Diploma in Professional Cookery, or Level 2 Apprenticeship.
**PROFESSIONAL COOKERY VRQ DIPLOMA**

Level: 2  
Centre: Huddersfield  
Duration: 1 year

**Entry requirements**

A minimum of 4 GCSEs with the following grades: English and maths at 4 or above, and 2 other GCSEs grade 4 or above.

**Overview**

You’ll gain practical skills in food preparation and cooking and food and beverage service through training in the college’s purpose-built kitchens and restaurant, giving you greater confidence for working in the industry.

There are practical elements, including the preparation and cooking of meat, fish, poultry, vegetables, soups, stocks, sauces and bakery, and theory-based elements including menu planning, costing and kitchen operations.

You’ll learn to cook in a professional environment supported by a team of experienced tutors and trained to give a high standard of service in the training restaurant, which includes barista service. Uniform and equipment will be discussed at interview.

**How will I be assessed?**

- Written work
- Presentations
- Practical skills assessments
- Assignments

**What’s next?**

Level 3 VRQ Advanced Professional Cookery – Kitchen and Larder or Pastry and Confectionary or an Advanced Apprenticeship.

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**PROFESSIONAL COOKERY NVQ DIPLOMA**

(19+ adult route)

Level: 2  
Centre: Huddersfield  
Duration: 1 year

**Entry requirements**

Completion of a written piece or work indicating you are working at an appropriate level to successfully complete the course. An interest, or previous experience in catering. Age 19+

**Overview**

Develop your knowledge and skills and enhance your career potential as a chef or restaurateur.

You’ll gain practical skills in food preparation and cooking and food and beverage service through training in the college’s purpose-built kitchens and restaurant, giving you greater confidence for working in the industry.

There are practical elements, including the preparation and cooking of meat, fish, poultry, vegetables, soups, stocks, sauces and bakery, and theory-based elements including menu planning, costing and kitchen operations.

You’ll learn to cook in a professional environment supported by a team of experienced tutors and trained to give a high standard of service in the training restaurant, which includes barista service. Uniform and equipment will be discussed at interview.

**How will I be assessed?**

Continuous assessment via observation, practical and written tests.

**What’s next?**

Level 3 Advanced Diploma in Professional Cookery – Kitchen and Larder or Pastry and Confectionary or employment within the catering industry in a variety of settings.

For more information visit www.kirkleescollege.ac.uk
PROFESSIONAL COOKERY - KITCHEN AND LARDER OR PASTRY AND CONFECTIONARY ADVANCED DIPLOMA

Level: 3
Centre: Huddersfield
Duration: 1 Year

Entry requirements
An appropriate level 2 qualification and English and maths at grade 4 and above or equivalent or an initial assessment indicating that you are working at level 2 and you are able to achieve level 2 English and level 1 maths within one year. In exceptional circumstances, acceptance may be based on industry acquired skills and experience backed by references and skills testing.

Overview
Gain the essential knowledge and skills to start your career in hospitality and catering.

It will provide you with practical skills in food preparation and cooking and food service through training in the college’s purpose-built kitchens and restaurant. The course is hands-on and gives you a real taste of working in the industry.

Your training will be a mix of both practical and theory based lessons covering a variety of units, including food preparation and cooking, customer service and teamwork.

You will learn to cook in a professional environment supported by a team of experienced tutors. Uniform and equipment will be discussed at interview.

How will I be assessed?
- Practical assessment
- Written work
- Presentations

What’s next?
Level 4 diploma in Hospitality Management or Apprenticeship.

CERTIFICATE IN PROFESSIONAL PATISSERIE, CONFECTIONARY AND CAFE CULTURE

Level: 2
Centre: Huddersfield
Duration: 1 Year

Entry requirements
A minimum of 4 GCSEs with the following grades: English and Maths at 4 or above, and 2 other GCSEs grade 4 or above.

Overview
You will gain practical skills in patisserie and confectionary work and food and beverage service through training in the college’s purpose built training kitchens and restaurant, giving you greater confidence for working in the catering industry.

There will be practical elements, including the preparation and cooking of pastries, breads, cakes, confectionary and hot and cold desserts. You will train front of house in our modern café/restaurant landings 72 studying customer service vital to working in today’s café sector. There will be theory based elements including dish planning, customer service, costings and general operations.

You’ll learn to cook in a professional environment supported by a team of experienced tutors and trained to give a high standard of service in the training restaurant which includes barista service. Uniform and equipment will be discussed at interview.

How will I be assessed?
- Presentations
- Practical skills assessments
- Assignments

What’s next?
Level 3 VRQ Advanced Professional Pastry and Confectionary or Professional Cookery or an advanced Apprenticeship.
DIPLOMA IN HOSPITALITY MANAGEMENT

Level: 4
Centre: Huddersfield
Duration: 1 Year full time or 2 years part time

Entry requirements
A level 3 qualification in a related subject, maths and English are desired to level 2. Learners without these will be considered on a case by case basis with relevant industrial experience.

Overview
The qualifications provide a thorough grounding in the key concepts and practical skills required in this sector and the national recognition by employers allows direct progression to employment.

This qualification is for the candidate who works or wants to work as a hospitality manager, head of department, kitchen manager, head chef, executive chef in the hospitality and catering sector. It allows candidates to learn, develop and practise the skills required for employment and/or career progression in the hospitality and catering sector.

The programme also aims to enable the student to develop a wider knowledge of principles and methodology, supported by the development of analytical and research skills through extensive group and individual projects.

How will I be assessed?
- Assignment work
- Presentations
- Practical skills assessments
- Dissertations

What’s next?
Employment or university.

HOUSLTALITY AND CATERING - COMMIS CHEF
APPRENTICESHIP

Level: 2
Centre: Huddersfield
Duration: 18-24 months

Entry requirements
Ideally English and maths grade 4/C or above. In exceptional circumstances, acceptance may be based on industry acquired skills and experience backed by references and skills testing.

Overview
Commis chef is the starting position in most kitchens. You will prepare food and carry out basic cooking tasks under the supervision of a senior chef.

You will learn and understand how to carry out basic functions in every section of the kitchen including:
- Preparing, cooking and finishing basic dishes including fish and shellfish, poultry, meat, game, stocks and sauces, bread and dough, rice and pasta, soups, vegetables and pulses, egg dishes, hot and cold desserts, cakes and biscuits
- Health, safety and security
- Food waste management
- Professional behaviours
- Working within budgets
- Supply chain
- Risk management
- Taste – seasoning, herbs and spices
- Correct techniques with knives, tools and equipment
- Allergens
- Teamwork
- Meeting targets

Uniform and equipment will be discussed at interview.

How will I be assessed?
- On-demand test
- Practical observation
- Culinary challenge
- Professional discussion

What’s next?
Employment or progression to Level 3.

For more information visit www.kirkleescollege.ac.uk
HOSPITALITY AND CATERING - CHEF DE PARTIE APPRENTICESHIP

Level: 3  
Centre: Huddersfield  
Duration: 1 year

Entry requirements
A relevant level 2 qualification and English and maths grade 4/C or above.

Overview
Pursue a career in catering whilst earning a wage.

You will learn:
• Industry and food trends, customer preferences, seasonality, provenance and global environmental factors influencing the development of dishes and menus
• Use of technology to support the development and production of dishes
• Principles of food preparation and cooking including traditional and modern cuisine; taste; allergens; diet and nutrition
• Preparation, cooking and finishing methods for various foods
• Maximising yield and quality and minimising wastage
• Producing quality food whilst working under pressure
• Food safety practices and procedures and risk assessments
• Handling and storage of ingredients
• Team leading and communication
• Business strategy, customer profile, culture and constraints

Uniform and equipment will be discussed at interview.

How will I be assessed?
• On-demand test
• Practical observation
• Culinary challenge

What’s next?
Employment within the catering industry.

HOSPITALITY AND CATERING - HOSPITALITY TEAM MEMBER APPRENTICESHIP

Level: 2  
Centre: Huddersfield  
Duration: 18-24 months

Entry requirements
Ideally English and maths grade 4/C or above.

Overview
A hospitality team member can work in bars, restaurants, cafés, conference centres, banqueting venues, hotels or contract caterers.

The role is varied and although you may specialise in an area, you have to be adaptable and ready to support team members across the business during busy periods.

Specialist areas include serving food and drinks, serving alcoholic drinks, barista, food preparation, housekeeping, concierge and guest services, reception, reservations and conference and banqueting.

You will develop hospitality skills and knowledge such as recognising customer needs, knowing how to match them to the products and services of the business and working as part of a team to ensure that every customer feels welcomed and looked after.

Uniform and equipment will be discussed at interview.

How will I be assessed?
• On-demand test
• Practical observation
• Professional discussion
• Business project

What’s next?
Employment or progression to level 3.
HOSPITALITY AND CATERING - HOSPITALITY TEAM SUPERVISOR APPRENTICESHIP

Level: 3
Centre: Huddersfield
Duration: 18-24 months

Entry requirements
A level 2 qualification and English and maths grade 4/C or above.

Overview
Pursue a career in catering whilst earning a wage.

You will learn:
• Industry and food trends, customer preferences, seasonality, provenance and global environmental factors influencing the development of dishes and menus
• Use of technology to support the development and production of dishes
• Principles of food preparation and cooking including traditional and modern cuisine; taste; allergens; diet and nutrition
• Preparation, cooking and finishing methods for various foods
• Maximising yield and quality and minimising wastage
• Producing quality food whilst working under pressure
• Food safety practices and procedures and risk assessments
• Handling and storage of ingredients
• Team leading and communication
• Business strategy and customer profile

Uniform and equipment will be discussed at interview.

How will I be assessed?
• On-demand test
• Practical observation
• Culinary challenge
• Professional discussion

What’s next?
Employment within the catering industry.

For more information visit www.kirkleescollege.ac.uk
“I’d recommend Kirklees College, because to me, it means freedom, you can be whatever you want and do what you want and it generates creativity in me. I’m most proud of my film editing skills. I think I’ve really shown what I can do, and the course has helped me hone my skills.”

Tom
Studying Level 3 Media. Progressing onto an Apprenticeship in Media Production.

AVERAGE SALARY

ARTS OFFICER OR PRODUCER
£19k - £52k

BROADCASTING OPERATOR
£12k - £32k

MARKETING ASSOCIATE
£15k - £41k

DID YOU KNOW?

In 2017 the UK creative industries was provisionally estimated at £101.5bn, equivalent to approximately £11.5m every hour.’

Source: www.creativeindustries.co.uk
**MEDIA BTEC FIRST DIPLOMA**

Level: 2  
Centre: Huddersfield  
Duration: 1 year

**Entry requirements**

A minimum of 4 GCSEs with the following grades: English at 3 and maths at 2 or above, and 2 other GCSEs grade 3. Portfolio of media work.

**Overview**

Learn the skills required to create digital content in the fast-paced digital social media market and work across a variety of formats to create dynamic content for all aspects of online media.

This course is a fantastic introduction to a career in digital creative media.

You will focus on developing both your imaginative/ creative and digital/ technical skills in industry-standard software packages.

Learn the fundamentals of effective design, website development, magazine production, social media, podcasting, audio advertising, short films and animations and also explore working on live projects, with real clients and as part of small production teams.

**How will I be assessed?**

- Practical workshops and demonstrations
- Discussions and group activities
- Written assessments
- Critiques and presentations

**What’s next?**

Level 3 Broadcast Media Production, Art and Design or ICT.

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**MEDIA BTEC NATIONAL FOUNDATION/EXTENDED DIPLOMA**

Level: 3  
Centre: Huddersfield  
Duration: 1 year

**Entry requirements**

A minimum of 5 GCSEs with the following grades: English at 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above. Portfolio of media work.

**Overview**

Learn the skills required to create digital content in the fast-paced digital social media market and work across a variety of formats to create dynamic content for all aspects of online media.

Respond to live briefs from external clients, giving you first-hand experience of working within the creative media industry, produce excellent portfolios of work, learn digital and technical skills and enjoy working on industry software, equipment and applications.

You will study across a wide range of areas including commission-based work, film production, storyboarding, editing film, audio-visual production skills, photography, understanding media products and media audiences, digital photography and visual effects/post production.

**How will I be assessed?**

- Practical workshops and demonstrations
- Discussions and group activities
- Written assessments
- Critiques and presentations

**What’s next?**

HNC Creative and Digital Media, Art and Design, or employment in the digital media industry.
"The facilities are amazing and you can definitely learn a lot here. The course is a brilliant supplement to the things you can’t see in cars and the tutors have a wealth of knowledge. If I am ever struggling with anything at work, I can always come to college and ask them about it. It’s a great place to study."

Shannon

Undertaking her Level 2 Apprenticeship in Vehicle Maintenance and Repair for a prestige car company and will be looking to continue her employment with this company whilst studying towards her Senior and Master Technicians qualification.
CERTIFICATE IN PAINT & REFINISHING

Level: Entry Level 3
Centre: Engineering
Duration: 1 year

Entry requirements
GCSE English grade 2 and maths grade 1 or GCSE maths grade 2 and English grade 1. Willingness to commit to study programme.

Overview
The qualification covers the painting of vehicles and motorcycles and is designed to engage and motivate learners who are interested in learning about the automotive industry.

It is ideal for those learners who wish to undertake a qualification which will support their progress to a Level 1 qualification. It can also supplement their progress to GCSEs and other appropriate destinations.

The qualification involves a practical approach to assessment and includes many visual questioning techniques which stimulates and draws interest to learners.

The qualification’s combination of units provides learners with the flexibility in the choice of the areas they wish to develop their knowledge and skills in.

How will I be assessed?
• Online Assessment
• Practical Assessment

What’s next?
Progression onto next level of course.

CERTIFICATE IN MOTOR VEHICLE

Level: Entry Level 3
Centre: Engineering and Springfield Sixth Form
Duration: 1 year

Entry requirements
No formal entry requirements. Willingness to commit to study programme. Formal interview and contract of study.

Overview
The qualification is designed to engage and motivate learners who are interested in learning about the automotive industry.

It is ideal for those learners who wish to undertake a qualification which will support their progress to a Level 1 qualification. It can also supplement their progress to GCSEs and other appropriate destinations.

The qualification involves a practical approach to assessment and includes many visual questioning techniques which stimulates and draws interest to learners.

The qualification’s combination of units provides learners with the flexibility in the choice of the areas they wish to develop their knowledge and skills in.

How will I be assessed?
• Online Assessment
• Practical Assessment

What’s next?
Progression onto next level of course.
CERTIFICATE IN MOTOR CYCLE

Level: Entry Level 3
Centre: Engineering and Springfield Sixth Form
Duration: 1 year

Entry requirements
No formal entry requirements. Willingness to commit to study programme. Formal interview and contract of study.

Overview
The qualification is designed to engage and motivate learners who are interested in learning about the automotive industry.

It is ideal for those learners who wish to undertake a qualification which will support their progress to a Level 1 qualification. It can also supplement their progress to GCSEs and other appropriate destinations.

The qualification involves a practical approach to assessment and includes many visual questioning techniques which stimulates and draws interest to learners.

The qualification’s combination of units provides learners with the flexibility in the choice of the areas they wish to develop their knowledge and skills in.

How will I be assessed?
- Online Assessment
- Practical Assessment

What’s next?
Progression onto next level of course.

AWARD IN MOTOR VEHICLE

Level: Entry Level 3
Centre: Engineering and Springfield Sixth Form
Duration: 1 year

Entry requirements
No formal entry requirements. Willingness to commit to study programme. Formal interview and contract of study.

Overview
The qualification is designed to engage and motivate learners who are interested in learning about the automotive industry.

It is ideal for those learners who wish to undertake a qualification which provides a stepping stone to the IMI Entry Level Certificate for the Introduction to Motor Vehicle Industry and Technologies (Entry 3).

The qualification involves a practical approach to assessment and includes many visual questioning techniques which stimulates and draws interest to learners.

The qualification’s combination of units provides learners with the flexibility in the choice of the areas they wish to develop their knowledge and skills in.

How will I be assessed?
- Online assessment
- Practical assessment

What’s next?
Progression onto next level of course.

For more information visit www.kirkleescollege.ac.uk
DIPLOMA IN VEHICLE FITTING

Level: 1
Centre: Engineering and Springfield Sixth Form
Duration: 1 year

Entry requirements
GCSE in English or Maths at grade 4 or above. Willingness to commit to full Study Programme.

Overview
This course includes the full range of routine maintenance and repair procedures for vehicles. It provides essential knowledge and skills for vehicle technicians working on a wide range of vehicles in motor vehicle organisations.

It provides learners with the opportunity to study both the theory and practical aspects of vehicle maintenance and repair including engines, transmissions, chassis, electrics and inspection.

Learners will gain a broad knowledge and understanding of health and safety in the workplace, agreeing customer vehicle needs and other skills associated with working in a garage.

How will I be assessed?
• Online assessment
• Practical assessment

What’s next?
Learners can progress into full time employment or onto the next level of course.

DIPLOMA IN LIGHT VEHICLE

Level: 1
Centre: Engineering and Springfield Sixth Form
Duration: 1 year

Entry requirements
GCSE in English or Maths at grade 4 or above. Willingness to commit to full Study Programme.

Overview
This engaging and motivating course is aimed at learners 16-19 years old, who have a keen interest to learn about maintenance of Light Vehicles and the different roles that are available in the retail motor industry.

This qualification consists of a combination of units from Health and Safety practices, Foundation Skills, Personal Social Development (PSD), Mechanical, Electrical, Valeting, General Maintenance and Electrically Propelled Awareness.

This Light Vehicle route allows learners to have the flexibility to develop their knowledge and skills across a variety of specialist areas to prepare them for further studies and potentially enter into a job role they desire in the future.

How will I be assessed?
• Online assessment
• Practical assessment

What’s next?
Progression onto next level of course.
**Diploma in Paint & Refinishing**

**Level:** 1  
**Centre:** Engineering  
**Duration:** 1 year

**Entry requirements**
GCSE grade 1 or 2 in English and Maths, Willingness to Commit to Study Programme.

**Overview**
The qualification covers the painting of vehicles and motorcycles and is designed to engage and motivate learners who are interested in learning about the automotive industry.

This qualification consists of a combination of units from Health and Safety practices, Foundation Skills, Personal Social Development (PSD), MET (Mechanical Electrical Trim), Body, Refinishing and Valeting.

The Refinishing route for Vehicle Accident Repair allows learners to have the flexibility to develop their knowledge and skills across a variety of specialist areas, i.e. Refinishing/Paint repair, to prepare them for further studies and potentially enter into a job role they desire in the future.

**How will I be assessed?**
- Online assessment
- Practical assessment

**What’s next?**
Progress can be to a Foundation (Level 1) or Higher (Level 2) Diploma and also supplement their progress to GCSEs and other appropriate destinations, such as apprenticeships and employment.

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**Diploma in Vehicle Motorsport**

**Level:** 2  
**Centre:** Engineering  
**Duration:** 1 year

**Entry requirements**
GCSE in English and Maths at grade 4 or above. Willingness to commit to full Study Programme.

**Overview**
This qualification is practical and engaging to motivate and support learners to gain key knowledge and skills required by motorsport maintenance employers. With a mandatory requirement for employer engagement, learners get the opportunity to experience the real workplace environment.

Learners will engage in all aspects of Motorsport and will build a race vehicle as part of the course.

Learners will gain a broad knowledge and understanding of health and safety in the workplace, agreeing customer vehicle needs and other skills associated with working in a garage.

**How will I be assessed?**
You will be assessed on an on-going basis throughout the year by successfully completing:
- Online assessment
- Practical assessment

**What’s next?**
Learners can progress into full time employment or onto the next level of course.

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For more information visit www.kirkleescollege.ac.uk
DIPLOMA IN VEHICLE MAINTENANCE AND REPAIR

**Level:** 2  
**Centre:** Engineering  
**Duration:** 1 year

**Entry requirements**  
GCSE in English and Maths at grade 4 or above. Willingness to commit to full Study Programme.

**Overview**  
This course includes the full range of routine maintenance and repair procedures for vehicles. It provides essential knowledge and skills for vehicle technicians working on a wide range of vehicles in motor vehicle organisations.

It provides learners with the opportunity to study both the theory and practical aspects of vehicle maintenance and repair including Engines, transmissions, chassis, electrics and inspection.

Learners will gain a broad knowledge and understanding of health and safety in the workplace, agreeing customer vehicle needs and other skills associated with working in a garage.

**How will I be assessed?**  
- Online Assessment  
- Practical Assessment

**What’s next?**  
Learners can progress into full time employment or onto the next level of course.

AUTOCARE TECHNICIAN APPRENTICESHIP

**Level:** 2  
**Centre:** Engineering  
**Duration:** 2 years

**Entry requirements**  
Maths minimum grade 2, English minimum grade 2.

**Overview**  
The Auto-care Technician Apprenticeship teaches learners to carry out a range of services and repairs to cars, car derived vans and light goods vehicles whilst working in an Auto-care or “Fast-Fit” Centre.

An Auto-care Technician requires a unique combination of technical, retail and customer service skills. They will use a range of tools, measuring and diagnostic equipment to identify and repair simple system faults.

The apprenticeship not only teaches learners the practical and theoretical aspects of the vehicle systems they service, but also how to have an excellent telephone, customer handling (including how to handle difficult customers and deal with customer disappointment) and effective sales skills, as well as strong problem solving and self-organisation skills.

**How will I be assessed?**  
Learners will be assessed through annual gateway assessments and a final end of programme assessment.

**What’s next?**  
Level 3 studies towards becoming an Automotive Diagnostic Technician.
**LIGHT VEHICLE SERVICE AND MAINTENANCE TECHNICIAN APPRENTICESHIP**

Level: 3  
Centre: Engineering  
Duration: 3 years

**Entry requirements**  
Maths minimum grade 2, English minimum grade 2.

**Overview**  
A motor vehicle service and maintenance technician services and repairs light vehicles such as cars and vans and works either in dealerships which focus on a particular manufacturer, or in an independent garage which deals with many different makes of vehicles.

The apprenticeship will teach you to work independently but also operate as an effective team member and have good customer handling skills. You will understand how a workshop functions.

The course will teach you how to work on all the systems found within the vehicle. The day-to-day work ranges from replacing simple parts through to solving complex faults with the use of diagnostic methods and equipment. The tasks faced are constantly changing, driven by the introduction of ever more complex technologies and diagnostic techniques.

**How will I be assessed?**  
Learners will be assessed through annual gateway assessments and a final end of programme assessment.

**What's next?**  
Level 4 studies towards becoming an Automotive Master Technician.

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**HEAVY VEHICLE SERVICE & MAINTENANCE TECHNICIAN APPRENTICESHIP**

Level: 3  
Centre: Engineering  
Duration: 3 years

**Entry requirements**  
Maths minimum grade 2, English minimum grade 2.

**Overview**  
A Heavy Vehicle (HV) technician services, inspects and repairs Heavy Vehicles either at a dealership that focusses on a particular manufacturer, or for an independent garage, franchise or large fleet operator that deals with many different makes of vehicles.

The course will cover replacing simple parts through to solving complex faults with the use of diagnostic methods and equipment. The day-to-day tasks faced by the technician are constantly changing, driven by the introduction of ever more complex technologies and diagnostic techniques. Today’s technician has to demonstrate expertise in the technical side of their role.

They must have strong problem-solving skills and a good grasp of the theoretical and practical aspects of vehicles systems and associated ancillaries.

**How will I be assessed?**  
Learners will be assessed through annual gateway assessments and a final end of programme assessment.

**What’s next?**  
Level 4 studies towards becoming an Automotive Master Technician.

For more information visit www.kirkleescollege.ac.uk
“Kirklees College stood out to me, because of the music facilities and how friendly and welcoming everyone was. I’ve learnt a lot and developed myself and definitely become a more confident person. Everyone has such a positive attitude and the course is fantastic; I would recommend it.”

Emily

Studying Music Practitioner Subsidiary Diploma Level 3. Progressing onto University to study music and the ultimate dream is to sing professionally.

_AVERAGE SALARY_

**SOUND ENGINEER**

£17k - £35k

**MUSICIAN**

£27k - £69k

_DID YOU KNOW?_

Year-on-year the sector continues to grow - the latest music industry figures suggest it employed around 142,208 people and generated £4.4billion for the UK economy.

Source: www.prospects.ac.uk

For more information visit www.kirkleescollege.ac.uk
**MUSIC PRACTITIONER (ROCK SCHOOL - RSL) SUBSIDIARY DIPLOMA**

Level: 2  
Centre: Huddersfield  
Duration: 1 year

**Entry requirements**
A minimum of 4 GCSEs with the following grades: English 3 and maths at 2 or above, and 2 other GCSEs grade 3 or above. Audition - Practical or in digital format.

**Overview**
You will develop practical musical and music technology skills for direct progression into the industry or onto a higher level of study such as our level 3 Extended Diploma.

Units could include:
- Live Music Performance
- Recorded Music Performance
- Music Sequencing & Production
- Using a DAW & Controller Keyboard
- Digital Recording & Production
- Live Sound Recoding
- Podcast Production
- Music Style in Context
- Careers in Music

You will have access to Mac suites and studios running Pro Tools, Reason 7 and Logic and rehearsal studios, which are fully equipped with vocal PA and full back-line (Fender, Line 6 and Ampeg amps, Nord keys and Mapex drums).

**How will I be assessed?**
- Blogs
- Video diaries
- Presentations and reports
- Practical assessments
- Regular band performances

**What’s next?**
Level 3 Extended Diploma or employment in the industry.

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**MUSIC PRACTITIONER (ROCK SCHOOL - RSL) SUB DIPLOMA/EXTENDED DIPLOMA**

Level: 3  
Centre: Huddersfield  
Duration: 1 year/2 years

**Entry requirements**
A minimum of 4 GCSEs with the following grades: English 4 and maths at 3 or above, and 2 other GCSEs grade 4 or above. Audition - Practical or in digital format.

**Overview**
This course prepares you for the music industry by developing your theoretical and practical understanding of the business as a performer.

The music tutors are active musicians and the music team have years of music industry experience, including management, performance and production.

You will have access to our new state-of-the-art mac suites, performance space and rehearsal spaces, which are fully equipped with vocal PA and full back-line (Fender and Ampeg amps, Nord keys and Mapex drums).

Units could include:
- Rehearsal skills and live music performance
- Planning for a career in music
- Listening to music
- Contextualising music
- Lead performer
- Session musician
- Music improvisation
- Auditioning for music
- Improving instrumental performance
- The evolution of the recording industry

**How will I be assessed?**
- Blogs
- Video diaries
- Presentations and reports
- Practical assessments
- Regular band performances

**What’s next?**
Employment or a university degree in popular music or related subjects. The Academy of Contemporary Music and BIMM are both popular destinations for performing musicians.
“I’d recommend Kirklees College as the teachers are fantastic, they always push you to your best and you will 100% get a great experience by studying here. You make really good friends, it’s a good environment and you do so much while you’re here. Studying here has boosted my confidence and I’ve really enjoyed being part of the college productions.”

Dilarn
From Shelley College, studying Performing Arts. After finishing her course, Dilarn would like to pursue acting.

97% PASS RATE

AVERAGE SALARY

£22k - £60k
ACTOR OR PRESENTER

£25k - £68k
DANCER OR CHOREOGRAPHER

For more information visit www.kirkleescollege.ac.uk
**PERFORMING ARTS OCR DIPLOMA**

Level: 2  
Centre: Huddersfield  
Duration: 1 year

**Entry requirements**

A minimum of 4 GCSEs with the following grades: English 3 and maths at 2 or above, and 2 other GCSEs grade 3 or above and a 2 minute audition piece.

**Overview**

All great performers take a first step towards greatness and this could be yours.

This course will give you the chance to rehearse and perform as an actor, singer or dancer.

You can also explore the technical side of theatre and performance, improve your digital skills and learn how to perform for a range of modern mediums.

Whatever your plans, it will help you progress to the next stage of your learning.

You will study across a wide range of areas including: introduction to performing arts, starting to develop performance skills, preparing performing arts work, exploring acting skills, exploring music performance skills and digital skills.

**How will I be assessed?**

- Group performance  
- Solo performance  
- Log writing  
- Video diary  
- Discussion  
- Research  
- Portfolio

**What’s next?**

Level 3 in Performing Arts.

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**PERFORMING ARTS FOUNDATION DIPLOMA & BTEC EXTENDED DIPLOMA NQF**

Level: 3  
Centre: Huddersfield  
Duration: 2 years

**Entry requirements**

A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above. You must also prepare a 2 minute audition piece in either acting or dance.

**Overview**

Get a secure foundation in acting and dance, develop your portfolio of work and progress to a higher-level qualification in performing arts.

Our multi-skilled tutors have many years of experience in both the acting and dance industries and can support/guide you to progress on your creative journey.

We work closely with you to develop your specialist skills. So expect lots of hands-on involvement, workshops and real-world/live work enrichment activities with local/regional theatres and professionals.

You will study across a wide range of areas including: contemporary techniques, acting skills and techniques, performing scripted plays, devising plays performance work, individual showcase, principles of acting, rehearsing and performing to an audience, dance performance and musical theatre performance.

**How will I be assessed?**

- Group and solo performances  
- Log writing  
- Video diary  
- Discussion  
- Research  
- Portfolio

**What’s next?**

Employment within the industry or Higher Education.
Nationally, a third of the current food and drink manufacturing workforce will be retiring in the next 20 years with 109,000 new recruits needed by 2022.

Source: Careers Yorkshire and Humber

“The Process Manufacturing Centre where we study has really great facilities and some of the top range equipment to work with, which helps us when we do go out to work with our employers. You really gain hands on practical experience in the factory room and the tutors have been amazing and really helped us through thick and thin.”

Sarah

Studying towards her Level 3 Diploma in Food and Drink Engineering. After completing her course, Sarah would like to engage in further study and look to attend University to get a degree.

£ AVERAGE SALARY

CHEMICAL PROCESS OPERATIVE
£18k - £41k

DISTRIBUTION MANAGER
£18k - £53k

£ DID YOU KNOW?

Nationally, a third of the current food and drink manufacturing workforce will be retiring in the next 20 years with 109,000 new recruits needed by 2022.

Source: Careers Yorkshire and Humber
WAREHOUSING, STORAGE AND LOGISTICS
APPRENTICESHIP

Level: 2
Centre: Process Manufacturing
Duration: 18-24 months

Entry requirements
A minimum of 4 GCSEs with the following grades: English and maths at 3 or above and 2 other GCSE’s grade 3 or above. You should demonstrate an interest or knowledge of working in the area and wish to take up a career in a relevant industry.

Overview
This Apprenticeship is ideal for you if you are looking to work in warehousing or logistics. You will learn the necessary skills to become efficient and confident in your role.

Warehouse operatives work with the movement of goods in the warehouse and in and out of the business, locally, nationally and internationally.

Modules include:
• Developing effective working relationships
• Health and safety
• Picking, processing and packing
• Checking stock and quality
• Receiving and despatching
• Contributing to customer service

How will I be assessed?
At college and in the workplace through reviews, observations, evidence collation and exams.

What’s next?
Level 3 Apprenticeship in Supply Chain Management or employment as warehouse team leader or logistics controller.

FOOD AND DRINK PROCESS OPERATIONS
APPRENTICESHIP

Level: 2
Centre: Process Manufacturing
Duration: 18-24 months

Entry requirements
You must be employed by an engineering company to start the course. GCSE grade 4 or higher in English language, maths and a science. You will also need a satisfactory interview, an interest or knowledge of working the vocational area and wish to take up a career in a relevant industry.

Overview
This Apprenticeship is ideal if you are entering into the food and drink manufacturing industry.

The course will help you develop valuable skills and experience in the manufacturing of food and drink - one of the largest most dynamic and fastest growing sectors of industry.

Job roles could include trained operator, lead operator or team supervisor.

You must have an employer who will support you through the Apprenticeship and give you time off work to attend college if required.

Many apprentices find their own job or are already employed but if not, college staff can help you find employment.

How will I be assessed?
By a variety of methods including workplace delivery and blended learning.

What’s next?
Level 3 Apprenticeship leading to employment or higher level study.
FOOD AND DRINK PROCESS OPERATIONS APPRENTICESHIP

Level: 3  
Centre: Process Manufacturing  
Duration: 30-36 months

Entry requirements
See website for details.

Overview
This advanced Apprenticeship is ideal for anyone wanting to reach higher levels of skills and knowledge within the food and drink manufacturing industries.

The course builds on existing levels of experience to cover both technical skills of plant and production operations, health and safety and continuous improvement, together with an introduction to the wider business and management environment including internal and external customers, profitability and commercial awareness.

You must have an employer to support you through the course.

Many apprentices find their own job or are already employed but if not, college staff can help you find an employer.

How will I be assessed?
By a variety of methods including workplace delivery and blended learning.

What's next?
Employment in food and drink manufacturing industries or Higher Education.

FOOD AND DRINK MAINTENANCE ENGINEERS APPRENTICESHIP

Level: 3  
Centre: Process Manufacturing  
Duration: 30-36 months

Entry requirements
See website for details.

Overview
World class companies use some of the most innovative and technically automated equipment available to manufacture a wide range of food and drink products.

Both mechanical and multi-skilled engineers need to maximise the benefits of the technology and this Apprenticeship is ideal if you work in that kind of role.

You must have an employer who will support you through the Apprenticeship and give you time off work to attend college if required.

Many apprentices find their own job or are already employed but if not, college staff can help you find employment.

How will I be assessed?
Progress will be measured through both assignment assessment and written tests. The overall program will be assessed with a synoptic end point assessment.

What's next?
Further higher academic qualification up to and including a masters degree or employment including roles such as engineering/maintenance manager.

For more information visit www.kirkleescollege.ac.uk
SUPPLY CHAIN MANAGEMENT APPRENTICESHIP

Level: 3  
Centre: Process Manufacturing  
Duration: 12-24 months

Entry requirements
See website for details.

Overview
This qualification is ideal for progressing apprentices and those with work experience in this sector.

It is aimed at those working in purchasing, transport, warehousing, manufacturing, planning and import/export. It will provide you with a broad view of supply chain functions with underpinning business knowledge.

You will understand the flow of goods and information and how effective supply chain management can impact on a business.

The course includes:
- Legal, ethical and regulatory procedures
- Continuous improvement and problem-solving
- Forecasting and the influences of demand
- Multimodal transport management
- Selecting suppliers
- Managing budgets, contracts and finance
- Planning and controlling storage and supplies

How will I be assessed?
At college and in the workplace through reviews, observations, evidence collation and exams.

What’s next?
Level 3 Apprenticeship or jobs including purchasing, transport, warehouse, supply chain team leader and production, material and transport planning.

SCIENCE INDUSTRY MAINTENANCE TECHNICIAN APPRENTICESHIP (MECHANICAL, ELECTRICAL AND INSTRUMENT PATHWAYS)

Level: 3  
Centre: Process Manufacturing  
Duration: 42 months

Entry requirements
A minimum of 5 GCSEs with the following grades: English, maths and science at 5 or above or a level 2 qualification at overall merit grade and GCSE English and maths at grade 4 or above, or equivalent. Your place is also dependent on you securing suitable employment.

Overview
This Apprenticeship provides work based training to undertake key technical, operational and maintenance roles in the chemical, petro-chemical, pharmaceutical, refinery and other process industries.

Often this will involve working in areas where high levels of health and safety regulation is applied to maintain safe working conditions. This may include: working at heights, working outdoors, or working within high hazard environments.

Your job may include routine maintenance and repair of basic plant and equipment, including pumps, valves, temperature gauges, filtration equipment, tanks and vessels.

How will I be assessed?
At college and in the workplace. You may need to take exams.

What’s next?
Employment within the chemical, petro-chemical, pharmaceutical, refinery and other process industries.
I chose Kirklees College, because it had a good reputation. I’ve enjoyed meeting new people and the support from the staff has been great. My teachers have helped me gain a placement with the fire service, which is great experience as this is the industry I would like to go into after college.”

Caitlin
Studying Level 3 Diploma in Public Services. Would like to progress into the fire service.

Average Salary

- Fire Service Officer: £21k - £34k
- Senior Police Officer: £22k - £60k
- Probation Officer: £17k - £39k

Did you know?

In the UK the armed forces and emergency services are one of the largest employers. Figures show that there are 170,000 in the armed forces, 30,000 in the fire service, 17,000 in the ambulance service and 20,000 in the police.

Source: Association of Graduate Careers Advisory Service
PUBLIC SERVICES BTEC DIPLOMA

Level: 1
Centre: Huddersfield and Springfield Sixth Form
Duration: 1 year

Entry requirements
A minimum of 4 GCSEs with the following grades: English at grade 2 and maths at grade 1 or above, and 2 other GCSEs grade 2 or above.

Overview
Want a career in the emergency services, armed forces or government services? This course will prepare you with the knowledge and skills required to work in the uniformed public services. You will need commitment and willingness to improve fitness levels, taking part in outdoor and adventurous activities.

The course includes:
• Public services careers
• Wellbeing and fitness
• Personal skills
• Practical teamwork
• Developing personal leadership skills
• Map-reading
• Introduction to expedition skills
• Self-management

Combine this course with participation in our sports academies for football, boxing or rugby.

How will I be assessed?
There are no formal exams. You will be assessed to nationally set standards throughout the year through various activities, such as discussions, group presentations, written assessments, practical demonstrations, fitness tests, group activities and observations.

What’s next?
Level 2 Diploma in Public Services or direct entry into the uniformed public services.

PUBLIC SERVICES BTEC DIPLOMA

Level: 2
Centre: Huddersfield and Springfield Sixth Form
Duration: 1 year

Entry requirements
A minimum of 4 GCSEs with the following grades: English at grade 3 and maths at grade 2 or above, and 2 other GCSEs grade 3 or above.

Overview
Train for a career in the Police, HM Prison Service, British Army, RAF or Navy or other public uniformed service. You’ll need commitment and willingness to improve fitness levels. A one-night survival residential is part of the induction process and the course also includes a two-night outdoor activities residential visit to Howstean Gorge in North Yorkshire.

• Public service skills
• Employment in the uniformed public services
• Career planning
• Improving health and fitness
• Adventurous activities and teamwork
• Expedition skills
• Volunteering

Combine this course with participation in our sports academies for football, boxing or rugby.

How will I be assessed?
There are no formal exams. You will be assessed to nationally set standards throughout the year through various activities, such as discussions, group presentations, written assessments, essays, practical demonstrations, fitness tests, group activities, observations and completing logbooks/diaries.

What’s next?
BTEC Level 3 Public Services or direct entry into one of the uniformed public services.
**Public Services BTEC Extended Diploma/90 Credit/Subsidiary Diploma**

**Level:** 3  
**Centre:** Huddersfield and Springfield Sixth Form  
**Duration:** 1-2 years

**Entry requirements**  
A minimum of 5 GCSEs with the following grades: English at grade 4 and maths at grade 3 or above, and 3 other GCSEs grade 4 or above.

**Overview**  
You'll study a range of core units in the first year, then in the second year can specialise in military or emergency service pathways. The course combines practical activities with personal research and written work. You'll visit emergency service premises, prisons and courts and have visiting speakers. You'll learn to deal with challenging circumstances and develop communication and leadership skills. A one-night survival residential is part of the induction and there is a two-night outdoor activities residential at Howstean Gorge.

Units include:  
- Government and policies  
- Leadership and teamwork  
- Citizenship and diversity  
- Command and control  
- Volunteering  
- Physical preparation, health and lifestyle  
- Understanding the impact of war, conflict and terrorism  
- Crime and its effects on society

Combine this course with participation in our sports academies for football, boxing or rugby.

**How will I be assessed?**  
There are no formal exams. You will be assessed to nationally set standards throughout the year through various activities, such as discussions, group presentations, written assessments, essays, practical demonstrations, fitness tests, group activities, observations and completing logbooks/diaries.

**What's next?**  
HNC/HND or degree level course or employment in the public services.

For more information visit www.kirkleescollege.ac.uk
"I chose Kirklees College as it has a wide range of opportunities, one of which was Forensic Science. You learn how to collect evidence and be part of the forensic process. The facilities are great, especially the laboratories which teach you how to analyse evidence and have everything you need to progress on the course."

Joe

Studying Forensic Science. Would like to progress onto University and find a career based in the science industries.
**APPLIED SCIENCE BTEC DIPLOMA**

**Level:** 1  
**Centre:** Huddersfield Centre  
**Duration:** 1 year

**Entry requirements**  
A minimum of 4 GCSEs with the following grades: English at grade 2 and maths at grade 1 or above, and 2 other GCSEs grade 2 or above including a science subject or equivalent e.g. ESOL.

**Overview**  
The course will maximise your opportunity to progress by focusing on the development of transferable skills, increasing your science knowledge and introducing you to practical techniques.

You will study four mandatory units:
- Being organised
- Developing a personal progression plan
- Working with others
- Researching a topic

Optional units of study includes:
- Carrying out a scientific experiment
- Investigating variations in plants and animals
- Measuring waves used in technology
- Practical actions to protect the environment

**How will I be assessed?**  
- Written assignments
- Practical assessments

**What’s next?**  
Level 2 Applied Science/Health and Social Care or Childhood Studies.

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**APPLIED SCIENCE BTEC DIPLOMA**

**Level:** 2  
**Centre:** Huddersfield  
**Duration:** 1 year

**Entry requirements**  
A minimum of 4 GCSEs with the following grades: English at grade 3 and maths at grade 2 or above, and 2 other GCSEs grade 3 or above including a science subject.

**Overview**  
If you want to pursue a career or study advanced level science, this course is for you.

You will experience what scientists do in their work, covering biology, chemistry and physics, developing your practical and scientific skills.

Chemistry: study the basics of chemistry and the associated skills that are in demand in industry. You will find out about chemical classification and be able to carry out investigations to identify elements, mixtures and compounds.

Physics: develop knowledge and skills related to fundamental physical concepts, so that you can investigate energy transformations, radiation and their applications, gain knowledge of waves and how electrical energy is transferred for various applications and how our universe has evolved.

Biology: you will investigate living organisms, how humans impact on the environment and the factors that affect human health.

You will also study 5-9 of 19 optional units, including:
- Applications of chemical substances
- Applications of physical science
- Health applications of life sciences
- Working in a science-based organisation
- The living body
- Science in medicine
How will I be assessed?
You will be assessed by assignments, involving practical tasks and written work. You will have an external exam and a formal practical assessment.

What’s next?
Level 3 Extended Diploma in Applied Science, level 3 Extended Diploma in Forensic Science, or the Extended Diploma in Biomedical Science level 3.

SCIENCE LABORATORY TECHNICIAN

Level: 2
Centre: Springfield Sixth Form
Duration: 1 year

Entry requirements
A minimum of 4 GCSEs with the following grades: English at grade 3 and maths at grade 2 or above, and 2 other GCSEs grade 3 or above including a science subject.

Overview
The science laboratory technician study programme will provide an introduction to the knowledge and skills for those wishing to pursue a career as Lab Technician.

You will complete a Level 2 Diploma in Laboratory Science, which will include units in:
• Laboratory health and safety
• Working in a science laboratory
• Assisting in laboratory activities

Also as part of your study programme you will complete work readiness skills (where possible work placement) maths and English.

How will I be assessed?
• Written assignments
• Online tests

What’s next?
Science level 3 or an Apprenticeship.
**APPLIED SCIENCE BTEC EXTENDED DIPLOMA**

Level: 3  
Centre: Huddersfield  
Duration: 2 years

**Entry requirements**
A minimum of 5 GCSEs at grade 4 or above to include English, maths and ideally a science subject.

**Overview**
This course combines practical and theoretical skills in chemistry, biology and physics alongside units in medical science.

You will study 7 mandatory units:
- Principles and applications of science 1
- Practical scientific procedures and techniques
- Science investigation techniques
- Laboratory techniques and their application
- Principles and applications of science 2
- Investigative project
- Contemporary issues in science

You will also study 6 of 19 optional units, including:
- Applications of inorganic chemistry
- Applications of organic chemistry
- Electrical circuits and their applications
- Astronomy and space science
- Industrial chemical analysis
- Practical chemical analysis
- Materials science

**How will I be assessed?**
- Coursework
- Practical assignments
- Examinations

**What’s next?**
Higher Education courses including: optometry, pharmacy, analytical science, forensic science, employment in the science industry or an apprenticeship.

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**BIOMEDICAL SCIENCE BTEC EXTENDED DIPLOMA**

Level: 3  
Centre: Huddersfield  
Duration: 2 years

**Entry requirements**
A minimum of 5 GCSEs at grade 4 or above to include English, maths and ideally a science subject.

**Overview**
This course focuses on the practical application of biological sciences alongside complimentary units in chemistry and medical science.

You will study 7 mandatory units:
- Principles and applications of science 1
- Practical scientific procedures and techniques
- Science investigation techniques
- Laboratory techniques and their application
- Principles and applications of science 2
- Investigative project
- Contemporary issues in science

You will also study 6 of 19 optional units, including:
- Physiology of human body systems
- Human regulation and reproduction
- Biological molecules and metabolic pathways
- Genetics and genetic engineering
- Diseases and infections
- Applications of organic chemistry
- Materials science

**How will I be assessed?**
- Coursework
- Practical assignments
- Examinations

**What’s next?**
85% of our learners progress on to HE degree programmes such as radiography, midwifery, biomedical sciences and cardiac physiology.
**FORENSIC SCIENCE BTEC EXTENDED DIPLOMA**

- Level: 3
- Centre: Huddersfield
- Duration: 2 years

**Entry requirements**

A minimum of 5 GCSEs at grade 4 or above to include English, maths and ideally a science subject.

**Overview**

The course combines practical and theoretical skills in criminal science, psychology and forensic analysis.

The course focuses on the forensic aspects of biological, chemical and physical sciences alongside complementary units in criminal psychology and criminology.

You will learn to develop practical and deductive reasoning skills.

The course includes:
- Forensic anthropology and archaeology
- Forensic fire investigation
- Forensic photography
- Criminology
- Criminal psychology

**How will I be assessed?**

- Coursework
- Practical assignments
- Examinations

**What’s next?**

University: forensic science, applied science or related area, such as criminology, psychology or criminal justice studies.

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**INTRODUCTION TO PHARMACY BTEC**

- Level: 2
- Centre: Springfield Sixth Form
- Duration: 1 year

**Entry requirements**

A minimum of 4 GCSEs with the following grades: English at grade 3 and maths at grade 2 or above, and 2 other GCSEs grade 3 or above including a science subject.

**Overview**

This course will provide an introduction to the knowledge and skills for those wishing to work in a pharmacy setting, either in the community or in a non-community setting.

You will complete a Level 2 Certificate in Pharmaceutical Science which, will include for units in:
- Communicating with pharmacy customers
- Law, regulation, health and safety in pharmacy
- Working in the pharmacy team

You will also complete units in science subjects, work readiness skills (where possible work placement) maths and English.

**How will I be assessed?**

- Written assignments

**What’s next?**

Employment in pharmacy setting or further study.

For more information visit [www.kirkleescollege.ac.uk](http://www.kirkleescollege.ac.uk)
LABORATORY TECHNICIAN APPRENTICESHIP

Level: 3  
Centre: Huddersfield  
Duration: 2 years

Entry requirements
A minimum of 5 GCSEs with the following grades: English and maths at 4 or above and 3 other GCSEs grade 4/C or above including a science subject.

Overview
As an apprentice laboratory technician, you will attend college one day a week and spend the rest of the week with a company.

Laboratory technicians work in a wide range of organisations, including: chemical, primary and secondary pharmaceutical, biotechnology, formulated products, nuclear companies and analytical science services.

Working as laboratory technician, you may carry out both routine and one-off laboratory testing and perform a variety of technical support functions across the organisation.

How will I be assessed?
You will be assessed both at college and in the workplace.

- Coursework
- Practical assignments
- Examinations

What’s next?
Employment in the science industry, Higher Level Apprenticeship.

SCIENCE MANUFACTURING TECHNICIAN APPRENTICESHIP

Level: 2  
Centre: Process Manufacturing  
Duration: 28-30 months

Entry requirements
You must be employed by an engineering company to start the course. The college can help you find a company but cannot guarantee employment. GCSE grade 4 or above in English language, maths and a science. You will also need a satisfactory interview, an interest or knowledge of working in the vocational area and wish to take up a career in a relevant industry.

Overview
A work based training programme for those wishing to pursue a career in the chemical or pharmaceutical industries. Most companies operate under highly regulated conditions and place a premium on apprentices demonstrating the required attitude, conduct and behaviour.

Science manufacturing technicians are typically involved in:
- Setting up, monitoring and ending manufacturing processes
- Working in accordance to strict policies and procedures
- Working safely in a science manufacturing environment
- Following concise quality requirements

This course will combine on the job training with college day release, allowing you to work towards a professionally recognised qualification.

How will I be assessed?
At college and in the workplace. You may need to take exams.

What’s next?
Employment or career progression within the chemical or pharmaceutical manufacturing industries.
For more information visit www.kirkleescollege.ac.uk
“I have progressed on my course and it’s thanks to the fantastic tutors who, no matter how busy they are, will give you their time and help you. The facilities at college are fantastic and I have made some amazing friends, who are more like brothers to me. The college has changed my life and made my dreams come true.”

Bakary
Studying Sport. Would like to work within the sporting industry and interested in pursuing coaching.

AVERAGE SALARY

£17k - £42k
SPORTS COACH

£16k - £46k
LEISURE MANAGER

£18k - £39k
SPORTS TEACHER

88% PASS RATE

PASS RATE 88%
**SPORT AND LEISURE BTEC INTRODUCTORY DIPLOMA**

Level: 1  
Centre: Huddersfield and Springfield Sixth Form  
Duration: 1 year

**Entry requirements**

A minimum of 4 GCSEs with the following grades: English at grade 2 and maths at grade 1 or above, and 2 other GCSEs grade 2 or above ideally to include PE or a sports background.

**Overview**

If you want to work in the sport and leisure industry, this course is a great first step with both practical and theory based lessons.

The course includes:
- Taking part in sport, exercise and fitness
- Assisting at sport and leisure events
- Improving your fitness
- Risks and hazards in sport and active leisure
- How the body works
- Planning your fitness programme
- Assisting a leader of sports
- Sports and active leisure project
- Job opportunities in sport and active leisure
- English and maths

Combine this course with participation in our sports academies for football, boxing or rugby.

**How will I be assessed?**

- Discussions
- Group presentations
- Written assessments
- Practical demonstrations
- Fitness tests
- Group activities
- Observations

**What’s next?**

Level 2 BTEC Diploma in Sport, Traineeship, or Apprenticeship, employment in the sport, leisure and recreation industries.

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**SPORT NCFE DIPLOMA (EXERCISE AND FITNESS PATHWAY)**

Level: 2  
Centre: Huddersfield  
Duration: 1 year

**Entry requirements**

A minimum of 4 GCSEs with the following grades: English at grade 3 and maths at grade 2 or above, and 2 other GCSEs grade 3 or above to include PE or a sports background. You will also need a strong interest in sport and be participating in sport and fitness on a regular basis.

**Overview**

Gain an introduction to all aspects of sport, exercise and fitness and learn the basic principles of sports science and nutrition. Get an excellent foundation to build your skills and ability for a career in exercise or fitness, enhance your knowledge of personal and team performance and improve your fitness. You can take other related awards, including Coaching Awards, First Aid at Work or Sports Leadership. It can be part of our Sports Academy programme.

The course includes:
- Participating in sport
- Anatomy and physiology
- Healthy exercise and nutrition
- Planning and running sports events
- Sports volunteering
- Development of personal fitness
- Planning, delivering and evaluating an activity session

**How will I be assessed?**

Discussions, group presentations, written assessment, practical demonstrations, fitness tests, group activities and observations.

**What’s next?**

Sport level 3 or employment in the exercise and fitness industry.
SPORT EXTENDED /90 CREDIT/ SUBSIDIARY DIPLOMA
(DEVELOPMENT, COACHING AND FITNESS PATHWAY)

Level: 3
Centre: Huddersfield
Duration: 2 years

Entry requirements
A minimum of 5 GCSEs with the following grades: English at grade 4 and maths at grade 3 or above, and 3 other GCSEs grade 4 or above to include PE or a sports background.

Overview
Develop your skills and understanding of the sport and leisure industry. Learn about anatomy and how the body works, the organisation and development of sport, fitness testing and training.

Develop your skills in sports coaching and leadership. Take part in team sports and other activities or complete additional sport related qualifications/awards e.g. first aid, football coaching or community sport leader.

This Diploma is 120 credits, equal to two A-levels; The Extended Diploma is 180 credits, equal to three A-levels.

Units could include:
• Anatomy and physiology principles
• Physiology of fitness
• Assessing risk in sport
• Fitness training and programming
• Practical team sports
• Leadership and coaching
• Exercise, health and lifestyle
• Sports development
• Injuries
• Rules, regulations and officiating

How will I be assessed?
• Discussions
• Group activities and presentations
• Written assessment
• Practical demonstrations
• Fitness tests
• Observations
• Logbook/diaries

What’s next?
Apprenticeship, degree level course or employment.

For more information visit www.kirkleescollege.ac.uk
“The course has taught me about accessible tourism and flight tracking and I love coming into college every day and learning new things. The tutors have helped me progress by teaching me new things I didn’t even know about and helping me throughout my studies. I’d recommend Kirklees College as it’s friendly and welcoming.”

Emmanuel

Studying Level 1 intro to travel, tourism and aviation. Progress onto University to study to become a pilot.
Level: 1
Centre: Huddersfield
Duration: 1 year

Entry requirements
A minimum of 4 GCSEs with the following grades: English and maths at 2 or above, and 2 other GCSE’s grade 2 or above or an entry level 3 qualification, entry level 3 English and entry level 2 maths, and a good reference.

Overview
If you are looking for a course which will give you a great starting point to fully explore the travel, tourism and aviation industries, then this is the course for you!

You will study the following mandatory units:
• The UK Travel Industry
• Customer Service in Travel and Tourism
• Locational Geography

You will also study 6-9 optional units including:
• Accessible Travel and Tourism
• Travel and Tourism Itineraries
• Worldwide Travel and Tourism Destinations
• The Role of Overseas Resort Representatives
• Providing Information on a Tourism Destination

You will also have the opportunity to improve your English and maths.

You will be expected to wear a uniform for at least part of the week (details will be given to you at interview). You will also take part in a UK based residential study visit.

How will I be assessed?

INTRODUCTION TO TRAVEL AND TOURISM
CITY & GUILDS DIPLOMA

• Portfolio
• Practical assessments
• Role plays
• Written reports
• Multiple choice assessments

What’s next?
Level 2 in Travel and Tourism, Retail Travel or Air Cabin Crew.
Level: 2
Centre: Huddersfield
Duration: 1 year

**Entry requirements**
A minimum of 4 GCSEs with the following grades: English and maths at 3 or above, and 2 other GCSEs grade 3 or above or a level 1 qualification at pass or merit grade, English at level 1 and maths at entry level 3, and a good reference.

**Overview**
This course is designed to give you an overview of the travel and tourism industry and is ideal for students who want to look at a range of potential future jobs.

You will study the following mandatory units:
- Interpersonal skills for the travel and tourism workplace
- Principles of customer services in hospitality, leisure, travel and tourism

You will also study 5-12 optional units including:
- Worldwide travel and tourism destinations
- Customer service and selling skills for travel and tourism
- UK travel and tourism destinations
- The structure of the UK travel industry
- Retail travel services
- UK transportation for travel and tourism
- Travel and tourism support services
- Airfares and ticketing
- Visitor attractions
- Responsible tourism
- Tour operations
- Promotional activities in travel and tourism
- Business travel planning

Alongside these programmes you will have a weekly tutorial with your course tutor who will work with you to ensure you are as successful as possible and track your progress.

**How will I be assessed?**
- Portfolio
- Practical assessments
- Role plays
- Written reports
- Multiple choice assessments

**What’s next?**
Level 3 Travel and Tourism or Travel and Tourism with Aviation.

For more information visit www.kirkleescollege.ac.uk
AIR CABIN CREW CITY AND GUILDS
DIPLOMA

Level: 2
Centre: Huddersfield
Duration: 1 year

Entry requirements
A minimum of 4 GCSEs with the following grades: English at grade 3 and maths at grade 2 or above and 2 other GCSEs grade 3.

Overview
Learning involves both theory and practical sessions and training in the new mock air cabin.

This is an ideal programme if you are ambitious and keen to work in the air cabin crew sector.

You will study:
• Introduction to airline/aviation operations
• Airline health, safety and security
• Airline emergency procedures
• Crew room duties
• Role of air cabin crew (on board)
• Preparation for employment as air cabin crew

You will also study English and maths should you not hold a GCSE grade 4/C or above in these subjects.

Alongside these programmes you will have a weekly tutorial with your course tutor who will work with you to ensure that your progress is on track and you are successful.

You will be expected to wear a uniform throughout your course.

This qualification is awarded by City and Guilds and was developed in conjunction with employers to provide a modern and updated view of the aviation industry.

How will I be assessed?
You will be assessed with written work, online multiple choice tests, presentations and role plays in the college’s aircraft cabin

What’s next?
You can go on to study either a level 3 in Travel and Tourism or a level 3 in Aviation Operation.

Employment as air cabin crew, passenger service agent, ramp handler, or customer service agent.
Level: 3  
Centre: Huddersfield  
Duration: 1 year

**Entry requirements**

A minimum of 5 GCSEs with the following grades: English at grade 4 and maths at grade 3 or above, and 3 other GCSEs grade 4 or above.

**Overview**

This course is for students who work or want to work in a ground operations role in the aviation sector or within the travel and tourism industry. It allows students to learn, develop and practice the skills required for employment and/or career progression in the aviation/travel and tourism sector.

You will complete two qualifications:

**Level 3 Extended Certificate in Travel and Tourism**

You will study the mandatory unit:
- Promotions and sales in travel and tourism.

You will also study 3-9 optional units, such as:
- Travel and tourism destinations - England
- Travel and tourism destinations – Scotland
- Travel and tourism destinations - Wales
- Holiday park host
- Developing an entertainment programme

**Level 3 Certificate in Aviation Operations**

You will study:
- Health and safety in the aviation industry
- Security in the aviation industry
- Ramp handling
- Aircraft Dispatch

You will have the opportunity to go on a residential visit and also visit an airport during the year. Fees are charged for trips and visits. Financial support may be available from college depending on your personal circumstances – further information will be available at interview.

Please note that aviation rules and regulations mean that you must be at least 18 years old before you can take a job in the industry.

**How will I be assessed?**

You will be assessed with written work, online exams, presentations and practical assessments.

These qualifications are awarded by City and Guilds and were developed in conjunction with employers to provide a modern and updated view of the aviation and travel and tourism industries.

**What’s next?**

Level 3 Diploma in Travel and Tourism, if you have not already completed this programme.

You could begin a career as air cabin crew, passenger service agent. Students have secured jobs working for SwissPort, Virgin Atlantic, JET2, Hilton Hotels, Manchester Airport Group and British Airways.

You could begin a career as air cabin crew or passenger service agent.

For more information visit www.kirkleescollege.ac.uk
**TRAVEL AND TOURISM CITY AND GUILDS DIPLOMA**

**Entry requirements**
A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above.

**Overview**
You will study the mandatory unit:
- Promotions and sales in travel and tourism.

You will also study 3-9 optional units, such as:
- Travel and tourism destinations - England
- Travel and tourism destinations - Scotland
- Travel and tourism destinations - Wales
- Holiday park host
- Developing an entertainment programme

**How will I be assessed?**
You will be assessed with written work, online exams, presentations and practical assessments.

**What's next?**
You could progress on to the Extended Diploma in Travel and Tourism or level 3 Diploma in Aviation Operations.

You could begin a career in the travel industry, in roles that include: airport customer services, air cabin crew, airport operations/security, a travel consultant, tour operations, holiday rep, business travel, tourist information, visitor attractions, passenger transport stewarding, conferencing, exhibitions, hospitality reception/advanced bookings or leisure complex customer services.

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**TRAVEL AND TOURISM CITY AND GUILDS EXTENDED DIPLOMA**

**Entry requirements**
A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above.

**Overview**
This exciting course is the second year of the level 3 Diploma and is designed to give you an overview of the travel and tourism industry; it is ideal for students who want to look at a range of potential future jobs.

You will explore the interesting world of travel, tourism and aviation and set your career in the right direction.

You will study:
- Tourist destinations
- Resort operations and dealing with emergency situations
- Guided tours
- Developing people in travel and tourism
- Ski chalet host
- Foreign exchange and ancillary products and services

This programme can involve an overseas residential - previous students have been to Paris, Barcelona, Nice and Salou. Fees are charged for trips and visits.

**How will I be assessed?**
Written work, online exams, presentations and a practical assessment.

**What's next?**
Higher Education courses or employment in the travel industry. You could begin a career in the travel industry, such as airport customer services, air cabin crew, airport operations/security, a travel consultant, tour operations, holiday rep, business travel, tourist information, visitor attractions, passenger transport stewarding, conferencing, exhibitions, hospitality reception/advanced bookings, leisure complex customer services.
TRAVEL AND TOURISM CITY AND GUILDS EXTENDED CERTIFICATE

Level: 3
Centre: Huddersfield
Duration: 1 year

Entry requirements
A minimum of 5 GCSEs with the following grades: English 4 and maths at 3 or above, and 3 other GCSEs grade 4 or above.

Overview
You will study the mandatory unit:
• Promotions and sales in travel and tourism

You will also study 3-9 optional units, such as:
• Travel and tourism destinations - England
• Travel and tourism destinations - Scotland
• Travel and tourism destinations - Wales
• Holiday park host
• Developing an entertainment programme

How will I be assessed?
You will be assessed with written work, online exams, presentations and practical assessments.

What's next?
Aviation Operations level 3, or Travel and Tourism level 3 Diploma (Year 2).

You could begin a career in the travel industry, in roles that include: airport customer services, air cabin crew, airport operations/security, a travel consultant, tour operations, holiday rep, business travel, tourist information, visitor attractions, passenger transport stewarding, conferencing, exhibitions, hospitality reception/advanced bookings or leisure complex customer services.

For more information visit www.kirkleescollege.ac.uk
Study Programmes are designed for your individual needs, your education and employment goals. From first contact, our conversation will be focused on you and your aspirations. We want to maximise opportunities on your student journey, so that you achieve a successful outcome.

Building the programme around you and your entry qualifications will make sure you see a clear path to employment from college (see opposite page), but the full study programme will also make sure you gain the broader skills that are important to employers.
KC FUTURES

Being unsure isn't a bad thing

We know there are lots of choices when it comes to deciding your next move, and not everyone fits into the same box when it comes to choosing what to do after school.

This is why we’ve created the KC Futures Programme. How is this course different from other courses here at Kirklees College? In one word, variety. There are a number of different pathways to try out to find the course that best suits you. What’s even better is you will pick up a fully recognised qualification and be given opportunities to gain your English and maths as well as nationally recognised qualifications including Duke of Edinburgh award, enrichment skills including Arts awards, Microsoft and Health and Safety.

KC Futures is ideal for students that have previously encountered a variety of challenges in an academic environment, but want the opportunity to succeed. If that sounds like you or someone you know or you would like to find out more, get in touch now:

E: kcfutures@kirkleescollege.ac.uk
T: 01484 437000 ext 8702
I’ve progressed from an engineering maintenance Apprenticeship to an advanced Apprenticeship. After that I’m going onto a Higher Apprenticeship.

David, Engineering

You may not have started yet, but it’s never too soon to start thinking about your next move, in fact we encourage it. Check out our internal progression campaign for current students and apprentices and how more time at Kirklees College has led to great outcomes.

For more information visit www.kirkleescollege.ac.uk
When you start college, a team of people will support you. Your tutors, study programme leader, progress coach and learning support adviser are there to help and ensure you are on track with your course, career’s guidance, any personal and emotional issues you may have, as well as financial concerns. If you are a young carer, care leaver or have looked after children status, you will also get the support of a special adviser.

We can help you:
• settle into college
• balance your course and your life
• tackle barriers to learning (including disability, learning difficulties, health issues, behaviour, or mobility)
• keep up with your course work
• develop a career plan
• solve a problem or support a complaint
• support issues around bullying or harassment
• deal with situations where you may feel unsafe
• housing issues
• support drug or alcohol problems

We help make sure coming to college doesn’t leave you out of pocket.

If you are a young parent and need help with childcare, or if you need help to pay for meals, travel and other costs, talk to us about what support is available.

If you are aged between 16 and 18 you won’t need to pay any fees for your full time course. If you are aged 19+, you may be able to apply for an Advanced Learning Loan to help pay for your tuition.

For more information call 0800 804 6134 or email finsupp@kirkleescollege.ac.uk

If you need to talk to someone privately about any personal issues, we offer a free, confidential counselling service.

Our counsellors can support you to:
• get through a difficult time in your life
• help you deal with unresolved issues
• learn healthy coping skills
• have a greater understanding of your feelings
• work through self-confidence issues
• help you make decisions or resolve conflict

For more information email counsellingservice@kirkleescollege.ac.uk
CAREERS SERVICE

The careers team in college help students pursue a wide range of career options. The advisers help develop employability skills and provide information, advice and guidance to support progression plans.

The college has been awarded both the Matrix Quality Standard and the Quality in Careers Standard for outstanding student guidance.

Our careers advisers offer:
• career focused guidance interviews
• help with CVs and job applications
• support with applications to Higher Education
• interview preparation

Contact: careersguidance@kirkleescollege.ac.uk

ADDITIONAL LEARNING SUPPORT (ALS) FOR STUDENTS WITH SPECIAL EDUCATIONAL NEEDS AND DISABILITIES (SEND)

We want to make sure everyone has an equal opportunity to be successful at Kirklees College.

If you need adjustments and support to get the most out of your course please make sure you highlight your needs on the application and enrolment forms. Please discuss your additional needs with your course team at your course interview.

The Additional Learning Support team (ALS) is available if you need extra help due to SEND (Special Educational Needs and Disabilities) for example, students with an EHCP (Education, Health and Care Plan) or if you have a specific learning difficulty or disability. The team can meet you, discuss your needs and plan what will work best for you to support you to succeed.

Our ALS team has experience and understanding of the needs of deaf students, blind/visually-impaired students, mobility difficulties, medical needs, autistic spectrum conditions, mental health needs, dyslexia, dyspraxia, attention deficit hyperactivity disorder (ADHD) and a range of other needs.

For more information
Tel: 01484 437000 ext. 7542/7941 or Email: alpshc@kirkleescollege.ac.uk
(ALS Department Huddersfield Centre)

Tel: 01924 465916 ext. 2300/2899 Email: alpsdc@kirkleescollege.ac.uk
(ALS Department Dewsbury Centre)

For more information visit www.kirkleescollege.ac.uk
VISITING THE COLLEGE

We actively encourage you to participate in the decisions your son/daughter makes about post-16 options. We understand that the process can be challenging and we’re here to help.

Come to one of our open days (see page 3 for dates) and talk to staff about the college, available courses and see our facilities. If you can’t make an open day then you can contact the student recruitment team to make alternative arrangements.

TASTER SESSIONS

Taster sessions are a great way to find out about a subject area. They are for students in years 9 - 13. Tasters take place throughout the year, and usually involve spending a couple hours in a bespoke session with other people interested in the course.

They are practical sessions designed to give a small ‘taste’ of what that curriculum area is about. Your son or daughter can attend more than one taster session to help with decision making. All sessions are free. Most areas will offer a choice of dates and times, usually with at least one session outside of the school day.

If your son/daughter would like to attend, then they just need to complete a taster booking form, available on our website. If their chosen session involves missing school, then you will need to get permission from school for them to attend.

STUDYING AT KIRKLEES COLLEGE

The college works hard to maintain a secure environment for its students. A copy of the student charter, which outlines what we expect of students, is given out at induction.

This helps to make sure our learning environment is safe and enjoyable for everyone. If a student should break any rules, a clear disciplinary procedure is followed. Attendance and progress are carefully monitored. We make sure that students are aware of the importance of attending lessons.

PARENTS’ EVENINGS

As a parent of a Kirklees College student, you will be invited in for parents’ evenings and be kept up to date with information about your son/daughter’s progress but of course you can contact us at any time if you have any concerns or worries.

All students can access their Electronic Individual Learning Plan (eILP) using their own electronic devices any time of the day. This is a great way of monitoring how they are doing in college. As a parent you will have access to ‘MyStudent’ which is designed to give you key information about your son/daughter’s progress at college. Once registered you can search for important information relating to attendance, punctuality and completion of assessments.
STUDENT CONTRIBUTION

All full time students are required to pay £20 contribution to support a range of student benefits including their student card, lanyard and print credit. More details and how to pay will be sent to your son/daughter before they join college.

ENGLISH AND MATHS GCSE

If students are aged 16-18 and do not have a grade 4 or above in their GCSE English and maths, then they must continue to study these subjects as part of their study programme. This is government legislation and applies to all students irrespective of where they study. We understand re-sitting can cause students frustration so your support is very welcome!

SUPPORT

Your son/daughter will have access to a variety of learning assistants and mentors if they need help, including a confidential counselling service.

Find out more in the ‘Supporting you’ section of the prospectus on page 186-187.

For more information, contact student recruitment: schoolsliaison@kirkleescollege.ac.uk

Find out about applying to Kirklees College from page 194-195.
At Kirklees College our students are at the heart of everything we do. Student Voice is about listening to you and creating positive changes together. We want to know what you think about all aspects of your student experience and aim to provide as many opportunities as possible to hear your views and ideas…. turn up the volume students, have your say!

You can get involved by becoming a Student Rep, Super Rep, a member of the Student Union Executive Team or a Student Governor.

**STUDENT DISCOUNTS**

Joining college means you’ll automatically become a member of the new Totum card (formerly the NUS Extra card) at: cards.totum.com/join for just £12 per year to receive discounts on shopping, entertainment, travel and lots more.

[www.kirkleescollege.ac.uk/student-life](http://www.kirkleescollege.ac.uk/student-life)

Facebook - [www.facebook.com/kirkleescollegestudentsunion](http://www.facebook.com/kirkleescollegestudentsunion)

Instagram - [@kcstudentvoice](http://www.instagram.com/kcstudentvoice)
Kirklees College is proud to offer an elite performance Sports Academy that gives you the chance to study at college whilst training in your chosen sport of football or rugby league.

If you’re aged between 16-19 years old and you’re serious about sport, the academy is for you.

**Kirklees College Sports Academy offers:**

- A top class training programme
- A nationally recognised qualification
- The best local training facilities
- Coaching qualification in your chosen sport
- Links into professional and semi-professional clubs
- Coaching from high-profile, top-quality coaches
- Rugby league
- Football (mens and womens)

Trial dates will be sent out once you have been offered a place on a course with us and published on the college website.

For more information visit [www.kirkleescollege.ac.uk](http://www.kirkleescollege.ac.uk)
If you feel like you are not quite ready to take part in a full time course or Apprenticeship at college, you could choose to complete our Prince’s Trust programme.

It is a 12-week course, starting at various points throughout the year, which is open to any young people aged 16-25.

You will gain life experience and a qualification and have support to find something which interests you. After completing all aspects of the programme you will receive a Level 1 certificate in Employability, team work and community skills and gain the confidence and skills to move onto further employment or training.

The course is free and you can still claim Jobseeker’s Allowance whilst completing the programme.

The programme starts with a residential trip, where you will have the chance to try gorge walking, caving, canoeing and abseiling to enhance your team skills. You will also take part in a community project, fundraising activities and work experience.

Contact info@kirkleescollege.ac.uk or call 01484 437070 for more information.
In Years 9-13 taster sessions are a great way to find out about a subject area and decide if it’s the right option for you.

Sessions are targeted at years 11 – 13 during October and December, Year 10 from January to Easter and Year 9 from Easter to June.

If the taster session takes place during the school day then you will need to get your school to sign the booking form authorising you to miss school. For twilight sessions (after school hours) just complete the booking form and return it to us with a parent or carer signature. We will then send you further information about attending the session. Sessions are booked on a first-come, first-served basis and are free to take part in. (Sessions will only run if we get enough students signed up).

If you have any questions then please get in touch with the schools liaison team, email schoolsliaison@kirkleescollege.ac.uk tel 01484 437092.

For more information visit www.kirkleescollege.ac.uk
You can:

- Visit www.kirkleescollege.ac.uk/apply and complete an application form online
- Visit www.kirkleescollege.ac.uk/apply, download the form on to your computer, complete it and send to: Applications Team, Kirklees College, Waterfront Quarter, Manchester Road, Huddersfield, HD1 3LD
- If you cannot access the website, our information team can post one to you. Call 01484 437070 or email info@kirkleescollege.ac.uk
- If you’re in Kirklees, you can apply via the First media application system in school.

TO START A FULL-TIME COURSE IN SEPTEMBER 2020,
THE DEADLINE FOR APPLICATIONS IS:
Friday 24th April 2020.
You may miss out on a place if you do not apply before the deadline.

Please make sure that you:

- Complete ALL sections of the form clearly, making sure the information can be read
- Please use black or blue ink if you are handwriting the form
- Make sure that if the course is available at different centres you indicate whether you would prefer to study in Huddersfield or Dewsbury centres
- If you are at a school in Kirklees your interview may take place at school. Please check with your Careers Advisor for dates and deadlines.

USEFUL CONTACTS

Applications
01484 437033
applications@kirkleescollege.ac.uk

Information Team
01484 437070
info@kirkleescollege.ac.uk
WHAT HAPPENS WHEN I APPLY?

Send application form

We will let you know we have received it

You will get an interview appointment

You will have an interview to make sure you have chosen the right course for you. Make sure you ask everything you need to know!

If your application is successful you’ll get an offer letter

Please return the slip to accept the offer

You will get an appointment to come and enrol

Enrol

Start college!
MAKE IT HAPPEN

KIRKLEES COLLEGE

www.kirkleescollege.ac.uk