

WELCOME TO DUDLEY COLLEGE

School Leaver
Parent & Carer Guide

2026/27

dudleycol.ac.uk

GET AHEAD



CHIEF EXECUTIVE AND PRINCIPAL'S WELCOME

There are plenty of pathways to take and not everyone will feel they understand all of the options.

We want you to be able to support the young person in your home and feel confident about their future study choices. That is why we've designed this guide, to help you as the parent or carer of a potential Dudley College of Technology learner to be better informed about the choices available.

Providing a friendly and supportive environment to learn, is important to us. This guide aims to give you all the information you need, from financial opportunities to important dates and contacts for your diary.

Whatever choice your young person makes about their future, we want you to be assured Dudley College of Technology is a great place to study. We have a huge range of support services in place to help all learners reach their full potential. We also have excellent facilities, including libraries, computer centers and learning hubs.

We understand full-time study is not always the right choice for every learner, that's why we have included information on our Apprenticeship programs too, as they allow learners to combine further study with employment.

For learners following an A Level program of study, Dudley Sixth will be the right choice. Alongside our excellent teaching from our experienced staff, our aim is to provide our learners with the best opportunities to advance to Higher Education or employment.

But it's not all work and no play at Dudley College of Technology. We believe it's important to promote a balanced lifestyle, and we work hard

to provide a range of recreational and enrichment activities for our learners. We operate a Students' Union and many of our courses offer trips and visits. We also provide the opportunity for learners to hear from guest speakers, undertake work experience and participate in activities that will enhance the learner's overall experience.

We are keen to promote the highest aspirations amongst our learners and build individual confidence, as experience shows us these are two key aspects of unlocking future employment prospects.

If you have any specific individual concerns, please use this opportunity to talk to us. Our subject specialists are available to chat through any issues you might have. We want every learner to start their studies with enthusiasm for their course and every parent or carer to have peace of mind about the next phase of their young person's life.

We look forward to providing an outstanding educational experience for your young person and delivering on the trust you have placed in us.

Diana Martin,
Chief Executive & Principal



WE
ARE
DUDLEY

STEPS TO STARTING AT COLLEGE



1 APPLY

Go to our websites dudleycol.ac.uk or dudleysixth.co.uk and make an application for the course of your choice.



2 GET AN OFFER

When we receive an application, we will send you a conditional offer letter. The offer is based on the subject area that you have applied to the grades that you have said you are expecting on results day.

To keep your place at college you will need to accept that offer.



3 RESULTS DAY AND FACE-TO-FACE ENROLMENT

We will begin enrolling new learners from GCSE results day. All learners who have accepted their offer will be invited to come and enrol at a personal appointment. You will need to bring with you a copy of your results from school, a form of ID such as passport or birth certificate and your National Insurance number (if you have it).

At enrolment you will discuss your career plans along with the results you achieved, and the tutor will assign you a place on the right level of course for you.

During enrolment our friendly support team will make sure that you have your learner ID card, bus pass details, and details of when you should attend for your first class.



4 START YOUR COURSE

All full-time courses will begin W/C 31st August 2026. All new learners will have been given a first class card during enrolment.

OUR EXPECTATIONS

We want every learner to achieve great things and to ensure this happens we have some basic rules that are non-negotiable.



Show Respect

We want everyone to feel part of a community which supports each other. Basic good manners and mature behaviour are expected. This is a workplace, and we don't tolerate anyone who shows a lack of respect to fellow learners, staff or visitors. It follows that we expect learners to demonstrate acceptance of other's values, show kindness and create a positive environment.

Wear Your ID

Everyone across all of our sites must wear their Identification at all times. Wearing ID is part of our safeguarding rules and whilst we know it's not the coolest fashion accessory it's part of everyday life at college. So, we will enforce this rule and ask you to support us by encouraging the person you care for to develop good habits about looking after their ID card and having it with them.

Make the most of what we offer

College is a place of great opportunity, so we simply ask that everyone makes the most of their time here. We expect 100% attendance but know people get ill from time to time, so this isn't always achievable, but we will contact parents/ carers if we spot a pattern of non-attendance or if we see a learner falling behind with their work.

We believe as parents/carers you want to know about the progress of those you care for so we will invite you to attend events where you can find out more about individual attainment. We also want to celebrate success and will make awards throughout the year to recognise achievements.

LEARNER SUPPORT

Learner Support

Every learner is unique and will have their own specific set of circumstances that will shape the type of learner they are. Some learners will be self-sufficient and need little support, whereas other learners may need a little bit more help throughout their time with us. Whatever the needs of your young person, we are able to provide the support and guidance they need to succeed.

Learning Support

Whether your young person needs support with skills such as maths and English, time management or specialist support because they have a visual impairment, special educational need, or disability, we have expert staff who can offer help during their time with us.

We provide an initial assessment of an individual's learning needs and then work with the learner to put an action plan together to support them throughout their studies.



Dyslexia/Dyscalculia/Dyspraxia

Dyslexia is a learning difference that affects reading, spelling, writing and sometimes numeracy. No two people are affected in the same way so if you think your young person may be dyslexic and they have never been formally assessed, we can arrange for them to have an initial interview and Dyslexia Adult Screening Test (DAST).

We can then provide the following support throughout their time with us:

- 1:1 or small group sessions working on coping strategies and study skills
- Accessibility software
- Access to other assistive technologies – for example recording devices or reading pen
- Access to a laptop - if appropriate and following assessment
- Examination access arrangements - extra time, a reader or scribe - following an assessment
- Support with visual stress.

Sensory Specialist Support

Deaf and hearing-impaired learners, blind and partially sighted learners, or those with low levels of vision, can sometimes need support to help address barriers to learning and be able to access the curriculum. The College contract with Dudley's Sensory Impairment Service who provide advice, guidance and equipment and employ a dedicated sensory practitioner.



Our support enables access to curriculum materials, participation in learning and enrichment activities, and safe movement around the college.

Support for learners with hearing impairment include:

- Sign language support worker
- Support in class from an educational support assistant
- A scribe in class
- Hearing loop.

Support for learners with visual impairment include:

- Accessibility Software
- Hardware - large font keyboards/magnifiers
- Texts in alternative formats - for example large and easy read fonts and recorded materials.



LEARNER WELFARE

Safeguarding

We are committed to safeguarding and promoting the well-being of all learners.

We do this by ensuring that all staff are subject to satisfactory enhanced criminal checks with the Disclosure & Barring Service (DBS) and complete safeguarding training to an appropriate level. It is the responsibility of all staff to ensure that everyone in their care feels safe in the college environment.

Our Designated Safeguarding Lead manages a dedicated Safeguarding Team and we have staff who have completed their Designated Safeguarding Lead training, across college sites. There is also a designated member of Corporation responsible for safeguarding.

Mental Health Support

We offer a confidential counselling service, which is available to all learners. Learners can access private appointments with our fully qualified counsellors, who can offer sessions to support with any issues that may be affecting their mental health. These appointments can be a short slot or longer appointments over a period of several weeks.

For those where counselling is not the right path, our wellbeing coaches work across college and are available to support all learners who may be experiencing long or short difficulties with physical, mental or emotional health, relationships, making life choices or struggling with the transition into adult life. Wellbeing coaches offer 1:1 sessions and group activities.

In addition to counselling and wellbeing coaches we also have a number of Mental Health First Aiders, who are based across college and can support learners.

Online support is also provided 24/7 via Togetherall, which all learners can sign up to for free and provides a community of support or 1:1 support.

Equality and Diversity

Dudley College of Technology is committed to creating a culture in which equality of opportunity and diversity are actively promoted and in which no form of discrimination is tolerated. We recognise the benefits of having a diverse community of staff and learners and continue to work towards maintaining an environment which values and celebrates diversity.

CAREERS GUIDANCE

We provide high quality Careers Education, Information, Advice and Guidance (CEIAG) on education, training and employment opportunities to prospective, current and past learners. We believe high quality guidance raises aspirations and attainment, supports learners to accomplish their potential, and meets the requirements of a fluctuating labour market.

Each year we help our learners progress to some of the top Russell Group universities, as well as supporting learners into employment and onto Apprenticeships. Our expert staff can help your young person plan their next steps, apply to university, pursue their dream career, or explore their options if they are unsure of what career path to follow. You can book an appointment with our qualified Career Advisers online.

Bookings can be made at: There is also a range of Local Market Intelligence (LMI) data on our website that gives information on the types of jobs that are available now and, in the future, and the expected salary an employee can expect. Please encourage your young person to explore this before joining college.

Work Experience and Work Placements

Many of our full-time programs have compulsory work placement or work experience elements to them. These are designed to help learners fully understand what employment in these roles will be like day-to-day and will help them test out whether their chosen profession really is for them. We would love you to talk about this with the young person you care for as you can pass on your own working experiences to help them settle in and make the most of these opportunities.

For many of our courses a learner must successfully complete the work experience element of their studies to achieve their qualification. Learners can help find their own placements which are endorsed by college. Learners will be monitored during their placement and feedback will be taken from the employer they are working with.

FINANCIAL SUPPORT

To help with the costs of studying Dudley College has a range of support available:

Bus Pass for every full-time learner

We will provide a bus pass for 16/18-year-olds on full-time programs for the first term to help with travel costs. To keep a bus pass in terms two and three each learner must complete an eligibility form via our new application system called Paymystudent, so that we can determine their individual circumstances. All learners must have good attendance of a minimum of 85% to be eligible for a pass. Learners with learning difficulties or disabilities, who are unable to access public transport, may still be able to receive help. If you want to discuss individual circumstances, please contact our – learner finance team.

Financial Support for Free Meals

The college is able to offer support for free meals for learners who live with parents/guardians with a very low income, or who are in care. To be eligible, learners must be aged between 16 and 18 years of age on 31 August 2026. Learners who turn 19 during their study program will still be eligible until the end of the academic year in which they turn 19, or to the end of their study program, whichever is sooner.

To be able to provide free meals the college must be able to see one of the following forms of evidence:

- Universal Credit
- Income-based Job Seekers Allowance
- Income-related Employment and Support Allowance (ESA)
- Support under part VI of the Immigration and Asylum Act 1999
- The guaranteed element of State Pension Credit

Additional Financial Support for costs of studying

The college manages a support fund from the government, which it uses to help with additional costs of studying. In the past learners have used this money to cover the costs of uniforms, learning materials, childcare costs or travel to university interviews. The fund is means tested but open to everyone. If you want to know if you qualify please contact Our Learner Services Department.

The Enhanced Bursary

The bursary is a Government Scheme to help young people facing financial hardship stay in education. This includes learners either in care or those receiving benefits in their own right. If you are supporting a young person who falls into this category, they may be entitled to bursary funds that allow them financial support with participation costs of being on their course. In all cases, financial help to learners will be dependent on learners meeting the College's Code of Conduct and their learning objectives, as well as having a 85% attendance record.



ENGLISH AND MATHEMATICS

English and Mathematics is an integral part of our programmes of study.

We will provide young people with a chance to improve their English and Mathematics during their time at college.

Those who failed to achieve a GCSE grade 4 will work towards achieving this. Those with a grade 3 will be able to resit and those with grades 2 or 1 will complete an initial assessment to confirm their functional skill level.



Specialist support could include help with:

- Spelling strategies and vocabulary
- Understanding assignment briefs
- Planning and proofreading your work
- Structuring your assignments
- General reading and writing skills.



TERM DATES & HOLIDAYS

Academic Year 2026/27

Autumn Term 2026

Induction for all learners	w/c 31 August 2026 (Tuesday 1 – Friday 4 September)
Staff training day, no classes	Friday 23 October 2026
Half term	Monday 26 October to Friday 30 October 2026
Term ends	Friday 18 December 2026

Spring Term 2027

Staff training day, no classes	Monday 4 January 2027
Term start	Tuesday 5 January 2027
Half term	Monday 15 to Friday 19 February 2027
Term ends	Wednesday 24 March 2027
Staff training day, no classes	Thursday 25 March 2027

Summer Term 2027

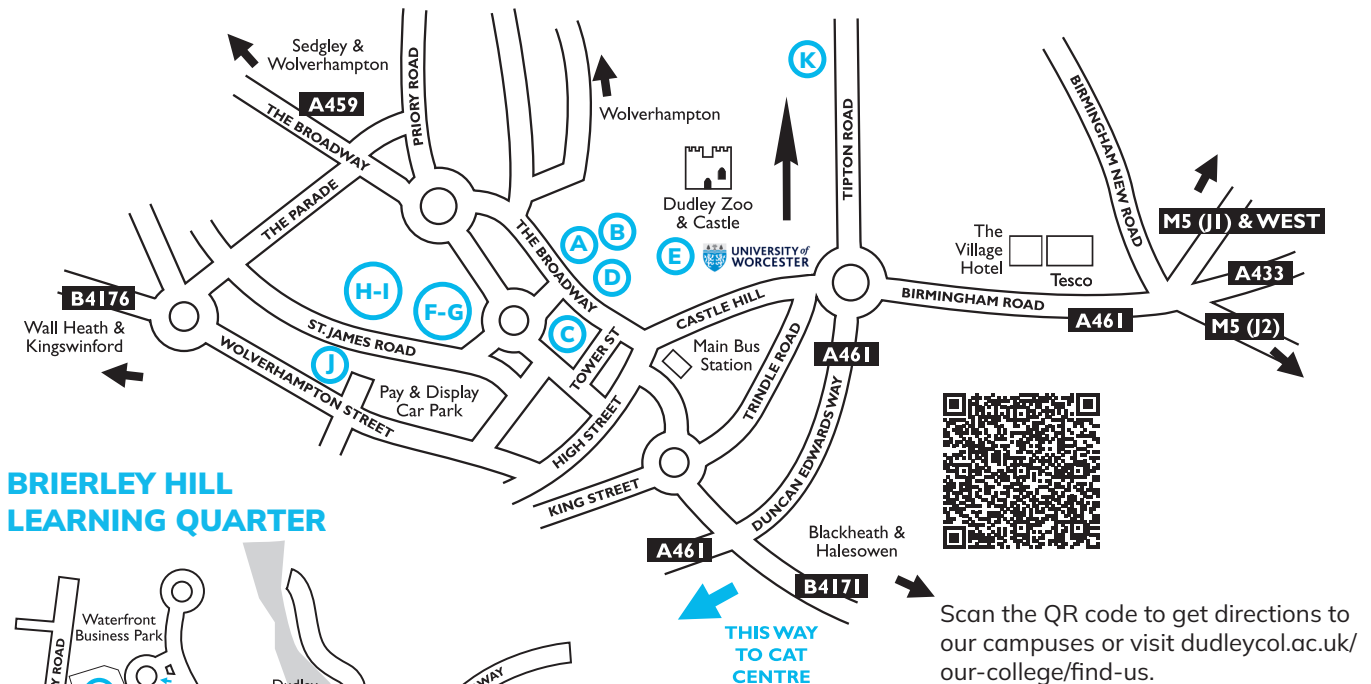
Term starts	Monday 12 April 2027
Early May Bank Holiday	Monday 3 May 2027
Half term	Monday 31 May to Friday 4 June 2027
Term end (for college-based learners)	Friday 18 June 2027

Get the latest term dates on our website.
dudleycol.ac.uk/our-college/term-dates.

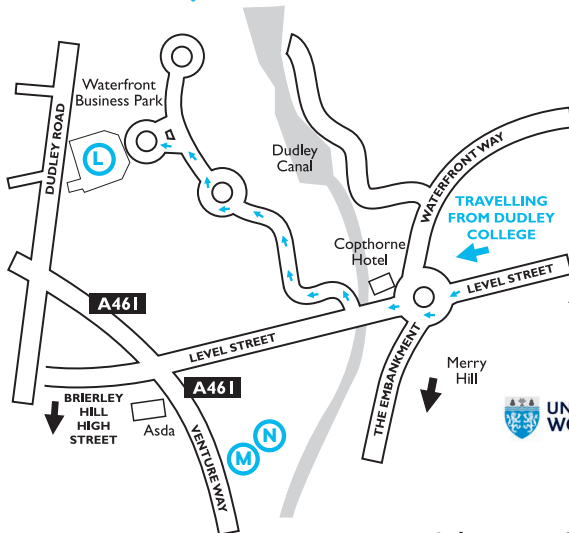
THE LEARNING QUARTERS

Our campuses on the Dudley & Brierley Hill Learning Quarters have seen an investment of £52 million in the last 8 years alone, offering innovative facilities that help our learners thrive in their studies.

DUDLEY LEARNING QUARTER



BRIERLEY HILL LEARNING QUARTER



DUDLEY LEARNING QUARTER

- The Broadway - The Broadway, Dudley, DY1 4AS (A)
- Animal Studies Centre (ACS) - The Broadway, Dudley, DY1 4AS (B)
- Evolve - Tower Street, Dudley, DY1 1AF (C)
- Aspire Dudley - The Broadway, Dudley, DY1 4AR (D)
- Higher Education Centre - Castle Hill, Dudley, DY1 4QF (E)
- Dudley Sixth - Ednam Road, Dudley, DY1 1HL (F)
- Enhance - Priory Road, Dudley, DY1 4AD (G)
- Advance - Centre for Advanced Engineering and Manufacturing Technology, Priory Road, Dudley, DY1 4AD (H)
- Advance II - Centre for Advanced Building Technologies - Priory Road, Dudley, DY1 4AD (I)
- Motor Vehicle Centre - Wolverhampton Street, Dudley, DY1 3AH (J)
- Accelerate - Zoological Drive, Dudley, DY1 4AL (K)

BRIERLEY HILL LEARNING QUARTER

- Construction Apprenticeship Training (CAT) Centre - Waterfront Way, Brierley Hill DY5 1LX (L)
- Inspired - Venture Way, Brierley Hill DY5 1RG (M)
- Aspire Brierley Hill - Venture Way, Brierley Hill DY5 1RG (N)

PART TIME COURSES FOR ADULTS ENROLLING NOW

Whether you're looking to start an exciting new career, get a promotion at work or even start your own business, we offer a wide range of full and part-time adult courses with start dates throughout the year.

For an adult learner we recognise that returning to education can be a bit daunting, but we have a fantastic team of staff to help ease you back into college life. They can advise you on the different types of funding available, including if you're aged 19 or over and starting a Level 3 or Level 4 course, where you can apply to the government for an Advanced Learner Loan. This loan does not have to be paid back if you then go onto successfully complete a degree.

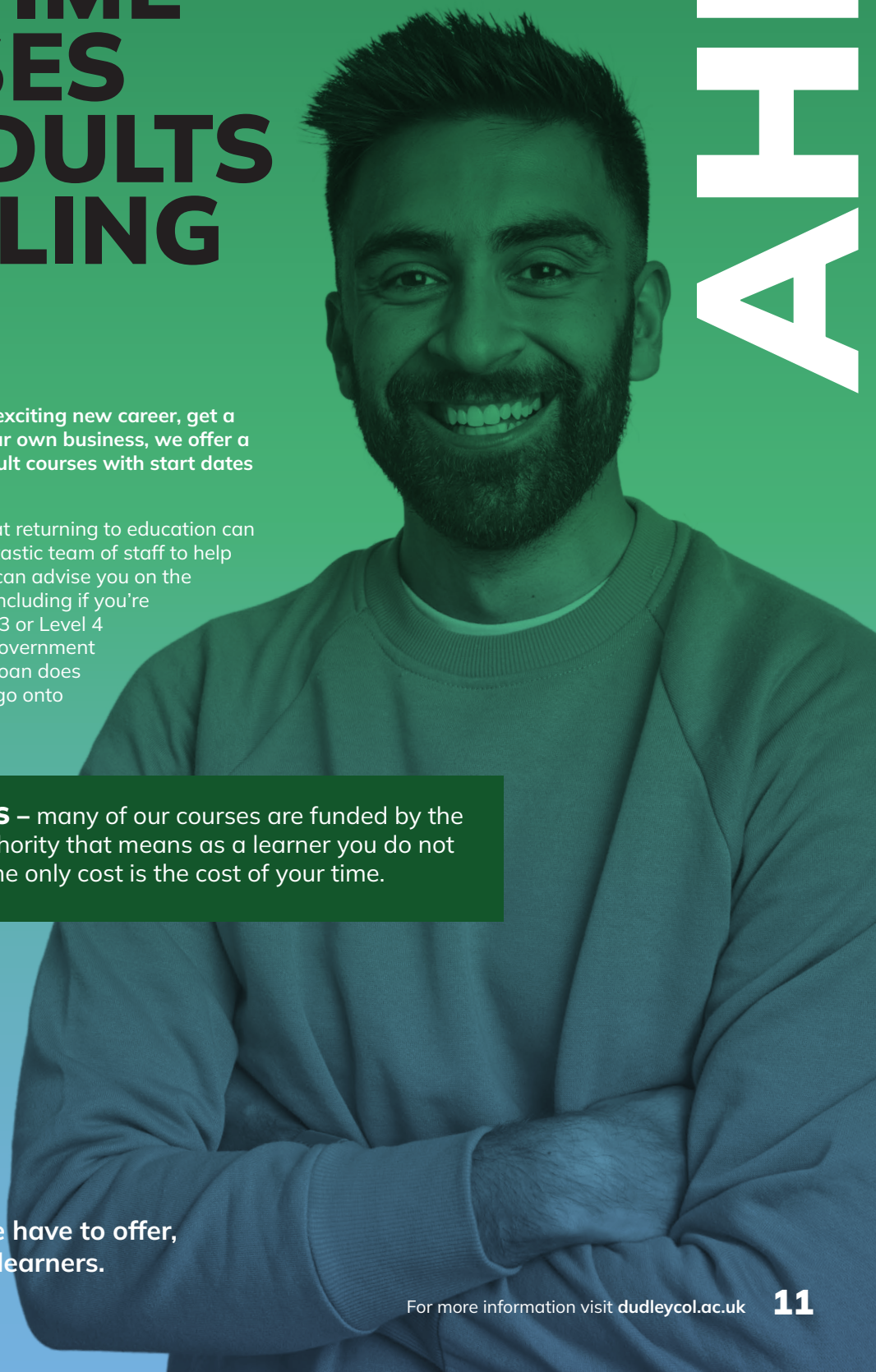
FREE COURSES FOR ADULTS – many of our courses are funded by the West Midlands Combined Authority that means as a learner you do not have to pay any tuition fees, the only cost is the cost of your time.

Flexible Programmes

Our courses are designed to help fit your studying around your life and commitments, with flexible, part-time programs available now.

To see a full list of what we have to offer, visit dudleycol.ac.uk/adult-learners.

GET AHEAD



Have any questions? Get in touch

USEFUL CONTACTS



Main College Switchboard	01384 363 000
Admissions	01384 363 333 or admissions@dudleycol.ac.uk
Learner Services	01384 363 363 or learner.services@dudleycol.ac.uk
Welfare and Support	01384 363 555 or studentfinanceteam@dudleycol.ac.uk
Careers Advice and Guidance	01384 363 363 or learner.services@dudleycol.ac.uk
Library	01384 363 353
Safeguarding	01384 363 037
Counselling	01384 363 293 or counselling@dudleycol.ac.uk
Student Finance Team	01384 363 555 or studentfinanceteam@dudleycol.ac.uk
General Contacts	
Course Enquiries	01384 363 363 or learner.services@dudleycol.ac.uk
Apprenticeships	01384 363 082 or apprenticeships@dudleycol.ac.uk
Hair and Beauty Appointments	01384 363 060
Useful Websites	
Dudley College of Technology	dudleycol.ac.uk
Dudley Sixth	dudleysixth.co.uk
National Careers Service	nationalcareersservice.direct.gov.uk/advice
Apprenticeship Service	gov.uk/apply-apprenticeship