



Dear Student

Congratulations on gaining a place on one of our Hairdressing 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 one of the most exciting and rewarding industries.

*"It's sociable, never dull, and you'll feel good about yourself making your clients look and feel wonderful! Take your pick!"*

Please find below some key information that we hope you will find beneficial to have before starting your course and which clearly outlines the college expectations of what is needed to prepare for the start of the academic year to help you achieve your full potential.

### **Compulsory PPE & Equipment**

Kit & Uniform must be ordered within the first 2 weeks of enrolment. Whilst waiting for the uniform to arrive students are required to wear all black – black trousers (no jeans) a plain black t-shirt to cover the tops of the arms (no crop tops) & flat black shoes/trainers.

Please be aware that we do not allow you to wear open toed shoes, crocs or heeled shoes due to health and safety within the workplace.

You will need to bring an A4 notebook and a selection of stationary including pens/pencils to every session.

### **Uniform/Kit/PPE requirements**

Hair uniform and either thick matt black leggings or trousers are compulsory for all your hair or barbering sessions.

Please ensure that jewellery is kept to a minimum to ensure it does not get in the way when you are working.

Hair is to be styled at all times- this can be up or down but practical and workable to allow you to take part effectively in all lessons.

### **Health & Safety information**

Any medical conditions need to be highlighted to the course tutor/pastoral tutor to always ensure student safety.

### **Student expectations (Code of Conduct)**

Within the Hairdressing department we expect our students to conduct themselves in a manner that respects others and the environment. This derives from the overall college 'Code of Conduct' within your first weeks at college this will be discussed and explained to ensure that you are aware of the expectations of yourself and staff members during your time here. This will include timekeeping and readiness to engage in learning. Food and drink (except water) are not allowed in the learning centre, classrooms or salons.



### **Any additional information**

Mobile Phones and Electronic Devices - The use of mobile phones and electronic devices during practical and theory lessons are restricted to 'directed use' by the staff member taking the session.

Trips and Visits - Any trips that are undertaken throughout the year will be charged separately and the cost will depend on the trip.

Enrichment – There is lots going on throughout the year within the hair and barbering department . Such as guest speakers, external trainers inhouse and external competitions to name just a few. There will also be opportunities to complete courses and training outside of your qualification and course content. Please be aware that some of these opportunities are chargeable and will not be covered by any bursary or financial support you are in receipt of.

Lockers – we do have a small amount of lockers available for our learners at a cost of £10. This is a non-refundable deposit.

### **Contact details**

Curriculum Lead Hairdressing – Samantha Marsh [Samantha.marsh@windsor-forest.ac.uk](mailto:Samantha.marsh@windsor-forest.ac.uk)

Level 1 Hairdressing – Sherene Bennett [Sherene.bennett@windsor-forest.ac.uk](mailto:Sherene.bennett@windsor-forest.ac.uk)

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Level 3 Hairdressing – Sarah Bonham [Sarah.Bonham@windsor-forest.ac.uk](mailto:Sarah.Bonham@windsor-forest.ac.uk)

Apprenticeship Lead – Jo Cherrington [Jo.Cherrington@windsor-forest.ac.uk](mailto:Jo.Cherrington@windsor-forest.ac.uk)

Pastoral Tutor – Faiza Mahmood [faiza.mahmood@windsor-forest.ac.uk](mailto:faiza.mahmood@windsor-forest.ac.uk)

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