



Key Stage 4 Programme Induction Pack

C&G LEVEL 1 CERTIFICATE IN LAND AND ENVIRONMENT

Year 1 & 2 workbook

Welcome

You are now a Reaseheath College student and being a college student is different to being at school. You will be mixing with peers from other schools and also students who are older than you in places such as the canteen, Bootzone, feast cafe and the hub.

You need to be at college for 9:30AM when your instructor will take the register. You will

have a break 10.45-11.00 and 12.15-13.00. When beginning a practical session you will need to be ready in your PPE, you will need to get dressed in the “bull pen”, which will then be locked to keep all your belongings safe.

At college you will call your instructor by their first name, not miss or sir. You will be treated like a young adult.

What will you be doing?

You are working to complete a City and Guilds (C&G) Level 1 Certificate in Land-Based studies, focussed on Land and Environment.

This course runs for two years and you will be requested to attend for the full length of the course to achieve a qualification. You will come to college for one day a week, most of the time the day will start with a practical session and move on to theory in the afternoon. However, there may be some changes depending on circumstances, but we will try to give you as much notice of any changes as we are able to. You will be assessed both theoretically and practically, as well as undertaking an online multiple-choice health and safety test.

Assessments will cover a range of topics including practical observations, posters, leaflets, etc. There may be some research we require you to do at home before your next weekly session in college to aid your learning journey.

What will you study?

- **Livestock care and husbandry** - working with cows and sheep.
- **Machinery** - prestart and usage.
- **Crop Production** - maize, grass, wheat, and barley and controlled environment crops, like tomatoes, cucumbers and strawberries.
- **Estates maintenance** - which will involve fencing, maintenance of surfaces, maintenance of habitats.



When starting your course please remember:



Be punctual – Arrive to sessions a few minutes before the sessions begin



Be ready for your session in your PPE ready to go



Be polite, remember your manners and respect everyone on campus, respect works two ways; Give It to get it



Have a positive attitude



SMILE!



Academy of Land and Environment rules

- **Correct PPE** must be worn at **ALL** times when working with animals. (This will include both overalls and safety boots/wellington boots).
- **NO mobile phones** during the lesson (You can keep them on you but must be on silent or switched off). If you are seen using your phone it will be taken off you.
- **NO earphones** to be worn during sessions.
- **All jewellery and piercings** must be removed before practical session begins **NO EXCEPTIONS!** No plasters can be used to cover piercings.
- **Hair must be** tied back and long fringes clipped back so they do not impair your vision.
- **No eating or drinking** on the centre except in the courtyard, hub and reception.
- **Bad language** will not be tolerated.
- **Unnecessary stress** to animals **WILL NOT BE TOLERATED** and may result in disciplinary action.
- **All gates must** be left as you find them at all times for safety
- **The use of or possession** of alcohol or narcotic substances are forbidden on the college grounds and **WILL** result in disciplinary action.
- **NO photos or videos** relating to college, staff or animals are to be shared on social media.
- **All lecturers, instructors, farm and greenhouse staff** should be treated with respect at all times.

Student dress code

You may wear what you feel comfortable in for your college day as long as it is modest and suitable to go under overalls for your practical session. Personal Protective Equipment (PPE) must be worn when participating in practical sessions on the academy areas.

- Steel toe capped boots or steel toe capped wellington boots
- Overalls, that fit properly and fasten up
- Waterproof coat if working outside; We will continue to work outside even if it is raining!
- ID cards visible at all times



No PPE means you cannot participate in practical sessions. Jewellery and piercings must be removed on practical sessions with the exception of wedding bands and medical piercings, you cannot cover piercings with a plaster due to health and safety.

Fire procedures

If there is a fire in the Animal Management centre and the fire alarm is ringing you must follow these procedures:

- Stay calm
- Proceed to the nearest fire exit!
- If you are outside the classroom on the farm or in the greenhouse DO NOT go into the building
- Do not go back for personal possessions
- Proceed to the fire assembly point located nearest to where you are at the time, which will have been shown to you on your initial induction day in college.

If you discover a fire on the centre and the alarm is not yet ringing stay calm, alert a member of staff immediately and inform them where the fire is located. Proceed to the fire assembly point.

Safe Guarding

At Reaseheath EVERYONE wears an ID badge; students, staff and visitors. Wearing an ID badge is important to ensure we can identify that all people are allowed on site. When provided with yours please ensure to wear it on campus grounds, at all times and keep it safe! All KS4 students are issued with a Yellow Lanyard to use with their ID badge, this is so we can easily identify you as being in on the correct day. If you do not wear your lanyard you will be challenged by staff as to why you are on campus or where it is.



Absence

If you are not going to be in, please try to contact your school who can let us know you will be absent. If you are late or absent your absence will be recorded and raised with the Key Stage 4 liaison staff, who will contact school or parents if it is not already known why you are not at college. A register is taken in the morning, after break and after lunch. If you are leaving campus early for any reason, such as a dentist appointment, you must inform your instructor you will be leaving.

Accident procedures

If an accident occurs on the centre and first aid is needed, you need to report the accident to your instructor who will assess the situation. If first aid is required then a member of staff with first aid training will be called. First aid boxes and defibrillators are located all around college and the farm.

All accidents and near misses must be reported to a member of staff.

In the event of an accident:

- Keep calm, use your common sense
- Tell your instructor
- Ensure the area is safe and prevent any further accidents from happening



Stay connected



 Reaseheath College

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