

## **SEN Information Report for Hereford Sixth Form College**

In accordance with Section 69 of the Children and Families Act 2014

Hereford Sixth Form College provides full-time GCSE, GCE and BTEC courses for 16-19 year old students. The college is one of the top Sixth Form Colleges in the country and is proud of its excellent reputation. It was the inaugural winner of TES FE Awards for Sixth Form College of the Year 2016. Details of the courses available and individual course entry requirements can be found on the college website ([www.hereford.ac.uk](http://www.hereford.ac.uk)).

You may also request a printed prospectus by contacting the College directly on 01432 355166. There are three Open Events during the year; in October, February and May. These events give prospective students and their parents the opportunity to visit the college and discuss individual learning needs. Members of the Learning Support team are available at all these events.

The College has high expectations of all its students and they are all encouraged to work hard and achieve their full potential. Teaching is highly personalised and differentiated in all subject areas. We have the same aspirations for our students with Special Educational Needs and Disabilities and want them to achieve the very best they can whilst they are here.

### **Identification of Additional Needs**

Applications are welcome from students who may have a physical or learning difficulty, a medical condition or mental health issue and all learners are treated fairly with regards to race, economic or social background, gender, transgender, pregnancy, parenting, marital status, age, religion or belief, disability or sexual orientation. The College's Equality, Diversity and Inclusion Policy, Single Equality Scheme and Action Plan are available on the College website.

At their pre-entry interview  
During the enrolment process  
At the “settling-in “ interview with their Personal Tutor  
During individual interviews with tutors  
Any time during their course

The College offers Year 10 and 11 “taster days” during which students attend the College and visit subjects they are interested in studying.

Students with an Education and Health Care Plan are invited into College during the spring term to meet the Learning Support team. We can then ensure that support is in place once the student enrolls in the autumn. This

tutors details of the student's learning profile, classroom requirements, access arrangements for exams, targets for independence and what further support may be necessary e.g. study skills, subject workshops, mentoring or the use of assistive technology. This ILP is distributed to all of the student's subject tutors and the Director of Studies. All students will be encouraged to become an independent learner but support is always available.

**Referral to Learning Support once you have enrolled**



## **What to do if things go wrong**

The Personal Tutors is the first point of contact or concerns can be raised under [equality@hereford.ac.uk](mailto:equality@hereford.ac.uk) with John Pratt, Director of Safeguarding, Inclusion and Development who will aim to respond to your concern within 24 hours. If a complaint is to be made the Principal can also be contacted directly.

If the problem is not resolved, you have the right to take your complaint to the Chair of Governors and still further to the Education Funding Agency (EFA) which has a duty to provide education for 16-19 year olds with learning difficulties or disabilities. A copy of the EFA's procedure for handling complains is available on the gov.uk website.