COURSE GUIDE FOR 16–18s 2019/20

Epping Forest College is now part of the New City College Group
SUCCESS STORY.

ISAK

Studied A Levels in maths and physics and progressed to Brunel University to study engineering.
The details of this course guide were correct at time of printing however changes to our provision since the printing of this course guide may occur, so please check details at www.ncclondon.ac.uk.
STUDENT PROFILE.

Evie

Studying Level 1 City and Guilds Diploma in Electrical Installations.

'I enjoy the variety of practical tasks that this course offers, the lessons are very clear, well-structured and interesting. The course teachers make the lessons enjoyable and are incredibly supportive.'
I am delighted that you are considering studying with us and I would urge you to come along to our Loughton campus to see the high quality facilities and learning environment.

There are opportunities throughout the year to come and meet our teachers and students and to have a look around. I am positive that we can help you to achieve your goals, whether it is to go to university or in to work.

Our courses are designed to provide you with practical hands-on training and real-life experiences. These are based in each faculty area and will give you valuable experience to aid your next steps.

We are part of the New City College group, which has campuses in Tower Hamlets, Hackney and Redbridge as well as Epping Forest. We are now the largest college in east London.

I am very proud of our students and what they go on to achieve. I look forward to seeing you at one of our future events and welcoming you to our college.

Janet Smith
Principal, Epping Forest and Redbridge
Find out about...

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Student Support

From your application form to helping you find your next step after college, our One Stop team provide a range of services to support you throughout your time with us.

Admissions and course enquiries
Our team provide free and impartial information and advice about the range of learning opportunities available to you.

We can provide you with:
• Information on all our courses and apprenticeships at the college
• Help with completing application forms

Financial Support
If you need help with the cost of coming to college, we may be able to provide financial support for the following:

• Childcare
• Materials and books
• Travel
• Food and drink at the college
• Tuition and exams (if applicable)
Support when you start at college

We want to give you the best start possible when you join us and provide a range of activities to welcome you to College, which includes:

• An induction to the college, our facilities and resources
• Induction to your course by your course leader
• A parents’ evening for new students, where tutors get the opportunity to introduce themselves and discuss the college and courses with parents
• Freshers’ Fair – an annual event packed with lots of information to support you (and a few freebies from local businesses!)

Supporting your journey

Your course leaders will monitor your attendance and achievement and support you throughout your time at college to enable you to achieve your potential.

They will meet with you regularly to discuss your progress and will identify the support you need to make the most of your time at with us.

Help and counselling

We understand that sometimes, things just don’t go to plan. Our student experience team are here to make sure you are on the right track. They can provide help with:

• Time management
• Organisational skills
• Motivational skills
• Exam preparation
• Dealing with personal issues
• Referral to specialist counselling services
Careers advice
We host a number of successful events where students can gather information from employers, universities and professional bodies and there are also opportunities to attend major careers and university open events.

Our careers advisers can support you with choosing courses and applying to university as well as helping you to develop a CV and finding a new job. You can arrange an individual appointment or drop in throughout the year.
Our large experienced team of Learning Support Assistants will ensure you are supported at college.

We can provide learning support in a number of ways including on a group basis or 1:1. This includes:

- Literacy and/or numeracy needs
- General learning difficulties
- Specific learning difficulties (including dyslexia, ADHD, dyspraxia and ASD)
- Hearing impaired and deaf learners
- Learners with medical and/or physical disabilities
- Visually impaired and/or blind learners
- Exam support
- Language support
We are proud of our modern campus offering you some of the very best learning facilities and equipment in Loughton.

This includes:

- **Modern theatre and dance studio**
  Including retractable seating for 264, which is also available for hire

- **Inspire hair and beauty salons**
  Offering quality hair and beauty treatments to the public and students. Services include colouring, cuts, manicures, pedicures, facials, waxing, massage and more.

- **Fully equipped classrooms**
  With and without IT facilities.

- **Well-equipped gym**
  Free gym access for all students.

- **Learning lounge**
  Situated in the heart of the college, packed with a range of technology including laptops, iPads, PCs and iMacs for students to use. A library of books, online publications and flexible working spaces are all available to support students with their learning.

- **Large car park**
  We have a large car park offering plenty of car parking space.
Inspirational learning giving our students the edge!

Whatever subject you study, our curriculum and student experience teams work together to help you become work ready and enjoy your time at College. We prioritise the key things that employers want in their employees – reliability, initiative, communication, team working, problem solving and flexibility.

Enterprise
Our enterprise days will develop your leadership, confidence and enterprise mind-set. We help you develop an entrepreneurial edge to help you use your skills in a business-like way.

Employability
Helps you with writing and preparing a CV, your UCAS application and opportunities to attend our HE Fair with visiting universities as well as giving you access to careers advice.

Extension Courses
This includes lots of extra-curricular activities that you can add to your CV including:

• Students’ Union
• Student Ambassadors
• Peer Mentoring
• First Aider training
• National Citizenship Service
• The Prince’s Trust
Work Experience
Our dedicated work experience team will work closely with your teachers to find a placement that is right for you and that gives you an added edge.

Health and Fitness
We offer:

- Gym on Wednesday afternoons
- Boxing (male/female)
- Fitness/Exercise to music
- Zumba
- Table tennis
- Disability sports

Clubs, Societies and Activities
Our enrichment offer can include:

- College band
- eSafety training
- Freshers’ Fair
- Equality, diversity and religious events
- Hate crime training
- Staying safe days
- Sexual health workshops
- Drugs awareness workshops
- Jack Petchey Awards
- College trips
Choosing the Right Level of Course: Entry Requirements

Foundation Learning (Entry & Level 1)
Intermediate (Level 2)
Advanced (Level 3)

• GCSEs at grade 1-2
• If no GCSEs a college assessment at Entry Level 3

IF YOU HAVE GOT...

YOU COULD STUDY...

• Introductory programmes with personal development
• Functional Skills in English and maths

FOR HOW LONG?

1 Year

PROGRESSION

Progress to Level 1

Acceptance onto all courses is subject to specific entry requirements, college interview and a satisfactory reference.
English and maths qualifications are essential for most employers and universities.

If you have not achieved GCSE English and maths at grades 9-4, you will receive the help you need to achieve these grades when you start your studies with us.

**LEVEL 1**
- 2 or 3 GCSEs at grade 2 or above (depending on the subject) including English Language and maths
- If no GCSEs, college assessment at Entry Level 3
- Successful completion of Entry Level 3 qualification

**LEVEL 2**
- 3 or 4 GCSEs at grade 3 or above (depending on the subject) inc English Language and maths
- Level 1 qualification and Level 1 Functional Skills
- NVQ1/VRQ 1

**LEVEL 3**
- 5 or more GCSEs at grades 9-4 including English Language and maths at grade 4
- Progression from Level 2 at Merit or Distinction and English Language and maths at grade 4
- NVQ2/VRQ2

- BTEC Introductory Award/Certificate/Diploma
- NVQ1/VRQ1
- Foundation Diploma with personal development
- Functional Skills in English and maths

- Level 2 BTEC Diploma
- NVQ2/VRQ2
- Higher Diploma
- Apprenticeship
- You may also be able to re-sit GCSE maths and English

- Level 3 BTEC Diploma/Extended Diploma
- Apprenticeship
- NVQ3/VRQ3

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Find out about...

Level 1 University of the Arts London Diploma in Art Design and Media
Level 2 University of the Arts London Diploma in Art and Design
Level 3 University of the Arts London Diploma in Art and Design
Level 3/4 University of the Arts London Foundation Diploma in Art and Design

STUDENT PROFILE.

Katy

Studying Level 3 University of the Arts London Diploma in Art and Design.

'The college has helped me to perfect my creative skills. I am excited to progress in my education and apply to university to study illustration and animation.'
Art & Design

Explore your creative talents at New City College!

Our courses are designed to help you on your way to a rewarding career within the art, design and media industries.

You will be taught in our spacious, open-plan studio and have access to a suite of Apple Macs, print making facilities, a darkroom for black and white printing and a studio for photography as well as a dedicated 3D workshop and ceramics and plaster room adding to the suite of specialist accommodation.

The majority of students’ work is practical project-based investigation, experimentation and realisation, which often links to live projects set by external clients.

Our teachers have many years’ experience in the world of art and design, many of whom are practising artists and designers today.

Previous students have gone on to study and work in careers related to graphic design, architecture, photography and creative media.

All of our art and design courses are accredited by the University of the Arts London.

ual:
What will I study?
This exciting course introduces you to a variety of materials, techniques and processes used in art, design and media. You will explore drawing and painting, multimedia, photography and graphics. It is essential that you are interested in all forms of creative art media and are prepared to explore all areas that we offer to you. You will also cover:
- Exploring 3D designs
- Creating an accessory
- Exploring print-making

Specific Entry Requirements:
- Please refer to pages 16 and 17
- Provide a portfolio of previous work and show your enthusiasm and commitment to the course

What could I do next?
- Level 2 University of the Arts London Diploma in Art and Design
- Level 2 University of the Arts London Diploma in Creative Media Production
**Level 2 University of the Arts London Diploma in Art and Design**

**Progression:** 3 A E  •  **Level:** 2  •  **Duration:** 1 Year

**What will I study?**
- **Units 1 and 2** will provide you with an introduction to the skills, knowledge and understanding necessary to explore, enhance and sustain your creative development and determine a standard from which all other learning will develop.
- **Unit 3** will provide you with an introduction to the drawing skills.
- **Unit 4** will provide you with an introduction to the communication skills that underpin and support all art and design activity and enable you to record experiences and communicate ideas.
- **Units 5, 6 and 7** will form a coherent pattern of teaching and learning that will require you to apply your newly acquired 2D, 3D and time based skills, knowledge and understanding in a series of more complex, and demanding contexts. Whilst beginning to recognise the unique characteristics of specific art and design activities, you will also be encouraged to recognise and understand the shared values uniting them.
- **Unit 8** will provide you with an opportunity to demonstrate the ability to research, organise, plan, produce and present a personally identified project, using acquired knowledge and skills from previous units.

**Specific Entry Requirements:**
- Please refer to pages 16 and 17

**What could I do next?**
- Level 3 University of the Arts London Extended Diploma in Art and Design
- Apprenticeship
- It is very important to find out about all of your options after you have completed your course. Some careers will require specific qualifications and training for you to work in the sector, whereas other jobs and careers do not have a set training route.
Level 3 University of the Arts London Extended Diploma in Art and Design

Progression: 4 A E U • Level: 3 • Duration: 1 Year (Diploma) 2 Years (Extended)

What will I study?
- This course is equal to studying 3 A Levels and is worth the same UCAS points. UAL qualifications are a recognised standard of education that prepares you for higher levels of study. Materials will be discussed at the interview.

Year 1 Diploma
- **Unit 1.** Introduction to visual language.
- **Unit 2.** Introduction to research skills in art and design
- **Unit 3.** Introduction to critical and contextual awareness in art and design
- **Unit 4.** Introduction to materials, processes and technical skills in art and design
- **Unit 5.** An integrated approach to time-based problem solving
- **Unit 6.** An integrated approach to 2D problem solving
- **Unit 7.** An integrated approach to 3D problem solving
- **Unit 8.** Developing and art and design project
- **Unit 9.** Opportunities for progression in art and design

Year 2 Extended Diploma
- **Unit 10.** Characteristics and contexts in art and design
- **Unit 11.** Preparation for progression in art and design
- **Unit 12.** Engaging with an Audience in art and design
- **Unit 13.** Project proposal and realisation in art and design

Materials will be discussed at the interview.

Specific Entry Requirements:
- Please refer to pages 16 and 17

What could I do next?
- Level 4 Foundation Degree
- Apprenticeship
- Employment
- University to study a specialist art subject
Level 3/4 University of the Arts London Foundation Diploma in Art and Design

Progression: A U  •  Level: 3/4  •  Duration: 1 Year

What will I study?
The Foundation Diploma in Art and Design is structured to allow you to develop a level of maturity in intellectual, critical and practical skills appropriate for higher level study. You will develop skills required for visual research and development of ideas which will resolve in portfolio ready Art and Design work.

• The Exploratory Stage gives you the chance to experience a range of subject areas, materials and processes and develop your drawing and research skills
• The Pathway Stage enables you to identify a subject pathway that suits your talents and ambition - Graphic Design; Fine Art; Textiles/Fashion; Three Dimensional Design; Photography
• The Confirmatory Stage (which is now a Level 4 element) allows you to devote your time and self-directed personal study that culminates in the Foundation end of course show.

You will be encouraged to engage in discussion about your own work and that of your peers within the studio environment.

Visits to museums, galleries and temporary exhibitions are an integral part of this course; the work of others will form the basis of the contextual studies programme which is a feature of all stages of the course.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Higher Apprenticeships (Level 4/ Foundation Degree).
• University to study a specialised vocational degree or Honours Degree

Ready to apply?
Go to our website www.ncclondon.ac.uk

Got a question?
Go to enquiry@efc.ac.uk or call 020 8508 8311.
Find out about...

Level 1 City & Guilds Diploma in Hair and Beauty
Level 2 City & Guilds Technical Certificate in Beauty Therapy
Level 2 City & Guilds Technical Certificate in Make-up Artistry
Level 3 City & Guilds Advanced Technical Diploma in Beauty and Spa Therapy
Level 3 City & Guilds Advanced Technical Diploma in Theatrical Special Effects, Hair and Media Make-up

STUDENT PROFILE.

Poppy

Studying Level 3 City & Guilds Diploma in Theatrical, Special Effects, Hair and Media Makeup.

‘The course is very practical and I am learning how to use my skills in new ways. My goal is to work within the media industry on film and TV.’
Beauty Therapy

Our courses will help you build your career in the ever popular and expanding beauty therapy industry, with plenty of hands-on experience in our professional salon working on paying clients.

As a qualified beauty therapist, you can provide a range of face and body treatments including facials, manicures/pedicures, eyebrow shaping, eyelash tinting, electro-therapy and spray tanning.

You will also be taught customer service skills in greeting new and existing clients and administration skills to manage appointments and client records.

You will be working in our public ‘Inspire’ salons, using high quality products and equipment and be taught by our professional and experienced team.

You will also combine practical skills with classroom theory and gain valuable insights into working in this rewarding industry.
What will I study?
This course introduces you to the career options of beauty therapy, hairdressing and media make-up. You will study basic beauty, hair and media make-up techniques enabling you to gain experience in a variety of subjects, including, face painting, manicures and shampooing. Successful completion can lead onto Level 2 Beauty, Hairdressing or media Make-up Programmes.

Units you will study include:
• Presenting a professional image in a salon
• Shampooing and conditioning
• Styling women's hair
• Plaiting and twisting hair
• Basic make-up application
• Providing basic manicure treatment
• Providing basic pedicure treatment
• Creating a hair and beauty image
• Working with others in the hair and beauty sector
• The art of dressing hair
• The art of photographic make-up

You will be assessed throughout the course on your practical skills in our professional salon environment, your knowledge will be tested with online exams and assignments. You will also be required to complete a look book/portfolio of your work.

Practical assessments will be performed on clients and must be completed in a commercially acceptable time scale to prepare you for working in the industry.

You will be required to complete 30 hours work experience as part of the course.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 2 City & Guilds Diploma in Hair and Media Make-up
• Level 2 City & Guilds Award in Beauty Therapy
• Level 2 City & Guilds Technical Certificate in Hairdressing
What will I study?
• Working in beauty related industry
• Follow health and safety practice in the salon
• Client care and communication in beauty related industries
• Promote products and services to clients in a salon
• Salon reception duties
• Provide facial skincare
• Remove hair using waxing techniques
• Provide manicure treatments
• Provide pedicure treatments
• Provide eyelash and brow treatments

Apply make-up
Create an image based on a theme within the hair and beauty sector

You will be required to complete 30 hours work experience within the industry.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 3 City & Guilds Award in Beauty Therapy
• Employment in beauty salons and spas, on cruise liners, or as a mobile beauty therapist
Level 3 City & Guilds Advanced Technical Diploma in Beauty and Spa Therapy

Progression: A E  •  Level: 3  •  Duration: 1 Year

What will I study?
This programme of study offers you the skills needed to work as a professional beauty therapist. Working in the Inspire Hair and Beauty Salons, you will learn and practice all aspects of beauty therapy treatments on a wide range of customers as well as on each other. You will learn advanced techniques in both practical and theory for body and facial electrotherapy and body massage treatments.

Units covered may include:
• Working with colleagues
• Monitoring and maintaining health and safety practice in the salon
• Client care and communication
• Promoting and selling products and services to clients
• Providing body massages
• Providing facial electrotherapy treatments
• Providing body electrotherapy treatments
• Pre-blend massage
• Microdermabrasion, face

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Apprenticeship
• Employment in beauty salons and spas, on cruise liners, or as a mobile beauty therapist
What will I study?
This exciting course is designed to bring out your creativity and flair for theatrical media make-up in readiness for a career in this competitive industry. Using demonstrations, the course introduces the techniques of:
• Fashion and photographic make-up
• High definition airbrush make-up
• Body painting
• Prosthetic pieces and bald caps
• Postiches
• Camouflage make-up
• Hair-up techniques and dressing hair for various occasions

• Working with colleagues
• Monitoring and maintaining health and safety practice in the salon
• Creative hairdressing design skills

Specific Entry Requirements:
• Please refer to pages 16 and 17
• You must be at least 16 years old

What could I do next?
• Level 5 Higher National Diploma in specialist make-up and hair
• Employment in a commercial salon or self-employment

Progression: 5 E • Level: 3 • Duration: 1 Year
Find out about...

Level 1 BTEC Certificate in Business, ICT & Media
Level 2 BTEC Extended Certificate in Business
Level 2 BTEC Extended Certificate in Information and Creative Technology
Level 3 BTEC National Foundation Diploma in Business
Level 3 BTEC Diploma in Information Technology

STUDENT PROFILE.

Luke
Studying Level 3 BTEC Diploma in Business.

‘My teachers are all very understanding and make college an enjoyable experience. I enjoy the intriguing lessons that I am faced with each day.’
Business & ICT

Business and ICT are the foundation for so many aspects of our economy. In Essex alone, 45,000 new jobs are anticipated to be created over the next four years; with over 8,000 in IT.

So, it’s never been a better time to study and be ready for a career in these growing sectors!

We offer a range of professional and vocational business courses that prepare you for progression onwards to university to study business and management.

You will gain an understanding and thorough grounding in all aspects of business management including accounting, finance, marketing, HR, website development and law.

Many of our business students’ progress on to university to study business and management related degrees each year.

Our IT department features a suite of technical labs with a range of different hardware and software testing areas. You will learn to create technological applications and systems, solving problems using technology or supporting people who use it.

You will be well prepared for a successful career in the IT industry and other business support roles and for progression to university for further study in computer science and technology.
Level 1 BTEC Business ICT & Media

Progression: 2 • Level: 1 • Duration: 1 Year

What will I study?
This course has been designed to suit every learners’ choice of study programme and progression plan is a general introduction to ICT, business and media sectors.
Suitable for learners who wish to experience and sample different perspectives in the world of ICT, Business and Media. This course covers common core units that all learners require to be able to progress to further study.
You will build on your existing knowledge and develop new skills that will help you in the work place in the future and maximise your opportunities by focusing on transferrable work-related skills.

Core Units:
- Being organised
- Developing personal progression plan
- Working with others
- Researching a topic

Optional Units:
- Organising a meeting
- Creating a mood board
- Presenting a business idea
- Contributing to and running and event
- Developing digital information using IT
- Creating a spread sheet to solve problems

One week work experience is a mandatory requirement of the course
Curriculum staff will arrange visits and guest speakers with industry experience to attend some classes and will relate directly to the module and unit being studied.

Specific Entry Requirements:
- Please refer to page 16 and 17

What could I do next?
- Level 2 BTEC Extended Certificate in Business
Level 2 BTEC Extended Certificate in Business

Progression: 3 A • Level: 2 • Duration: 1 Year

What will I study?
There will be 11 units of study in this year, two of which are external examinations. The units cover topics such as enterprise in the business world, how to promote a brand, the principles of customer service as well as units on sale and retail. Recruitment, team building, financial planning and website development also feature.

Specific Entry Requirements:
• Please refer to page 16 and 17

What could I do next?
• L3 BTEC Foundation Diploma in Business
• Apprenticeship

Level 2 BTEC Extended Certificate in Information and Creative Technology

Progression: 3 A U • Level: 2 • Duration: 1 Year

What will I study?
This course has been developed to inspire and enthuse learners to become confident with technology. You will explore the fundamentals of technology and gain the practical skills, knowledge and understanding to make:
• Information technology systems and products e.g. a software program.
• Creative technology products e.g. digital animation.
• Products that combine information technology and creative technology, e.g. a website and a mobile app.
The units for this course include the following:
• The online word
• Technology systems
• The digital portfolio

• Spreadsheet development
• Multimedia development
• Animation
Various events are arranged throughout the year both internally and externally.

Specific Entry Requirements:
• Please refer to page 16 and 17

What could I do next?
• Level 3 BTEC Extended Diploma in ICT Practitioners
• Apprenticeship
What will I study?
Preparing you for a career in a the very varies business sector. You could be thinking about starting their own business, preparing for university or aiming for a high level position in a business environment.

The units that will be studies are varied and designed to ensure that you have a broad view of what good business entails. After this is complete students can progress to university or start on their career path in the business world. There will be a variety of interesting subjects to study, four of which are external examinations. The units cover topics such as international business, running and managing an event, digital marketing, how to pitch for new business as well as the English legal system and training and development. Exam topics include developing a marketing campaign, business finance, as well as the principles of management and business decision making.

The mix of these units should ensure that students have a broad and detailed understanding of the business world

Specific Entry Requirements:
• Please refer to page 16 and 17

What could I do next?
• Level 4 Foundation Degree
• Apprenticeship
• Employment
• University
What will I study?
Ever wanted to be a games or application programmer, perhaps a web designer or network manager or even a robotics engineer? If this is the case then this is the ideal course for you. This practical, work-related qualification will prepare you for an IT career path or for studying computer science, game design or development, cyber security or robotics at university level or further vocational courses.

You study a range of different areas:
- You will produce professional websites and databases.
- Design and develop computer games.
- Create and manage computer networks.
- Learn graphics techniques.
- Identify and resolve business/client problems.
- Manage projects and cover many more related topics in the ever developing world of IT.
- Prepare for one of many diverse roles in the evolving tech industry.

You will develop skills in:
- Programming languages - C#, PHP, JavaScript & HTML & CSS.
- Developing Graphics using Adobe Photoshop & Illustrator.
- Developing Computer Games.
- Creating animations for video and games.
- Building and maintaining hardware
- Project Management
- Building and maintaining networks
- Software design

Specific Entry Requirements:
- Please refer to page 16 and 17

What could I do next?
- Level 4 Foundation Degree
- Apprenticeship
- Employment
- University
Find out about...

Level 1 City & Guilds Diploma in Bricklaying
Level 2 City & Guilds Diploma in Bricklaying
Level 1 City & Guilds Diploma in Electrical Installations
Level 2 City & Guilds Diploma in Electrical Installations
Level 3 City & Guilds Diploma in Electrical Installations
Level 1 City & Guilds Diploma in Plumbing
Level 2 City & Guilds Diploma in Plumbing
Level 3 City & Guilds Diploma in Plumbing

STUDENT PROFILE.

VJ

Studying Level 1 City & Guilds Diploma in Electrical Installations. His ambition is to become a skilled electrician. He chose to study with us as he found our campus warm and welcoming.

‘I really enjoy the practical aspects of my course. New City College offers a great learning environment for students to further develop and nurture their skills.’
Construction: Bricklaying; Electrical; Plumbing

Are you interested in learning a skill or trade and making a career in the construction industry?

With major building and infrastructure work taking place all over London, there has never been a better time to train for a successful career in the construction industry. It’s anticipated that over 12,000 new jobs will be created in Essex over the next three - five years.

Our fully experienced and qualified teaching staff will prepare you for a successful career. You will learn through a mix of practical, theory and functional skills which will help you gain your qualifications to progress into employment or an apprenticeship.

We offer courses in bricklaying, electrical installation and plumbing. These are all highly sought after skills leading to successful and rewarding careers in the construction industry.
What will I study?
You will study units including:

- Knowing how to contribute to setting out and building basic masonry structures up to damp course level
- Carrying out safe working practices in construction
- Carrying out basic bricklaying

You will have the opportunity to undertake relevant work experience throughout your programme. Your tutor will help you identify the employability skills you need to improve, and help find a placement that’s right for you.

Specific Entry Requirements:
- Please refer to pages 16 and 17

What could I do next?
- Level 2 City & Guilds Diploma in Bricklaying
- Apprenticeship
Level 2 City & Guilds Diploma in Bricklaying

Progression: A E • Level: 2 • Duration: 1 Year

What will I study?
You will study units including:
• Interpreting working drawings to set out masonry structures
• Building cavity walling forming masonry structures up to damp proof course
• Carrying out block laying activities
• Carrying out cavity walling activities
• Health safety and welfare
• Principles of building construction
You will have the opportunity to undertake relevant work experience throughout your programme. Your tutor will help you identify the employability skills you need to improve, and help find a placement that’s right for you.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Apprenticeship
• Employment
Level 1 City & Guilds Diploma in Electrical Installations

Progression: 2 • Level: 1 • Duration: 1 Year

What will I study?
This is the starting point if you’re thinking about a career in electrical installations. The course offers a variety of different practical tasks and techniques and is an ideal introduction to the electrical industry or as a wider introduction to the basics of engineering.
The course is designed to give you an introduction to basic engineering techniques and focus on practical aspects of the electrical installation industry.
You’ll learn about everything from measuring, marking and cutting of materials all the way to the connection of electrical equipment, such as lighting and socket outlet circuits.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 2 City & Guilds Diploma in Electrical Installations

Level 2 City & Guilds Diploma in Electrical Installations

Progression: 3 • Level: 2 • Duration: 1 Year

What will I study?
• Health and Safety
• Principles of electrical science
• Electrical installations
• Installations of wiring systems
• Communication with Building Services Engineering
You will have the opportunity to undertake relevant work experience throughout your programme. Your tutor will help you identify the employability skills you need to improve, and our dedicated work experience team will help find a placement that’s right for you.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 3 City & Guilds Diploma in Electrical Installations
**Level 3 City & Guilds Diploma in Electrical Installations**

**Progression:** A E • **Level:** 3 • **Duration:** 1 Year

**What will I study?**

This course covers all aspects of electrical installations engineering. This is an advanced course and you will learn, develop and practice electrical design, inspection and testing, fault finding and repair.

**Specific Entry Requirements:**

- Please refer to pages 16 and 17

**What could I do next?**

- Apprenticeship
- Employment

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**Level 1 City & Guilds Diploma in Plumbing**

**Progression:** 2 A • **Level:** 1 • **Duration:** 1 Year

**What will I study?**

This course is suitable for students wishing to pursue a career in plumbing or the construction trade. You will study units including:

- Refrigeration and air conditioning
- Heating and ventilation
- Plumbing

You will have the opportunity to undertake relevant work experience throughout your programme. Your tutor will help you identify the employability skills you need to improve, and help find a placement that's right for you.

**Specific Entry Requirements:**

- Please refer to pages 16 and 17

**What could I do next?**

- Level 2 City & Guilds Diploma in Plumbing
- Apprenticeship
What will I study?
You will study units including:
• Working safely in plumbing
• Key plumbing principles
• Cold water systems
• Common plumbing processes
• Domestic hot water systems
• Sanitation systems
• Central heating systems
• Electrical supply
• Environmental awareness

You will have the opportunity to undertake relevant work experience throughout your programme. Your tutor will help you identify the employability skills you need to improve, and our dedicated work experience team will help find a placement that's right for you.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 3 City & Guilds Diploma in Plumbing
• Apprenticeship - You may also choose to apply for an Advanced Apprenticeship (Level 3).
Level 3 City & Guilds Diploma in Plumbing

Progression: A E • Level: 3 • Duration: 1 Year

What will I study?
You will study units including:
• Complex cold water systems
• Complex domestic hot water systems
• Complex sanitation systems
• Central heating systems - boilers and controls
• Environmental pathway
You will have the opportunity to undertake relevant work experience throughout your programme. Your tutor will help you identify the employability skills you need to improve, and help find a placement that’s right for you.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Apprenticeship
• Employment

Ready to apply?
Go to our website www.ncclondon.ac.uk

Got a question?
Go to enquiry@efc.ac.uk or call 020 8508 8311.
Find out about...

Level 1 NCFE CACHE Diploma in Introduction to Health and Social Care and Childcare
Level 2 NCFE CACHE Diploma in Early Years Education and Care
Level 3 NCFE CACHE Diploma in Early Years Education and Care

STUDENT PROFILE.

Emily

Emily has a strong passion for working with children. Her ambition is to progress to university and become a Nursery Teacher.

"Since I started at New City College, I’ve become more confident and made new friends. Also, the teachers have all been supportive".
Early Years Education

Are you looking for a rewarding career working with children and want to make a real difference to their lives’?

A career in early years could be for you!

Careers in early years are expanding at a fast rate and there are many opportunities for rewarding careers in this industry ranging from nursery assistants, nursery managers, through to primary school teachers and early years administrators.

Our childcare training is designed to equip you with the practical skills required to work in the local community, allowing you to put your classroom skills into action. You will also benefit from meeting guest speakers, who will share their experience and best practice with you.

All our childcare qualifications are awarded by NCFE CACHE, the leading awarding specialist in this sector, so you can be assured your qualifications are industry respected. You will learn in our nursery room, providing you with a simulated children’s learning environment, providing you with the practical skills and experience to be ready for entering the real world of work after your studies.

Early Years education students benefit from undertaking a work placement which allows you to be absolutely sure about working in the industry. It also allows you gain extra knowledge that you can apply to your course work, and improves your chances of progression into employment or further study.

The integrity of anyone working in an Early Years setting is incredibly important. Consequently, all applicants to these courses will have to undergo a DBS check.
Level 1 NCFE CACHE Diploma in Introduction to Health and Social Care and Childcare

Progression: 2 • Level: 1 • Duration: 1 Year

What will I study?
It is aimed at learners who wish to develop your knowledge and awareness of health, social care and children’s and young people’s settings.
It is aimed at learners in school or college who wish to develop an understanding of the similarities and differences between these settings. This is a practical work-related course which assesses you through written work such as projects and assignments. Alongside your study, our placement officers will find you 30 hours of work experience within the health and social care and childcare field.

Specific Entry Requirements:
• Please refer to pages 16 and 17
• You must be at least 16 years old
• You will be required to apply for an enhanced DBS check

What could I do next?
This course creates a stepping stone to:
• Level 2 BTEC Extended Certificate in Health and Social Care
• Level 2 NCFE CACHE Certificate in an Introduction to Early Years Education
What will I study?
The aim of this course is to prepare learners to work with children aged from birth to five years with knowledge of ages five - seven. You will study Early Years theory and knowledge which includes:
- Children's' development and learning
- Care of children
- Play
- Legislation
- Healthy lifestyles
- Safeguarding
Two days a week will be spent in placement in a childcare setting, gaining valuable practical experience.

Specific Entry Requirements:
- Please refer to pages 16 and 17
- You must be at least 16 years old
- You will be required to apply for an enhanced DBS check

What could I do next?
- Level 3 NCFE CACHE Diploma in Early Years Education and Care
- Apprenticeship
- Employment as a nursery or classroom assistant

Level 3 NCFE CACHE Diploma in Early Years Education and Care
Progression: 4 E U • Level: 3 • Duration: 2 Years

What will I study?
The course is made up of several units and topics, for example:
- Emotional well-being
- Healthy lifestyles
- Speech, language and communication
- Safeguarding
Work experience is a mandatory part of the course. You will gain valuable experience as a trainee childcare worker, building up practical skills and gaining confidence when working with children.

Specific Entry Requirements:
- Please refer to pages 16 and 17
- You must be at least 16 years old
- You will be required to apply for an enhanced DBS check

What could I do next?
- Level 4 Foundation Degree
- Employment
- University
Sharna

Studying Level 2 City & Guilds Technical Certificate in Hairdressing.

‘I enjoy the practical side of my course and working with real paying clients. I hope to further my career within the hairdressing industry.’
Hairdressing

You will be taught in our professional salon ‘Inspire’, training with a variety of industry-standard salon products and equipment.

In the salon, you will have the opportunity to work with real paying clients allowing you to learn real-life skills preparing you for work in a commercial salon.

You will mix classroom theory with practical training and our experienced and friendly teaching staff will support all along your journey. You will learn about hair styles, colouring, and different roles in the salon as well as practical administrative skills like booking in clients, customer service skills with new and existing clients, handling payments and ordering supplies.

You will be well prepared for a job in this highly rewarding industry.
What will I study?
This course introduces you to the career options of beauty therapy, hairdressing and media make-up. You will study basic beauty, hair and media make-up techniques enabling you to gain experience in a variety of subjects, including, face painting, manicures and shampooing. Successful completion can lead onto Level 2 Beauty, Hairdressing or media Make-up Programmes.

Units you will study include:
• Presenting a professional image in a salon
• Shampooing and conditioning
• Styling women’s hair
• Plaiting and twisting hair
• Basic make-up application
• Providing basic manicure treatment
• Providing basic pedicure treatment
• Creating a hair and beauty image
• Working with others in the hair and beauty sector
• The art of dressing hair
• The art of photographic make-up

You will be assessed throughout the course on your practical skills in our professional salon environment, your knowledge will be tested with online exams and assignments. You will also be required to complete a look book/portfolio of your work.
Practical assessments will be performed on clients and must be completed in a commercially acceptable time scale to prepare you for working in the industry. You will be required to complete 30 hours work experience as part of the course.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 2 City & Guilds Diploma in Hair and Media Make-up
• Level 2 City & Guilds Award in Beauty Therapy
• Level 2 City & Guilds Technical Certificate in Hairdressing
What will I study?
The field of hair styling and make-up artistry is an ever expanding one and this qualification will develop the knowledge and skills that you need to enter this exciting and rewarding industry. Suitable if you would like to pursue a career in the theatre, film or television industry.
• Working in the beauty related industries
• Follow health and safety practice in the salon
• Client care and communication in beauty related industries
• Apply make-up
• Provide eyelash and brow treatments
• Create and image based on a theme within the hair and beauty sector
• The art of photographic make-up
• Body art
• Apply skin tanning techniques
• The art of colouring hair
• The art of dressing hair
• Make and style a hair addition

You will have the opportunity to undertake relevant work experience throughout your programme. Your tutor will help you identify the employability skills you need to improve, and our dedicated work experience team will help find a placement that’s right for you.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 3 NVQ Diploma in Hairdressing
• Level 3 City & Guilds Award in Beauty Therapy
• Apprenticeship
• Employment
Level 2 City & Guilds Technical Certificate in Hairdressing

Progression: 3 A E • Level: 2 • Duration: 1 Year

What will I study?
This course is designed to provide you with a good knowledge of hairdressing and enable you to develop a sound awareness of the industry.
• Working in the hair industry
• Follow Health and Safety practice in the salon
• Client consultation for hair services
• Permanent waving and neutralising
• Shampooing and condition the hair and scalp
• Promote produces and services in the salon
• Cut women’s hair
• Colour and lighten hair
• Perm and neutralise hair
• The art of dressing hair
• Create an image based on a theme within the hair and beauty sector

Students will be required to complete work experience within the industry and complete an enrichment employability programme which will additional to the main programme, maths and English timetable.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 3 NVQ Diploma in Hairdressing
• Apprenticeship
• Employment in beauty salons and spas, on cruise liners, or as a mobile beauty therapist
Level 3 City & Guilds Advanced Technical Diploma in Hairdressing

Progression: E • Level: 3 • Duration: 1 Year

What will I study?
This exciting course is designed to bring out your creativity and flair for hairdressing in readiness for a career in this competitive industry.

• Monitoring procedures to safely control work operations
• Promoting additional services or products to clients
• Providing hairdressing consultation services
• Creatively cutting hair using a combination of techniques
• Colouring hair using a variety of techniques
• Providing colour correction services
• Creatively styling and dressing hair
• Creatively dressing long hair
• Developing and enhancing your creative hairdressing skills

You will have the opportunity to undertake relevant work experience throughout the programme. Course tutors will help to identify the employability skills needed to improve, and help find an ideal placement.

Specific Entry Requirements:
• Please refer to pages 16 and 17
• You may be required to undertake a trade skills test

What could I do next?
• Employment

Level 3 City & Guilds Advanced Technical Diploma in Theatrical Special Effects, Hair and Media Make-up

Progression: 5 E • Level: 3 • Duration: 1 Year

What will I study?
This exciting course is designed to bring out your creativity and flair for theatrical media make-up in readiness for a career in this competitive industry. Using demonstrations, the course introduces the techniques of:

• Fashion and photographic make-up
• High definition airbrush make-up
• Body painting
• Prosthetic pieces and bald caps
• Postiches
• Camouflage make-up
• Hair-up techniques and dressing hair for various occasions
• Working with colleagues
• Monitoring and maintaining health and safety practice in the salon
• Creative hairdressing design skills

Specific Entry Requirements:
• Please refer to pages 16 and 17
• You must be at least 16 years old

What could I do next?
• Level 5 Higher National Diploma in specialist make-up and hair
• Employment in a commercial salon or self-employment
Find out about...

Level 1 NCFE CACHE Diploma in Introduction to Health and Social Care and Childcare
Level 2 BTEC Extended Certificate in Health and Social Care
Level 3 BTEC Extended Diploma in Health and Social Care

STUDENT PROFILE.

Aberdeen

Studying Level 3 BTEC Extended Diploma in Health and Social Care.
She is very passionate about the health and social care sector.

“The facilities are amazing and the support I get from my tutors has been phenomenal. My Ambition is to progress to university and then become a Nurse.’
Health and social care represents one of the UK’s largest growing sectors. There are an estimated two million people working in health care, mostly in the NHS and a further 1.5m in social care. It’s predicted by 2020 the social care workforce will increase by over 10,000.

There are many rewarding careers in this sector including working on the front-line through to planning future service provision and delivery. Many of our previous students have gone on to work in a diverse range of sectors including youth work, midwifery, occupational therapy, physiotherapy, educational psychology and social work.

Our courses will thoroughly prepare you for a career in the health and social care sector and you will receive training from our expert teachers, all of whom have direct experience working in the field.

Health and Social Care students benefit from undertaking a work placement which allows you to be absolutely sure about working in the industry. It also allows you gain extra knowledge that you can apply to your course work, and improves your chances of progression into employment or further study.

The integrity of anyone working within a health and social care setting is incredibly important. Consequently, all applicants to these courses will have to undergo a DBS check.
What will I study?
This course aims to develop your knowledge and awareness of health, social care and children’s and young people’s settings.
You will develop an understanding of the similarities and differences between these settings. This is a practical work-related course which assesses you through written work such as projects and assignments. Alongside your study, our placement officers will find you 30 hours of work experience within the health and social care and childcare field.

Specific Entry Requirements:
• Please refer to pages 16 and 17
• You must be at least 16 years old
• You will be required to apply for an enhanced DBS check

What could I do next?
This course creates a stepping stone to:
• Level 2 BTEC Extended Certificate in Health and Social Care
• Level 2 NCFE CACHE Certificate in an Introduction to Early Years Education
What will I study?
You will study units including:
• Human lifespan development
• Health and social care values
• Research project
• Communication
• Equality and diversity
• Human body systems and care of disorders
• Nutrition and health & well-being
You will also participate in Employability workshops to prepare you for employment.
You will complete a placement of 30 hours in a Health and Social Care setting. This will help you develop your employability skills such as team work and professional conduct as well as broadening your knowledge of care services and careers.

Specific Entry Requirements:
• Please refer to pages 16 and 17
• You must be at least 16 years old
• You will be required to apply for an enhanced DBS check

What could I do next?
• Level 3 BTEC Extended Diploma in Health and Social Care
• Apprenticeship or internship
• Enter employment in the health and social care sector

Level 2 BTEC Extended Certificate in Health and Social Care
Progression: 3 A E • Level: 2 • Duration: 1 Year
Level 3 BTEC Extended Diploma in Health and Social Care

Progression: A E U  •  Level: 3  •  Duration: 2 Years

What will I study?
You will study units including:
• Physiology and counselling skills
• Equality and diversity
• Development through the life stages
• Psychological and sociological perspectives

Specific Entry Requirements:
• Please refer to pages 16 and 17
• You must be at least 16 years old
• You will be required to apply for an enhanced DBS check

What could I do next?
• Apprenticeship or internship
• Employment in the health and social care sector
• University to study a wide range of courses including psychology, youth work, paramedics, nursing or midwifery
Ready to apply?
Go to our website www.ncclondon.ac.uk

Got a question?
Go to enquiry@efc.ac.uk or call 020 8508 8311.
Find out about...

Level 1 University of the Arts London Diploma in Art, Design and Media
Level 2 University of the Arts London Diploma in Creative Media Production
Level 3 University of the Arts London Extended Diploma in Creative Media Production

STUDENT PROFILE.

Tommy

Studying Level 3 University of the Arts London Diploma in Creative Media Production.

‘The facilities available in our media suites are exceptional! I enjoy studying in a modern environment. The course has broadened my horizons and boosted my confidence.’
Media Production

From the adverts we see every day to multi-million dollar blockbusters on the cinematic screen, the possibilities for careers in the media industry are endless.

Our media courses are designed for you to study the relationship between media productions, the institutions that make them and the audiences that use them.

You will learn about the skills and resources needed to produce a range of media products to a brief and will develop skills relevant to your chosen career path within the industry.

‘Studio One’ is our fully furnished TV studio equipped with the latest HD cameras, lighting and green screen capability.

Your IT skills will also be developed as you produce storyboards, schedules, scripts, floor/lighting plans, leaflets and posters as part of your programme.

You will create your portfolio of work through a mix of seminars, group discussions and practical workshops. You will also watch, read and listen to a variety of media products as you review and identify the steps you need to take to produce your own work.

All our media courses are accredited by the University of the Arts London.
Level 1 University of the Arts London Diploma in Art, Design and Media

Progression: 2 • Level: 1 • Duration: 1 Year

What will I study?
This exciting course introduces you to a variety of materials, techniques and processes used in art, design and media. You will explore drawing and painting, multimedia, photography and graphics. It is essential that you are interested in all forms of creative art media and are prepared to explore all areas that we offer to you. You will also cover:

• Exploring 3D designs
• Creating an accessory
• Exploring print-making

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 2 University of the Arts London Diploma in Art and Design
• Level 2 University of the Arts London Diploma in Creative Media Production
Level 2 University of the Arts London Diploma in Creative Media Production

Progression: 3 E • Level: 2 • Duration: 1 Year

What will I study?
Students on the course are required to complete 8 units:
• Introduction to creative media methods and Skills
• Introduction to production techniques
• Understanding an audience
• Contextual research
• Exploring audio production and technology
• Exploring video production and technology
• Exploring interactive media production and technology
• Personal project and presentation

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 3 University of the Arts London Extended Diploma in Creative Media Production
• Employment in a variety of areas including location and studio-based TV and film production, basic animation, website development and photography.
What will I study?
Students must complete the 8 mandatory units listed below:

- Introduction to media processes and technical skills
- Introduction to design and research skills in creative media production
- Introduction to professional practice in creative media production
- Critical and contextual awareness in creative media production
- Investigating audio production and technology
- Investigating audio production and technology
- Investigating visual production and technology
- Investigating interactive production and technology
- Developing a creative media production project

Specific Entry Requirements:
- Please refer to pages 16 and 17

What could I do next?
- Level 5 Higher National Diploma
- Apprenticeship
- Employment
Ready to apply?
Go to our website www.ncclondon.ac.uk

Got a question?
Go to enquiry@efc.ac.uk or call 020 8508 8311.
Find out about...

Level 3 University of the Arts London Extended Diploma in Performing Arts

STUDENT PROFILE.

Michael

Studying Level 3 University of the Arts London Extended Diploma in Performing Arts. His ambition is to progress to university to study a Performing Arts degree.

Michael has had the opportunity to star in West End shows and enjoys the buzz within the live theatre industry.

"The working relationships with our tutors are very strong and they ensure we’re working at our highest potential."
Performing Arts

The performing arts industry offers many exciting opportunities including acting, direction, stage management, writing and arts and theatre administration.

We have two dedicated industry standard rehearsal studios and performances take place in our 264 seat theatre which is fully-equipped with stage lighting and sound.

As part of your study programme, you will have the chance to visit the West End and Fringe shows, take part in industry weeks and be directed by visiting professionals and will take part in local and national performances.

We focus on the practical application of performing arts through a series of professionally realistic, public performance projects where you will gain a strong introduction to the skills needed to succeed in this exciting but competitive industry and to begin to develop them.

All our performing arts courses are accredited by the University of the Arts London.
What will I study?
This exciting and enjoyable course provides the knowledge, understanding and skills for learners wishing to enter a career in the Performing Arts and/or progression to Higher Education (HE).

This course will give you the opportunity to study and develop the skills and disciplines needed to perform on stage or screen. Students will explore a range of styles and techniques including: Classical Theatre, Contemporary Theatre and Musical Theatre.

You will visit theatres in the West End and in local and regional venues. You will take part in local and national events and festivals e.g. National Theatre Connections. You will take part in our departmental ‘Industry Weeks’ and be led and directed by visiting professionals. You will have the opportunity to go on residential trips within the UK.

The qualification will enable students to:
• Have a critical and contextual awareness of different perspectives and approaches within performing and production arts or related subjects of study or work.
• Research, analyse and evaluate relevant information and ideas in order to develop creative solutions.
• Understand, adapt and safely use appropriate and practical methods and skills for creative production.
• Solve complex problems through the application of practical, theoretical and technical understanding.
• Critically review the effectiveness and appropriateness of methods, actions and results.
• Use evaluative and reflective skills in order to take responsibility for own learning, development and decision-making.
• Take responsibility for the research, planning.

Specific Entry Requirements:
• Please refer to page 17
• You will be required to attend an audition

What could I do next?
• Level 3 University of the Arts London Extended Diploma in Performing Arts year 2
• Employment
• University - Previous students have gone on to study at East 15, LAMDA, RADA, Bath Spa University and De Montfort University
Ready to apply?
Go to our website www.ncclondon.ac.uk

Got a question?
Go to enquiry@efc.ac.uk or call 020 8508 8311.
Find out about...

Skills for Independent Living
Entry 3 BTEC Vocation Studies
Preparation for Employment
Personal and Social Skills

STUDENT PROFILE.

Waqar

Studying Skills for Independent Living – Entry Level.

“I enjoy coming into college each day, the support I receive from my tutors is amazing. I love my speech and language and therapy sessions.”
Preparation for Life & Work

Our Preparation for Life and Work programmes are tailored around individual students, providing supported and structured progression through to the next stage of their education and life.

We offer a consistent and structured approach and an emphasis on identifying specific individual learning needs, enabling students to progress and gain a greater level of independence. Our offer includes pre-Entry to Entry Level 3.

Our student flat and large training kitchen allows students to gain important life-skills and help to develop independence. We also have a garden, used for projects and home growing of vegetables and plants. All facilities are fully accessible.

All our qualifications are accredited by Gateway Qualifications and BTEC.
Skills for Independent Living

Progression: Entry 2 • Level: Entry 1 • Duration: 1 Year

What will I study?

Employability:
Learners develop the skills needed for specific jobs, contextualised to their lives, they also undertake practical work experience around the college.

Independent Living:
Learners practise household skills, road safety, basic cooking, gardening and life skills, for example taking care of their personal hygiene.

Healthy Living:
Learners explore healthy food, exercise and lifestyle. Learners take part in practical sports and/or exercise.

Creativity:
Learners take part in a mini enterprise, for example, running the mobile shop.

Communication:
Learners develop confidence communicating through performing arts, music, dance and drama.

English and Maths:
English and Maths are embedded into the course and learnt through all the other activities and units. For example, learners will develop simple number skills by going shopping and managing a basic budget.

Enrichment:
Music, singing, trips, table tennis.

As part of the programme learners will continue to develop English and maths skills.

Specific Entry Requirements:
• No formal entry requirements

What could I do next?
• Learners may progress onto an Entry Level 2 qualification
• Supported Internship Programme
Entry 3 BTEC Vocation Studies

Progression: 1 • Level: Entry 3 • Duration: 1 Year

**What will I study?**

**Core Units**
- IT
- Business
- Art and design
- Digital media

**Core Group A units – learners must complete both units**
- A1 Being Organised
- A2 Developing a Personal Progression Plan

**2 units from each Subject Sector**
- Art and design
- Business
- IT
- Digital media

**Functional Skills at E3/L1/L2 (appropriate to student’s qualifications)**
- AD5 Creating an art image
- AD10 Creating a mood board
- B9 Presenting a business idea
- B10 Contributing to running an event
- B12 Communicating with customers
- IT5 Developing digital information using IT
- IT6 Using digital communication technologies
- IT8 Creating a spreadsheet to solve problems
- DM9 Creating an animation
- DM10 Shooting a short film 40 digital media

**What could I do next?**
- Progress to another programme
What will I study?
This course is college certificated and provides a bridge between the classroom and the workplace. It is designed for learners who are not yet ready for a supported internship or work.
The course has core units plus a specialised module that focuses on preparing for employment.

Core Modules – Independence:
Learners practise and develop a range of skills that include planning and making a journey on public transport, establishing a routine, simple budgeting, making healthy packed lunches, opening a bank account and understanding a payslip, personal hygiene and using a mobile phone safely.

Relationships:
Understanding and managing different relationships at work, getting along with colleagues, understanding boundaries at work, recognising and dealing with bullying, understanding how to use social media appropriately, and working in a team.

Vocational:

Well-being and Fitness:
Learners build resilience and understand the importance of good nutrition and exercise to both physical and mental health.

Specialised Module:
Preparing for Employment – studying examples of successful enterprise/business models for people with a learning disability, goal setting, confidence building and motivational training, finding a job, applying for a job, basic interviews and self-presentation, setting up and running the college shop, job club, work experience and inspirational visits.

Enrichment:
Music, singing, trips, table tennis, snooker, sports.

English and maths are embedded into the course and learned through all the other activities and units. For example, learners will develop number skills by calculating pay etc.

What could I do next?
• Other Entry Level 3 courses
• Supported Internship Programme
• Employment
What will I study?

Core Modules Independence (guided by learners’ Educational Healthcare Plans (EHCP) where appropriate):

Learners practise and develop a range of skills that include planning and making a journey on public transport, making purchases, simple budgeting, making basic nutritious meals, opening a bank account, personal hygiene and using a mobile phone safely.

Relationships:

Learners will develop the confidence to make friends safely, recognise and deal with bullying, receive simple sexual health and relationship training, and recognise appropriate relationships and boundaries.

Vocational:


Well Being and Fitness:

Learners build resilience and understand the importance of good nutrition and exercise to both physical and mental health.

Specialised Modules:

Personal and Social Skills – goal setting, confidence building and motivational training, using dance and drama to build social confidence, putting on performance and inspirational visits, and motivational training, studying examples of successful enterprises/business models for people with learning disabilities, interview skills and self-presentation, setting up and running the college shop, work experience and inspirational visits.

English and Maths:

English and Maths are embedded into the course and learnt through all the other activities and units. For example, learners will develop simple number skills by going shopping and managing a basic budget.

Enrichment:

Music, singing, trips, table tennis, snooker, sports.

Enterprise and Employability – goal setting, confidence building

As part of the study programme you will be continuing to develop English and Maths Skills and will gain a separate qualification for these.

Specific Entry Requirements:

• Interview with the PLW department and Additional Learning Support. Many applicants will have an Educational Healthcare plan (EHCP).

What could I do next?

• Entry Level 3 courses
• Supported Internship Programme
• Employment
• Work
Find out about...

Level 2 AAT Foundation Diploma in Accounting and Business
Level 3 AAT Foundation Diploma in Accounting and Business
Level 2 CILEx Certificate in Legal Secretaries
Level 3 CILEx Certificate in Legal Secretaries

STUDENT PROFILE.

Priscilla
Studying Level 3 BTEC Extended Diploma in Business and has ambitions to progress into a career in banking and finance.
Professional Studies: Legal Secretarial & Accounting

Professional roles are one of the fastest growing sectors in Essex and London, with both the legal and financial sectors amongst some of the largest employers.

Our courses will help to develop your office and PA secretarial skills in different types of offices, including legal services. We aim to make your learning experience fun, interactive and successful when it comes to deciding on your next career move.

Legal secretarial courses prepare you for work in the professional business environment. You will study all IT applications including word processing, spreadsheets, databases and internet technologies and learn how to apply them in your work.

We offer full-time AAT courses for those looking to move towards careers in finance and professional accountancy. AAT is nationally recognised as a leading accountancy qualification, highly valued by employers within the industry.

All our teaching staff are professional and experienced ready to help take your career to the next level.
Level 2 AAT Foundation Diploma in Accounting and Business

Progression: 3 • Level: 2 • Duration: 1 Year

What will I study?
The Diploma in Accounting and Business is made up of ten mandatory units:
• Processing bookkeeping transactions.
• Control accounts, journals and the banking system
• Basic costing
• Working efficiently in accounting and finance
• Computerised accounting
• Spread sheet software
• Introduction to Payroll systems
• Business Law
• Applied business communications and personal skills
• Developing study skills

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 3 AAT Foundation Diploma in Accounting and Business

Level 3 AAT Foundation Diploma in Accounting and Business

Progression: 4 E • Level: 3 • Duration: 1 Year

What will I study?
The Advanced Diploma in Accounting and Business is made up of six mandatory units:
• Advanced bookkeeping
• Final accounts preparation
• Indirect tax
• Management accounting
• Professional ethics for accounting
• Using spreadsheets

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 4 AAT Diploma
• Employment in accounting, finance, banking, auditing, taxation or credit control
Level 2 CILEx Certificate in Legal Secretaries

Progression: 3 • Level: 2 • Duration: 1 Year

What will I study?
You will cover the main areas of law in a solicitor’s office such as criminal, civil, probate, corporate and conveyancing.
You will study for a proofreading exam which must be passed to gain the qualification.
All students must undertake one week’s work experience in a professional organisation either in the city or in a local law firm.
We are fortunate to be visited on a regular basis by city and local law firms attempting to recruit suitable students for employment after their course.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 3 CILEx Certificate in Legal Secretaries

Level 3 CILEx Certificate in Legal Secretaries

Progression: A • Level: 3 • Duration: 1 Year

What will I study?
You will cover the main areas of law in a solicitor’s office such as criminal, civil, probate, corporate and conveyancing.
You will study for a proofreading exam which must be passed to gain the qualification.
All students must undertake one week’s work experience in a professional organisation either in the city or in a local law firm.
We are fortunate to be visited on a regular basis by city and local law firms attempting to recruit suitable students for employment after their course.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Apprenticeship
Public Services

Want to make a difference to your community and wider society? Want a job that gives you a front row position in protecting the public from harm? Looking at a career in the police or other emergency services such as the armed forces, fire, ambulance or other emergency and security services?

Our courses in public services will help you get there. They give you a solid introduction into the many rewarding roles and responsibilities of working in the public sector.
Level 2 BTEC Extended Certificate in Public Services

Progression: 3 • Level: 2 • Duration: 1 Year

What will I study?:
Prepare for a job in one of the uniformed services, with industry-experienced staff who will you help you develop knowledge and skills in:

• Team-building
• Problem-solving
• Self-discipline
• International institutions and human rights
• Discipline for the public services
• Crime and its effects on society
• Response to emergency incidents
• Command and control
• Security procedures
• Behaviour in public services employment
• Planning and management of major incidents
• Responding to emergency service incidents
• Planning and management of major incidents
• Communication and technology

• Aspects of the legal system and law-making process
• Current and media affairs in public services
• Security procedures in the public services

Entry Requirements
• Please refer to pages 16 and 17
• A good level of physical fitness

What could I do next?
• Level 3 BTEC Diploma in Public Services
Level 3 BTEC Diploma in Public Services

Progression: U • Level: 3 • Duration: Up to 2 Years

What will I study?:

• The roles in public sector organisations
• Government policies
• Legal systems
• Human behaviour
• Leadership
• Handling major incidents
• Media perceptions of the public sector
• Teamwork

There is also an emphasis on physical fitness and hands-on activities throughout the course.

Entry Requirements

• Please refer to pages 16 and 17
• A good level of physical fitness

What could I do next?

• You can progress to university to study public services in greater detail and specialise in a particular field
Ready to apply?
Go to our website www.ncclondon.ac.uk

Got a question?
Go to enquiry@efc.ac.uk or call 020 8508 8311.
Find out about...

Level 1 BTEC Diploma in Sport and Active Leisure
Level 2 YMCA Diploma in Fitness Instruction
Level 3 YMCA Diploma in Personal Training
Level 2 Tottenham Hotspur Football Club Education and Football Development Programme
Level 3 Tottenham Hotspur Football Club Education and Football Development Programme
Level 2 London Lions Education and Basketball Development Programme
Level 3 London Lions Education and Basketball Development Programme
Level 2 Diploma in Sport (Excellence in Coaching and Leadership)
Level 3 Extended Diploma in Sport (Excellence in Coaching and Leadership)
Level 3 Extended Diploma in Sport and Exercise Science

SUCCESS STORY.

Max

Studying Level 3 BTEC Extended Diploma in Sport and Exercise Sciences.

'The opportunities since studying this course have been amazing. I enjoy the balance of practical and theory modules, which gives me the best of both worlds.'
Sports Studies

We offer a variety of courses in sports and fitness, including successful partnerships with the Tottenham Hotspur Football Club and the London Lions basketball team to deliver our performance development and education programmes in football and basketball. Both programmes offer elite coaching in the highest quality facilities.

Practical sessions take place at the Copper Box in the Queen Elizabeth II Olympic Park and Harlow Town Football Club. You will also benefit from using our on-campus gym, fully equipped with high quality machines and equipment.

You will be able to combine your sports studies with elite coaching and competition on our performance development and education programmes.

Our courses will help you to enter and study for roles in a wide range of sports related careers including fitness instructing, personal training, sports coaching, sports science, sports development, sports nutrition, sports therapy, coaching and fitness.

Our sports courses are delivered in association with Tottenham Hotspur Football Club, London Lions and YMCA Awards.
What will I study?
Over the year you will be studying eight vocational units:
• Taking part in sport
• Improving your own fitness
• Safe learning in the workplace
• Risks and hazards
• Taking part in exercise and fitness
• How the body works
• Planning your own fitness programme
• Leading a sports and active leisure activity
• Working and job opportunities in sport and active leisure
• Preparing for work placement
• Learning from a work placement
You will be working individually and as part of a group. Lectures are normally classroom based. A day visit to an outdoor activity centre and a work placement are features of this programme.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 2 YMCA Diploma in Fitness Instruction
• Level 2 Tottenham Hotspur Football Club Education and Football Development Programme
• Level 2 London Lions Education and Basketball Development Programme
• Level 2 Diploma in Sport (Excellence in Coaching and Leadership)
What will I study?
This qualification provides you with the knowledge and skills to enable you to plan, deliver and evaluate safe and effective fitness sessions. You will cover topics including fitness testing and training and anatomy and physiology.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 3 YMCA Personal Training and Fitness Instruction
• Employment as a qualified gym instructor
Level 3 YMCA Diploma in Personal Training

Progression: 4 • Level: 3 • Duration: 1 Year

What will I study?
This course is ideal for fitness/gym instructors who wish to work on a regular one-to-one basis with clients, working towards improving a client’s well-being through the provision of a planned personal programme. The course allows you to work on a one to one basis with a wide variety of clients. You may progress on to sports therapy or strength and conditioning, work for a health club or start your own fitness company.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 4 in Sports Therapy or strength and conditioning
• Sport Science related degrees, such as Sports Nutrition, Sports Therapy, Physiotherapy, Strength and Conditioning, Exercise Rehabilitation, Sport and Exercise science.
Level 2 Tottenham Hotspur Football Club Education and Football Development Programme

Progression: 3 • Level: 2 • Duration: 1 Year

What will I study?
You will be enrolled on a one year, Level 2 VTCT Diploma in Sport.
The study programme will cover units including:
• Taking part in sport
• Technical and tactical skills
• Nutrition, anatomy and physiology

Specific Entry Requirements:
• Please refer to pages 16 and 17
• Pass a football trial
• Attend a taster session
• Sign a code of conduct

What could I do next?
• Level 3 Tottenham Hotspur Football Club Education and Football Development Programme
• Level 3 BTEC Extended Diploma in Sport Excellence in Coaching and Leadership
• Level 3 Extended Diploma in Sport and Exercise Science

Level 3 Tottenham Hotspur Football Club Education and Football Development Programme

Progression: E • Level: 3 • Duration: 1 or 2 Years

What will I study?
You will be enrolled on a Level 3 Diploma in Sport over one or two years.
The study programme will cover units including:
• Sports coaching
• Practical team sports
• Psychology for sports performance
• Technical and tactical skills in sport
• The athlete’s lifestyle

Specific Entry Requirements:
• Please refer to pages 16 and 17
• Pass a football trial
• Attend a taster session
• Sign a code of conduct

What could I do next?
• Employment
Level 2 London Lions Education and Basketball Development Programme

Progression: 3 • Level: 2 • Duration: 1 Year

What will I study?
We are proudly partnered with the London Lions Basketball Club, bringing you a unique full-time basketball programme designed to link sports theory with elite standard coaching and league and cup competitions. The programme is designed for anyone looking to embark on a career in the sports industry; primarily in coaching, training or sports development; giving valuable experience and insight into developing and supporting elite performance.

Students joining this course will benefit from an elite standard of professional basketball coaching delivered by the London Lions’ players and coaching staff and be involved in league and cup competition.

You will receive ten hours per week of basketball coaching and competitive performance plus the theory and industry knowledge required for the qualification.

Specific Entry Requirements:
• Please refer to pages 16 and 17
• Attend a taster session

What could I do next?
• Level 3 London Lions Education and Basketball Development Programme

Level 3 London Lions Education and Basketball Development Programme

Progression: 3 U • Level: 3 • Duration: 1 or 2 Years

What will I study?
We are proudly partnered with the London Lions Basketball Club, bringing you a unique full-time basketball programme designed to link sports theory with elite standard coaching and league & cup competitions. The programme is designed for anyone looking to embark on a career in the sports industry; primarily in coaching, training or sports development; giving valuable experience and insight into developing and supporting elite performance.

You will benefit from an elite standard of professional basketball coaching delivered by the London Lions’ players and coaching staff and be involved in league and cup competition.

You will receive ten hours per week of basketball coaching and competitive performance plus the theory and industry knowledge required for the qualification.

Specific Entry Requirements:
• Please refer to pages 16 and 17
• Pass a basketball trial
• Attend a taster session

What could I do next?
• Level 3 Extended Diploma in Sport year 2
• University to study a sports related degree
What will I study?
This programme will provide you with a foundation in coaching and leadership. You will have the opportunity to develop your knowledge in the theory behind what makes a great coach/leader and also enhance your own practical skills in this field. In addition, you will study subjects such as psychology and anatomy and physiology in order to prepare you for a successful career in the sports industry.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 3 Extended Diploma in Sport Excellence in Coaching and Leadership

Level 3 Extended Diploma in Sport (Excellence in Coaching and Leadership)
Progression: A E U • Level: 3 • Duration: Up to 2 Years

What will I study?
You will study units including:
• Sports coaching
• Practical sport
• Talent identification
• Anatomy and physiology
• Training and fitness
• Fitness testing
• Sports psychology

You will have the opportunity to undertake a meaningful programme of work experience. This could be coaching children in our regular after school clubs, school and community events, or in our commercial gym.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Apprenticeship
• Employment
• University
Level 3 Extended Diploma in Sport and Exercise Sciences

Progression: E U • Level: 3 • Duration: Up to 2 Years

What will I study?
• Anatomy for sport and exercise
• Sport and exercise physiology
• Sport and exercise psychology
• Sports biomechanics in action
• Fitness training and programming
• Sports massage.

You will have the opportunity to take part in a meaningful programme of work experience; this might be coaching in our after school clubs, or at community and school events; or it might be in our commercial gym.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Employment
• University to study sports related degrees
Ready to apply?
Go to our website www.ncclondon.ac.uk

Got a question?
Go to enquiry@efc.ac.uk or call 020 8508 8311.
Find out about...

Level 2 City & Guilds Diploma in Air Cabin Crew
Level 3 BTEC Extended Diploma in Travel and Tourism

STUDENT PROFILE.

Bilal

Studying Level 3 BTEC Extended Diploma in Travel and Tourism.

"I have gained a lot of valuable experience related to the Travel and Aviation sector. The opportunities available on these courses are endless. The best part of this course is the trips and working as cabin crew."
Tourism and aviation is one of the fastest growing industries in the UK. All our courses are designed to prepare you for working in roles in the industry and develop the skills you need to be successful.

Whether you want to be a holiday rep or a flight attendant, we aim to make your learning experience fun, interactive and successful when it comes to your next career move.

You will gain a general understanding of the world of travel, aviation, tourism, hospitality, theme parks, entertainment and airline industry related careers.

We have excellent links with industry employers which will give you a real insight into the sector and there are planned trips overseas both in Europe and the US, forming a key part of your chosen course.

We also have a mock-up aircraft facility, complete with check-in desk in our classroom that simulates real flying time experience. In addition, we have our very own travel shop, allowing students to book events and trips as part of their course.

We are proud to work with Swissport at Stansted Airport. This exciting partnership can lead to job opportunities in airports and routine guest speaker slots from Swissport staff.
What will I study?
This course is aimed at those who would like to develop the skills, knowledge and understanding to progress into a career as Air Cabin Crew.

The qualification meets the needs of learners who work or want to work as Air Cabin Crew and allows candidates to learn, develop and practice the skills required for employment and/or a career progression in the Aviation sector.

It is recommended that you undertake your work placement in an aviation environment. It should be noted that airlines may have specific restrictions/requirements for selecting potential employees.

Students will have the opportunity to visit London City and Stansted airports.

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Level 3 BTEC Extended Diploma in Travel and Tourism
What will I study?
This course provides you with the vital skills needed to enter employment within the industry. Travel and Tourism covers a wide range of employment opportunities in the fastest growing industry in the UK. It includes jobs in airlines and hotels, with tour operators and travel agents or involving tourist attractions, conferences and events, hospitality and entertainment. This type of work can offer exciting careers to those who like meeting people, want more than a routine job and are interested in travel.

Studying this programme will see you complete modules such as The Business of Travel and Tourism, European Destinations and Entertainment for Holiday Makers. You will also have the opportunity to attend both a long and short haul destination trip.

You will study units including:
• Marketing travel and tourism products and services
• The UK as a destination
• Responsible tourism

Specific Entry Requirements:
• Please refer to pages 16 and 17

What could I do next?
• Apprenticeship
• Employment
• University
How to find us

Nearest London Underground station—Debden on the Central Line. Only 20 minutes from Stratford station; easily accessible by bus and close to M11 and M25.

New City College
Epping Forest campus
Borders Lane, Loughton, Essex IG10 3SA
020 8508 8311
www.ncclondon.ac.uk
Ready to apply?
Go to our website www.ncclondon.ac.uk

Got a question?
Go to enquiry@efc.ac.uk or call 020 8508 8311.
New City College campuses

If you don’t see what you’re looking for in this course guide, go to www.ncclondon.ac.uk to see what’s on offer across the New City College group.

Our campuses:
Attlee A Level Academy: E1 0PT
Epping Forest Loughton Campus: IG10 3SA
Hackney Campus: N1 6HQ
Redbridge, Chadwell Heath Campus: RM6 4XT
Redbridge, Ilford Campus: IG1 4HP
Tower Hamlets Arbour Square Campus: E1 0PT
Tower Hamlets Poplar Campus: E14 0AF
Westbourne Academy Bournemouth English Language School
OPEN EVENTS

TUESDAY 5 FEBRUARY 2019 | 5–7PM
SATURDAY 23 MARCH 2019 | 11AM–3PM
WEDNESDAY 19 JUNE 2019 | 5–7PM

RITA
Studied Early Years Diploma with ambitions to become an early years teacher.

NEW CITY COLLEGE
EPPING FOREST CAMPUS
BORDERS LANE
LOUGHTON
IG10 3SA