



DerwenCollege

Where Learning Comes to Life



Handbook

For parents, carers and families

Welcome from the Principal



Meryl Green

Principal,
Director of Learning & Quality

Welcome to Derwen College – ‘Where learning comes to life’

We are delighted that your young person has chosen to come to Derwen. We look forward to getting to know them and supporting them at every stage of their learning journey whether as a residential or day student at our main campus, a day student at one of our three satellite sites or a ‘Living and Work Programme’ Trainee.

We understand that coming to College for the first time is a huge step for any young person. As a family you are likely to be feeling excited about the future but it is also natural to have questions and anxieties at this stage. The aim of this Parent and Carer Handbook is to provide practical advice and guidance based on frequently asked questions and to sign-post you to additional sources of information and support where required.

We are very proud of all the young people that live and work at Derwen College and are confident that, once settled in, your young person will thrive in our supportive and inclusive environment. Every member of the Derwen family works hard to ensure that each student and trainee has the opportunities, support and encouragement they need and our results and success stories speak for themselves.

I hope that you find this Handbook helpful but if you think that we have missed something that could, usefully, have been included please do let us know so that we can continue to improve the service we offer.

Handbook for parents, families and carers. Makaton summary.



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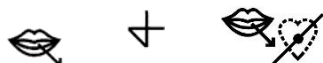
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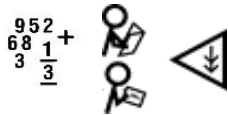
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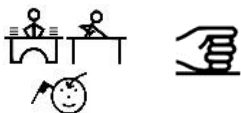
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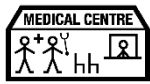
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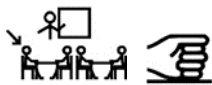
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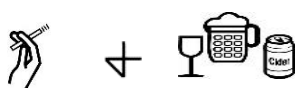
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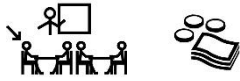
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The Student Liaison Team will be happy to provide more information about any aspect of College life. You can call them on 01691 661234 (337) or email enquiries@derwen.ac.uk

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Introduction to the handbook

This handbook is designed to provide information to the parents and families of students at Derwen College. The book refers to 'parents' but this is intended to include those who have a caring role for the student at home and other key family members. The handbook will provide an overview of the College, the facilities available and details of the support students can expect. It will give you an insight into how Derwen College will help your son or daughter get the most out of the time they are at College, and provide ideas on how you can support them in their journey into adulthood.

The contents of this handbook may be subject to change. An electronic version of the handbook is available on the Derwen College website (www.derwen.ac.uk).

Introduction to Derwen College

Derwen College is a Specialist Residential College. Established in 1927 by Dame Agnes Hunt, Derwen College has a long history of excellence for the training and development of students and clients with learning difficulties and disabilities. Derwen College is an Ofsted Outstanding College which offers students the opportunity to learn new skills in real work environments. The staff are highly trained and committed to ensure students achieve their full potential educationally, vocationally and socially.

Derwen College has a main campus based at Gobowen, Shropshire with three satellite sites at Craven Arms, Walford and Ashdale House in Wrexham. The main study programme areas are: Retail and Business Studies, Creative Studies, Hospitality and Catering Studies and Land-Based Studies, however independence focused programmes and other highly bespoke specialist programmes are also available.

The Gobowen campus offers students residential accommodation, sporting facilities, a Well-being Centre, Student Union and IT facilities at the Bradbury Centre. DC Shopping and Leisure, our commercial centre, is open to the public and include Young's Farm Shop, Derwen Garden Centre, Orangery Restaurant and Garden Café. All of these facilities provide vocational curriculum experiences for Derwen students.

Our Mission: To provide inspirational learning, development and care and enable the achievement of aspirations which transform lives.

Our Vision: To be the first choice in specialist education and independent living.

Our Values: Putting people with learning difficulties and disabilities first and respecting British Values.



Visiting Derwen College

Friends and family are welcome to visit students at College. If you are visiting a residential student, then you can sign in at the residence, otherwise you will need to sign in at the main reception. All visitors are asked to wear a badge for the period of their stay and return the badge before leaving the site. Dogs are not permitted in any buildings and must be kept on a lead when on campus.

Visitors and students are welcome to make use of dc Shopping & Leisure including the Garden Café, Orangery Restaurant, retail outlets and Woodland Walk. There is a walled garden to visit and the Garden Café has a play area for small children. Students are welcome to go off-site with visitors, provided they inform care staff in the residences, the Student Liaison Team or Duty Manager.

Working with Parents and Families

Leaving school is one of the biggest steps that a young person takes towards adulthood. The next big step is moving on, which may well be starting College. This is a huge leap from childhood to adulthood. Staff at Derwen College make it their responsibility to ensure that each young person is supported to make this transition. This support aims to inform and guide each person to be as independent as possible in all aspects of life. Children's services and adult support services are very different, and all staff will work with parents to prepare students for the adult world.

The transition from being a child under 18 and an adult at 18, can provide challenges for all young people, but for those with a learning disability there are significant implications for their independence, care and support. Alongside the practical differences between Children and Adult Services, there is a range of legislation which supports a young adult's Human Rights and civil liberties. We advise parents to discuss this with their son/daughter prior to starting College. There are a number of resource packs and organisations who can help with this.

- Preparing for Adulthood. <http://www.preparingforadulthood.org.uk/>
- British Institute for Learning Disabilities. <http://www.bild.org.uk/resources/useful-resources/parenting-to-workforce/#Young-people-and-transition>

The support of parent and families is essential in helping students reach their potential and ensure that they get the most from their time at College. For many students, this is their first time living away from home. Initially this may seem daunting for both students and their families, but very quickly students settle into College life and start to relish the huge opportunities, fun, friendships and freedom on offer. Alongside this autonomy and freedom comes an understanding of responsibility, to both themselves and those around them. At Derwen College, staff will encourage students to be respectful, kind and supportive to others. All students are expected to follow a Code of Conduct which will be explained to them as part of the admissions process.

Students will also learn how to access support, information and advice independently. While it is understandable that students will initially turn to family members if they are feeling unsure, it is helpful if parents can advise their son or daughter to first seek support from the many staff who are on hand to support them. They will soon become familiar with key staff members and feel confident in communicating with them. This will make them less anxious if there are times when family members are not immediately on hand. Speak with staff if you feel that your son or daughter is finding this difficult and needs extra support.

Embedding Learning at Home

During their time at Derwen College, students will gain confidence in their independence skills. It is likely that they will exceed everyone's expectations, including their own. At the end of the first term each student will have an Individual Learning Plan (ILP) which will be sent out to parents and form part of the review process. The ILP will track the student's progress throughout their time at College and identifies areas for them to focus on.

It is essential that students can continue practising what they have learnt at College during the holidays. If you can, please provide opportunities for your son or daughter to prepare meals, do their laundry and attend to their personal care while at home. If you are with your son or daughter when they are accessing services in the community, encourage them to actively participate. If you notice a difference between their abilities at home and what is recorded on their ILP, please contact the Personal Tutor so it can be noted and the appropriate action taken.

There is an expectation that students will participate in work experience during the holidays. If you have identified a work experience opportunity close to home that your son or daughter can access in the holidays, please speak to the Work Experience and Transition Team at College. If their Personal Tutor is made aware they can add this experience to their ILP.

Mental Capacity Act (2005) and Transition to Adulthood

While staff at College always aim to work in partnership with parents and key people in the student's life, families need to be aware that once a student has reached the age of 18 there are pieces of legislation which will be applicable. In line with the Mental Capacity Act (2005), it is always assumed that a student has capacity unless it is proven otherwise. We cannot share personal information with a parent without the student's permission (Data Protection Act, 1998) and this includes both education and healthcare information. Please see the Well-being Section with regards to Powers of Attorney and Court of Protection Orders. Staff at Derwen College are experienced in supporting students and their families through this transition and will always be happy to offer advice and information.

The following resource may be useful for students and their families.

- Mental Capacity Act Resource Pack. It is available on the Mencap website and explains how the Act applies to families of people with a learning disability
<https://www.mencap.org.uk/advice-and-support/mental-capacity-act>

Supporting DC Charity



Registered Charity No. 1153280

Derwen College is a Registered Charity and we hope that you will want to support and promote the work that Derwen College do. Each term a newsletter is emailed to all parents. This will give you an update on events, activities and news from the College. The College has a range of videos on the website which will give a flavour of the work and activities that the students have participated in.

There are several ways parents and families can support Derwen College. All families, parents

and friends are invited to various fundraising events such as the Fete, Sponsored Walk and special social events. These events are a lot of fun and an opportunity for students to show family members what they have been doing and introduce them to their new friends.

If you would like to support Derwen College with fundraising, your contribution will be much appreciated. You can download a fundraising pack from the website or make a direct donation. Our Derwen Charity team will be pleased to discuss any suggestions or ideas for fundraising.

More information at www.supportderwen.ac.uk

Feedback, Compliments and Complaints

If you wish to give feedback to the College, make a complaint, or compliment a staff member, there are a number of ways in which you can do this. You can contact the College directly using the contact details below. Alternatively, you may fill in a feedback slip or complete the annual survey. All parents are invited to complete the survey and the results are available on the website or on request. All residences have feedback slips which are available to students, families and visitors.

Derwen College has a Complaints Policy which is available on the website. If you are unable to access the website and wish to see the Complaints Policy please contact the College. Any complaints or feedback may be made via telephone, email or in writing to the Director of Student Services.

Address: Andrew Harris, Director of Student Services
Derwen College,
Oswestry,
Shropshire,
SY11 3JA.

Email: andrew.harris@derwen.ac.uk

Telephone: 01691 661234

All complaints will be dealt with and investigated according to the Complaints Policy.



Learning

At Derwen College students undertake learning programmes which are based in vocational areas. These have been developed to meet industry standards and prepare individuals ready for the job market. Vocational areas include: Retail and Business Studies, Creative Studies, Hospitality and Catering Studies and Land-Based Studies. In addition independence focused programmes and other highly bespoke specialist programmes are available.

Each student will have a personalised Study Programme which consists of three parts. The weighting of each part depends on the individual need of the student.

- Development of vocationally specific work skills with accreditation where appropriate
- Programme of work experience
- Development of English and maths / functional skills

Whilst building on existing skills, Study Programmes will stretch and challenge students to allow them to progress towards their intended outcomes. Their personalised Study Programme will provide work experience opportunities as well as working on the basics such as English, maths and working with others to increase their confidence and employability.

Programme areas

Retail and Business Studies

This programme area offers opportunities to learn about different aspects of working in the retail and business sector. Students will gain knowledge of retail operations, visual merchandising, workplace safety and employability skills. There are many opportunities to undertake work experience on campus including Young's Farm Shop and the Karten Print Centre. Students may also undertake external work experience via the Farmers Market Group and through our partnerships with local and national employers including Coop, Tesco and the British Heart Foundation. Qualifications are available for students for whom this is appropriate.

Creative Studies

This programme area offers students opportunities to gain skills in art, design, performance, singing and theatre production. Students may try their hand at ceramics, enamelling, printing as well as building confidence in signing, dance and communication. The Derwen on Tour (DOT) group regularly perform both locally and further afield. External work experience places are available at Chalk Oswestry and North Shropshire College Hair and Beauty. Qualifications are available for students for whom this is appropriate.

Much of the student's creative work is sold through the College's retail outlets and online through our Folksy website: <https://folksy.com/shops/galleryatderwen> . You can also follow the Creative Studies student on Twitter and Instagram: @cpa_derwen and creativestudiesdc

Hospitality and Catering Studies

Students will initially learn hospitality and catering skills in the classroom and the training kitchen. This allows them to gain confidence and knowledge in food preparation, food hygiene and customer facing skills without the pressure of a public environment. Once students feel prepared, they will then move to an internal work experience placement in the Orangery Restaurant, Garden Cafe or Food Centre Function Room. Housekeeping skills are initially developed in residences then students can move to the onsite Premier Inn Training Centre. Catering students will be supported to work at one of the many partner outlets including the Station Café at Gobowen and McDonalds in Chirk. Qualifications are available for students for whom this is appropriate.

Land-Based Studies

This programme area offers opportunities to students who enjoy working with animals or outside in the gardens or woodland. Derwen College is home to a wide range of animals, and students will learn how to take care of them, practice good hygiene, and keep them healthy. The horticulture and conservation area of the curriculum is broad and includes protecting wildlife, woodland crafts, plant care and nursery management. There are a number of internal and external work experience opportunities including the Derwen Garden Centre, Chirk Fish Farm and Treflach Farm. Qualifications are available for students for whom this is appropriate.

Satellite Sites

Derwen College has three satellite sites offering day placement Study Programmes and Supported Internships. Programmes at satellite sites are highly individualised and can have a vocational or independence focus. A guide to the curriculum areas available is as follows:

Ashdale House – land-based studies, catering, housekeeping, creative skills and sensory curriculum.

Walford – land-based studies and creative skills.

Craven Arms – business, retail and creative skills.

External work experience opportunities are available from each site.

Functional Skills

Functional Skills is about developing use of English, maths and ICT for everyday life and work. Most of this work is done in practical settings, for example, supporting a student to read the cooking instructions on a packet of food, or training them to use the till at the Garden Centre. Discrete English and maths sessions are also delivered as necessary.

As part of the initial assessment, all students undertake a diagnostic assessment to identify their English and maths skill level. This gives a starting point in order to measure their progress and will identify the unique needs and support that the individual may require. Some students will undertake Functional Skills tests with the awarding body Edexcel.

Personal Development

The Personal Development programme underpins student's experiences in everyday life as young adults. Students learn how to keep themselves and others safe in all aspects of their lives; to think about their role in society and to gain skills to become resilient young adults.

Sessions are flexible to meet the needs of individuals and include:

- Health and personal safety
- British Values, rights and cultures
- Relationships – social and professional
- Personal relationships
- Managing relationships, dealing with emotions and intimate relationships
- Assertiveness
- Advocacy support
- E-safety

Independence Skills

Independence Skills will take place for all students during timetabled sessions each week and are a combined approach of planned and experiential learning. The aim of independence is to enable students to grow in confidence in living as independently as possible. We work with students using the active support and active participation models. Care staff will actively support and guide

students to undertake a range of daily living activities such as shopping, travelling, choosing suitable clothing, preparing a snack or meal and community safety. Programmes are personalised for each individual student enabling students to gain the skills they need to live their lives as they see fit. It is vital that students continue to practice these skills when they go home during holidays, to keep them learning as much as possible.

Bus and Train Passes

Some students who already access public transport prior to attending College may already have a bus or train pass. At College students will regularly use the local bus service to go to Oswestry, or the train to travel further afield. If the student does not already have a pass then as part of their Independence sessions they will be supported to get one. The pass is their property and they can decide if they wish to keep it themselves or ask staff to store it in their file. Passes may be used in the holidays at home, so please remind your son or daughter to take it home with them if they are likely to access public transport in the holidays.

IT Skills - Bradbury Centre

Students will have access to IT in most of the learning areas, and in addition to this, students on the Gobowen campus will be able to access IT resources at the Bradbury Centre. All students will have a unique log in and will be supported to make full use of the equipment. Support will be given for those who require it and experienced staff will be able to advise on specialist equipment if required. Further information about using IT in College is available in the Technology and Online Safety Support section.

Personal Tutorial System

Each student is assigned a Personal Tutor – Tutor details can be found in the Individual Learning Plan which is sent out at the end of the first term. Alternatively, Student Liaison can provide the details.

The way in which the student and tutor work together will be led by the preferences and needs of the student. As far as possible a student will remain with the same tutor throughout their time in College enabling them to build a good relationship.

The Personal Tutor will meet with the student regularly and provide support, information, advice and guidance in relation to their programme of study. The tutor oversees the student's individual programme involving them in reviewing, recording and celebrating progress and achievement at each stage. They monitor all aspects of the student's programme and sign-post to additional sources of support if the need arises. The Personal Tutor will input regularly to the ILP and participate in review meetings.

The schedule of progress reporting is set out on the first page of the ILP and parents are advised that, unlike school settings, termly reports are not routinely sent out. Tutors will talk to parents directly if the need arises, providing the student is happy for the information to be shared, but parents are reminded that tutors have teaching commitments throughout the day and may have limited availability. Email contact is preferred.



Work Experience and Transition

At Derwen College, if appropriate to their programme, students will experience real work situations within a supported structure. The majority of students will begin with work experience on campus and most progress on to an external placement. The Work Experience and Transition Team provide support, advice and guidance around all aspects of external work experience and transition.

External placements are arranged by the Work Experience Coordinator and are linked to the programme area. This could be a placement at one of our satellite sites or within the local community with one of our many employer partners. These include national chains such as Premier Inn, Coop and Tesco, as well as local libraries, catering establishments and shops. They may also gain work experience in more unusual locations, such as the Cae Post Recycling Plant and Chirk Fish Farm.

The team work pro-actively to link work experience opportunities back to the student's home area wherever possible and parent/carer support and local knowledge is vital to this process. If the student wishes to participate in work experience in the home area during the College holidays, the Transition Coordinator will liaise with the local careers adviser to assess feasibility and assist in making the necessary arrangements. If your son/daughter already undertakes work experience or paid employment, please let the Transition Coordinator know and they will endeavour to continue the placement at the closest branch where appropriate. There are opportunities to discuss the link between College and home area work experience and transition support at each review meeting.

Induction Process

Induction takes place in the first half term and during the first week at College, students will have an opportunity to get to know key staff, familiarise themselves with the campus, get to know other students, and find out more about their programme and the support available to them.

There is a 'Fresher's Weekend', whereby students have the opportunity to socialise with new friends, and participate in a variety of clubs and activities on campus, such as swimming, football, arts and craft.

Absences

Students are asked not to take holidays in term time, however if they need to be absent for any reason they can contact the Student Liaison Team.

If residential students are unwell and are remaining in their residence, then care staff will ensure that the Student Liaison Team are made aware of the situation. If a day student is unable to attend College they are asked to call in and speak to the Day Student Team, or a parent can do this on their behalf.

Please note that the College has an obligation to inform Local Authorities of an extended absence from College.

Review Meetings

Each English funded student will have an Education and Health Care Plan (EHCP) and each Welsh funded student a Learning Support Plan (LSP) in place when they start College and staff will support them to meet their outcomes. At the end of the student's first term they will have a report of their progress. This will be sent to parents and key local authority contacts with the student's permission. The review will also provide an opportunity to discuss work experience opportunities that the student could access close to home during the holidays.

In their second term, first and second year students will have a Review Meeting which will update the EHCP, where appropriate, and report on progress. Students will be supported to prepare for this meeting and take an active role throughout. As well as being beneficial to the student, review meetings are also a requirement of Local Authorities. The student's social worker and other named local agencies who support e.g. Careers Advisor will be invited and it is helpful if families can inform the College of changes to their local named contacts.

In the first term of their final year, each student will have a Transition Meeting, this is similar to the Review Meeting, but will focus on the options for the student's time after College. Staff will support the student to prepare for this meeting and they will take the lead role in deciding what they would like to do at the end of their programme.

Careers Support

Students will be given careers support as part of the transition and employability programmes. Derwen College will work with Local Authorities to identify local opportunities for students to move into employment or voluntary opportunities. If you are aware of careers events which are going on in your area, please let us know, should it be something the student wishes to attend.

Support Services at College



Well-being Centre

Objectives:

To educate and support students to access appropriate local primary healthcare services.

Support students to learn about their own health and well-being and promote healthy lifestyle and self-care whenever possible.

Ensure a person-centred approach to care is provided throughout their College journey.

The Well-being Centre has a team of qualified nurses and a skilled health-support worker, all experienced in delivering care to students. The team have specialist nursing skills in both general and learning disability care. At the start of College each student will have an identified Link Nurse who will support them throughout their College journey.

All students attending College will be given the opportunity to register with our local GP practice, alternatively students may wish to remain with their current GP practice in their home area. If students choose to remain with their family GP, medication will need to be provided throughout their time at College.

The College medical service is provided by Cambrian Medical Practice based in Oswestry. A doctor attends College each week to undertake a clinic for students who register with the practice during their time at College. All students who register with Cambrian GP practice will receive an annual health check.

All students registered with Cambrian Medical Practice will need to provide an up to date list of all current medication on the day they commence College. Also, if a student has a current medical exemption certificate, a copy will be required by the Well-being nurses otherwise prescription charges will have to be paid in full by the student.

During the College holidays prescriptions for medication will be sent electronically to a nominated pharmacy, this is usually a pharmacy near to the student's home. This will guarantee that students have enough medication to last them through the long holiday periods, particularly Easter, Christmas and summer. During the shorter half-term holidays the College will send out medication with the student.

Please Note: Welsh pharmacies may not have an electronic prescription service, therefore the College will send a paper prescription to the students' home, by post prior to the holiday.

Students are advised that all routine appointments e.g. dental and optician are made with their local provider during student holidays. This helps to maintain continuity of care.

During the summer term students are advised to follow sun safety guidance and purchase a suitable factor sun cream to meet their individual needs.

During September/October each year students will be offered the flu vaccination. Please contact the Link Nurse if there is a medical reason why your son/daughter should not have the vaccination.

Well-being Centre Opening Hours

If your son or daughter contacts you to say they are unwell, please encourage them to see the care staff or visit the Well-being Centre. If you are concerned that they may be unable to seek help, please contact the College directly.

The Well-being Centre is open throughout term-time Monday-Friday 08:00-20:00hrs. A qualified nurse is on-call during out-of-hours for any queries which may arise within the residencies. Please see the contacts page for details.

Power of Attorney and Court of Protection Orders

If you are an appointed Power of Attorney for your son/daughter or if you are their Deputy for the Court of Protection, evidence of this will need to be provided on admission day and copies taken.

Power of Attorney is granted by an individual who has capacity, to appoint a third person to manage their affairs. There are two types of Power of Attorney which include health and welfare or property and financial affairs.

An individual who is deemed to lack capacity may have a Deputy of the Court of Protection. A Deputy is appointed to make decisions on behalf of the individual on financial and/or personal welfare matters. The Court of Protection Order will detail what the Deputy can and can't do. They are expected to make an annual report to the Office of the Public Guardian detailing their actions. A Deputy would be expected to follow the guidance of the Mental Capacity Act (2005) and demonstrate that the individual has been supported to understand a decision affecting them.

Day to day care, support, and if required, best-interest decisions, will be undertaken at Derwen College by staff who follow the guidelines of the Mental Capacity Act (2005). If you hold a Court of Protection Order for your son or daughter, please speak to the Clinical Director to clarify the way in which staff and yourself will work together. In the event of a divergence of opinion, the College will seek independent advice. Students may also access an independent advocacy service (see Student Involvement section).

For more information about Power of Attorney and Court Protection Orders visit:

Government websites:

<https://www.gov.uk/power-of-attorney>

<https://www.gov.uk/become-deputy>

<https://www.gov.uk/make-decisions-for-someone/making-decisions>

Citizen Advice

<https://www.citizensadvice.org.uk/family/looking-after-people/managing-affairs-for-someone-else/>



Speech and Language Therapy (SALT)

The Speech and Language Therapy team at Derwen College works as part of a multi-disciplinary team to maximise staff knowledge and skills around communication and dysphagia.

This ensures therapy is embedded into College life providing a total communication approach. Therapy will look different as students are given the opportunity to achieve their communication goals effectively in a real-life learning environment.

A range of approaches and strategies are used in a personalised way to meet the needs of the students.

This may include;

- Dysphagia assessments
- Makaton signs and symbols
- Communication passports
- AAC devices
- The Listening Programme
- Staff training and support

The Speech and Language Therapy team follows the Royal College of Speech and Language Therapy 5 Good Communication Standards as a guide for good practice.

1. There is good information that tells people how best to communicate with each student
2. Staff help the students to be involved in making decisions about their care and support
3. Staff are good at supporting students with their communication
4. Students have lots of opportunities to communicate
5. Staff help the students to understand and communicate about their health

The College is a Makaton Centre of Excellence and has a network of qualified Makaton Tutors.

Occupational Therapy

Occupational Therapy (OT) at Derwen College aims to support students in a person-centred way by considering the daily activities that are important to the individual, but are challenging or difficult for them to do. The therapists provide support and practical advice to reduce the frustration that an individual may feel when they are unable to complete a task.

An Occupational Therapist will assess students in their residence or work environment and get to know them. They will work with students to find the best solution that supports them to overcome any challenges they may be experiencing. This will enhance their skills and opportunities for learning and independence.

Ways in which OT can help students

- Help students to do things that are interesting and valuable to them
- Work to build new skills and confidence in their own abilities
- Increase opportunities for students to take part more fully in new experiences and look towards a future beyond College
- Encourage students to build relationships with the people around them
- Help students develop routines and organise their time so that they have a balance between self-care, work and leisure

Areas of focus

- Personal care
- Domestic skills
- Workplace assessment
- Environmental adaptations
- Sensory Assessment and strategies
- Aids and equipment

Occupational Therapy always work collaboratively with other staff and professionals to enable a student's learning and independence. We take referrals from all College staff working alongside students.

Physiotherapy

As part of the multi-disciplinary team, physiotherapy can offer specialist assessment, monitoring or review in education or living areas. Physiotherapy needs and student choices often change as the student becomes an adult and is living and working in new environments. Physiotherapy supports these decisions and changing needs and can look different from physiotherapy in the students' past.

Physiotherapy promotes function and independence to help students live and work. The physiotherapists support students to choose how they are going to look after their health and how much help they will need. In this way the students choose exercise for life, not just for now.

To help students move into adult life and prepare for life after College, they are encouraged to take more responsibility for looking after their own bodies. The physiotherapist will use a client centred approach to meet individual needs. This can be 1:1 therapy, small groups, and rebound therapy, hydrotherapy, in the gym or students' room and through the sport and leisure programme. It may be onsite or out in the community.

Physiotherapy includes:

- support for moving and handling
- managing posture and movement
- optimising independence and functional movement

Recommendations and advice can be given to ensure strategies are embedded through the day and needs are met throughout College, not just for an hour a week. Staff can be trained to support students with their physiotherapy and build it into everyday life.

Counselling and Therapy

It is important that students know that they can talk to someone when things get difficult. Sometimes this may be staff in their residence, or tutor in their working department, but other times it may be helpful to talk to someone else, such as a counsellor.

Students may request counselling themselves, or may be referred by a member of staff. Counselling may take the form of 1:1 or group sessions. Staff take a person-centred approach to let the students decide what they would like to focus on, from anger and anxiety, to friendships and bereavement. Students will be supported towards making positive choices, and processing their thoughts and feelings in a way that helps them.



Technology and Online Safety Support

Technology has a central place at Derwen College and students are encouraged to use technology throughout their learning and social time. The majority of the programme areas at Derwen College have access to computers or to wireless (Wi-Fi) to allow for mobile learning.

The Bradbury Centre on the Gobowen campus offers students access to computers and the Wi-Fi during work and social times. Staff are on hand to offer support and advice. The filtered Wi-Fi is also available in the Student Union. Staff in the Bradbury Centre can offer guidance for maintenance, a basic tracking system for equipment and quotes for repair of IT equipment should it be required.

Prior to starting College students should be familiar with their own mobile devices. It is a good idea to discuss with your son/daughter and staff what should happen if they become locked out of their device account. To access the Wi-Fi devices the Meraki app will need to be installed (this can be done at the Bradbury Centre). All electrical equipment brought into College will need to be PAT tested, which we will do regularly. Items that fail must be removed from campus. All students will need to bring their own headphones and all equipment must be labelled, this includes chargers. Items will need to be in good working order and insured on your home insurance.

Derwen College will support students to use the internet safely. Online safety sessions will take place in groups or 1:1. The Online Safety Officer will monitor internet use and support students with concerns they may have. Any discussions around internet use will take place in private. Strategies will be put in place if students are thought to be putting themselves or others at risk. Safeguarding procedures will be followed when required.

It is advisable for parents to discuss online safety with their son or daughter prior to starting College as they are likely to be accessing the internet at home and after leaving Derwen College.

For more resources on internet safety visit:

Mencap Safesurfing

<https://www.mencap.org.uk/about-us/our-projects/safesurfing>

British Institute for Learning Disabilities – Easy Read information about Keeping Safe

<http://www.bild.org.uk/resources/easy-read-information/keeping-safe-easy-read-information/>

Childnet – Facebook checklist for teenagers

http://www.childnet.com/downloads/Facebook_Check/Facebook_Checklist.pdf



Safeguarding

At Derwen College safeguarding of students is of paramount importance. There are policies and procedures in place for staff guidance around their role in safeguarding students and themselves. All staff have a role to play in working to create a safe environment for students to be able to progress with building life skills and increased independency whilst taking measured risks which enables them to learn and develop.

There is a safeguarding team involving the Director of Student Services, Designated Safeguarding lead, Director of Clinical Care and Therapies, Registered and Social Care Manager, Safeguarding Manager and Officer, Online Safety Officer and Student Liaison Team who all work closely together to support students if there are concerns around safeguarding issues. The Safeguarding Manager and Officer work closely with external professionals and safeguarding teams if there are concerns that need further referral. This may include the Care Quality Commission, Shropshire Adult Safeguarding Board and safeguarding boards across the country.

If students have worries or concerns they are encouraged to speak with the Student Liaison Team or the Safeguarding Team about them and discussions around actions that can be taken to help students feel safe and ensure safeguarding policies are followed. Students are involved in the safeguarding process throughout in line with government advice of making safeguarding personal. There are “Be Safe in College” posters around College with photos of the Safeguarding Team and contact details for students and staff to use.

If you have a concern about the welfare of your son/daughter you may speak to any staff member and they will follow the Colleges’ Safeguarding Procedure.

Positive Behaviour Support

We understand that some students may display behaviours of concern in and around College, to communicate a specific need. These students are supported in department and residence by experienced Positive Behaviour Support Staff providing positive reinforcement and consistency. We may support these students with a Behaviour Support Plan (BSP) to identify and meet their needs using positive and proactive strategies. Our aim is for our students to strive for independence and increase their capability to make positive choices.

During the first term, staff will discuss with new students the ethos of the College and the type of behaviour expected. The Positive Behaviour Support Policy and the Restrictive Practices Policy are available on request. These policies detail the way in which staff will manage challenging behaviour, the Behaviour Support Plan which may be implemented, and the suspension and exclusion procedures

Students will be billed in the event of deliberate damage to College property. Details are shown below:

Deliberate setting off of fire alarm - £50
Inappropriate use of fire extinguisher - £50
Broken window £30

These and other damages incurring costs will be charged to student's accounts. Students will accompany a member of the Student Liaison Team to make the appropriate withdrawal.

Student Liaison

The Student Liaison Team are responsible for the well-being and safeguarding of students, and will provide support on a wide range of issues such as homesickness, bereavement and relationship issues to enable students to fulfil their potential whilst at Derwen College.

The team will communicate between students, families, external agencies and staff to ensure that students receive the most appropriate level of pastoral support to facilitate learning and progression. They work within a person-centred framework to ensure that the support is tailored to individual needs and preferences. Where students require a higher level of emotional or behavioural support, the team will make referrals to internal additional support services and therapies.

The Student Liaison Team are the first point of contact for new students and families, and will continue to have regular interaction with students throughout their programme. The team are available to provide advice and guidance, and work closely with staff across College to ensure students have the correct resources to make their own decisions, wherever possible.

The Student Liaison Team are available Monday – Friday 8.45am – 5.00pm.

Leisure Time

Derwen College offers students a wide range of social and extra-curricular activities both on and off site. Throughout the evenings and weekends students can join clubs which include yoga, musical theatre, motor club, College band and hula hooping. The Student Union is open during break times and at evenings and weekends. It provides a place to meet with friends, play pool, games or watch a film. There is a regular disco night as well as special events such as the Halloween Night, Fireworks display, Christmas Ball and the Summer Prom.

Students may also make use of local facilities such as The Venue or go shopping in the local village or town.

Birthdays

Students have the opportunity to celebrate their birthdays at College and this can be done in a variety of ways. The Student Liaison Team and accommodation staff are happy to discuss the options with the student, and consider their particular preferences. Whilst birthdays can always be celebrated on campus, special occasions such as 18th and 21st birthdays can be arranged off campus. For example, students can be supported to visit a restaurant of their choice, the cinema or go bowling with a group of friends. Other, more specialised requests, have also been accommodated and we are happy to liaise with the students and their parents in order to facilitate something different.

Birthday celebrations are costed on an individual basis, as additional charges such as transport and staff support costs must be taken into consideration and the total cost is charged to the

student's College account following the event. Bespoke cakes can also be ordered from the Catering department, and delivered to the student's accommodation on the day of the celebration.

Sports Opportunities

The sport and exercise opportunities on offer include basketball, boccia, dance, football, rounders, netball, walking, new age kurling and swimming. All of these activities can be enjoyed on campus as we have our own indoor heated swimming pool, sports hall, dance studio, fully equipped gym and football field.

In the swimming sessions students can learn how to swim, develop their water skills and work towards Amateur Swimming Association (ASA) recognised distance awards. There is also the annual Swimming Gala in the summer term.

With strong links with community clubs and organisations external sport and exercise opportunities are available for all to enjoy. In football the College is represented in the 3 Counties Football League, North Wales Pan Disability league and has a good relationship with Shrewsbury Town FC and current Welsh Premier League champions, The New Saints. The College has a female football team which has played at the King Power Stadium, home of Leicester City FC and some of the students play for the Shrewsbury Town Down Syndrome Team.

Through North Shropshire Special Olympics weekly groups attend boccia, swimming, badminton, table tennis and athletics sessions externally. Students get the opportunity to compete in these sports as well as skiing.

Derwen College is also proud to have strong links with Shropshire Cricket Board, Shropshire Paddle Sports, Telford Powerchair Football Club, Phensync, The Tennis Foundation/LTA, Shropshire Paddlesports Canoeing and the Duke of Edinburgh Awards which provide further opportunities for the students.

Trips

Derwen College offer a number of trips during evenings and at weekends. Students' needs and wishes are taken into consideration during the planning of social and leisure trips, and they are actively encouraged to share their ideas regarding future outings. The Student Liaison team will endeavour to accommodate students on as many of their chosen trips as possible, there are occasions when this is not possible due to certain trips being over-subscribed. In such instances, every effort is made to ensure that an alternative is offered, be that another trip or activities available on campus. There are also occasions where students are asked to represent the College at sporting or cultural events, and they are given the opportunity to consider which trip they would like to attend.

Duke of Edinburgh's Award

Students have the opportunity to participate in the Duke of Edinburgh's Award Scheme while at Derwen College. There are three levels to the Award and students are required to carry out

volunteering, learn a new skill, take part in a physical activity and complete an expedition. The Award gives students the opportunity to challenge themselves, make new friends and try something new. There is a presentation of the awards in the summer term once the expeditions are complete.

For more information about the Duke of Edinburgh's Award visit:

<https://www.dofe.org/levels-and-timescales>

Smoking and Alcohol

Derwen College has a Smoke Free Policy and students are discouraged from smoking. Cigarettes are not available at any of the retail units and smoking is not permitted inside any of the buildings. If a student has chosen to smoke and they wish to stop, then they will be supported to do so.

Alcohol is not available on campus. Students who wish to consume alcohol on site would need to discuss this with their Residence Manager, they will be given advice and information about the effects of drinking and how to drink responsibly. If they are taking medication which may be affected by alcohol, they will be given information and advice so they can make an informed choice. Students are discouraged from drinking in communal areas and asked not to share alcohol with other students.

Relationships at College

Students are encouraged to make the most of the social opportunities that College can give them. This is a unique time for many students, when they will be able to form important friendships and relationships that may stay with them for the rest of their lives. Derwen College recognises that students have the right to make their own choices about relationships. All students will attend Personal Development sessions which will support them in understanding healthy relationships, their responsibility to partners and understanding issues such as consent. The Well-being Centre is also an important source of information for staying healthy and the safe use of contraception.

Derwen College has a Relationships and Sexuality Policy which is available on request. The policy complies with the Mental Capacity Act (2005) and gives students the right to make informed choices. Staff recognise that students may need specific support and will refer students to the internal therapies, Well-being Centre or Speech and Language Team as required. Care staff will play an important role in offering support and enabling privacy and intimacy where appropriate.

While College staff recognise that the transition to adulthood can be an anxious time for parents, providing an opportunity for students to experience relationships in a supportive environment can be invaluable. Positive risk-taking and learning from experience are important stages in development for all young people. While those with a disability may need additional support, it is recognised in law that everyone has the right to a private and family life (Human Rights Act, 1998). Derwen College aims to ensure that students are confident in their decisions and can access support when they require it.

The British Institute for Learning Disabilities has some useful resources on this subject including easy read resources.

<http://www.bild.org.uk/resources/relationships/dating-to-sex/>

Students' Finances

The aim of student finance is to assist our students in learning to budget their money. Each learner has an individual 'account number' into which students, parents or guardians can deposit funds so that the student can access social spending, personal shopping, trips etc. These deposits can either be made in person, by cheque/post or we have an online banking facility. Our details can be given out on request. The general suggestion of a deposit at each half term is around £300.

Cash is accessible to our students between the hours of 9.00am – 5.00pm, Monday to Friday, which are the opening hours of the office. The students can be accompanied by their care staff, tutors or independently. For example, a student wishes to know how much money they have in their account to ascertain whether they can afford to go out on a trip, or purchase personal care items or whatever it is they need. Once an amount has been agreed, the student then signs a withdrawal form and the money is given out to them. The same system is in place if they wish to pay in a cheque or cash deposit to their account. We do not encourage our students to go overdrawn on their account, so half term statements of account are sent out to parents/ guardians for their records. Should an overdrawn balance occur, or an account has very low funds, then a statement will be sent at any point in the term to alert parents/guardians of the situation so as they can then top-up the account. It is advisable at the start of each half term for parents/guardians and the student to reach an agreed amount of spending money.

Currently, our students have a weekly allowance provided on a Friday. This enables them to have money over the weekend when the office is closed.

Parents/guardians are able to contact the student finance office directly, should they wish or need to do so. However, information regarding student accounts will only be given if the student grants permission to do so. Any queries with student accounts are dealt with in complete confidentiality.

Lost Property

Lost property is located with the Student Liaison department. Students who have lost items are encouraged to check with Student Liaison regularly. Any unclaimed items at the end of an academic year are donated to charity.



Day Students

Some students will be attending Derwen College as 'day students' rather than residential. They will access the curriculum and learning opportunities in the same way as residential students and will also have Independence Skills Sessions as part of their timetable. With the student's permission, parents will be kept informed of their progress in independence skills and encouraged to practice what they have learnt at home.

Staff at Derwen College will promote healthy lifestyle choices and encourage students to think about what they eat and keeping active. We will actively look for healthy things which a student would enjoy. Please let us know if your son or daughter has specific dietary requirements.

Day students will be able to access all the support, leisure facilities and clubs that are on offer, although there may be an extra cost for some. They can also access trips in the evenings and at weekends. There are staff on hand to enable students to access opportunities and provide additional support. All students will have a Care Plan in place and access to the Well-being Centre and health support.

The day students have a base room which is available throughout the day. They will also have a locker to store belongings. Students will need to sign in first thing in the morning and out before going home. If students stay on campus after 5pm it is their responsibility to make travel arrangements to get home. With the exception of trips or special events, campus activities finish at 10pm.



Residential Students

Residential accommodation is based at the main Gobowen campus. There are a wide range of accommodation types, from 'Halls of Residences' to single flats. The residential accommodation is split into nine different areas, all with a dedicated staff team and Residence Manager. The care team will help each student become as independent as they can be, and will endeavour to place them in accommodation which most closely matches their needs and aspirations.

First year students will usually be in a residence with higher levels of support and staffing. At the end of each year there will be a review meeting at which students can discuss the progress they have made and the type of accommodation they feel will suit them the following year.

The Residence Manager will oversee the well-being of students in their house and manage the care team. Care staff will generally be based at one or two houses so they will get to know individual students very well. This also ensures that students quickly become comfortable with the staff in their house. Each residence has a Link Nurse who will work closely with the care team to address any medical issues and provide advice on well-being.

Care

All students will have a Care Plan in place on arrival at College. This will be personalised to them and ensure that their medical and personal care needs are met. It will also include details of their communication preferences, dietary requirements and favourite ways to enjoy their spare time. Care Plans are reviewed each term or if circumstances change. Each student has a Daily Record which is completed by the care staff. It contains details of their day and reflects their current well-being. Both the Care Plan and Daily Record are confidential documents and students must give permission before they can be shared with a third party, this includes parents or family members.

All students will have an individual risk assessment which is reviewed regularly or if changes occur. The risk assessment will include specific medical information, details of allergies, as well as any behaviours which could put them or others in danger. Care staff will work with the student to help them understand their risk assessment and agree any actions or measures to be put in place to keep them safe.

Students will carry out a Personal Emergency Evacuation Plan (PEEP) with a care worker. They will discuss what to do in the event of a fire or emergency and how to safely evacuate the building. They will also be shown the Fire Assembly Point and practice reaching it during a fire drill. Students who may have difficulty hearing the alarm or evacuating the building quickly, will discuss this with their care worker and any specific requirements they have will be put in place, such as a vibrating pillow alarm.

What will Residential Students Need to Bring to College?

A list of items that they may need at College is available on the College website, please contact the Student Liaison Team if you are unable to access it.

It is essential that all clothes are clearly labelled as washing can easily get mixed up and items misplaced. Please ensure that any new clothes or presents given to students are also labelled, particularly when students return after the holidays. Easy to wash items are preferable and less likely to get damaged.

Many students will bring a mobile phone, Ipad or other electrical equipment to College. Please

ensure that it is labelled and, where possible, only inexpensive items are brought to College. Please make sure that items are insured, the College cannot be responsible for damaged or missing items. If a student requires specialist IT support, this is available at the Bradbury Centre during office hours. Some students will bring in Wii's or games so they can play with their peers. Please ensure these are labelled and if necessary insured. Please note that if students wish to watch live TV in their room they will need a TV licence. Derwen College can accept no responsibility for student's individual mobile phone bills or data usage. Whilst electronic devices can bring many benefits to all of us, they can also become a source of distraction which may have an impact on work and sleep. For this reason, staff encourage students to work with staff to explore the most appropriate use of electronic devices.

Students are provided with a single bed. If they feel that this may not be suitable, larger beds are available, please speak to the Care Manager before they begin College. Bedding is provided by the College along with towels, however if the student prefers to bring their own they can do so. Students are encouraged to personalise their bedrooms, if they have pictures, posters or things to make them feel more at home they are welcome to bring them along.

Independence Skills for Residential Students

Independence Skills will take place for all students from the moment they get up to when they go to bed. Some of this work will be part of their day to day activities, but they will also have specific times to focus on their individual targets as shown in their Individual Learning Plan. This may include getting the bus, food shopping, washing and cooking. The Care Plans and Independence Skills targets will incorporate the Education and Health Care Plan (EHCP), where appropriate, according to the individual student. Care staff will work with students to revise EHCPs and contribute to review meetings.

All students are encouraged to take care of their own personal care and well-being. The level of support is personalised for each student and will change as they move through College. Support will be given, along with prompts, if they are assessed as unable to do this themselves. Students will be supported to dress appropriately for the weather and the activity they are doing.

All residences have a kitchen, and students are encouraged to be independent in making themselves a drink, snack and some meals. They will be supported to purchase their preferred choice of food when out shopping. Washing machines and tumble dryers are available for students to use and support given to those who are new to the task. All students are encouraged to keep their room tidy and wash bed linen.

For more information on Independence Skills see the section under Curriculum section.

Important Information about Confidentiality and the Mental Capacity Act

Derwen College is required to comply with the Mental Capacity Act (2005) and the Data Protection Act (1998). Students who are over 18 are legally regarded as adults and all students are assumed to have capacity unless proved otherwise. Derwen College has a Confidentiality Policy which all staff adhere to, and is available to parents on request. Personal information about a student can only be shared with a third party if the student has given their consent, this includes Care Plans and Daily Records. Personal information cannot be given to parents or family members unless the student has given permission. Information relating to another student will not be shared with a third party. See pages 16 & 17 for Power of Attorney and Court of Protection Orders information.

All care staff will work with parents and families to ensure that their son or daughter is given the best guidance and care possible, but staff cannot impose parental preferences on students. This principle will apply wherever the student lives in the future, and is an important element in the transition to adulthood.

Healthy Lifestyle

All students are encouraged to participate in activities and make healthy food choices. This will include clubs, swimming, sports and attending the disco. Care staff have a Duty of Care to ensure that students are given encouragement and opportunities to make healthy food choices, but staff will not impose food choices. The only exception to this would be if the student had a medical condition which required a specific diet. If they were assessed as lacking as capacity around health and well-being then staff would take advice from their GP. Specialist diets, allergies and cultural requirements will be catered for.

Care staff will monitor students' weight and any concerns will be discussed with the student and if appropriate, a referral made to their GP. However, it is not unusual for a student's weight to fluctuate during their time at College.

Medical Support

All care and vocational staff are First Aid trained and when required will have completed the Administering Medication Training. Students who have specific care needs will be assessed by the Nursing Team and the Occupational Therapist. Care staff will work with both parents and professionals to ensure that students have the correct equipment and support while at College. Day to day healthcare will be provided by the care team, who will refer any concerns to the Well-being Centre or to 'Shropdoc', the emergency GP, if out of hours. In the event of an emergency, or a student being taken ill, the student's next of kin will be informed. Parents will not automatically be informed if the student has a cold or minor injury. In these circumstances care staff will always ask the student if they wish to speak to their family.

Each student has a medication safe in which their medication and MAR chart are stored. Students will be assessed for their potential in being able to self-medicate, or self-medicate with supervision. The keys for safes will be kept with care staff whilst some students will have their own. Care staff will administer all medication to students, unless they are able to self-medicate. In the event of students being out on a trip or away from College, the staff accompanying them will administer medication if they are unable to self-medicate.

Some students will continue seeing their dentist, optician or audiologist when they are at home, others will chose to transfer to a specialist nearer College. If a student has a medical appointment, they will usually be accompanied by a member of the care team, unless they have asked to attend independently. Transport will be organised for them where appropriate, but the use of public transport will be encouraged. Care staff will work with the student to prepare them for their appointment. This will include talking about who they are likely to meet, the sort of questions they might be asked and if there is anything they would like to ask the doctor or clinician. The outcome of this appointment will be shared with the Link Nurse so they can add it to the student's health record.

For more information about healthcare please see the Well-being section or speak to the Well-being staff.



Leisure Time for Residential Students

Students will have a demanding programme during the week. Students are given the choice to decide how they spend their free time in the evenings and at weekends. This may be socialising with friends, on an Ipad, playing games, relaxing or watching TV. They may wish to participate in trips at the weekend which can be a great way to visit local sites and make new friends. On campus, there are clubs, discos, open swimming sessions and a range of organised activities. Student Engagement Officers are on hand to support students and ensure they are able to access what is on offer. Students are also free to make use of dc Shopping & Leisure as well as the Bradbury Centre and Student Union. Initially students may find self-directed free time difficult, but they soon adjust and enjoy the freedom this brings. Although Derwen is an open campus, staff ask students to inform them of their whereabouts so they can ensure adequate support is provided.

Students are encouraged to be in their rooms by 10pm on a week night to allow sufficient time to rest and ensure that they do not disturb other students in their residence.

Wifi is available in communal areas of College residences so that students are able to use their own devices with the support of staff should they need it. Please note, we do not guarantee the availability of WiFi in student bedrooms.

The wireless internet connection is turned off at 11pm and students are encouraged not to watch TV or use electronic devices late at night. Unless students need to be up for an activity at the weekend, they are not woken. The exception to this, will be if they require medication at a specific time, in which case this is administered with minimum disturbance.

Religious Worship, Faith and Cultural Needs

Where possible students' religious and cultural needs will be met. If a student wishes to attend a religious service they can discuss this with the Student Liaison Team. For example, on Sundays a taxi is currently available to take students who can independently access church to attend. In addition to Christmas and Easter, care staff will work with students and families to recognise and celebrate a range of religious customs. Please speak to the Residence Manager about your family's customs. However, while cultural and religious opportunities can be made available, parents must be aware that participation by the young person will be optional whilst at College.

Hair and Beauty Appointments

Students can use the local hairdresser in Gobowen or go to the nearest town. If they wish to do this they can take money out of their account and care staff will support them to visit the hairdressers. Some students prefer to continue using their hairdresser at home. Students will exercise their right to choose their own style and haircut. If they wish to have their hair coloured they will be advised to have it done by a hairdresser. Care staff will not support students to dye their own hair, however a student may decide to dye their own hair. If students wish to have a special hair and beauty trip, they can speak to the Student Liaison Team.

Post

Post can be sent to residential students and there is a post box on the edge of campus where students can send mail out. Post can also be sent from the main office during office hours, and students can purchase stamps from there. All post is treated as confidential. If staff feel that a student may require support with reading a letter they will offer to help. Any medical appointment letters are the student's property and they will be asked if they wish to share the information with care staff and store it in their care file. See Well-being Section for more information.

Contacting Friends and Family While Living at College

Students may contact friends and family whenever they wish and staff will support them to make calls if required. Usually students have their own mobile phone, but each residence has a phone which they are welcome to use. Some students will choose to Skype or Facetime their family. Where possible students are encouraged to do this in their rooms to protect the privacy of others in the vicinity.

Whilst we recognise that family members can be a great comfort and support to students when they are at College, we would also ask that students are encouraged to use the available support from staff at College to solve any problems that do arise. This is an important part in developing independent life skills, and will help your son or daughter gain confidence while settling into College. Family members and friends are welcome to call anytime between 8.30am and 9.30pm. If there are issues with communication either with your son/daughter or staff please speak to the Residence Manager.

Friends and family are welcome to visit students at College. If possible, please inform the care staff at the residence in advance, of your planned date and time. If visitors wish to go into a student's bedroom they will need permission from the student first. Dogs are not permitted in any buildings and must be kept on a lead when on campus. If you wish to bring food in for students, please do not bring high risk foods such as meat or dairy products. Students are not permitted to have visitors overnight. Students may go off-site with visitors, provided they inform care staff first, please see 'Visiting Derwen College' section for further information.

Travel

There are a number of options for residential students to travel home. Students may use the transport services provided by Derwen College at the beginning and end of half terms / terms. Students are currently supported to travel by rail to Manchester, Piccadilly via Chester and also to Cardiff Central. We also provide a staff-supported, private coach travel to Birmingham New Street and to London Euston via Oxford services.

Students are able to obtain a 16-25 Railcard or a Disabled Persons Railcard if travelling regularly by train. For more information, please visit the College website or contact the Student Liaison Team.

Students are encouraged to pack for themselves at the end of term. If there are specific items that you think your son or daughter may need while at home, please ask care staff to remind them to put them in.

Contacting the Care Team

If you wish to contact a specific Residence Manager you may email or telephone them directly. Contact details are available on the College website. Care staff can be contacted between 8.30am and 9.30pm. Please be aware that first thing in the morning and during mealtimes staff are likely to be busy.



Student Involvement



Learner Voice

Derwen College has an active Student Council which is affiliated to the National Union of Students (NUS). Every student at Derwen College can apply for a NUS card. Student Council members are elected every October and each programme area has a representative. The representatives listen to and carry forward ideas in termly meetings with the Leadership Team and Governors. The Student Council is also involved in voluntary projects and promoting the work of Derwen College.

Our students have taken an active role in promoting the rights of people with learning disabilities at a national level.

Supporting Students with Giving Feedback

All students are supported to complete an annual survey which gives them an opportunity to put across their views and give feedback to the College. At any other time if a student wishes to comment, or give feedback on a service that they have accessed, they will be supported to do so. For external services, support will be given to access the complaints procedure or give feedback. If students have a comment or issue with a healthcare provider then they may contact organisations such as PALS (Patient Advice and Liaison Service) and Healthwatch Shropshire.

Advocates

If a student would like an independent advocate, or if staff feel that they would benefit from the support of an advocate, they will be signposted to the local advocacy services. If they require support in contacting an advocacy service it will be provided. Details of the current local providers are below:

Peer Counselling and Advocacy Service (PCAS)

<http://www.shropshirepcas.co.uk/>

Shropshire Independent Advocacy Scheme (SIAS)

<https://www.siasonline.org.uk/>

Celebrating Student Success

Every opportunity is taken to celebrate the many successes and achievements our students make and small-scale events are held across College throughout the year. At the end of each term there is a prize giving event on campus and students are welcome to invite their friends and families along to this very informal event.

In October each year we hold a more formal graduation ceremony, off site, of which families of leavers will receive postal notification. Please be advised that a charge applies for each ticket requested to this event.



Term Dates and Events Calendar.

Day students are not expected in College on travel days or Bank Holidays but are able to join College trips

Autumn Term 2017	Students return to College	Tuesday 5th September
	Day students return to College	Wednesday 6th September
	New students start week commencing	Monday 11th September
	Half Term - travel home	Thursday 19th October
	- travel back	Wednesday 25th October
	Students travel home	Thursday 7th December
Spring Term 2018	Students return to College	Wednesday 3rd January
	Day students return to College	Thursday 4th January
	New students start week commencing	Monday 8th January
	Half Term - travel home	Thursday 15th February
	- travel back	Wednesday 21st February
	Sponsored Walk	Sunday 25th March
	Students travel home	Wednesday 28th March
Summer Term 2018	Students return to College	Tuesday 24th April
	Day students return to College	Wednesday 25th April
	New students start week commencing	Monday 30th April
	Summer Fete	Thursday 31st May
	Half term - travel home	Friday 1st June
	- travel back	Thursday 7th June
	Prize Giving	Wednesday 18th July
	Students travel home	Thursday 19th July

2018 Leavers Graduation - Saturday 6th October at 11.00 am at the Lion Quays Hotel.

Contacting Derwen College

Main Switchboard

01691 661234

General Email:

enquiries@derwen.ac.uk

Website:

www.derwen.ac.uk

Address:

Derwen College,
Gobowen,
Oswestry,
Shropshire, SY11 3JA
(for Sat Nav use SY11 3NB)

You can link to the College's Facebook and Twitter accounts for updates on College activities and news.



www.facebook.com/derwenCollege



www.twitter.com/derwenCollege

Version – September 2017

Review date – June 2018

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DerwenCollege

Where Learning Comes to Life



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Good



