

Student Induction 2018

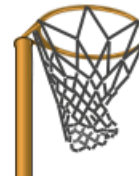
Chris Scott – Ozone – Ext 8176

Ken Woolcott JG24a – Ext 8101

Marian Hollingsworth JG24a – Ext 8119

WELCOME to HARLOW COLLEGE

- Health and Safety
- First Aid
- Safeguarding
- IT
- Campus
- Sexual Health
- Other stuff



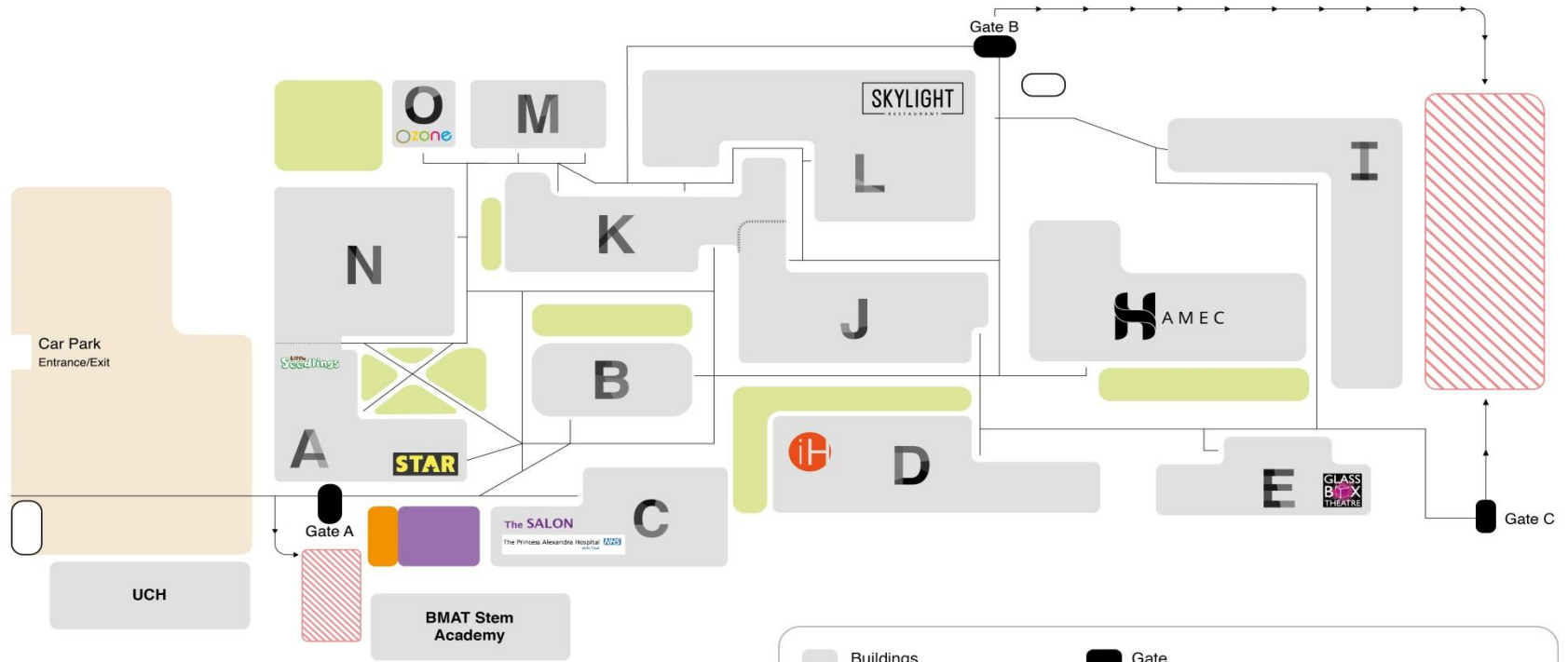
Health and Safety












- Lots of information on the Qube
 - Risk assessments
 - Manual Handling
 - Law
- Fire extinguishers - Please do not tamper!
- Fire evacuation
 - Alarms are tested 8.15am /8.25am Monday mornings
 - Assembly points
 - Zoned evacuation - 8am - 5pm
- Run – Hide – Tell



HARLOW COLLEGE MAP



 Buildings	 Gate
 Greenery	 Smoking Shelter Smoking is only permitted in the designated smoking areas behind UCH and beside Gate B - The Hides exit. This includes the use of e-cigarettes and vaping. Please do not smoke anywhere else on campus, thank you.
 Cycle Shelter	 Car Park
 Motorcycle Parking	 Assembly Points For emergency evacuations please go to the nearest point unless directed otherwise
 ON HEARING AN ALARM Evacuate immediately	

Not Just Courses. Careers



First Aid Provision

- Dial 01279 868111 - Reception
- Please ensure you complete a disclosure form - we can only support you if we know
- Not Doctors – if feel ill, say why!
- De-Fib and Evacuation Chair
- First Aid room – BG13
- Cannot give ANY medication
 - Paracetamol or Aspirin
 - Plasters are available from First Aid boxes
 - **Bring your Ventolin in!**



Safeguarding



- Team of trained staff to support you
- Chaplains – the Listening Service
- Prevent Strategy
- Any concerns about any forms of abuse:
 - Speak to mentor
 - Speak to Reception
 - Phone number on posters or card

I.T.

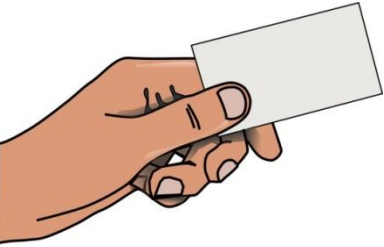
- Password changes – see Administrators
 - AG18 or Digital Team - iHub - DG23
- iPads issued by Digital Team
- iPad issues go to Digital Team or Helpdesk
- Everything you do must be

LEGAL, HONEST and DECENT



Campus

- Remember: Wear your Student Card



- Entry to buildings
- Printing
- Password changes
- Bursary
- Library books
- Exams...

- Clean and Tidy Campus

- Please use the bins
- Don't spit

- Smoking

- Please use the smoking shelters
- INCLUDING e-cigarettes – vaping

Sexual Health

- Onsite Clinic – **BG13 – Thursdays 12 – 2pm**
- Harlow Sexual Health is at **No 1 The Stow**

Open: Monday 8.00 – 5.00pm

Tuesday – Friday 8.00 am – 8.00pm

Saturday 9.00 am – 2.00pm

Phone: 0300 003 1212 to book or further info



Mental Health

- Mental Health support worker
- YCT counselling
- Listening Service

Multi Faith room - B106

Welfare

- **Free** breakfast – before 9.15
- Bursary

Other Stuff



- SEND - Special Educational Needs and Disability
- NCS – information from Tutors
- Student Ambassadors + Digital Ambassadors
- National Union Students
- Student Governor
- Sport Enrichment
 - Free sporting activities
 - Free onsite gym



No such thing as a silly question



We are all here for you – just ask