



St David's
Coleg Catholig Dewi Sant
Catholic Sixth Form College

Parent Guide

2023/24



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A Message from the Principal

Thank you for your confidence in St David's Catholic Sixth Form College. It is a privilege to have your son or daughter with us at such a key time in their formation. We hope this guidance will assist in supporting you to help us to best meet the needs of your child.

For students at St David's, this is an exciting and challenging time that will pass quickly, but hopefully will be fondly remembered. You will recall that first and foremost, we strive to be a community that gives witness to our Catholic and Christian values and beliefs. Our prime focus is the search for truth and meaning, and we seek to help all young people in our care to reflect critically on the ultimate questions of life and develop their faith in God. This we believe best equips our students to succeed in life. Our excellent results are a just a product of this.

As with any successful organisation, we have important dates, processes and procedures that are marked and administered. This guidance presents such key information that will be of interest to you.

Please be assured that we will continue to do our utmost to ensure that all our students experience joy and happiness at St David's and fulfil the academic potential that they possess. Thank you again for commencing this relationship with our community.

A handwritten signature in black ink, appearing to read 'MO' followed by a stylized flourish.

Mark Leighfield

ADDRESS



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Cardiff
CF23 5QD

*N.B. When using Satnav,
please use the following
postcode: CF23 5JB*

General:
enquires@
stdavidscollege.ac.uk

CONTACT

Main Telephone:
029 2049 8555

Direct Lines:
029 2043 18 __

Safeguarding: ext 53 or 24
Discipline: ext 53
Pastoral Tutors: ext 37 or 38
Welsh Baccalaureate: ext 70
LRC: ext 48
Exams: ext 27
UCAS: ext 93
Student Services: ext 78
*Studentservices@
stdavidscollege.ac.uk*
Launchpad: *launchpad@
stdavidscollege.ac.uk*

We have a Safeguarding and Wellbeing Officer to support your child in times of crisis. Please email **feelsafe@stdavidscollege.ac.uk** or **SBailey@stdavidscollege.ac.uk** (Sarah-Jane Bailey, Safeguarding manage) during college hours to make contact with the Safeguarding Team.

Outside of college hours, there might be a need for you or your child to seek the support of external agencies and service providers (page 23)

We will always endeavour to answer any further queries you may have, so please do not hesitate to contact an appropriate member of staff using any of the means suggested on these pages, or using their email address. E-mail convention at St David's is the member of staff's first initial, followed by their surname, followed by @stdavidscollege.ac.uk.

Example: Miss Any Staff
AStaff@stdavidscollege.ac.uk

IMPORTANT DATES

Monday 25th September 2023

INSET DAY

Friday 27th October 2023

INSET DAY

Monday 25th December - Friday 5th January 2024

CHRISTMAS HOLIDAYS

Monday 8th January 2024

INSET DAY

Other INSET days to be confirmed.

Monday 12th February - Friday 16th February 2024

HALF TERM

Monday 25th March - Friday 5th April 2024

EASTER HOLIDAYS

Sunday 31st March 2024

EASTER SUNDAY

Monday 27th May - Friday 31st May 2024

HALF TERM

Friday 5th July 2024

TERM ENDS

PROVISIONAL:

Level 3 Results: Thursday 14th August 2024

Level 2 Results: Thursday 21st August 2024

WHY THIS HANDBOOK?

This guide includes the key information you should need throughout your child's time with us.

WHAT ARE WE ABOUT?

THE CULTURE & ETHOS OF ST DAVID'S CATHOLIC COLLEGE

St David's College is a special place. Few who pass through our doors fail to comment on the fact that something positive seems to set us apart from many other schools and colleges in Wales. It may be the signs and symbols that decorate our corridors and classrooms, but we know that it is much more as well.

The 2020 Archdiocese of Cardiff Inspection Report remarked: **"Catholic education at St. David's Catholic Sixth Form College is of the highest standard. The Mission Statement is very clear, firmly rooted in Gospel values and aims to create** "A Catholic college for the community seeking to discover and realise the full potential of all in an atmosphere of love, service and respect, inspired by Christ"." It also noted: "Students, both Catholic and those of another religion or belief, are proud to be a part of the college and comment very positively about their experiences."

Indeed, at St David's we spent a lot of time reflecting on "vocation" as it applies to all of our community's members, but the College really has a vocation itself: that is, it is called to foster within all its members a sense that they have a purpose... a reason to live, to aspire, to thrive.

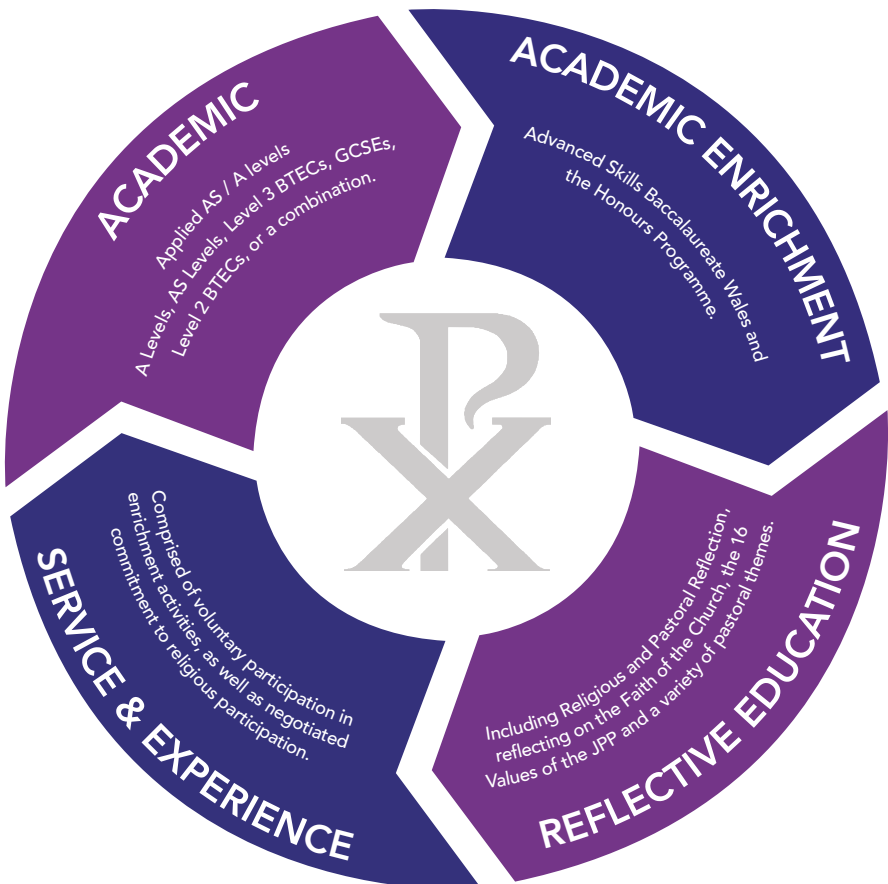
For us, this means to be inspired by Christ and to become as Christ. At the same time, we recognise that not everyone will share this belief; because of this, we endeavour to approach all questions in a way that invites consideration from everyone, regardless of background.

In this way, St David's seeks to form the whole person. By fostering excellence in academics, reflection on who we are in relation to the world, in relation to ourselves, and in relation to God, the College becomes something more than a mere place in which to gain qualifications; we become the soil in which young women and men can begin to flourish. That is the culture and ethos of St David's.

WHAT DO WE OFFER OUR STUDENTS?

St David's is about so much more than coming in for lessons and going home again. We endeavour to enrich the whole person by drawing together all the work we undertake as members of the community, including our personal and spiritual development, our volunteering, our extra-curricular activities and our academic studies, and making them connect in a single picture we call the Student Profile.

It is our hope that, by the time a student leaves us at the end of their course, they will have had the chance to grow in a number of areas, and so go out into the world far more equipped to deal with its challenges than if they knew only about a few specific subjects. Above all, we want our students to leave with a sense of their full value as human beings: that is, beloved children of God, made up of mind, body, and soul, as well as with a sense of mission.



COLLEGE CHARTER

The College Charter can be summarised into three important expectations. These expectations seek to enable us to fulfil our mission of being a Catholic College for the community, seeking to discover and realise the full potential of all in an atmosphere of love, service and respect, inspired by Christ.

We require our learners to be:

READY

RESPECTFUL

SAFE

What we mean by **READY**

- Being on time for lessons.
- Informing subject teachers, by email or through Teams, if lessons are going to be missed and then show initiative by catching up on missed work and being confident in the content before the next lesson.
- Coming to class fully prepared with the equipment and materials required for that lesson.
- Maintaining an orderly and up-to-date course file.
- Preparing adequately for tests and other assessments.
- Undertaking wider reading and revision to develop your knowledge and understanding.
- Refraining from eating, chewing or drinking (with the exception of water), in lessons.
- Use the toilet before lessons to avoid needing to leave the lesson when it has started.

What we mean by **RESPECTFUL**

- Showing respect and kindness to all staff and other students at all times.
- Refraining from using a mobile phone, unless required to do so by your teacher as part of the lesson.
- Completing all tasks by the deadlines and to the best of your ability.
- Learning the key terms and concepts that are important for each of your courses.

- Participating positively in lessons and class discussions.
- Focussing and listening carefully in lessons, making additional notes, as necessary.
- Consolidating your knowledge by spending time at home and in free lessons revising the work you have covered.
- Dressing respectfully. Refraining from wearing hats, including hoods, with the exception of those worn for religious beliefs.
- Using bins to discard rubbish and helping to keep the college environment clean and tidy.
- Behaving in a respectful manner towards our neighbours in the community and the local environment.

What we mean by **SAFE**

- Wearing a College ID badge that is visible at all times.
- Refraining from smoking or vaping on site.
- Seek additional support from subject teachers, pastoral tutors, The Learning Support Team and the Wellbeing Team, if needed.
- Driving at no more than 5mph within the College site.



ATTENDANCE MONITORING



Simply put, attendance is extremely important. Research shows that every 5% of attendance lost accounts for half a grade at A level. We expect all learners to aim for 100% attendance at all lessons (on site and remote), with 95% being the minimum expectation. St David's has exactly the same expectations with attendance as your son or daughter's previous high school.

Because of this, attendance is monitored via an electronic registration system. Attendance data is collated and this data can be accessed through Student Advantage (electronic Individual Learning Plan) and the Parental Advantage. You are, of course, encouraged to look frequently at the Parental Advantage as a way of staying on top of your child's progress in general. In addition, as a parent, you will be contacted either by a subject teacher or your child's pastoral tutor when attendance starts to slip.

In case of an absence, you as a parent/guardian can authorise your child's absence through Parent Advantage within 10 days of your child's absence.



LEVEL 1 STUDY

This programme is aimed at learners that do not meet the requirements for Level 2. The programme consists of a vocational studies qualification and a qualification in personal growth and wellbeing. Learners will study Maths and English at the appropriate level. They will attend Pastoral Reflection and Spiritual Reflection sessions too. This programme will help learners develop their skills and confidence to progress to Level 2.

LEVEL 2 STUDY



We have many students at St David's who would like to continue with their education beyond high school, but who may not have achieved the grades at GCSE they needed to progress to A Levels or a Level 3 vocational course. Our Level 2 provision exists for these students, and allows them not only an opportunity to improve on their past performance on a well-taught, interesting programme of study, but tackle some of the key subjects that may have been a problem, including GCSE English, GCSE Science and GCSE Maths.

LEVEL 3 STUDY



WHAT A LEVEL 3 PROGRAMME LOOKS LIKE

A Level 3 programme may consist of a combination of any appropriate AS/A Levels and/or BTECs, together with an ‘Academic Extension’ component (the Welsh Baccalaureate), the ‘Reflective Education’ component (involving a pastoral session and a spiritual reflection session per week) and, of course, the extra-curricular work we encourage in all of our students.

Students can progress from AS to A2 if they achieve a grade D or above.

TIMETABLE



In a normal year, a timetable for an average **Level 3** student might look like this:

Level 1 and Level 2 students’ timetables will be different, but the start and finish times of the day will be the same.

	MON	TUE	WED	THU	FRI
9:05-9:55	PASTORAL	BIOLOGY	ADV SKILLS BACC WALES	CHEMISTRY	
9:55-10:45	SPIRITUAL REFLECTION	BIOLOGY	ADV SKILLS BACC WALES	CHEMISTRY	
10:45-11:00	BREAK	BREAK	BREAK	BREAK	BREAK
11:00-11:50	MATHS	ADV SKILLS BACC WALES	CHEMISTRY	MATHS	BIOLOGY
11:55-12:45	MATHS	MATHS		MATHS	
12:45-13:25	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
13:25-14:15	CHEMISTRY		BIOLOGY		
14:15-15:20	CHEMISTRY		BIOLOGY		ADV SKILLS BACC WALES

TEACHING & LEARNING



Each learner will benefit from learner-focused, engaging and innovative learning and teaching practices. All young people who choose to attend St David's Sixth Form College will benefit from high quality learning and teaching, whereby the individual needs of all learners are met, regardless of their ability.

St. David's is deeply committed to 'excellence' in learning and teaching practices to ensure that all learners reach their full potential, regardless of their initial starting point. Each student who attends St David's Sixth Form College will benefit from high quality learner-focused, engaging and innovative learning and teaching strategies that meet their individual needs.

To this end, we have established a three-year Teaching & Learning Strategy that serves to guide our approach to classroom activity for the betterment of each and every student.

This strategy includes:

- A commitment to excellence and growth, to allow great teaching and learning to thrive.
- An extensive staff development programme, based on action research, supporting teachers to deliver high quality innovative and effective engagement classroom strategies.
- Striving for excellence in learning and teaching approaches adopted.
- Ensuring an enhanced learner experience through participation, enjoyment and improved learner outcomes.
- Integrating Catholic themes, values and virtues within learning and teaching, where relevant.
- Embedding Welsh Culture, Identity and history into our curriculum.
- A continued focus on the development of the subject based skills required for high attainment including literacy, numeracy and digital literacy skills, so that learners become more independent in their learning.

- Meeting the needs of all learners through thorough planning which uses cohort information, profile mapping and appropriate differentiation strategies.
- Providing specialised additional and integrated support for learners with additional learning needs.
- Providing pastoral support for learners to ensure that they reach their full potential through appropriate support and a holistic approach to target setting.
- Incorporating robust and regular assessment as an integral component of learning and teaching.
- Promoting key attitudes and behaviours including a Growth Mindset, which encourages learners to be ambitious, confident, capable and independent. See the “What makes a successful student,” overleaf.
- Engaging with learners about their learning experiences to bring about improvement in learning and teaching.
- Embracing blended learning strategies, to enhance and enrich the learning experiences, digital skills and outcomes for our students, and to improve outcomes.
- Providing a physical environment, which enhances the learning experience and promotes high standards and expectations for learners.
- A focus on writing, questioning and discussion strategies that seek to maximise both engagement and rigour, so that students do as much of the writing, the thinking, the analysing and the talking as possible.



WHAT MAKES A SUCCESSFUL STUDENT?

- Ambitious with high expectations of themselves
- Punctual and ready to learn at the start of each lesson
- Well-organised (course folders split into key sections) and have subject based resources with them for all lessons (class notes, paper, pens, highlighters, rulers, calculators, etc.)
- Attentive and focused in class, making full use of teacher's expertise - highlighting key points and makes additional notes as teacher speaks
- Resilient in the face of challenges (i.e. never give up when faced with a tough activity)
- Effective in class, both as independent learners and when working within groups
- Curious about their subject, regularly asking questions and contributing thoughtfully to discussions as well as undertaking wider reading about the subject
- Readily acts on tutor feedback to develop their knowledge and skills and improve their outcomes (e.g. marks and edits answers in different colour pens).
- Learns from all feedback and is fully focused on developing the skills to improve (e.g. marks and edits answers in different colour pens)
- Focused on acquiring the key subject skills and in-depth knowledge required for success
- Seeking to develop both their verbal and written responses (e.g. develop points fully using specialist subject terminology)
- Keen to understand the criteria by which they are assessed (e.g. assessment objectives, banding, etc.)
- Respectful, kind and supportive to all peers
- Productive in between lessons in order to cement, apply and extend their knowledge (e.g. undertaking active learning strategies such as wider reading, creating summary revision materials, completing past paper questions, etc.)

ASSESSMENT & REPORTING



All AS/A level, Applied AS/A2 and GCSE courses complete at least two 'significant' assessments per half term. These are graded and recorded on the "Student Advantage" platform. One assessment per unit is included on "Student Advantage". For BTEC courses, grades are only awarded on unit completion.

'Significant' assessments reflect the external requirements of the course. Most 'significant' assessments for AS/A level and Applied AS/A level courses take the form of questions from past external examination papers, for example, essays or data response-type questions. Assessments for BTEC courses at Level 1, Level 2 and 3 are more varied, including presentations, formal reports, etc. Assessments for GCSE courses are past paper questions.

Assessments will be marked within two weeks of submission.

Information on your son's/daughter's progress can be found on the Parent Advantage.

Reports will not be sent home but will be available on Parent Advantage in November 2023 and February 2024. Reports will provide information on attendance, achievement, engagement and action points for development and improvement.



KEY REVISION TIPS FOR LEARNERS

- Set yourself an examination goal - what result do you want? (If you are hoping for a "B", aim for an "A" and if things don't work out, hopefully you'll still get your "B". If things work out, wonderful!)
- START EARLY - this should start in earnest three to four months before any external exam.
- Always plan your revision. Create a revision plan that shows what you must revise in the time remaining - remember 'planning prevents poor performance.'
- Attend all revision sessions held by staff as well as seeing staff over any queries.
- Make sure you have an organised revision file. Use revision materials provided by staff!
- Try different active revision techniques - summarise your notes; produce mind maps; scatter diagrams; test, test and retest yourself - in-depth knowledge is vital (reading over notes is very passive and ineffective for most).
- Build up a bank of key definitions and revise them (use flashcards, post-its, etc.).
- Focus on exam skills / technique as well as content.
- Practise exam questions on topics from different angles - practise makes perfect! (the WJEC Question Bank is an excellent resource with past paper questions and mark schemes that will support in-depth knowledge development as well as improved examination technique, which are both essential in securing high grades).
- Practise under exam time conditions.
- Follow techniques shown by research to be the most effective (see excellent weblink/video from Mr Raggett <https://www.youtube.com/watch?v=8VA0JPzD9dQ>)
- Another useful technique for making revision notes is shown in this clip <https://twitter.com/i/status/1232263649936465920>
- Always look for "missing" marks in assessments – this is a sure way to develop your knowledge and get ever closer to that elusive 100%.
- Use using the quiet area of the LRC to study and revise hard during "frees".

The tips included above have served students well in the past and will be useful to you too.

THE PARENTAL PORTAL

The Parental Portal allows you to access a range of information relating to your son's or daughter's curriculum. You can gain information including their course timetable, their examination timetable, their attendance across all their courses, assessment information including assignment feedback, target grades, and reports. Importantly, it also enables you to have online dialogue with your child's Pastoral Tutor.

To gain access to the Parental Portal, you can visit the College website, select the "Parent Area" option at the top of the page, and follow the link from there. Alternately, you can use the following URL:



www.stdavidscollege.ac.uk/parent-portal

REFLECTIVE EDUCATION: SPIRITUAL

The recent Diocesan Inspection report made the following comments regarding the Spiritual Reflection course: "Spiritual Reflection is the title given to the Religious Education programme followed by all students within the college. It is an imaginative well-designed course now well into its second year. It is a fusion of the Jesuit Pupil Profile, comprising eight pairs of virtues, along with the expectations of the RECD. It is designed to be accessible to students of any faith or none in a way that will encourage them to explore a range of philosophical, theological, ethical, and spiritual questions in a reflective, analytical, balanced way. Inspectors confirm that it stimulates questioning and debate and introduces key beliefs, teachings and practices of the Catholic Church and other faiths."

The starting question for each student on the course is: 'What kind of person would I like to become?' Throughout the course, students will have an opportunity to reflect on a range of virtues and values, case studies of such virtues in practice as well as role models to emulate. Students are able to achieve the Agored Cymru Level 3 Extended Award in Religious Education on successful completion of the course. This is an additional qualification recognised by Qualifications Wales. **Successful Candidates will also gain an additional 8 UCAS Tariff Points which may help secure the university course of their choice.**

REFLECTIVE EDUCATION: PASTORAL

Pastoral care at St David's is not merely a complementary practice; it is fully integrated throughout the teaching and learning to effectively meet the personal, social (wellbeing) and academic needs of all students.

Promoting students' personal and social development and fostering positive attitudes is central to St David's Pastoral Programme, which is delivered through weekly Pastoral Tutor lessons. Specific pastoral and support systems, and the College's ethos, are fostered to enable each individual's personal and social development. This is accomplished a number of ways, in pastoral terms through arrangements for monitoring students' overall progress (academic, personal and social).

Each tutor group encourages a community spirit where students feel at ease to discuss and debate issues that affect them, others and their environment. Subject areas explored are diverse, such as world views, being safe on the internet, mental health awareness, healthy living including nutrition and exercise advice, global issues, resilience strategies, healthy relationships, and also the Christmas campaign to raise money and awareness for the charity Crisis at Christmas.

The 2020 Diocesan Inspection report commented: "The pastoral organisation of the college is inclusive, systematic, pro-active and caring and has the confidence of both students and parents alike. Students interviewed understood the system of support, were comfortable in seeking support as required and felt their peers also trusted and used the system to assist them in their learning and the other life issues that inevitably arise for individuals."





All Level 3 students at the College study the Advanced Skills Baccalaureate Wales qualification, formally the Skills Challenge Certificate. It is graded **A*-E** and is worth up to **56 UCAS points**. All learners must complete three mandatory projects which provide a vehicle for learners to develop, practise and demonstrate the Integral Skills through a range of contexts that are relevant and current and that encourage learners to participate in critical and civil engagement and to consider their well-being and the well-being of others.

GLOBAL COMMUNITY PROJECT

The Global Community Project gives learners the opportunity to explore a wide variety of complex and multifaceted global issues and to appreciate how global issues transcend local and national boundaries.

Through completion of the Global Community Project, learners will:

- Evolve as an informed global citizen
- Draw links between local, national, and global issues
- Engage as an active citizen in a sustainable world and Wales.

This ability to play a role within society, as well as how to shape it with confidence is an essential skillset for everyone.

FUTURE DESTINATIONS PROJECT

Learners are encouraged to explore realistic employment opportunities and the potential pathways available to them. They will investigate their journey to employment alongside considering the potential health, social, and financial well-being impacts on themselves and others.

The Future Destinations Project also enables learners to understand the value of collaboration to further their own thinking. Learners will have the opportunity to:

- Become self-aware by considering personal attributes, capabilities, achievements, and well-being priorities

- Explore pathways to employment destinations and consider the potential impact on own and others' well-being
- Explore ways of collaborating with others to further their own thinking.

INDIVIDUAL PROJECT

The Individual Project provides opportunities for learners to develop a range of research skills and are encouraged to explore a subject with an emphasis on future educational or career aspirations. The skills that learners will be developing will be of great benefit to them in future higher education and employment, as well as good discussion points for interviews leading to their future destination.

In completing this project, learners will:

- Recognise the importance that research plays in making informed decisions
- Be encouraged to find, evaluate, analyse, communicate and use information to solve complex problems
- Have the opportunity to demonstrate originality, initiative and to exercise personal responsibility.



THE HONOURS PROGRAMME

The Honours Programme is designed for 'more able and talented students,' in line with Welsh Government requirements. The purpose of the Programme is to foster academic qualities and skills, to generate curiosity and nurture intellectual development within a 'community of enquiry' where students learn and enrich their knowledge and abilities together. Many of our Honours students have progressed on to degrees at leading universities, across a range of subjects, from Aeronautical Engineering to Zoology. We are very proud that universities, inspectors, parents, and students recognise and praise our record in helping learners achieve their full potential.

We expect Honours students to contribute to discussions on a range of issues, using standards of respectful debate and cultivating excellent academic, moral and spiritual character. We aim to prepare young people to flourish in post-college environments, with a distinct focus on the development of intellectual virtue and the independent research skills essential for Higher Education. We believe students of all backgrounds deserve this opportunity. We seek to avoid pigeon-holing of learners into distinct 'types' and therefore expect all students to explore the interdisciplinary import of the material covered and its application to their own particular interests.

As with all learners of St David's College, Honours students will be cared for, advised, taught and treated with the respect they deserve as members of a Catholic college, and most importantly, as children of God.

ENRICHMENT OPPORTUNITIES

There’s so much more to College than just lessons. We want students to get the most out of their time at St David’s and we work hard to provide enrichment activities useful for students’ UCAS applications and future careers, to offer opportunities to try new things, to promote social opportunities and wellbeing, and to generally give them a college experience to remember. The aim of these activities is to expand our students’ range of experiences, to develop new skills and knowledge, and to give students the opportunity to socialise with other like-minded individuals. These activities represent just a small selection of what goes on at the College.

CLUBS & SOCIETIES

Our staff and students have created clubs and societies where people with shared interests come together to pursue the things that interest them.

Current clubs and societies include:

- Catholics and Friends Society
- Volunteering in College for mentoring other students
- Being a learner representative for your course
- Undertaking work experience
- Attending Holiday Club
- Attending the range of after-College clubs on offer including;

Book club	Poetry Club	Charity work
Film club	Politics Club	(Helping Hands)
Chess club	Philosophy	Lourdes Pilgrimage
Sci-fi club	Debating	(Bridging Generation)
Coffee&Chat	Alpha Course	Clebran (Welsh Language Group)

GUEST LECTURERS

Throughout the academic year, guest speakers and lecturers attend St David's to speak to our students. They are usually members of the academic or industrial communities with a wealth of knowledge and experience.

VISITS AND TRIPS

All students are offered the opportunity to broaden their studies with visits and cultural trips to a variety of locations both within the UK and abroad, for example:

- Biology field trips
- Wellbeing days
- Science and Maths workshops
- Cardiff University
- St David's Hall
- University Hospital Wales
- Theatre Visits - locally and in London
- Warner Brothers Studios – Harry Potter Experience
- Tours of BBC London Studios
- Crown Court & Houses of Parliament
- Field Work in Margam Park
- Language Exchanges and
- University overnight visits

MUSIC AND DRAMA

There are plenty of opportunities for students to participate in vocal and instrumental ensembles throughout the year. The College choir performs at various events including the Advent celebration, the senior citizens' party, and community events through the year. The drama department welcomes students who would like to become performers or members of the backstage crew. Previous experience is not always necessary, but enthusiasm and commitment always are. Our Performing Arts department hold various performances throughout the academic year and friends and family are always welcome to attend.

ENGINEERING

Students from St David's have had a long record of outstanding success in national engineering awards, an opportunity open to all students across the College. Students in the scheme work with local engineering companies to design, manufacture and present their solutions in a variety of competitions. The College is a past winner of the Wales Young Engineer of the Year and Welsh CREST (Creativity in Science and Technology Awards) Champion of the Year.

SPORT

The College offers a range of sports activities including rugby, football, basketball, volleyball, hockey and netball. We also run training sessions throughout the week after College. The College enters local and national schools/colleges competitions for regular fixtures. In addition, there are also a range of fitness and recreational activities available for students to participate in. The College work in partnership with Cardiff and Vale Schools Football Association to provide learners with the opportunity to have high quality coaching and play for the College Academy team.

The College has a partnership with Cardiff Metropolitan University to provide a Basketball Academy.

ENTERPRISE

St David's offers specialist support to students interested in self-employment, as well as holding a number of enterprise activities and competitions throughout the year. These include: Money for Life Challenge, Global Enterprise Week, the Christmas Fayre, Trading Places, The Big Pitch, Big Ideas Wales, the £1 Challenge, and much more.

St David's takes a holistic view of education: our extra-curricular activities give students additional enriching experiences outside the classroom.



SERVICE OPPORTUNITIES

There are a variety of opportunities for students to volunteer both within and outside of College, including overseas opportunities. Volunteering has many benefits. It is a great way to meet new people. While some people are naturally outgoing, others are shy and find meeting new people challenging. Volunteering gives students the opportunity to practice and develop their social skills. Volunteering helps counteract the effects of stress, anger, and anxiety. The social contact aspect of helping and working with others can have a profound effect on overall psychological well-being. Nothing relieves stress better than a meaningful connection to another person. Volunteering makes people happy. By measuring hormones and brain activity, researchers have discovered that being helpful to others delivers immense pleasure. Human beings are hard-wired to give to others. The more we give, the happier we feel.

WELSH LANGUAGE

As an FE institution located in the capital city of Wales and named after the patron saint of Wales, St David's is committed to the Welsh language and Welsh cultural identity. This policy is consistent with the Welsh Language Scheme as provided by the Welsh Language Act of 1993. It seeks to build on the good practices and proactive measures implemented from our previous schemes in order to promote the Welsh language and further develop the College's bilingual provision.

The College is committed to the principle of treating the English and Welsh languages on the basis of equality and will continue to adopt a proactive approach towards the Welsh language in order to raise its profile and increase usage of the language wherever possible.

Curriculum Bilingual Coordinator:

Nia Edwards
nedwards@colegdewisant.ac.uk

STUDENT SERVICES



Our Student Services team offers help and advice on applying for financial support. Support is available through Education Maintenance Allowance (EMA) and through a Financial Contingency Fund (FCF).

FCF financial support is available to help with the costs of transport, meals, equipment, books and other course-related costs.

There are eligibility criteria when applying for FCF financial support. Eligibility is based on a household income threshold, as well as being attendance based (**95% attendance required**).

Please refer to our website for transport information.



For more information contact us at
studentservices@stdavidscollege.ac.uk





The very idea of vocation is of fundamental importance to us at St David's. This is because, as people of faith, we believe that every person has a role to play in the world: that every one of us is called to engage with the world in a particular way that accords with who we are as individuals, and to use our skills and knowledge for the common good.

To this end, we support learners in finding their vocation and exploring all options for progression on from St David's. For example, students will be able to engage with universities, employers, professionals and alumni through many events organised across the academic year, including: our annual Vocations Festival, Higher Education Fair, Jobs Fair and Apprenticeship Fair. Learners are encouraged to visit the 'Launchpad' (our Welsh Government-funded Employment and Enterprise Bureau) to access information, advice and guidance related to employability, entrepreneurship, careers and Higher Education from the Launchpad staff, as well as Careers Wales. In supporting our commitment to provide students with tailored support when choosing their next steps after College, we use Unifrog: an online careers platform available to all students.

Alongside their studies, we strongly encourage students to engage in careers and work-related experiences. These experiences enable students to refine their transferable skills, to make informed choices on their chosen route for progression from College, and to stand out on their UCAS personal statements or on job applications. Through weekly bulletin emails, students are made aware of various opportunities, including: virtual and in-person work experience, career insight programmes, university open days, and employment/apprenticeship vacancies. We offer bespoke provision for students aspiring to pursue a future in Healthcare, Oxbridge, Medicine, Dentistry and Veterinary Medicine, and Law. Meanwhile, for those wishing to enter the world of work (either alongside College or afterwards), support with creating high-quality CVs, cover letters and applications, and interview preparation is provided through the 'Launchpad'.

In the Upper Sixth, to add to the support provided by the 'Launchpad', their Pastoral Tutor and Welsh Baccalaureate teacher, each student is allocated a Progression Mentor. A Progression Mentor's role is to help students to make informed decisions around progression and, if applicable, guide them through the university admissions process. This will include: advising them on course requirements, encouraging them to attend university open days and education fairs, marking drafts of personal statements, and supporting them to complete their online application form.

HOW CAN YOU BE INVOLVED?

Your role may be different, but parents/guardians are as much a part of the St David's College community as their children. You can take your part in your child's success, first of all, by getting to know who we are at St David's and what we stand for.

We would encourage you to take an active interest in your child's education by asking them about their classes and general wellbeing. Ask questions such as: "What are you studying?" "What are you finding most interesting about [SUBJECT]?" "What do you consider to be your greatest strength/weakness in [SUBJECT]?"

Above all, we would ask you to encourage your child to read, to develop and maintain a good pattern of study, and to adhere closely to the College Charter.

You will also have the opportunity to speak directly with your child's teachers and learn first-hand about their progress. You will also be invited to complete an annual parent/guardian survey and will be provided with log in details to access the College's Parent Portal where you will be able to view live data relating to your son/daughter's progress.

Most importantly, the more open the lines of communication between College and home, the better for us all. If you have any questions or concerns at any time, please be sure to contact us by getting in touch directly with your child's pastoral tutor, or by contacting Reception and asking to be directed to the right person.

We look forward to working together to make for the best possible experience for your son or daughter!



IF YOU HAVE A CONCERN OR A COMPLAINT

St David's Catholic College is committed to providing a high quality of education to all its learners. We believe that our College provides an excellent education for all its learners, and that the staff work hard to build positive relationships with its learners, parents, guardians and other stakeholders.

However, the College is committed to having procedures in place in case there are any complaints about the level of service experienced. It is important to us that concerns are raised as soon as possible to allow us to deal with them in a timely manner.

The College aims to be fair and open when dealing with any complaints. We will give full and careful consideration to all complaints and deal with them as swiftly as possible, striving to resolve any complaint through dialogue and mutual understanding. In all cases, we put the interest of the learner at the forefront in providing sufficient opportunity for any complaint to be fully discussed and then resolved.

- We will ensure that raising a concern or making a formal complaint is as easy as possible.
- We will treat all concerns and complaints seriously.
- Any complaint will be dealt with honestly, politely and in confidence.
- We will deal with the concern or complaint promptly, thoroughly and impartially.
- We will keep you up to date with the progress at each stage.
- We will respond in the right way - with an explanation or an apology, if appropriate.
- We will tell you what actions will be taken to put things right.
- All complaints will be recorded on a complaints log and will be reported to the governing body on a regular basis.
- We will learn from concerns raised and complaints made and use them to improve our service.

For more detailed information, please see our Complaints policy document on the website:

<https://www.stdavidscollege.ac.uk/documents-policies/>

WHAT TO DO IF....

A QUICK GUIDE

YOUR SON/DAUGHTER IS LATE OR WILL BE LATE WITH A REASON

Email their personal tutor as soon as possible and within 10 days to inform them of the reason and the expected amount of time they will miss. You can also do this through Parent Advantage.

YOUR SON/DAUGHTER IS, OR WILL BE, ABSENT WITH A REASON

Email their personal tutor as soon as possible and within 10 days to inform them of the reason and the expected amount of time they will miss. You can also do this through Parent Advantage.

YOU ARE THINKING ABOUT TRAVELLING DURING TERM TIME

Although travelling during term time is neither advisable nor permitted, there may be circumstances in which it is necessary for a family. If you believe this to be the case, email your son/daughter's personal tutor to explain the nature of the travel. If permission for travel is granted, please make sure that all their teachers have been informed, and that they pick up any work they may miss in the period of absence.

YOU HAVE QUESTIONS ABOUT YOUR DAUGHTER/SON'S ACADEMIC PERFORMANCE

If the concern is general, contact their personal tutor. If, however, it is specific to a subject, email the subject teacher directly.

YOU HAVE QUESTIONS ABOUT YOUR DAUGHTER/SON'S PERSONAL WELLBEING

If there is no concern of an immediate nature (i.e. he or she is NOT in immediate danger), then contact their personal tutor in the first instance. If there is a specific concern that requires urgent attention, contact the College's Safeguarding Team, (feelsafe@stdavidscollege.ac.uk).

YOU HAVE QUESTIONS ABOUT YOUR DAUGHTER/SON'S FUTURE

The College makes a number of resources available to students thinking about their own future, including the advice of personal tutors. Parents wanting to discuss such questions may also ask to speak with their son/daughter's Teacher of Spiritual Reflection or any member of the Chaplaincy Team (chaplaincy@stdavidscollege.ac.uk), or the Launchpad (launchpad@stdavidscollege.ac.uk).

YOU HAVE QUESTIONS ABOUT YOUR DAUGHTER/ SON'S EXTRA CURRICULAR ACTIVITIES

If you have questions about a specific activity, it is best to contact the staff member in charge. If it is a general question or concern, then please contact your child's personal tutor who will be able to investigate and respond to your enquiry in full.

YOU HAVE QUESTIONS ABOUT SAFEGUARDING AT THE COLLEGE

Please visit this site for more information: <https://www.stdavidscollege.ac.uk/safeguarding/>, where you will find contact information for those members of staff in charge of safeguarding. If your question is a general one, you can ask your child's personal tutor, or any member of staff, who will do their best to answer in a timely and accurate way.

Please refer to our website where there is a list of FAQs relating to the college's operations.



NOTES

When communicating with the College regarding your son/daughter, it may be useful to have the following information to hand:

STUDENT REFERENCE NUMBER:

PASTORAL TUTOR'S NAME:

PASTORAL TUTOR'S EMAIL:

USEFUL CONTACTS

ANXIETY UK

If you've been diagnosed with an anxiety condition

03444 775 774
anxietyuk.org.uk

BEAT

For under 18s with eating disorders, like anorexia/bulimia

0808 801 0433
beateatingdisorders.co.uk

CALM

For men who are feeling low or in crisis

0800 58 58 58
thecalmzone.net

HOPE AGAIN

Support for young people when someone dies

0808 808 1677
hopeagain.org.uk

CHILDLINE

24 hour helpline for young people up to 21 years old

0800 1111
childline.org.uk

FRANK

Advice and information on drugs and substance misuse

0300 123 6600
talktofrank.com

HEADMEDS

Clear information on mental health medication for young people

text YM to 85258
headmeds.org.uk

MEIC

Information, advice & advocacy for children and young people

0808 800 0661
or text 84001
8am - midnight

HOPELINEUK

Non-judgemental support if you're struggling with anxiety or suicidal thoughts

0800 068 4141
papyrus-uk.org/hopelineuk

USEFUL CONTACTS

DAN 24/7

Bilingual drug and alcohol helpline

0808 808 2234

or text DAN to 81066

OCD

Youth support for young people with OCD

ocdyouth.org

SAMARITANS

Confidential support for people experiencing distress, despair or suicidal feelings

116 123

jo@samaritans.org

DEWIS CYMRU

Wales database of local and national support agencies

www.dewis.wales

Student Assistance Programme

24-hour a day helpline to support you through any of life's issues or problems

0800 028 3766

YOUNGMINDS

For information about different mental health problems

youngminds.org.uk

LLAMAU

Youth homelessness helpline

08000 495 49

Rethink Mental Illness

Support and advice for people with mental health problems

0808 801 0525

rethink.org

CHAPLAINCY

Support and opportunities to develop personally and spiritually

chaplaincy@stdavidscollege.ac.uk
Room M13 & G03a



www.stdavidscollege.ac.uk

Follow St David's College on social media:



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