

Applying to colleges/training providers

2+ years before starting local or specialist colleges

Email: SThorns@victoria.poole.sch.uk

To arrange a planning meeting (face-to face or )

Research your ideas using:

- JED (Job Explorer Database)
 - Local college/training provider websites
 - and/or ISP websites (Natspec Colleges)
 - Attend local careers events - collect information
- Talk to other families about their experiences**



2 years before starting some colleges

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To arrange a planning meeting (face-to face or )

Research your latest ideas using:

- JED (Job Explorer Database)
 - Local College/training provider websites
 - and/or ISP websites (Natspec Colleges)
 - Attend local careers events - collect information
 - Talk to other families about information**
 - If you would like a **College Passport** (which outlines all your educational and health needs) please ask Sue to to draft this, at least 4 weeks before you need it.
- Phone and arrange a visit to at least 2 colleges/training providers.**

[Apply for out-of-Dorset placements visit/application - eg. Treloars, Natstar](#)



By end of September of final school year

- Contact your SEND team and advise them of your first choice of college/training provider, and the course you are interested in.**
- Send off a college/trainer provider application to your first choice (for local colleges).
- If you have not heard from the college/training provider contact them to make sure they have received your application.**
- Organise an interview for the course you are interested in.

By end of January of final school year

- Have attended your college/training provider interview** (please take the EHCP, last school report, latest therapy reports with you for evidence of learning and needs).
- When you have confirmation of a place immediately** let your **SEND team**, teacher, and Sue T know which college and course, you wish to attend.
- Work with your SEND team and school to update the EHCP to the new placement (**deadline is middle of FEB**).
- If you are not offered a place, book an Options & Careers appointment with Sue T, as soon as possible.**
- Work with the school therapy team e.g. Physiotherapist, Speech and Language Therapist, Occupational Therapist and Nursing etc to ensure that college have all the information they need to put in services and specialist equipment.
- Contact your Social/CHC Worker if you will also need extra funding for care support Monday–Friday (ie. the days/times when you are not in college and don't have carers at home).**
- Contact your Local Authority Transport department to request transport to and from college (**deadline is usually in May**).



By June of final school year

- Continue to work with the college/training provider and school therapists to ensure information and/or training about moving and handling, eating guidelines, medication, etc is passed over.
- Get details on when the summer or starter school starts at your college or training provider, and let school know these details, as school staff may be able to attend with you.**



By end of final school year

- Attend your summer/starter school at your college/training provider and make new friends ready for September.**
- Make sure that the EHCP has been amended correctly, and chase college or your local SEND team if you need any changes, or if equipment needed hasn't arrived.
- Relax, enjoy your summer holiday, and look forward to starting your new course!**

GOOD LUCK!