



Dear Student

Congratulations on securing a conditional place on one of our Construction courses at Slough & Langley College. We look forward to welcoming you to our department and supporting you to gain the skills needed to be successful within an exciting and rewarding industry. Please find below some key information that we hope you will find beneficial to have before starting your course and which clearly outlines our expectations of what you need to prepare for the start of the academic year in order to help you to achieve your full potential.

Compulsory equipment

In September all students are required to bring in the following:

- Pens, pencils and a notebook/A4 folder
- Appropriate clothing for practical construction lessons (cargo trousers, overalls, safety boots)

Uniform and PPE

Safety boots are compulsory for all practical sessions. These will need to be brought with you on the first day of your course and should be stored in your personal locker.

You will be issued with a college ID card and lanyard at enrolment that you are expected to wear at all times outside of practical sessions. If you lose your ID there will be a £5 charge to replace.

Health & Safety

No hoodies up, caps, hats or outdoor jackets are to be worn in the classrooms during theory lessons.

Jewellery and piercings that are loose fitting may have to be removed during practical lessons to ensure the safety of the individual. This will be at the discretion of the staff taking the lesson.

No headphones or music earbuds can be worn during practical lessons at any time.

All students will have to adhere to health & safety signage in the workshops.

Industry Placement

As part of the Construction study programme students are required to carry out industry placement. This can be completed within any area of the construction industry. Students are encouraged to find their own placement and will be supported by the staff at Slough & Langley College. All employers accepting industry placement students will be visited by the industry placement team to ensure that they comply with health and safety regulations and have public liability and employers insurance.

Industry Placement is a mandatory element of your study programme. All Level 1 and 2 Construction students undertake block-placement. Whilst Level 3 Year students undertake block-placement and Day release placements. All Placement dates will be confirmed at Enrolment and during induction.



IMPORTANT: Please note that we are reviewing our placement hours, in line with government guidance regarding technical qualifications. As such, our placement 'offer' may change prior to the academic year starting. We are not expecting it to change, but if it does, our Industry Placement Team will be in touch via email to you and your next of kin.

Student expectations (Code of Conduct)

Within the Construction department, we expect our students to conduct themselves in a manner that respects others and the environment. There is also a collegewide Student code of conduct and during the first week of term we will go through this to ensure that all students are aware of the expectations that we have of them whilst that are on the premises or whilst representing the college offsite. This will include timekeeping and readiness to engage in learning. Food and drink (except water) are not allowed in the classrooms and workshops.

Course Manager Details

Electrical – Becki Thorne becki.thorne@windsor-forest.ac.uk

Plumbing – Ali Lateef ali.lateef@windsor-forest.ac.uk

Multi Trades – Artur Smyk artur.smyk@windsor-forest.ac.uk

Carpentry – Steve Davies steven.davies@windsor-forest.ac.uk