



PLUMPTON  
COLLEGE

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**BECOME A BETTER YOU**

PART TIME COURSES 2017/18

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## WELCOME FROM THE PRINCIPAL

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With the land-based industry opening up more opportunities than ever before, now is the perfect time for you to grow your skills and discover new talents. So, whether you're looking to expand on your abilities for your current role or you'd like to develop a new passion, our fantastic staff have some exciting areas for you to explore.

As one of the UK's leading providers in part-time land-based education and training, we give you the chance to embrace new opportunities in our superb natural surroundings here at Plumpton.

We pride ourselves on the relationships we build with our local community and businesses. We can offer you a range of bespoke courses for your business. Perhaps you are planning your future workforce or looking for a fantastic location to hold your next event? You will find everything you need regarding our apprenticeship programmes and facilities within this brochure.

Jeremy Kerswell  
Principal

# DISCOVER PLUMPTON COLLEGE

## PLUMPTON COLLEGE

From the heart of the South Downs National Park, come and discover our beautiful 800-hectare estate. The ideal location for you to study, experience - both in the classroom and hands-on, amongst our wealth of natural environments, it's a perfect place to inspire you. We have a great range of full-time and part-time courses; many of which are targeted to help you progress on your career journey.

## FLIMWELL

Come and discover our beautiful Woodland Enterprise Centre. Surrounded by 20 hectares of woodland, you'll find broad-leaved trees, conifers and coppices. With our excellent range of forestry and woodland management short courses and NPTC accredited training, it's the perfect location for our Centre for Sustainable Food, Farming and Forestry base. You can also book Flimwell for business events and family celebrations, have a look at page 58 to find out more.

## STANMER PARK

If horticulture is your focus, you'll find our specialist horticulture centre a superb practical environment to hone your skills. Here we have beautiful decorative areas and lawns, glasshouses, palmhouses, plus we also have lawns, ponds, and fruit and vegetable gardens. All ideal for lots of

practical hands-on experience. You'll find our laboratory and tissue culture facility here - you'll get to learn about the micro-propagation of orchids and shrubs.

## NETHERFIELD

A small farm just 3.5 miles outside of Battle in East Sussex, Ivyland Farm is known for being our longest established centre at Plumpton. A great location for you to gain new experiences and a fantastic learning environment too. You'll find a great range of practical courses here, spanning from one-day right through to Level 2.

## SNOWDONIA

If it's an outdoor learning experience that you're looking for, Snowdonia is a perfect location for you. We've got excellent facilities here, giving you the chance to discover a perfect practical learning environment. Our courses cover a wide range of subjects - agriculture, countryside, fishery and game management. You can also join us on a residential basis - we have a 30-bed hostel at Snowdonia.

## COURSE FEES

All fees in this prospectus include tuition, registration and assessment costs – unless otherwise listed. The fee stated is to be paid by the student and does not include any government subsidies. We accept the following methods:

### PAY VIA OUR ONLINE SHOP

Just visit <http://shop.plumpton.ac.uk> to pay for any of our courses.

### CREDIT/DEBIT CARDS

Please fill out your details on the back of your application form, alternatively call 01273 892035 to pay over the phone. Please note that we do not accept cheques or American Express.

### INSTALMENTS

We offer two options:

15% deposit followed by 6 further instalments for 1-year courses over the value of £1000

25% deposit followed by 3 instalments for courses running over 10 weeks and costing over £300

### INTERNET BANKING

Please ensure that your outstanding balance is paid within 10 days of your statement date.

### PAYMENT VIA EMPLOYER

Please tick and complete payment details for the employer on the reverse of your application form. An invoice will be sent to your employer after you have enrolled and will be payable within 30 days.

## COURSE FEES

### BURSARY FUNDS

We may be able to help you towards costs for some part-time courses if you're on a low income – annual household income less than £20,000.

### CHILDCARE

Get in touch with us if you need to arrange childcare - we may be able to help with costs.

### REFUNDS AND CANCELLATION POLICY

In the unlikely event that your course is cancelled, we will refund your fees. However, if you choose to cancel or withdraw from your course, full fees are payable. If you've already paid, you will not be entitled to a refund unless there are extenuating circumstances.

### ADVANCED LEARNER LOAN

We can help you with your fees via our loan system. Similar to the Student Loans Company in Higher Education, repayments don't start until you're earning more than £21,000. The loans aren't means tested, but you will need to have been living in the UK for three years. You'll be entitled to the loan if you are:

1. 24 years or older at the start of your course and studying a Level 3 qualification or above, or
2. Between 19 and 24 years old, studying at Level 3 or above, having previously studied at Level 3

To find out more, visit [www.gov.uk/advanced-learning-loans](http://www.gov.uk/advanced-learning-loans) or get in touch with our Student Finance Officer on 01273 892102 (or email [duffinp@plumpton.ac.uk](mailto:duffinp@plumpton.ac.uk)).

Please note that all financial information is correct at time of going to press and is subject to change with new government initiatives.

\*Please note that all prices are correct at time of printing.

## HOW TO APPLY

### REGISTER ONLINE

Visit [www.plumpton.ac.uk](http://www.plumpton.ac.uk)

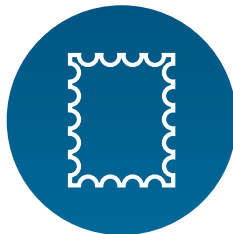


### CALL US

Telephone for an application form:  
01273 890454

### BY POST

Send your completed application to  
Admissions, Plumpton College,  
Ditchling Road, Plumpton,  
East Sussex, BN7 3AE.



### VISIT US

Bring your completed application  
form to Reception.

## HOW WE CAN HELP

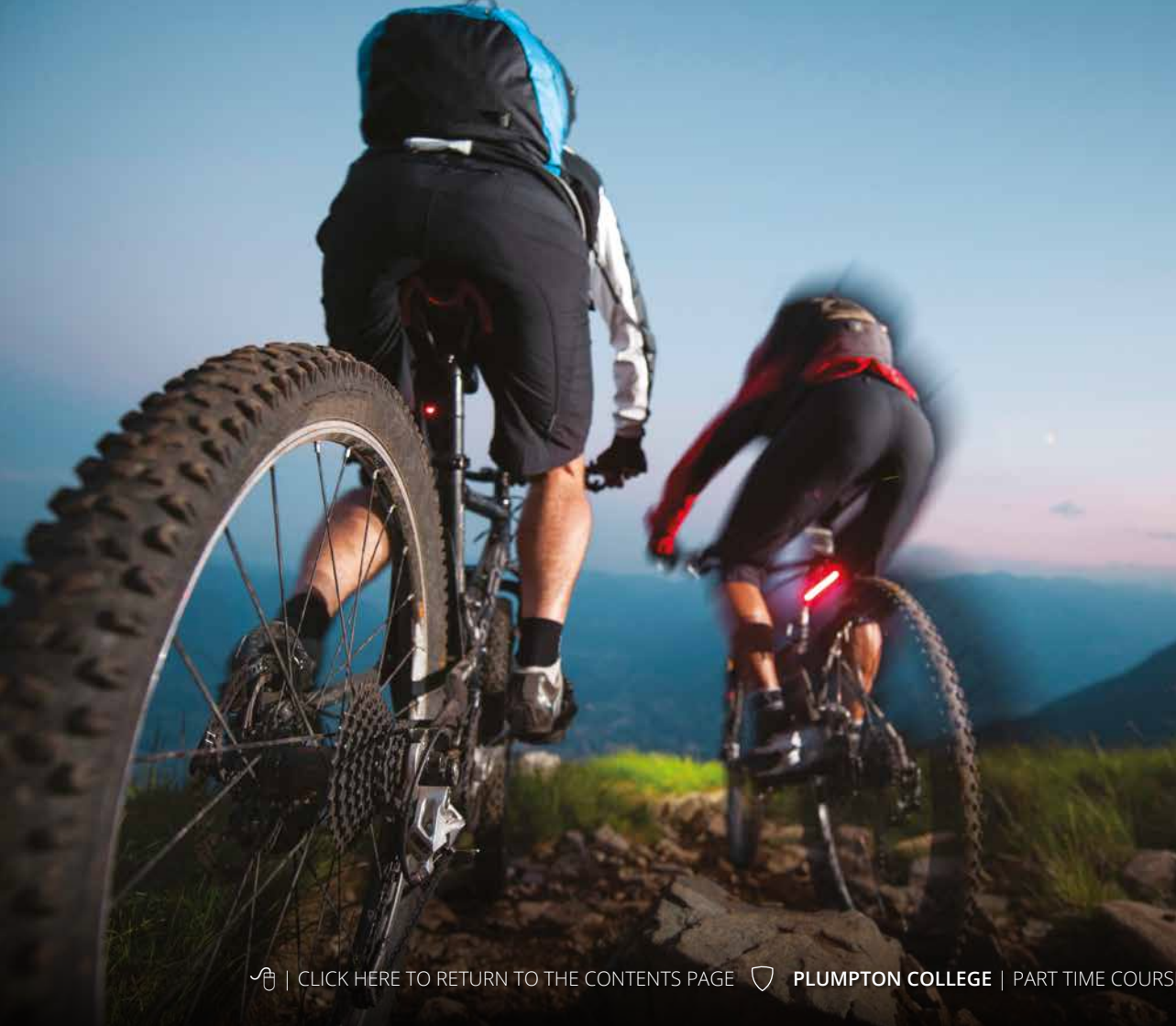
Our friendly and expert team are here to help. Talk to us about:

**Accommodation and travel | Careers choices | Financial support and funding | How to get into work**  
**Next steps towards higher education**

For more information, contact us on 01273 890 454 or email [admissions@plumpton.ac.uk](mailto:admissions@plumpton.ac.uk)

Please note that all information is correct at time of print.





## ADVENTURE EDUCATION & SPORT

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If you're looking for a challenge and love the outdoors, we have the perfect range of part-time courses for you. Combining a superb range of facilities with excellent equipment, Plumpton is well-known for its commitment to exciting experiences and adventures.

We've got a large sports hall, where you'll have the opportunity to try a variety of sporting activities. The location for our fantastic indoor climbing wall, you'll be able to really push yourself, supported by our encouraging staff.

Outdoors, we've got lots of choices for you to try. Whether on land, using our range of equipment including mountain bikes, camping and navigating. Or alternatively, you might prefer our fantastic water activities. We've got kayaks, canoes and white water paddlesport – it's the ideal location for you to gain experience in the marine and river environment.

As one of the most exciting residential centres in the UK, we also invite you to join us at our residential centre at the foot of Mount Snowdonia in North Wales. Here you'll be able to discover a huge range of adventurous and outdoor activities including multi-pitch climbing and mountaineering.



## ADVENTURE EDUCATION & SPORT

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION / PRICE
RYA	RYA Powerboat Level 2	Duration and prices available on application
	UKCC Level 1 Paddlesport	
	British Canoeing Foundation Safety And Rescue Training	
	Mountain Leader (Mountain Training)	
	Single pitch award (Mountain training)	
	Climbing wall award (Mountain Training)	
	British Canoeing 3 star Surf Kayak	
	British Canoeing 3 Star Canoe Assessment	
	British Canoeing 3 Star Kayak Assessment	
	British Canoeing 3 Star Sea Kayak Assessment	









# AGRICULTURE

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At Plumpton, we really take pride in our agricultural education. At the heart of the land-based industries, agriculture is absolutely vital to our growing population. So, it makes sense that we make progress in order to produce food sustainably.

We've got extensive facilities here on our 800-hectare college farm. Here you'll benefit from direct access to our superb farming site. You'll have the opportunity to work with our large number of livestock and arable enterprises, creating invaluable practical experiences.

You'll also gain hands-on experience; discovering a variety of soil types. We have extensive resources to help you with your studies. These include a 50-cow pedigree herd of Sussex beef cattle, a 550 extensively managed breeding flock of sheep, a 120-sow pig unit, plus a modern 300-cow dairy unit complete with a 36:36 Herringbone milking parlour. Not only that, but you have the chance to work on our 300-hectare arable unit of mixed rotation cropping.

In particular, our popular Netherfield campus is set around a small farm; giving you access to rare-breed animals.

# AGRICULTURE

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
FOOD PREPARATION & BUTCHERY			
CIEH Level 2 Award	Food Safety & Hygiene	1 Day	£95.00
CIEH Level 3 Certificate	Food Safety & Hygiene	1 Day a week, 3 weeks	£260.00
FSA	HACCP (Hazard Analysis and Critical Control Point)	1 Day	£140.00 + exam fees
	Sausage Making	½ Day	£85.00
	Introduction to Bacon Curing	½ Day	£85.00
	Advanced Bacon Curing	1 Day	£175.00
	Chicken Preparation	½ Day	£85.00
	Pig Butchery	1 Day	£175.00
	Lamb Butchery	1 Day	£165.00
	Venison Butchery	1 Day	£175.00
	Professional Venison Butchery	1 Day	£150.00
	Professional Beef Butchery	1 Day	£175.00



# AGRICULTURE

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QUALIFICATION	COURSE TITLE	DURATION	PRICE
LIVESTOCK			
NPTC	Safe Use of Sheep Dip	1 Day	£130.00 + exam fees
NPTC Certificate	Livestock Transport (Short Journey)	½ Day	£30.00 + exam fees
	Hand Blade Sheep Shearing	3 Days	£400.00
	Sheep Shearing for Beginners and Improvers	3 Days	£400.00
	Sheep Handling	1 Day	£105.00
	Lambing Practical	1 Day	£105.00
	Small Farm Management	1 evening a week, 6 weeks	£POA

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*I wanted to give some very positive feedback from the recent lambing course.*

*We have lambed 5 of our 7 ewes (all but one are first timers) over the last 9 days. I have felt confident in handling issues as they arose and some things were particularly important that I wouldn't have got from anywhere else other than from attending your course.*

*We have had 4 sets of twins and one set of triplets so far and they are doing very well.*

*Thank you for a first-class course.*

LAMBING PRACTICAL, NETHERFIELD

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## ANIMAL MANAGEMENT & VETERINARY NURSING

As one of the UK's leading centres for animal management courses since 1995, this is one of our most important vocational areas at Plumpton. In our constant commitment to bring you up-to-date facilities, we've introduced a new dog grooming unit in addition to specialist areas that focus on birds of prey, cold and tropical aquatics, small mammals, plus our exotics with a wide range of amphibian, reptiles and snakes.

Our animal management department gives you the chance to make full use of our 800-hectare estate. Here you'll have the opportunity to work with a range of livestock that includes cows, horses, pigs and sheep. We have excellent laboratories for you to study animal science experiments and behaviour studies.

In order to support your investigations, you'll be able to make use of our excellent high quality and well-maintained equipment. This could include our digital binocular compound microscopes, HPLC and electrophoresis equipment, and a PCR thermocycler. Enabling you to learn and experience the practical elements of animal science in a safe and stimulating environment.

If you're looking to develop your skills in veterinary nursing, you'll be able to make great use of our equine facilities. We also have an extensive animal management unit and a purpose-built Veterinary Nursing Training Suite. Our superb range

of equipment includes advanced diagnostic, anaesthetic, laboratory and surgical equipment to a comprehensive range of anatomical models. On the equine side, you'll be able to make use of our life-size model horse plus a full range of equine veterinary and husbandry equipment.



# ANIMAL MANAGEMENT & VETERINARY NURSING

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
City & Guilds Level 2 Certificate	Dog Grooming Assistants	1 Day a week, 18 weeks	£1285.00
City & Guilds Level 2	Pet Sitting	½ Day a week, 4 weeks	£280.00 + exam fees
City & Guilds Level 2 Certificate	Dog Walking	½ Day a week, 4 weeks	£280.00 + exam fees
City & Guilds Dog Grooming Level 3	Diploma for Professional Dog Stylists	1 Day a week, 40 weeks	£3417.00 + exam fees
IDEXX	Laboratory Training Course: Haematology & Urinalysis	1 Day	£160.00
IDEXX	Laboratory Training Course: Faecal and Skin	½ Day	£70.00
Level 1	Principles of Dog Grooming	1 Evening a week, 10 weeks	£395.00
OSPE	Practical Revision Course	2 Days	£260.00
Level 2 Certificate	Canine Behaviour	1 Evening a week, 10 weeks	£295.00
	Head Veterinary Nursing Courses	1 Day	£140.00
	Anaesthetic Drugs/Alfaxan	1 Day	£50.00
	Veterinary Receptionist CPD	1 Day	£160.00
	Small Animal First Aid	1 Day	£100.00
	Introduction to Canine Massage	1 Day	£140.00
	Dog Agility for Beginners	1 Evening a week, 10 weeks	£75.00
	Introduction to Pet Care	1 Evening a week, 6 weeks	£POA
	Canine First Aid	1 Day	£100.00



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*It's fascinating, I felt I learnt quickly and the course was effective.  
Julia is fabulous, a very clear communicator with a passion and  
such a range of knowledge and experience.*

LOUISE HARRIS, CANINE MASSAGE

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## COUNTRYSIDE

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When it comes to some of the best learning environments for countryside studies, Plumpton brings you ample space. Space to discover new countryside skills and develop your knowledge. You'll find some of the leading land-based facilities in the UK, including ancient semi-natural woodlands, Bronze age and Roman sites, a commercial farm, and a network of small streams. You can be reassured that by choosing Plumpton's countryside courses, you'll be choosing a first-class location for your part-time course.

You'll have the opportunity to discover the benefits of the agri-environmental stewardship schemes of which we're proud to participate. We're also proud of our well-equipped workshops where you'll be able to learn practical estate skills, chainsaw use and woodcraft skills. Plus you'll be able to make the most of our laboratories for experimental work and computer suites that are equipped with Geographical Information System (GIS) and Computer Assisted Design (CAD) software.

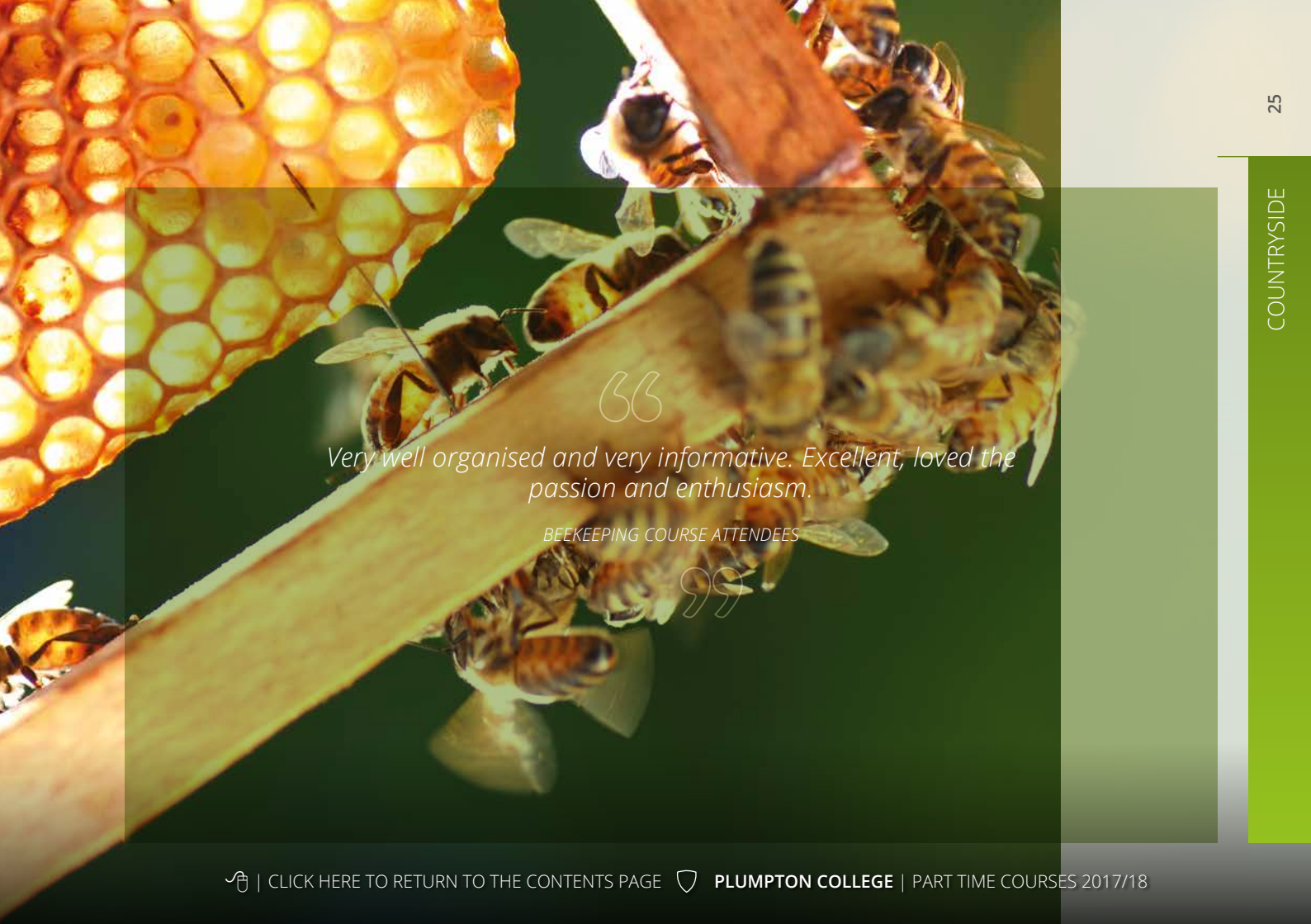
## COUNTRYSIDE

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QUALIFICATION	COURSE TITLE	DURATION	PRICE
	Beehive and Frame Assembly	1 Day	£220.00
	Beekeeping Improvers Module 1	1 Evening a week, 10 weeks	£250.00 + exam fees
	Beekeeping Taster Day	1 Day	£60.00
	Introduction to Basic Beekeeping	1 Day a week, 2 weeks	£170.00
	Introduction to Green Woodworking	1 Day	£95.00
	Shingle Making: Wooden Roofing	1 Day	£95.00
	Hedgelaying	1 Day	£95.00
	Stockfencing	1 Day	£95.00

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
PESTICIDES			
NPTC	PA1 Award in Safe Use of Pesticides	1 Day	£125.00 + exam fees
NPTC	PA6A Knapsack Sprayer: Hydraulic Nozzle	2 Days	£275.00 + exam fees
NPTC	PA6AW Hand Held Application In or Near Water with Hydraulic Nozzle	½ Day	£115.00 + exam fees
NPTC	PA6INJ Hand Held Application Using Injection Equipment	½ Day	£115.00 + exam fees



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*Very well organised and very informative. Excellent, loved the passion and enthusiasm.*

BEEKEEPING COURSE ATTENDEES

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## FIRST AID

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As some of the highest risk workplaces in the UK, land-based industries are well known for being a challenging industry to work in. In fact, over the last 10 years, the HSE has confirmed that almost one person a week has been killed, directly as a result from agricultural work.

At Plumpton, we're proud to offer an excellent range of quality First Aid courses, in partnership with WorkSafe Training. You'll find the courses fully interactive, with plenty of practical resources and the opportunity to gain invaluable hands-on experience. Ideal for you to put into practice back at your workplace – giving you the skills and knowledge to be applied to your business and specialisms.



# FIRST AID

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
WorkSafe	Emergency First Aid at Work (EFAW)	1 Day	£85.00
WorkSafe	Emergency First Aid at Work: Forestry Operations	1 Day	£85.00
WorkSafe	Emergency First Aid at Work: For Schools	1 Day	£85.00
WorkSafe	First Aid at Work	3 Days	£200.00
WorkSafe	Refresher: First Aid at Work	2 Days	£130.00
WorkSafe	Annual Refresher: First Aid at Work	1 Day	£85.00
WorkSafe	Advanced First Aid and Casualty Management	2 Days	£130.00
WorkSafe	Basic Life Support (AED)	½ Day	£60.00
WorkSafe	Refresher: Basic Life Support (AED)	½ Day	£50.00
WorkSafe	First Aid for Forest School Leaders	2 Days	£130.00
WorkSafe	Outdoor First Aid	1 Day	£85.00
WorkSafe	Outdoor First Aid: Intermediate	2 Days	£130.00
WorkSafe	Paediatric and Early Years First Aid	2 Days	£130.00







## FLORISTRY

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One of the most creative options in the land-based sector, if you're looking to develop your skills, you've certainly come to the right location at Plumpton. A perfect natural environment to study amongst our wonderful college grounds, you'll enjoy the beautiful surroundings of the South Downs. Combined with the excellent tuition of our expert staff, you'll be able to make the most of our stunning estate grounds and horticulture greenhouses.

A truly creative industry, whether you're looking to develop your personal skills or wish to enhance your career options. And as for employment, there's no shortage of florists. With over 10,400 florists in the UK, 94% employ less than 10 people. Which means that floristry presents lots of career opportunities for you.

At Plumpton, our qualified experts make sure that you get the most from your learning. A great opportunity for you to discover how to make beautiful creations from different flowers and natural foliage, selected from our own indoor and outdoor sources.

# FLORISTRY

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
NCFE	Creative Craft: Introduction to Floristry	1 Day a week, 15 weeks	£475.00
NCFE Level 3 Certificate	Creative Craft Advanced Floral Design	1 Day a week, 22 weeks	£995.00
NCFE Level 3 Certificate	Creative Craft Advanced Wedding Designs & Function Flowers	1 Day a week, 22 weeks	£995.00
	Beginners Floristry	1 Evening a week, 10 weeks	£395.00
	Intermediate Floristry	1 Evening a week, 10 weeks	£395.00
	Advanced Floristry	1 Evening a week, 10 weeks	£395.00
	Wedding Workshop	1 Day	£80.00
	Christmas Workshop	1 Day	£65.00
	Summer Workshop	1 Day	£80.00



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*I have found my course to be very well planned and really informative. As a result, my practical skills have developed massively and I'm learning to produce some really good pieces.*

STUDENT NCFE LEVEL 2 CREATIVE CRAFT IN FLORISTRY

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# FORESTRY & ARBORICULTURE

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As one of the most fantastic environments in the UK to study forestry and arboriculture, we have an extensive site that will enable you to gain hands-on experience. With an 800-hectare estate, you'll find farmed land, hedgerows, pond and streams plus woodland areas.

Equipped with state-of-the-art technology, we have all the latest equipment to help you throughout your course. This includes saw mills, tractors, wood chippers and work platforms. You'll also be able to access and receive training in the use of Geographical Information Systems (GIS) and Computer Assisted Design (CAD) in our computer suites.

Our expert staff will help you to gain invaluable knowledge and provide you with all the support you need to develop your skills in the commercial aspects of forestry and arboriculture plus engage in industry research. Some of our courses are also held at our site at Flimwell which boasts a working commercial woodland and an up-to-date modern workshop.

# FORESTRY & ARBORICULTURE

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
NPTC Level 2 Award	Chainsaw Maintenance and Cross Cutting	2 Days	£300.00 + exam fees
NPTC Level 2 Award	Felling and Processing Trees up to 380mm	4 Days	£600.00 + exam fees
NPTC Level 2 Award	Safe Use of a Powered Pole Pruner	1 Day	£140.00 + exam fees
NPTC Level 2 Award	Safe Use of Brush-Cutters and Trimmers	1 Day	£150.00 + exam fees
NPTC Level 2 Award	Tree Climbing & Aerial Rescue	5 Days	£650.00 + exam fees
NPTC Level 2 Award	Competence in Manually Fed Wood Chippers	1 Day	£175.00 + exam fees
NPTC Level 2 Award	Safe Use of Handheld Hedge Cutters	1 Day	£150.00 + exam fees
NPTC Level 3 Award	Aerial Cutting of Trees and Using Free-Falling techniques	3 Days	£450.00 + exam fees
NPTC Level 3 Award	Felling and Processing Trees over 380mm	3 Days	£450.00 + exam fees
LANTRA	Chainsaw Refresher Course in Felling & Processing Trees up to 380mm	1½ Days	£210.00 + exam fees
LANTRA	Chainsaw Refreshers in Maintenance & Cross-Cutting	1 Day	£130.00 + exam fees
LANTRA	Basic Tree Survey and Inspection	1 Day	£110.00 + exam fees
	Tree Inspection for a Woodland Owner	1 Day	£95.00
	Practical Woodland Management Using Hand Tools	1 Day	£95.00
	Domestic Chainsaw Use: Felling Small Trees up to 150mm	1 Day	£150.00
	Domestic Chainsaw Use: Maintenance and Cross Cutting	1 Day	£150.00
	Generating Income from a Coppice Woodland	1 Day	£95.00



# FORESTRY & ARBORICULTURE

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

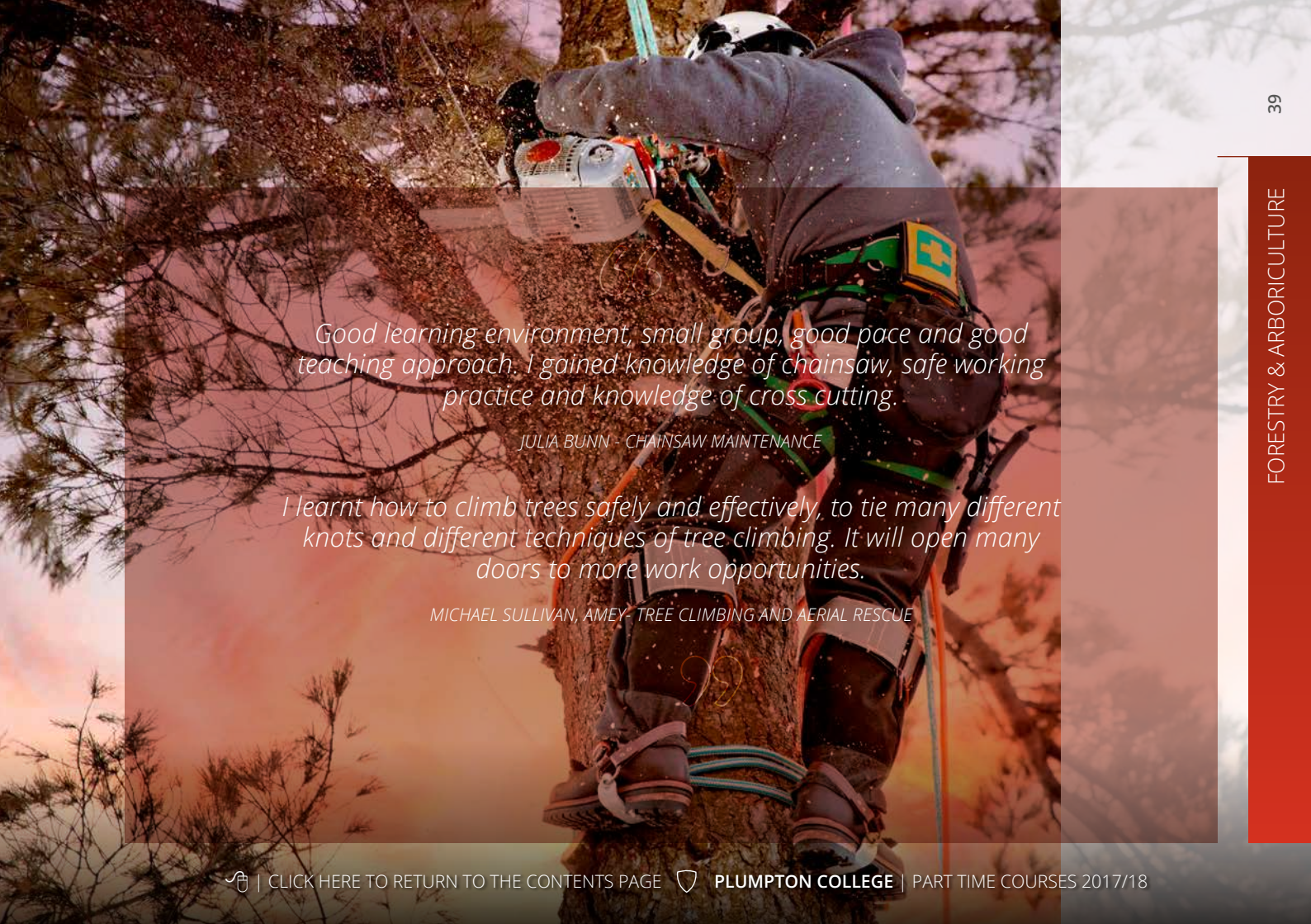
QUALIFICATION	COURSE TITLE	DURATION	PRICE
	Introduction to Mobile Saw Milling	1 Day	£95.00
	Introduction to Woodland Management and Applying for Felling Licences	1 Day	£95.00
	Oak Timber Framing	5 Days	£425.00
	Woodland Archaeology	1 Day	£75.00
	Tree Identification Spring/Summer	½ Day	£50.00
	Tree Identification Autumn/Winter	½ Day	£50.00
	Woodland Pest & Diseases	1 Day	£95.00
	Charcoal Making	1 Day	£95.00
	Trug Making	1 Day	£95.00
	Willow Structures	1 Day	£95.00



# FORESTRY & ARBORICULTURE

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
WORKSHOP PACKAGE			
	Felling and Processing Trees up to 380mm	½ Day	£35.00 each, or £150.00 for all 5
	Workshop: Planning Timber Felling and Wood Fuelled Processing	½ Day	
	Workshop: Woodland Maintenance & Equipment Care	½ Day	
	Workshop: introduction to Woodland Management	½ Day	
	Workshop: Tree Care to Optimise End Value	½ Day	

A person wearing a grey hoodie, a white helmet, and a green and black climbing harness is positioned high up in a tree. They are using a chainsaw to cut into the bark of a large tree trunk. The person's legs are spread wide to maintain balance, and they are wearing black climbing boots. The background shows the dense foliage of the tree and a clear sky.

*Good learning environment, small group, good pace and good teaching approach. I gained knowledge of chainsaw, safe working practice and knowledge of cross cutting.*

JULIA BUNN - CHAINSAW MAINTENANCE

*I learnt how to climb trees safely and effectively, to tie many different knots and different techniques of tree climbing. It will open many doors to more work opportunities.*

MICHAEL SULLIVAN, AMEY- TREE CLIMBING AND AERIAL RESCUE





## HORTICULTURE

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In the land-based sector, the horticulture industry presents many career opportunities. With over 300,000 people employed in the UK and contributing £9 billion to the UK's economy, at Plumpton we're delighted to be a trusted location for learning and expanding your skills.

Our excellent facilities at Plumpton and Stanmer Park near Brighton include extensively planted areas. These ensure that you gain a broad experience in plant identification and maintenance. A perfect location for your studies – whether as part of your job function or for personal development, you'll have the opportunity to discover our endangered plant collections of Black Poplars and National Collection of Hebes. Linked to Kew Gardens and the endangered plant network, we're proud of our superb connections.

Our large glass area is a fantastic place to intensively grow edible and ornamental plants. We have an aquaponics unit, which is designed to grow crops used for fish production. This is a further example to our commitment to sustainable food production in an urban environment. Meanwhile our large landscaping centre is a great location for our practical brickwork and paving courses. We also have first class design facilities using the latest Vectorworks software.



# HORTICULTURE

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
GARDEN DESIGN			
NCFE Level 2 Award	Garden Design	1 Morning a week, 30 weeks	£475.00
Professional Diploma	Garden Design	1 Day a week, 33 weeks	£5450.00
	Computer Aided Design 1: Vectorworks	1 Morning a week, 5 weeks, Fortnightly	£350.00 10% discount if attended CAD 1
	Computer Aided Design 3: Vectorworks	1 Morning a week, 5 weeks, Fortnightly	£350.00 10% discount if attended CAD 1 & 2
	Garden Design 1: Design Principles	1 Day a week, 10 weeks	£375.00
	Garden Design 2: Practical Surveying your Garden and Planting Design	1 Day a week, 10 weeks	£375.00 10% discount available if attended GD1
	Garden Design 3: Garden Visits, Planting Design and Plans	1 Day a week, 10 weeks	£375.00 20% discount available if attending GD1 & GD2
	Drawing Course for Garden Designers	1 Week	£450.00 10% discounts available if attending the Professional Diploma in Garden Design
	Garden Design Day	1 Day	£45.00
	Professional Extra in Garden Design	1 Day a week, 10 weeks	£1500.00



# HORTICULTURE

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
HORTICULTURE			
City & Guilds Level 1 Award	Flourish Course: Practical Horticulture Skills	1 Day a week, 5 weeks	£185.00
City & Guilds Level 1 Certificate	Flourish Course: Practical Horticulture Skills	1 Day a week, 15 weeks	£795.00
City & Guilds Level 1 Diploma	Flourish Course: Practical Horticulture Skills	33 Weeks	£995.00
City & Guilds Level 2 Award	Practical Horticulture Skills	5 Weeks	£185.00
City & Guilds Level 2 Certificate	Practical Horticulture Skills	15 Weeks	£795.00
City & Guilds Level 2 Diploma	Practical Horticulture Skills	33 Weeks	£995.00
City & Guilds Level 2 Diploma	Practical Horticulture Skills – Garden Design	33 Weeks	£995.00
RHS Level 2 Certificate	Principles of Horticulture	1 Day a week, 30 weeks or 1 Evening a week, 60 weeks	£950.00
RHS Level 2 Certificate	Practical Horticulture	1 Morning a week, 30 weeks or 1 Afternoon a week, 30 weeks or 1 Evening a week, 30 weeks	£595.00
RHS Level 3	Certificate in Practical Horticulture	1 Morning a week, 30 weeks	£950.00
NPTC Level 2 Award	Safe Use of Hand Held Hedge Cutters (IA)	1 Day	£150.00 + exam fees
NPTC Level 2 Award	Safe Use of Pedestrian Controlled Mowers – Cylinder & Rotary	1 Day	£150.00 + exam fees
NPTC Level 2 Award	Safe Use of Ride on Self Propelled Mowers – Cylinder & Rotary	1 Day	£150.00 + exam fees
	Plan and Plant an Orchard	1 Day	£95.00
	Fruit Tree Pruning & Orchard Management	1 Day	£95.00



# HORTICULTURE

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
LANDSCAPING			
	Basic Brickwork	1 Day	£95.00
	Intermediate Brickwork	1 Day	£95.00
	Garden Fencing	1 Day	£150.00
	Paving Slabs and Block Paving	1 Day	£95.00
	Woodwork for Landscapers	1 Day	£150.00
PESTICIDES			
NPTC	PA1 Award in Safe Use of Pesticides	1 Day	£125.00 + exam fees
NPTC	PA3 Air Assisted Sprayer (Mounted or Trailed)	1 Day	£200.00 + exam fees
NPTC	PA6A Knapsack Sprayer: Hydraulic Nozzle	2 Days	£275.00 + exam fees
NPTC	PA6AW Hand Held Application In or Near Water with Hydraulic Nozzle	½ Day	£115.00 + exam fees
NPTC	PA6INJ Hand Held Application Using Injection Equipment	½ Day	£150.00
NPTC Level 2 Award	Safe Use of Handheld Hedge Cutters	1 Day	£150.00 + exam fees
NPTC Level 2 Award	Safe Use of Brush-Cutters and Trimmers	1 Day	£150.00 + exam fees



“

*I learned several skills to save me time and effort...I now have the skills to produce higher quality work.*

DANIEL BIANCOM - BASIC BRICK LAYING

”



## MACHINERY, METALSMITHING & MOTOR VEHICLE

When it comes to metalworking, we have some of the UK's leading forges here at Plumpton. Only a few miles away from the creative hub that is Brighton and Hove, you're also only 45 minutes away from London's exhibitions and museums.

With additional specialist jewellery and welding facilities, we have the perfect location for you to learn new skills and develop your current abilities.

Our new purpose-built workshop has 29 forges. You'll be able to use our excellent steel preparation equipment which includes a band saw, CNC plasma cutter and steelworker. If jewellery is your passion, you'll enjoy spending time in our superb individual workstations in our workshops. We've also got three jewellery specific workshops which include access to enamelling kilns, rolling mills, and a fume cabinet for use with resins and acid etching.

Other resources that you'll be able to benefit from include extensive welding facilities which include low pressure gas (LPG) soldering and brazing, metal inert gas (MIG) welding, manual metal arc welding [MMA] and tungsten inert gas welding (TIG).

Further metal finishing facilities include a grinding room with downdraught benches, polishing and sandblasting equipment. If you're looking to study a degree course, you'll be able to make use of our dedicated workshop area with lockers and jewellery benches.

If you're looking to take one of our part-time motor vehicle courses, you'll be able to use our excellent motor vehicle workshops; fully equipped with three ramps and a variety of vehicles for you to work on. We also have a fleet of tractors that have GPS technology.





# MACHINERY, METALSMITHING & MOTOR VEHICLE

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
MACHINERY			
LANTRA	Industrial Counter-Balanced Forklift	3 Days	£495.00 + exam fees
LANTRA	Rough Terrain Telescopic Lift Truck for experienced operators	3 Days	£495.00 + exam fees
LANTRA	Refresher: Rough Terrain Telescopic Lift Truck	1 Day	£165.00 + exam fees
LANTRA	Tractor Driving	2 Days	£330.00
LANTRA	All-Terrain Vehicle Sit In	2 Days	£215.00 + exam fees
	Tractor Driving	2 Days	£330.00 + exam fees
	All-Terrain Vehicle Sit Astride	2 Days	£215.00 + exam fees
	Tractor Maintenance	2 Days	£200.00
	Garden Design Day	1 Day	£495.00 + exam fees
	Professional Extra in Garden Design	1 Day	£495.00 + exam fees
MOTOR VEHICLE			
IMI	MOT Testing for Practicing Mechanics	3 Days	£475.00 + exam fees
	Basic Car Maintenance	1 Evening a week, 6 weeks	£200.00
	Abrasive Wheels	1 Day	£65.00



# MACHINERY, METALSMITHING & MOTOR VEHICLE

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
METALSMITHING			
City & Guilds Level 1 Award	Introductory Manual Metal Arc (MMA) Welding	1 Evening a week, 14 weeks	£300.00
City & Guilds Level 1 Award	Introductory Metal Inert Gas (MIG) Welding	1 Evening a week, 14 weeks	£300.00
City & Guilds Level 1 Award	Introductory Tungsten Inert Gas (TIG) Welding	1 Evening a week, 14 weeks	£300.00
City & Guilds Level 2 Award	Manual Metal Arc (MMA) Welding	1 Evening a week, 14 weeks	£300.00
City & Guilds Level 2 Award	Introductory Metal Inert Gas (MIG) Welding	1 Evening a week, 14 weeks	£300.00
City & Guilds Level 2 Award	Introductory Tungsten Inert Gas (TIG) Welding	1 Evening a week, 14 weeks	£300.00
	Introduction to Welding	1 Evening a week, 10 weeks	£380.00
	Metalsmithing	1 Evening a week, 10 weeks	£380.00
	Metalsmithing - Beginners	1 Evening a week, 10 weeks	£235.00 + materials
	Metalsmithing - Intermediate	1 Evening a week, 10 weeks	£235.00 + materials
	Metalsmithing- Advanced	1 Evening a week, 10 weeks	£235.00 + materials
	Introductory Jewellery Course	1 Evening a week, 10 weeks	£280.00
	Silver Jewellery Making	1 Evening a week, 10 weeks	£280.00





As one of the UK's leading educational centres for wine production since 1988, we're very proud of our excellent facilities here. In choosing Plumpton, you'll have the guarantee that you'll be studying in the heart of the South East of England's dynamic wine production industry, whether for your own personal interest or to develop your career prospects. Not only that, you'll also benefit from London's wine trade – just a short distance away.

With 10 hectares of vineyards, we produce about 40,000 bottles of our award-winning still and sparkling wine each year. In joining us at Plumpton, you'll have the opportunity to develop your knowledge and practical skills at our outstanding purpose-built Wine Centre. We have a fantastic range of courses where you'll be able to use our commercial winery, laboratories, research winery plus a wine sensory evaluation room for you to use throughout your studies. Supported by our superb team of specialist lecturers and instructors, you'll gain invaluable insight into best practice of the 'old' and 'new' world.

As you develop your skills, you'll also have the chance to build your contacts within the industry; forging links with the UK wine trade and wine producers across Europe.

Graduates of our Plumpton wine programmes have gone on to a variety of roles including:

- Vineyard managers and winemakers (UK and abroad including Australia, Canada, France, New Zealand, Portugal, Spain and the USA)
- Wine buyers, importers, brand managers and sales account managers
- Winemaking consultants and research scientists
- Wine tourism operators, journalists and educators

# WINE

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
	Intensive Principles of Vinegrowing	4½ Days	£650.00
	Intensive Principles of Winemaking	5 Days	£675.00 + materials
WORKSHOPS			
Principles of Vinegrowing	Evaluating and Improving Vineyard Sites	1 Day per session or 7 Days for all sessions	£135.00 per session or £810.00 for 7
	Selecting Vine Varietals and Winter Pruning		
	Vine Propagation and Nutrition		
	Planting and Trellising Vines		
	Weed Control and Sustainable Viticulture		
	Vineyard Pest Management		
	Summer in the Vineyard		
Principles of Winemaking	Preparation for Harvest	1 Day per session or 7 Days for all sessions	£135.00 per session or £810.00 for 7 + materials
	Grape Processing		
	Alcoholic Fermentation		
	Red Wine Production		
	Wine Clarification		
	Wine Stability and Bottling		
	Sparkling Wine Production		





# WINE

Please read our refund policy on page 6. If you are in receipt of Jobseeker's Allowance or Income Support, you may be entitled to a further reduction.

QUALIFICATION	COURSE TITLE	DURATION	PRICE
WSET Level 2 Award	Wines & Spirits	3 Days + 1 Hour Exam	£385.00
WSET Level 3 Award	Wines & Spirits	1 Day a week, 15 weeks	£745.00
WSET Level 4 The Business of Wine	The Wine Trade	1 Session a week, 15 weeks	£700.00 + exam fees
WSET Level 4 Wine Production	Grape Growing and Winemaking	1 Session a week, 30 weeks	£1400.00 + exam fees
WSET Level 4 Light Wines of the World	Wines of the World 2	1 Session a week, 30 weeks	£1400.00 + exam fees
WSET Level 4 Spirits of the World	Spirits, Beers and Cider	1 Session a week, 15 weeks	£700.00 + exam fees
WSET Level 4 Sparkling Wines of the World	Sparkling and Fortified Wines	1 Session a week, 15 weeks	£700.00 + exam fees
PESTICIDES			
NPTC	PA1 Award in Safe Use of Pesticides	1 Day	£125.00 + exam fees
NPTC	PA3 Air Assisted Sprayer (Mounted or Trailed)	1 Day	£200.00 + exam fees

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*The Principles of Vine Growing was a hugely worthwhile course for me to do. When completing my WSET Diploma I gained a lot of theoretical knowledge of vinification and viticulture. I wanted to increase my practical knowledge of both of these, this led to working in a vintage in Australia to help with my winemaking. However, rather than spend a year working in a vineyard I did the next best thing and saved a lot of time by taking the Plumpton course.*

*The course is a good split of theory and practical, the theory revised and supplemented what I learnt at Diploma but the practical side was all new to me and hugely valuable. There is no other way to see how theory fits into practicality without actually stepping into the vineyard! It has been incredibly beneficial in my current study in year one MW. The vast majority of students however are doing the course in order to run their own vineyard and I really think this is a great way of preparing people to do this. I wouldn't hesitate recommending this course to anyone interested in learning more about growing grapes.*

MIKE BEST, WSET BUSINESS DEVELOPMENT MANAGER

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## BESPOKE COURSES AND SUMMER BOOKINGS

Plumpton has everything you need to run a successful event. We're frequently chosen as the venue of choice for a variety of festivals, pony and riding clubs, and summer schools. A fantastic venue, we're found in the heart of the beautiful South Downs National Park. Only 20 minutes away from Brighton, you can also get to us easily from Gatwick and Heathrow airports.

If you're looking for an exciting and inspirational location, we're happy to work with you to organise your ideal bespoke event. Our enthusiastic team are here around the clock for you. We've got 180 beds available over the Summer months – in a mixture of single and twin rooms – some with shared bathrooms.

We'll take all the hassle out of organising your course or event. Advising you on every element to make sure that your visitors have an excellent visit to Plumpton. Our team can help with:

- **Airport shuttle service**
- **Camping facilities**
- **Equine facilities with stabling for 30 horses including indoor and outdoor arenas**
- **IT facilities and free Wi-Fi**
- **Large commercial farm and animal care unit where you'll see many exotic animals and birds of prey**
- **Lawns for marquees**
- **Male and female accommodation**
- **On-site catering facilities offering local produce where possible**
- **Outdoor activities including indoor climbing wall, kayaking, mountain biking**
- **Use of sports facilities including large sports hall and tennis courts**
- **Variety of classrooms and office space available**



# BESPOKE COURSES AND SUMMER BOOKINGS

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## BESPOKE TRAINING

When it comes to investing in your business, you need to ensure that any training you choose is beneficial to both employees and your business. With our combination of an outstanding knowledge of the land-based sector and expert staff, we are able to deliver first class training. We'll take the time to understand your requirements. All with the view to creating a perfectly tailored training programme that meets your company needs.

You can choose to have your training either at your place of work or at one of our excellent training facilities across Sussex.

Many of our bespoke courses are offered with the National Proficiency Test Committee (NTPC) assessment.

Just some of the bespoke courses that we can deliver for your company:

**Animal Husbandry**

**Brushcutter and Trimmer**

**Chainsaw refreshers**

**First Aid**

**Fork Lift Truck**

**Mowers, Ride on & pedestrian**

**Pesticides**

**Pole Saw**

**Pro Chainsaw**

**Sheep Dipping**

**Tractor Driving and related operations**

**Wine Workshop**

**Wood Chipper**

plus many more...

Please contact Sarah Firrell for further information

email: [sarah.firrell@plumpton.ac.uk](mailto:sarah.firrell@plumpton.ac.uk)

Tel: 01273 892014



# CHOOSE PLUMPTON FOR YOUR BUSINESS

## VENUE HIRE

At Plumpton College we have a fantastic venue with a difference. Perfect for a variety of events, we're easily located with ideal spaces to hold your business or social event. We've got bright and airy rooms, a natural environment, and a range of room sizes for you to choose from. Some of the rooms have great views of the South Downs too.

Catering-wise, we have excellent facilities, all designed by our own hospitality chef. You'll find that many of our ingredients are sourced from our own local produce – grown here on the Plumpton estate. This includes fresh bacon, meat, milk and sausages.

We also have over 300 car parking spaces on site, free Wi-Fi and access to our on-site residential accommodation.

## CONFERENCES

Plumpton is a great welcoming location for conferences. We have superb facilities here at our excellent designated business centre. It's ideal for conferences, corporate social events, meetings, seminars, staff away days or training courses.

Our modern purpose-built conference rooms are spacious and well-lit. Three of our rooms have fabulous views of the South Downs National Park. Facilities-wise, we have interactive whiteboards, projector screens and an excellent conferencing team to help you at every stage of your event.

We have five rooms for you to hire at the Sussex Rural Business Centre. Two ground floor rooms are perfect for bespoke training courses, plus we have one larger room upstairs which accommodates 85, theatre style, 50 in cabaret, 25 in boardroom and other styles available. Two other rooms fit up to 50 in theatre style.

## FACILITIES

You'll be guaranteed excellent hospitality facilities for you and your guests. With the majority of our food prepared in-house by our own hospitality chef, wherever possible we source our own local produce. This includes meat; sausages, bacon and milk which all come directly from our Plumpton estate farm.

You'll find us very accommodating here at Plumpton. With disabled access, and a transport shuttle service, we're here to help.



# COLLEGE DATES

You're very welcome to join us at one of our events - come and see what we have to offer!

SATURDAY 30 <sup>TH</sup> SEPTEMBER 2017	9.00am to 12.00pm (Plumpton Campus)
SATURDAY 14 <sup>TH</sup> OCTOBER 2017	9.00am to 12.00pm (Netherfield Campus)
SATURDAY 11 <sup>TH</sup> NOVEMBER 2017	9.00am to 12.00pm (Plumpton Campus)
SATURDAY 13 <sup>TH</sup> JANUARY 2018	9.00am to 12.00pm (Plumpton Campus)
WEDNESDAY 7 <sup>TH</sup> FEBRUARY 2018	3.00pm to 7.00pm (Plumpton Campus)
SATURDAY 3 <sup>RD</sup> MARCH 2018	9.00am to 12.00pm (Plumpton Campus)
SATURDAY 21 <sup>ST</sup> APRIL 2018	9.00am to 12.00pm (Netherfield Campus)
THURSDAY 28 <sup>TH</sup> JUNE 2018	3.00pm to 7.00pm (Plumpton Campus)
SATURDAY 25 <sup>TH</sup> AUGUST 2018	9.00am to 12.00pm (Plumpton Campus)

## TERM DATES

### AUTUMN TERM

Term Begins - 11/09/17 (FE), 18/09/17 (HE)  
 Study Week - 23-27/10/17  
 Term Ends -14/12/17

### SPRING TERM

Term Begins - 02/01/18 (FE), 08/01/18 (HE)  
 Study Week - 12-16/02/18 (FE)  
 Inter-semesterial Break - 22/01-02/02/18 (FE)  
 Term Ends - 29/03/18

### SUMMER TERM

Term Begins - 16/04/18 (FE), 23/04/18 (HE)  
 Academic Retrieval Week - 28/05-01/06/18 (FE)  
 Term Ends - 15/06/18 (FE), 01/06/18 (HE)



# APPRENTICESHIPS WELCOME

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A warm welcome to Plumpton. And if the land-based sector is your choice, you have so many opportunities to choose from. As you take your steps on your exciting new journey, we're here to help. Apprenticeships are a fantastic way to develop your skills, passion and knowledge.

Set in a superb natural environment that is over 800 hectares, you'll be able to grow your knowledge and practical hands-on abilities in a sector that plays a vital part of the entire rural community.

As one of the UK's leading providers of excellent land-based education and training, our apprenticeships give you the invaluable technical knowledge and on-the-job opportunities to help you both in your current working practices and your future career.

We're incredibly proud of the opportunities that our apprenticeships open up to you. It's a great time to start. Come and join us at one of our open days or get in touch to discover how we can help you.

Jeremy Kerswell  
Principal



# WHAT IS AN APPRENTICESHIP?

A great way to learn exciting new skills at the same time as taking on a job in a development programme that's been designed by employers. Through this excellent scheme, you'll gain invaluable technical knowledge plus practical hands-on experience. At Plumpton College we're proud to open up opportunities to future careers across the land-based sector. Giving you the chance to put into practice new skills and earn a wage in a real-time working environment.

## ARE APPRENTICESHIPS FOR ME?

No matter who you are, or what background you're from, this is a fantastic boost to your career journey.

## WHAT TYPES OF APPRENTICESHIPS ARE AVAILABLE?

There are several different types to choose from:

### Intermediate Apprenticeship (Level 2)

This level is ideal if you're new to the industry. Alternatively, you may be currently in employment and looking to add to your skills through a recognised qualification.

### Advanced Apprenticeship (Level 3)

This is suited to you if you currently have supervisory responsibilities as part of your role.

### Higher Apprenticeship (Level 4-5)

If you're in middle management, this apprenticeship is suitable for you.

### Degree Apprenticeship (Level 5-7)

These opportunities are suited if you currently have senior management responsibilities.

## STANDARDS

As we go to press, the current apprenticeships standards are under consideration. This means that the existing advanced and intermediate apprenticeships will be phased out. The standards are a way of assessing what an apprentice will be doing for their job role. Each of the standards has been created by employer groups and are known as 'trailblazers'. We'll continue to keep you updated as the new standards are changed and approved. To find out more about the new development standards, do visit [www.gov.uk/government/collections/apprenticeship-standards](http://www.gov.uk/government/collections/apprenticeship-standards)



## ENTRY REQUIREMENTS

- You'll need to be in full-time employment for a minimum of 30 hours each week. Plus, you'll need to ensure that you have the chance to attend college during work hours as part of your paid employment.
  - You will ideally have achieved GCSEs grades A-E or equivalent\*\*. If you have an equivalent qualification, we will also take this into consideration, along with any industry experience that you may have.
  - You'll need to attend an interview and complete an initial assessment. This is to help us understand what level you are currently working at, and to make sure that we arrange the right level programme to suit your individual needs.
- \* This rate may change on a yearly basis. Check [www.gov.uk/national-minimum-wage-rates](http://www.gov.uk/national-minimum-wage-rates)
- \*\* This will be different for Veterinary Nurses who will need 5 GCSEs at grades A-C. This must include English Language, Maths and Science, or alternatively an equivalent Level 2 or higher.

If you're 16-18 or over 19 in your first apprenticeship year, the minimum apprenticeship wage is £3.50\* an hour. However, if you're 19 or older and in further years of your apprenticeship, you'll receive the National Minimum Wage. To find out more, visit [www.gov.uk/apprenticeships-guide/pay-and-conditions](http://www.gov.uk/apprenticeships-guide/pay-and-conditions)

## EMPLOYER INFORMATION

If you're considering taking on an apprentice within your organisation, here are some further details to guide you. Apprenticeships are an excellent opportunity for you to bring new enthusiasm and skills into your organisation. Aged 16 or over, apprentices are able to combine working for you at the same time as developing their skills and knowledge by studying for a work-based qualification. This could be from GCSE level, right through to degree level. During the apprenticeship, your apprentice will need to work with experienced staff and have the opportunity to learn job-specific skills. Apprentices can either be currently working as an employee or new to your organisation.

Lasting from 1-4 years, depending on the level of qualification your apprentice is studying, you'll need to pay your apprentice the apprenticeship minimum wage while they are on placement with you. For more details visit: <https://www.gov.uk/national-minimum-wage-rates>

Hiring an apprentice is an easy process:

1. Firstly, choose an apprenticeship standard or framework that fits in with your industry and at the appropriate job level. Learn more by visiting <https://findapprenticeshiptraining.sfa.bis.gov.uk/>
2. Choose the right training organisation that meets the needs of your particular industry sector. This is vital so that your apprentice gains the relevant training, qualification and assessment. <https://findapprenticeshiptraining.sfa.bis.gov.uk>
3. Once you've finalised your plans for your apprenticeship – advertise it. At Plumpton, we do this through our excellent Find an Apprenticeship service. Visit <https://findapprenticeship.service.gov.uk/apprenticeshipsearch>
4. Appoint your apprentice and secure an apprenticeship agreement. Make sure you get this right, check <https://www.gov.uk/take-on-an-apprentice/apprenticeship-agreement>
5. Find out all the benefits that your organisation will achieve by hosting an apprenticeship, as well as the latest information on apprenticeships. Discover the government's vision for apprenticeships: <https://www.gov.uk/government/publications/apprenticeships-in-england-vision-for-2020>

### INTRODUCING THE APPRENTICE LEVY FUNDING

In Spring 2017, the way the government funds apprenticeships in England changed. Some employers are now required to contribute to a new apprenticeship levy, and there will be changes to the funding for apprenticeship training for all employers. If you're an employer operating in the UK, with a PAYE bill over £3 million each year, you'll be required to invest in apprenticeships.

Read on for details of how the apprenticeship levy works. This guidance is for all employers operating in the UK, regardless of whether you pay the apprenticeship levy or not. The reforms include giving employers the opportunity to add to the new apprenticeship standards already available:



## EMPLOYER INFORMATION

<https://www.gov.uk/government/publications/apprenticeship-standards-list-of-occupations-available> and developing standards that meet their precise needs: <https://www.gov.uk/government/publications/future-of-apprenticeships-in-england-guidance-for-trailblazers>

If your apprentice started before the 1st May 2017, the levy will not affect the way you fund training for apprentices. You'll need to carry on funding training for these apprentices under the terms and conditions that were in place at the time when the apprenticeship started.

For more details, see the government policy paper on apprenticeship funding in England from May 2017: <https://www.gov.uk/government/publications/apprenticeship-funding-from-may-2017>

### PAYING THE APPRENTICESHIP LEVY

For guidance, please read how to pay the apprenticeship levy: <https://www.gov.uk/guidance/pay-apprenticeship-levy>

Your levy will be paid and reported to HMRC through the PAYE process: <https://www.gov.uk/pay-for-employers/payee-and-payroll>

### TO ACCESS YOUR LEVY MONEY USING THE APPRENTICESHIP SERVICE:

If your business has declared a levy to the HMRC, you'll have access to funding for apprenticeships via a new online apprenticeship service account called the Apprenticeship Service. You'll have 24 months to spend what you've paid in. In looking to find the best way for your business to invest this funding, the government is looking for employers to add value to your workforce through your investment. This could be through competition for the best talent, dealing with an ageing workforce or finding ways to keep and train good team members. Have a look at this video to see how you can benefit from the Apprenticeship Service:

<https://www.youtube.com/watch?v=XDYEtj16E38>

### HOW TO GET READY FOR THE APPRENTICE SERVICE:

When you register, make sure you have the following information:

- Government Gateway login details for any PAYE schemes you wish to include in your account
- Companies House number or charity number (if applicable)

Are you part of a group – or a charity? If so, think about how you would like to structure your account to manage your apprenticeships. For more details, see guidance on paying the levy:

<https://www.gov.uk/guidance/pay-apprenticeship-levy>



## EMPLOYER INFORMATION

### LEVY PAYERS FEES

There are cap set bandings from the Government which detail the current framework apprenticeships and standards as they are introduced. Fees from May 2017:

NUMBER	BAND LIMIT	APPRENTICESHIP	LEVY PAYER*
1	£1500.00	Agriculture Level 2 (framework)	£1500.00
2	£2000.00	Animal Care Level 2 (framework) / Horse Care Level 2 (framework) / Floristry Level 2 (framework) / Horticulture Level 2 (framework)	£2000.00
3	£2500.00	Animal Care Level 3 (framework) / Floristry Level 3 (framework) / Horticulture Level 3 (framework)	£2500.00
4	£3000.00	Agriculture Level 3 (framework) / Horse Care Level 3 (framework)	£3000.00
5	£3500.00	Information to follow when new frameworks are available	£3500.00
6	£4000.00	Land-Based Service Engineering Level 2 (framework) / Land-Based Service Engineering Level 3 (framework)	£4000.00
7	£5000.00	Sports Turf Operative Level 2 (standard) / Vet Nursing – Equine Level 3 (framework) / Vehicle Maintenance and Repair Level 2 (framework)	£5000.00
8	£6000.00	Golf Greenkeeper Level 2 (standard) / Vet Nursing – Small Animal Level 3 (framework)	£6000.00
9	£9000.00	Butchery Level 2 (standard) / Welding Level 2	£9000.00
10	£12,000.00	Welding Level 3 (standard)	£12,000.00
11	£15,000.00	Information to follow when new frameworks are available	£15,000.00
12	£18,000.00	Land-Based Service Engineer Level 2 (standard) / Motor Vehicle Service and Maintenance Technician (light vehicle) Level 3 (standard)	£18,000.00
13	£21,000.00	Information to follow when new frameworks are available	£21,000.00
14	£24,000.00	Information to follow when new frameworks are available	£24,000.00
15	£27,000.00	Land-Based Service Engineering Technician Level 3 (standard)	£27,000.00

\* Please note fees are subject to change

## EMPLOYER INFORMATION

### IF YOU DON'T PAY THE LEVY

You won't need to use the apprenticeship service to pay for apprenticeship training and assessment until at least 2018. You'll be advised by the government when to start using the apprenticeship service to pay for apprenticeship training.

From the new funding system which launches in May 2017, you can now choose which training you'd like your apprentices to receive and where. These can be found using the registers available on the apprenticeship service. Have a look at the National Apprenticeship Service <https://www.gov.uk/take-on-an-apprentice>

If you have more than 49 employees, you'll be asked by the government to make a 10% contribution to the cost of your training. The government will pay the rest (90%), up to the maximum amount of government funding available for that apprenticeship. You'll be asked to pay this directly to us. As both you and the government make a payment, this is called 'co-investment'.

For every individual apprenticeship framework and standard, each will have a funding band. The top of the funding band will be the maximum that the Government will be prepared to 'co-invest'.

### FIND OUT ABOUT ADDITIONAL FUNDING

If you have less than 49 employees, the Government will pay 100% of your funding if you take on a 16-18 year old. Care leavers aged 19-24 and young people with an education, health and care plan will also included on this basis.

### INCENTIVE PAYMENTS

These are designed to encourage organisations to bring young people into the job market. The Government will pay you £1,000 plus a further £1,000 to the training provider if you take on a 16-18 year old apprentice or disadvantaged young people - 19-24 year olds leaving care or who have a education, health and care plan.



## EMPLOYER INFORMATION

### NON LEVY PAYERS' FEES

10% Fee contribution from May 2017 will be:

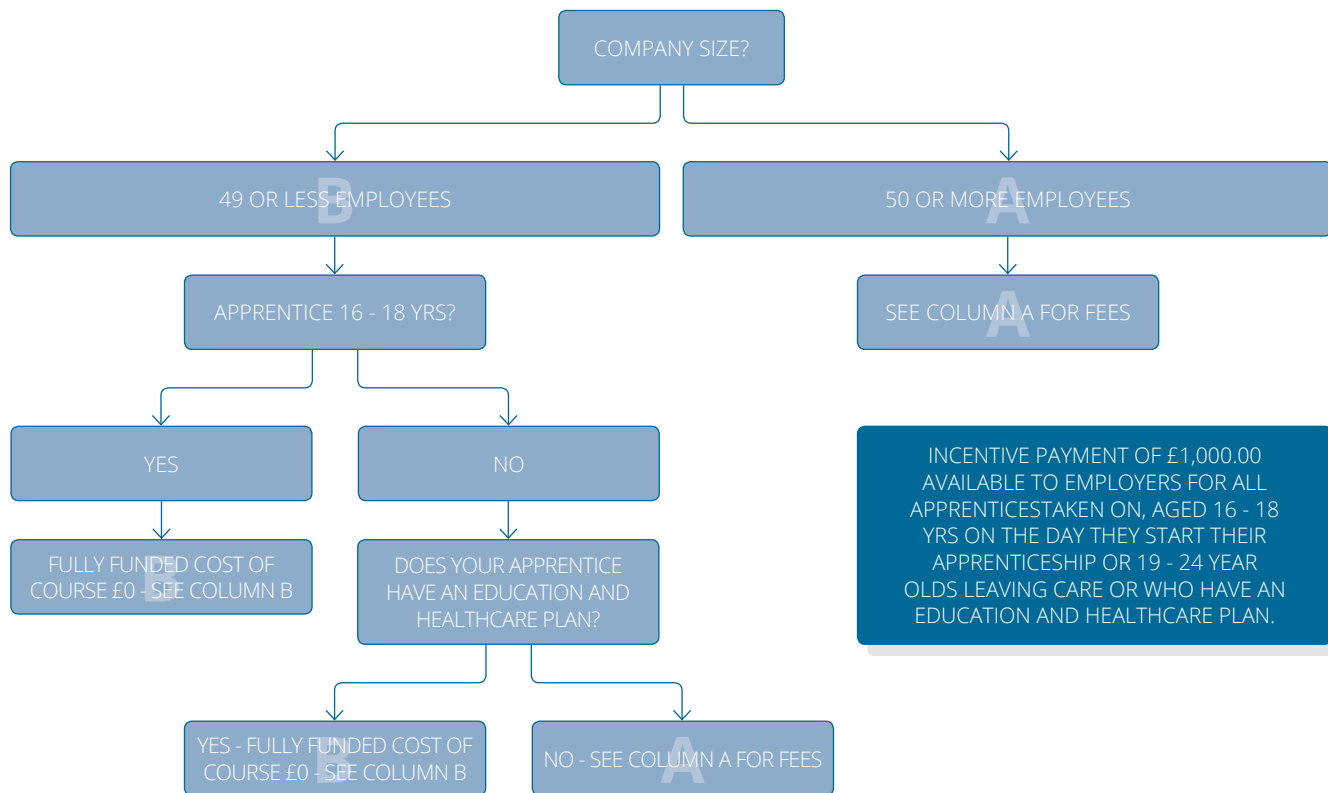
NUMBER	BAND LIMIT	APPRENTICESHIP	A*	B
1	£1500.00	Agriculture Level 2 (framework)	£150.00	£0.00
2	£2000.00	Animal Care Level 2 (framework) / Horse Care Level 2 (framework) / Floristry Level 2 (framework) / Horticulture Level 2 (framework)	£200.00	£0.00
3	£2500.00	Animal Care Level 3 (framework) / Floristry Level 3 (framework) / Horticulture Level 3 (framework)	£250.00	£0.00
4	£3000.00	Agriculture Level 3 (framework) / Horse Care Level 3 (framework)	£300.00	£0.00
5	£3500.00	Information to follow when new frameworks are available	£350.00	£0.00
6	£4000.00	Land-Based Service Engineering Level 2 (framework) / Land-Based Service Engineering Level 3 (framework)	£400.00	£0.00
7	£5000.00	Sports Turf Operative Level 2 (standard) / Vet Nursing – Level 3 (framework) / Vehicle Maintenance and Repair Level 2 (framework)	£500.00	£0.00
8	£6000.00	Golf Greenkeeper Level 2 (standard) / Vet Nursing – Small Animal Level 3 (framework)	£600.00	£0.00
9	£9000.00	Butchery Level 2 (standard) / Welding Level 2	£900.00	£0.00
10	£12,000.00	Welding Level 3 (standard) / Butchery Level 3 (standard)	£1200.00	£0.00
11	£15,000.00	Information to follow when new standards are available	£1,500.00	£0.00
12	£18,000.00	Land-Based Service Engineer Level 2 (standard) / Motor Vehicle Service and Maintenance Technician (light vehicle) Level 3 (standard)	£1,800.00	£0.00
13	£21,000.00	Information to follow when new frameworks are available	£2,100.00	£0.00
14	£24,000.00	Information to follow when new frameworks are available	£2,400.00	£0.00
15	£27,000.00	Land-Based Service Engineering Technician Level 3 (standard)	£2,700.00	£0.00

\* Please note fees are subject to change

**A** = Non Levy Payer with 50 or more employees – 10% | **B** = Non Levy Payer with 49 or less employees, taking on a 16-18 year old or 19-24 year old with an EHC plan



# EMPLOYER INFORMATION



## LEARNER INFORMATION

Apprenticeships open up so many exciting opportunities to you in the land-based sector. Combining practical hands-on training in employment with your studies, you'll benefit from:

- Gaining invaluable new on-the-job skills
- Earning a wage and holiday pay
- Working alongside current and experienced staff
- Studying towards a related qualification – usually for one day per week

NAME	LEVEL	EQUIVALENT EDUCATIONAL LEVEL
Intermediate Apprenticeship	2	5 GCSE passes at grades A* to C
Advanced Apprenticeship	3	2 A level passes
Higher Apprenticeship	4 and 5	Foundation degree and above
Degree Apprenticeship	6 and 7	Bachelor's or master's degree

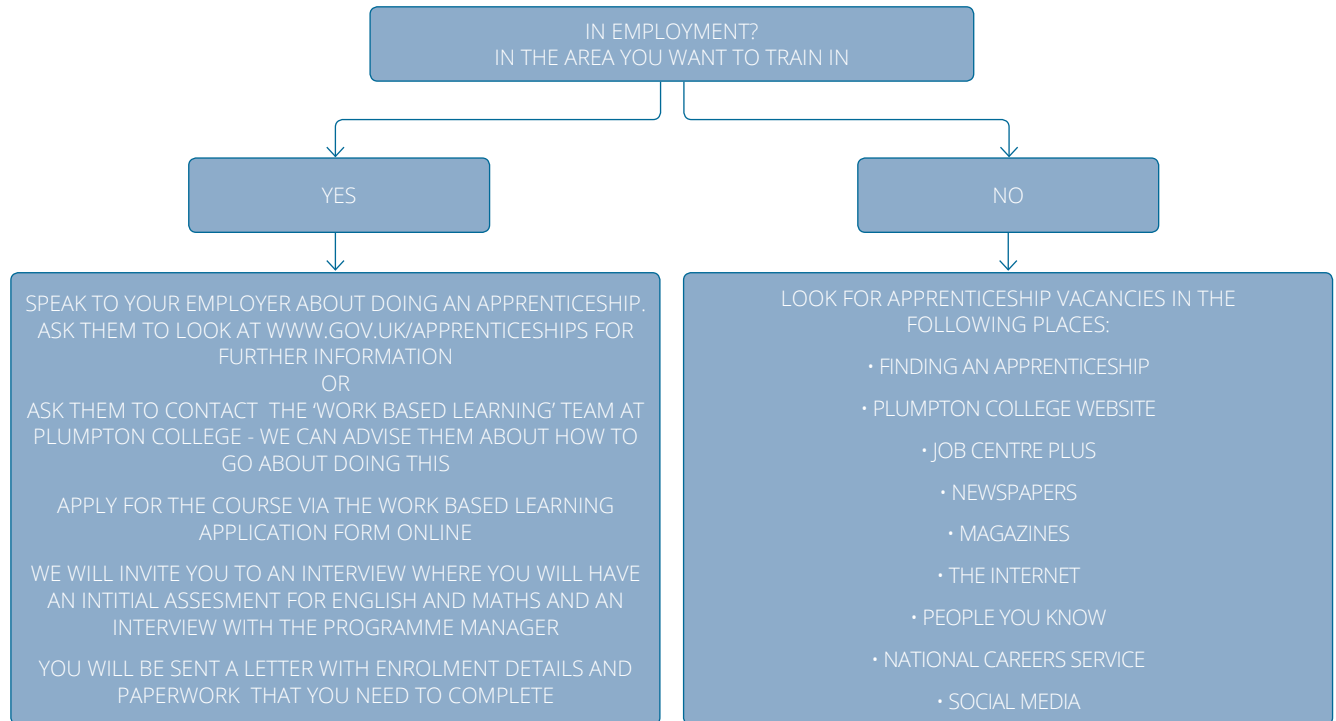
### CAN I APPLY?

Applying is simple. If you're still at school, you can apply for an apprenticeship. You'll need to be 16 or over, and not in full-time education. You'll also need to be living in England.



# FINDING WORK

If you want to do an apprenticeship, here's how:



# FINDING WORK

## HOW DO I FIND AN APPRENTICESHIP?

If you've chosen an industry sector and aren't in employment in that industry, you'll need to find an employer who will take you on for an apprenticeship. To find out some useful places to start looking, here's a list for you:

### Employment Agencies

Whether you're looking for a permanent or temporary role, employment and recruitment agencies can help to identify a suitable role. This also includes online agencies.

### Internet

Keep an eye on websites and recruitment websites.

### Jobcentre Plus

Either visit your local Jobcentre or look online [www.jobseeker.direct.gov.uk](http://www.jobseeker.direct.gov.uk)

### Magazines – trade & special interest

A good way to identify local job opportunities – you can keep an eye for careers supplements relevant to your industry sector.

### National Careers Service

There are lots of resources here to help you with careers advice. Download the Careers Advice app which is available for all Android and Apple smartphones and tablets.

### Newspapers

Keep an eye for opportunities in local newspapers.

### Plumpton College website

Visit our careers page, full of helpful information:

<https://www.plumpton.ac.uk/courses/apprenticeships/>

### Speak to people you know

It's important to keep in touch with friends, relatives and previous work colleagues to let them know you are looking for work. After all, it's not often what you know but who you know.

## PARENT INFORMATION

At Plumpton College, we understand how important it is for you to help your children make successful decisions for their career. With so many options now available, apprenticeships in particular open many exciting opportunities. Here you can find lots of useful information about the benefits of apprenticeships.

### WHAT IS AN APPRENTICESHIP?

A great chance for your daughter or son to earn while they learn. The land-based sector is thriving and apprenticeships are available in a wide variety of industries. Apprenticeships take between 1 and 4 years to complete.

### WHAT BENEFITS DO THEY OFFER?

By taking on an apprenticeship, students will be able to earn a salary and paid holiday while still training. Learning at their own pace and with the support of their own mentor. They'll be safe in the knowledge that they'll be learning skills that employers want. There are also great opportunities for progression to be had – both in further studies or progressing further up the career ladder. This also means that students have a better future earning potential. Students completing a higher apprenticeship have the chance to earn a further £150,000 over their lifetime.

### WHAT AGE CAN MY CHILD LEAVE SCHOOL?

The school leaving age has now been changed by the Government. In England, children born after the 1st September 1997 must stay in some form of education or training until after their 18th birthday. This doesn't limit students to staying at school. Opportunities are available either:

- studying full-time at school, college or with a training organisation
- working full-time or volunteering while studying or training part-time
- taking on an apprenticeship or traineeship

To learn more about apprenticeships visit:  
<https://www.getingofar.gov.uk/parents>

## HOW TO APPLY

It may be that you've already found a suitable employer to take you on. Alternatively, you may have started to talk to a potential employer. If not, here are some guidelines for applying:

1. Visit <https://www.gov.uk/apply-apprenticeship>
2. Sign in, or create an account
3. Complete and submit your application online

For advice on completing your written applications and help on interviews, visit <https://nationalcareersservice.direct.gov.uk/>

### WHAT IF I'M NOT SUCCESSFUL?

If you're not selected for interview or apprenticeship, you can ask for feedback from your application. Contact the Work-Based Learning Team for more advice and information.

Apprenticeship helpline:

Email: [nationalhelpdesk@apprenticeships.gov.uk](mailto:nationalhelpdesk@apprenticeships.gov.uk)

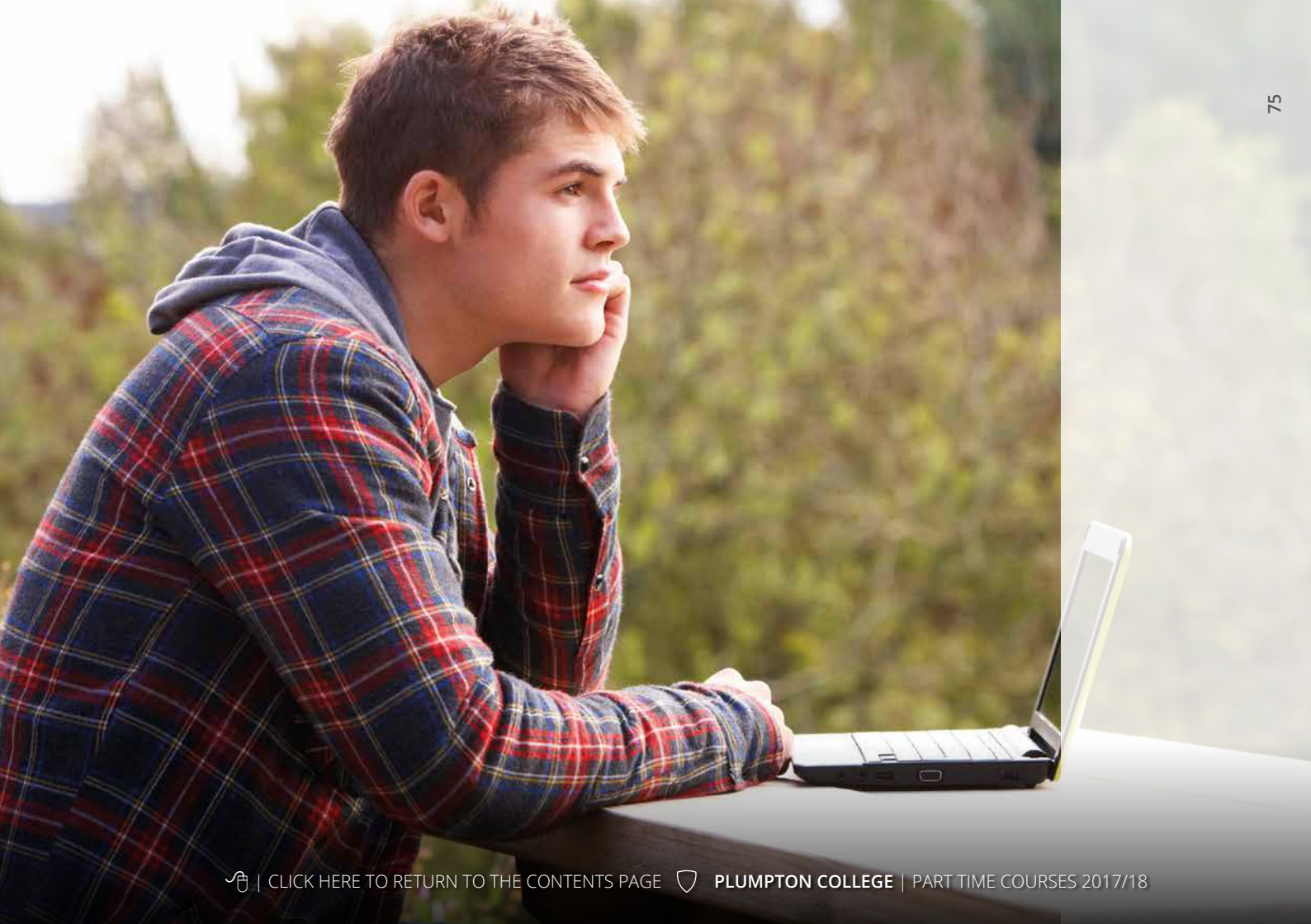
Telephone: 0800 015 0400

Open: 8am-10pm, 7 days a week

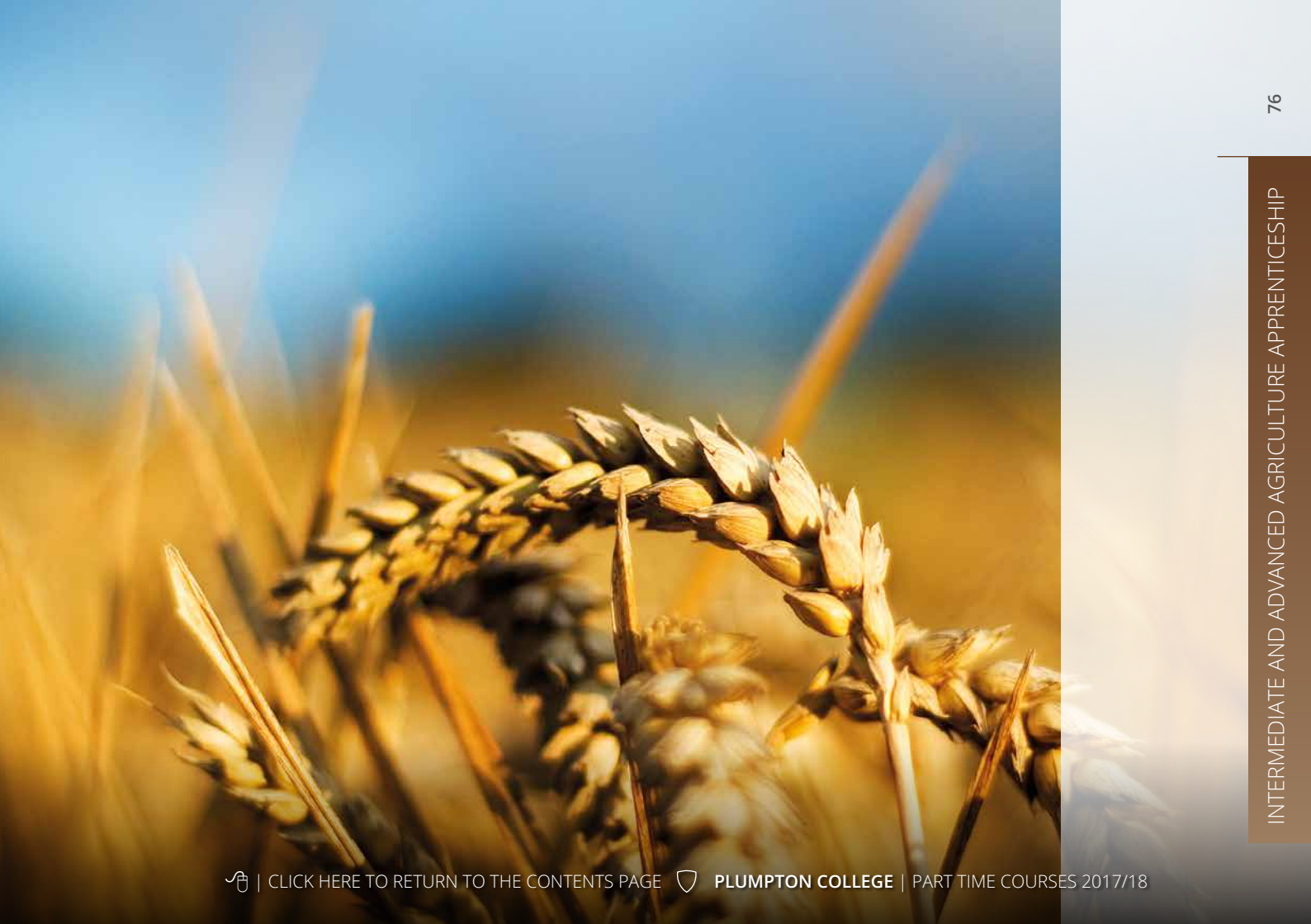
### I'M NOT SURE I'M READY FOR AN APPRENTICESHIP

You could also consider a traineeship. This course is specifically designed to prepare you for an apprenticeship. For more info, visit <https://www.gov.uk/find-traineeship>

For more details on apprenticeships visit <https://www.getingofar.gov.uk/>







# INTERMEDIATE AND ADVANCED AGRICULTURE APPRENTICESHIP

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At the heart of all our activities here at Plumpton, agriculture gives you so many different opportunities. Whether you're currently working in the industry or you're looking to start a new career journey, you can have the assurance that you've chosen a path that is absolutely vital to everyday living. With the aim of the agricultural industry being to produce food for both people and animals, you've chosen a sector that needs a highly skilled workforce.

Through our apprenticeship programme, you'll look forward to a varied programme of work and training. You'll spend time working on the college farm and wider estate – making the most of over 800 hectares of the beautiful South Downs. Work-wise, you might be based at a farm specialising in crops, or perhaps one that concentrates on livestock and dairy production. Alternatively, you could work on a mixed farm and experience them both.

## PATHWAYS:

Crop Production

Livestock Production (including Dairy)

Mixed Farming

## DURATION:

18 months – Intermediate – Thursday in College

24 months – Intermediate Dairy – Block Release

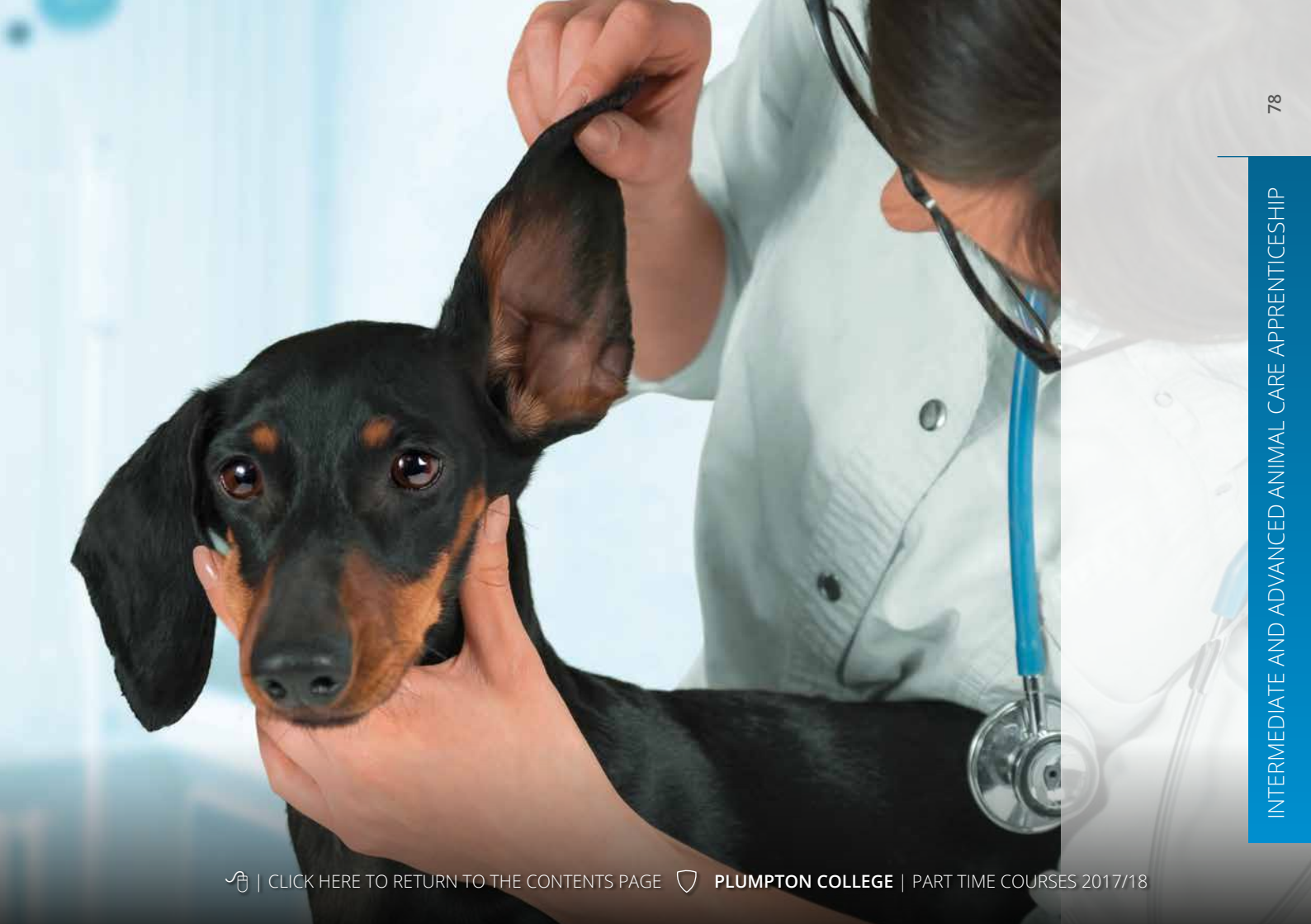
22 months – Advanced – Wednesday in College

## TIMES:

09.15 - 16.15

## ENTRY REQUIREMENTS:

See page 63



# INTERMEDIATE AND ADVANCED ANIMAL CARE APPRENTICESHIP

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The animal care industry requires a real dedication to caring for a wide variety of animals. Maintaining their welfare, it's a role that gives you opportunities in many different settings which could include catteries, kennels, rescue centres and zoos.

As an animal care apprentice, you'll gain invaluable practical experience in an exciting work setting, while in the daytime at college, you'll develop the essential underpinning knowledge you'll need to support your role.

## PATHWAYS:

Animal Welfare

Dog Grooming

## DURATION:

14 months – Intermediate

14 months – Advanced

## ATTENDANCE:

Every other week on a Thursday

## TIMES:

09.15 - 16.15

## ENTRY REQUIREMENTS:

See page 63





## LEVEL 2 BUTCHERY STANDARD

We're proud to offer the Level 2 Butchery apprenticeship as part of the Government's new standard apprenticeship initiative. Giving you all the practical skills and invaluable knowledge you'll need to be successful as a modern butcher, this is a superb opportunity whether you're new to the industry or looking to considerably extend your skills.

You'll be able to earn and be employed at the same time; gaining additional qualifications in Food Safety and Health & Safety. Not only that, but you'll have the chance to take part in several field trips including visits to a livestock market, farms and some benchmark businesses.

Your apprenticeship also includes membership to the prestigious Institute of Meat. Spending time at our excellent butchery school at least once a month, our supportive tutors will continue to visit you at your workplace. Courses start three times a year, entry is by interview.

### DURATION:

13 months

### TIMES:

09.15 - 16.15

### ENTRY REQUIREMENTS:

See page 63



## LEVEL 3 BUTCHERY STANDARD

Part of the Government's new standard apprenticeship scheme, the Level 3 apprenticeship is designed for you if you're a trainee butcher looking to take on more responsibility. You could either be working in a shop or a meat business.

Through your training at Plumpton's Butchery School and invaluable work experience, we'll help you to develop an all-round knowledge of the butchery business and the core skills that you'll need to be successful. Your course will last a maximum of 18 months. You'll need to attend the Butchery School at least once per month and your tutors will have follow-up visits to your workplace.

As part of your apprenticeship, we'll help you to gain the following qualifications:

- Level 3 Award in Food Safety Supervision

- Level 3 Award in HACCP for Food

- Level 3 Award in Health and Safety

Entry is by interview and courses start three times per year.

**DURATION:**

18 months

**TIMES:**

09.15 - 16.15

**ENTRY REQUIREMENTS:**

See page 63



# APPRENTICESHIP IN LIGHT VEHICLE MAINTENANCE AND REPAIR

With over 30 million vehicles on the UK's roads, this is one sector that requires a huge number of skilled technicians to keep motorists mobile. Whether you're currently working in a dealership for a particular manufacturer or an independent garage, this apprenticeship gives you the chance to develop your practical skills and knowledge. Using the latest technology, you'll gain the essential skills to help you as you develop as a motor vehicle technician; servicing, repairing and replacing parts of all types of vehicles.

Backed up by our excellent team of experts, you'll learn about chassis dynamics, design, engine technologies, and vehicle electronics. You'll also have further opportunities to study air conditioning and F-Gas, hybrid technology and welding.

The framework of the apprenticeship consists of:

- NVQ Level 2 in Vehicle Maintenance & Repair

- Level 2 Diploma in Vehicle Maintenance & Repair

- Employment Rights and Responsibilities

- Functional skills or GCSE in English and Maths - depending on your previous qualifications

## ASSESSMENTS:

- Practical Competencies

- Written Assessment

- Oral Assessment

- Observations in the Workplace

- On-line Computer Examinations

## DURATION:

- 18-24 months, one day a week on Fridays

## ENTRY REQUIREMENTS:

- See page 63

## PROGRESSION:

- Level 3 Advanced Apprenticeship in Motor Vehicle Maintenance and Repair

## CAREER OPPORTUNITIES:

- You'll be able to continue to choose a role as a motor vehicle mechanic, motor vehicle technician or self-employed mobile technician.





## INTERMEDIATE AND ADVANCED HORTICULTURE APPRENTICESHIP

As one of the leading land-based industries that opens up a huge range of exciting career options, the horticulture industry is an area that gives you lots of options for your future. In fact, with a 30% skills shortage in the industry, you'll have many excellent employment opportunities available to you.

At Plumpton, we're proud to offer these intermediate and advanced apprenticeship courses. Supported by our enthusiastic staff, you'll get to develop both your practical skills on the job at the same time as developing your knowledge at college. Once you've completed your core units, you'll have the option to specialise. This will depend on your workplace. So, you could be working at a garden centre, golf club, landscaping company, sports club or even a vineyard.

### PATHWAYS:

Horticulture – Wednesday at College

Production Horticulture (including vineyard) – Wednesday at College

Hard Landscaping – Wednesday at College and Delivery in the Workplace

### NEW STANDARD:

Sports Turf – Greenkeeper – Tuesday at College

Sports Turf – Groundsman – Tuesday at College

Parks, Gardens and Green Spaces – Wednesday at College

### DURATION:

20 months – Intermediate

24 months – Advanced – Attend College first Thursday of the month

### TIMES:

09.15 - 16.15





# INTERMEDIATE AND ADVANCED LAND-BASED SERVICE ENGINEERING APPRENTICESHIP

If you're employed full-time in the land and engineering industry, this is an ideal apprenticeship for you. Through a combination of paid employment and essential in-college training, you'll learn invaluable skills regarding maintenance and repair of a range of mechanised equipment used in agriculture, ground care and other land-based industries.

Backed by our excellent tutors who have extensive practical experience in these areas, you'll have the opportunity to increase your skills and knowledge of land-based engineering.

## PATHWAYS:

Agriculture Machinery  
Ground Care Machinery

## DURATION:

24 months – Intermediate  
15 months – Advanced

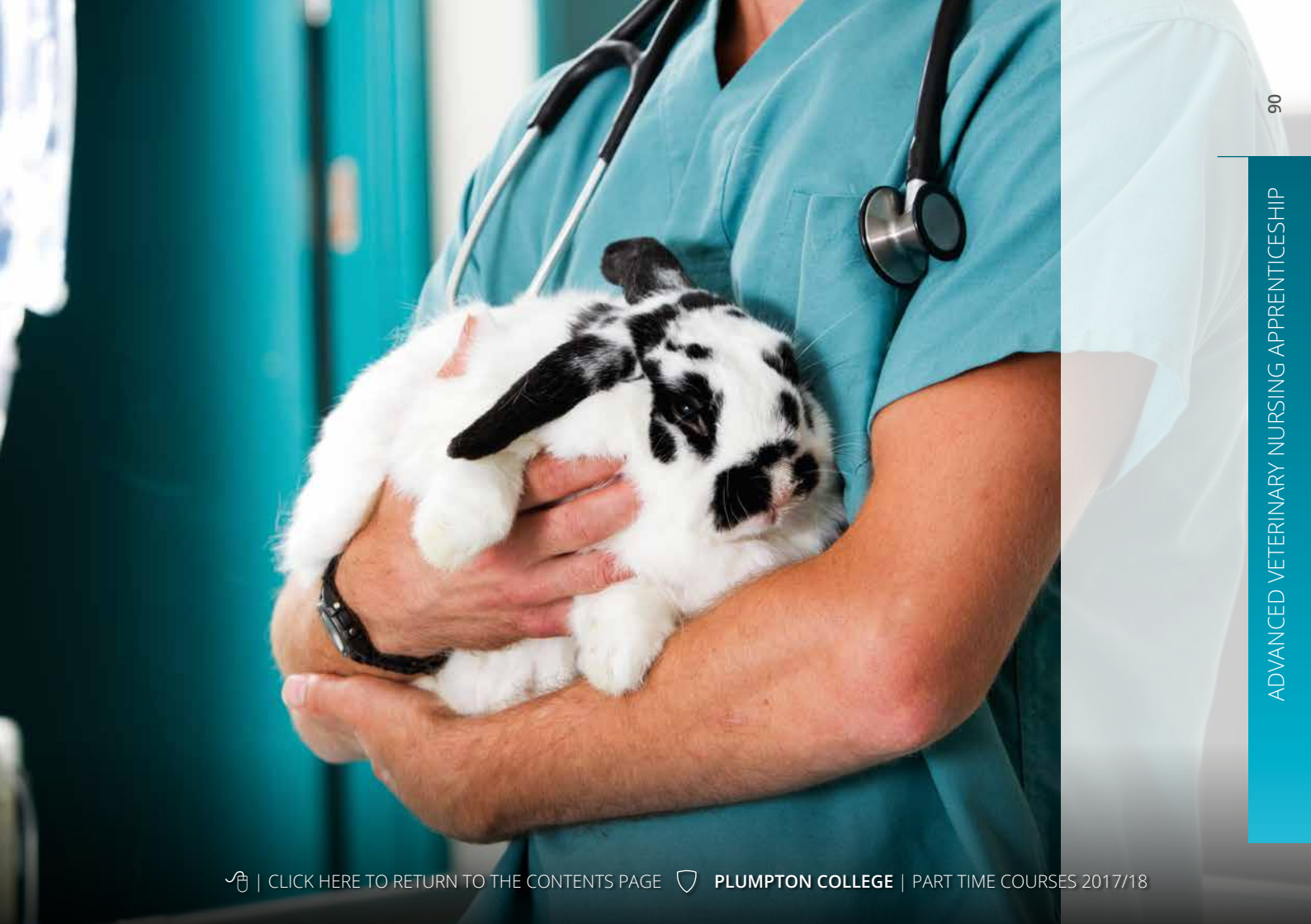
## ATTENDANCE:

Friday at College

## TIMES:

09.15 - 16.15







# ADVANCED VETERINARY NURSING APPRENTICESHIP

We're very proud of our veterinary facilities here at Plumpton. If you're looking to progress in veterinary nursing, our apprenticeship will provide you with the invaluable practical skills and knowledge you'll need for a career in an animal hospital, animal welfare centre or veterinary surgery.

As you'll be focusing on the health and treatment of animals, it's vital that you have a genuine passion for animals and their welfare. Throughout your apprenticeship you'll be supported by our excellent staff here who have a wealth of combined veterinary experience.

## ENTRY REQUIREMENTS:

You'll need 5 GCSEs at grade C or above in English Language, Maths and Science plus two other subjects, or equivalent. Before starting your course, you will need to have at least six months' experience in a veterinary practice in a veterinary nursing role.

## PATHWAYS:

Small Animals

Equine

## INTAKE:

September – Small Animal & Equine

January – Small Animal & Equine

## DURATION:

3 years



## WHERE TO FIND US

### PLUMPTON COLLEGE

Ditchling Road, Near Lewes, East Sussex BN7 3AE  
Tel: 01273 892 035

### PLUMPTON COLLEGE AT FLIMWELL

Woodland Enterprise Centre, Hastings Road, Flimwell, East Sussex TN5 7PR  
Tel: 01580 879 552

### STANMER PARK

Lewes Road, Brighton, East Sussex BN1 9SE  
Tel: 01273 679 363

### IVYLAND FARM

Netherfield Centre, Netherfield Road, Netherfield, Battle TN33 9QB  
Tel: 01424 838 873

### COURSE VIABILITY

Please note that all of our courses are subject to a minimum number of students. If we find that a course has insufficient numbers, we will do our utmost to make your course viable. This may either involve a higher fee, reducing the length of your course or combining with another course. We will only cancel a course if absolutely necessary and you will receive a full refund.

### EQUALITY AND DIVERSITY

We actively welcome and encourage applications from all students in the community who achieve the required standard for each course. There are no barriers or restrictions and our focus is on access and progression.

### DO YOU NEED THIS PROSPECTUS IN A DIFFERENT FORMAT?

Whether in large print or a different language, get in touch with us on 01273 890 454 and we'll be happy to help.

## GET IN TOUCH

If you have any questions about studying here at Plumpton College do get in touch. We're here to help!

facebook.com/PlumptonCollege  
twitter.com/plumptoncollege

[www.plumpton.ac.uk](http://www.plumpton.ac.uk)

## COME AND BE INSPIRED AT ONE OF OUR INFORMATION EVENTS

SATURDAY 30 <sup>TH</sup> SEPTEMBER 2017	9.00am to 12.00pm (Plumpton Campus)
SATURDAY 14 <sup>TH</sup> OCTOBER 2017	9.00am to 12.00pm (Netherfield Campus)
SATURDAY 11 <sup>TH</sup> NOVEMBER 2017	9.00am to 12.00pm (Plumpton Campus)
SATURDAY 13 <sup>TH</sup> JANUARY 2018	9.00am to 12.00pm (Plumpton Campus)
WEDNESDAY 7 <sup>TH</sup> FEBRUARY 2018	3.00pm to 7.00pm (Plumpton Campus)
SATURDAY 3 <sup>RD</sup> MARCH 2018	9.00am to 12.00pm (Plumpton Campus)
SATURDAY 21 <sup>ST</sup> APRIL 2018	9.00am to 12.00pm (Netherfield Campus)
THURSDAY 28 <sup>TH</sup> JUNE 2018	3.00pm to 7.00pm (Plumpton Campus)
SATURDAY 25 <sup>TH</sup> AUGUST 2018	9.00am to 12.00pm (Plumpton Campus)

Plumpton College, Ditchling Road, Near Lewes, East Sussex BN7 3AE  
01273 892 035 | [enquiries@plumpton.ac.uk](mailto:enquiries@plumpton.ac.uk)