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**Welcome to the University of West London**

The University of West London (UWL) is proud to offer a wide range of support and activities for learners at primary school level through to those considering returning to education. We collaborate with many local and national organisations to provide useful and relevant experiences for those we engage with.

This booklet gives an overview of the Outreach team and the activities we deliver – who we are, the learners we work with and the activities themselves. This year’s portfolio guides learners through a series of engagements from Year 3 through to Year 13, and potentially afterwards should they decide to return to education later in life as a mature student.

Our projects have been created with our University Outreach aims at the centre:

- Equipping learners with skills useful to further and higher education, and developing their existing skillset to maximise their chances of success in the future.
- Creating a realistic idea of university for learners so they feel empowered to make the most appropriate decisions about their educational journey.
- Building an extensive base of data from learners to guide decision making regarding activities, priority groups and overall University strategy.
- Raising the attainment of those in lower sets who would struggle to attain a passing grade at GCSE or equivalent.

Working with schools in our local communities we aim to provide multiple engagements for pupils to build a fuller picture of what life in higher education could be for them. Our Student Ambassadors are vital to the success of this, acting as role models and sources of honest information about their educational journeys.

We hope you find this booklet useful, and look forward to working with you and your learners this year!

**Outreach Team**

UWL seeks to create an inclusive and welcoming environment that encourages diversity in many forms. We are committed to inclusivity for all of our outreach activities.

---

@UWL_Outreach outreachteam@uwl.ac.uk
UWL – who are we?

UWL has a reputation for high-quality education closely linked to employment. We aim to inspire our students to become innovative professionals, connecting them to exciting and rewarding careers.

Based in the heart of one of the UK’s most successful business regions, the University has highly qualified staff with a wealth of experience in their respective disciplines and strong connections to their industries.

Everything we do is designed to equip our students with both the academic knowledge and practical skills to succeed in their chosen careers.

We are The Career University.

We offer a wide range of learning options to suit your lifestyle needs:
- Full-time degrees
- Part-time and evening degrees
- Foundation years
- Short courses
- Apprenticeships
- FE qualifications.

Our subjects are centred around providing learners with the skills to succeed in their dream careers, or to discover an exciting career while they are studying with us. Below is a broad overview of the subjects we cover:

- Creative Arts
- Social Sciences
- IT and Commuting
- Law and Criminology
- English and Journalism
- Aviation
- Fashion and Photography
- Healthcare
- Education
- Music and Performing Arts
- Business and Accounting
- Community, Policing and Forensic Science
- Food and Nutrition
- Travel and Tourism

What is widening participation?

Widening Participation is a government-led initiative to increase the number of people from under-represented social groups who progress on to further and higher education (HE). At UWL we provide opportunities and specialist projects for people within these groups to experience HE and access support that they may need to progress further.

By combining knowledge of higher education and careers routes, with insight into industry gained from our network of employers we aim to challenge preconceptions, raise attainment and help people develop the skills and knowledge needed to meet their aspirations.

Who do we work with?

We work with various groups of people interested in further and higher education, but we focus on those who come from under-represented social groups in HE and who might miss out on the opportunity to progress their education such as:
- learners receiving free school meals
- disabled learners
- adult learners – anyone 21 or over who is interested in studying for an undergraduate degree
- white young people from low socio-economic backgrounds
- care leavers and looked after children
- young and adult carers
- learners with no parental/carer history of higher education in the UK
- refugees and asylum seekers.
Who are the Outreach team?

Jenny Tait  
Outreach Team Leader  
Designated member of staff for Looked After Children (pre-entry support)

jenny.tait@uwl.ac.uk  
020 8231 2915

Krishna Maroo  
Outreach Officer

krishna.maroo@uwl.ac.uk  
020 8231 0195

The Outreach team have years of experience working in universities, charities and schools. We aim to build strong partnerships in the community and within UWL itself. We love hearing your ideas on how we can support learners in your communities, please let us know how we can help!

Meet our Student Ambassadors!

Our current students are the best placed to speak about their experiences at university, from getting here through to what they plan to do in the future. They have all undergone a thorough recruitment process including a DBS check, safeguarding training and receive regular skills improvement sessions throughout the year.

“Being a student ambassador for the past three years has been one of the most rewarding experiences in my life. As Student Ambassadors we get to work with very supportive teams, and participate in activities geared towards teaching participants about university, or just navigating the world and opening their eyes to learning outside their classroom. These activities range from on campus, community visits, school visits, and even field trips. Being able to share my experiences with participants from events and activities is lovely, but working with students and seeing them break out of their shells to create masterpieces or engage in debates and discussions is brilliant. As we work on different projects, we always try to choose those that we relate the most to. Our roles can vary from giving campus tours, to facilitating workshops, supporting group work to simply answering questions and being that friendly face in the room.”

Kyla Burton, 3rd year Law student

“It’s important that people receive all the information they need to make the best choices for their future. Going straight in to a career after school, I always felt that I was missing something. I took a chance and attended a university open day, where I discovered a place that would support me and update my skills for the world of employment.

As a Student Ambassador I get to speak about these experiences and help students from all ages gain an insight into university life, hopefully starting to break down some of their concerns about moving on from school, college, or even returning to education as adults. We work with lots of schools and individuals, giving opportunities to engage with students and professionals in a variety of areas. We are from different backgrounds, different countries and have had different journeys, so we can provide different perspectives for people.”

Nikash Ferrari, Foundation year Airline and Airport Management student
How to book activities

Step 1
Choose which activity or activities you would like to get involved in. Please note the eligibility criteria for each of the projects on the relevant page.

Step 2
Email outreachteam@uwl.ac.uk stating the activity you would like to get involved in, if you have any questions about any projects drop us an email!

Step 3
Once the activity is confirmed the Outreach team will send the instructions regarding the data for participants, please see page 9 for what we collect and why we collect it. These should be completed, returned to the school and sent to the Outreach team at least 3 weeks before the activity is due to take place:
- Year 9 and above - the school is sent an electronic data form to be sent to parents/carers
- Year 8 and below - a link to an online data form will be sent to the school for the young activity is due to take place: completed, returned to the school and sent to the Outreach team at least 3 weeks before the

Step 4
Around 3 - 4 weeks before the activity, the Outreach team will send you more details about the activity including the programme and risk assessment if required by the school. Please let us know about any adjustments that may need to be made for any learners or staff attending.

Step 5
See you at UWL!

Things to note:
- Due to room availability activities can take place at either our Brentford or Ealing campuses. We try to choose the campus closest to the school or college, however this is not always possible.
- Participant data is required for activities with or involving the Outreach team. This includes workshops delivered in school by UWL staff or students. All data is collected through online or printed forms.
- Outreach team staff and Student Ambassadors all have an enhanced DBS certificate and have received safeguarding training.

Cancellation policy
Due to the considerable time and effort invested by the Outreach team in organising activities, groups who cancel less than 3 weeks before the event, bring substantially fewer participants than agreed or who do not provide complete data before the activity begins will find future requests for support refused, nor will any further UWL Outreach opportunities be offered to them.

GDPR and Evaluation

The Higher Education Access Tracker (HEAT) is a monitoring, evaluation and tracking system used by various universities to store data from learners who participate in their outreach programmes. Research is carried out using this data with the aim of constantly improving our activities so that we can provide the most effective support to those who aspire to higher education, regardless of background.

Why do we need data?
We collect data from learners who engage with the University for the purposes of monitoring, tracking and evaluation. This gives us a clear picture of who we should be targeting our support at, and how we can make it as effective as possible. We also track the long-term educational journeys of our participants which lets us see how many progress on to higher education.

Your data will be held in accordance with the General Data Protection Regulation (GDPR). All data is held and processed in line with the University’s Data Protection Policy. All data which we receive from you is kept securely and only used for legitimate purposes.

Who do we share data with?
For research, monitoring and tracking purposes only, data may also be shared with appropriate third party organisations. These include the Office for Students, Higher Education Statistics Agency, and our partners including the Higher Education Access Tracker Service subscribers to help evaluate the effectiveness of this activity. This is part of the government’s policy to widen participation in higher education and to develop future policy. We will not use your record in a way that would affect you individually, nor will we release data to anyone who is unauthorised to receive it.

What do we collect?
We collect various types of data from participants on our activities:
- name
- date of birth
- home postcode
- gender
- ethnicity
- if the participant receives free school meals
- if they have been living in local authority care or are a carer
- if they have a disability
- if their parents have attended university.

For the purposes of tracking and evaluation, data will be held indefinitely by the University.

How do we keep your data safe?
The data is stored on our data management system, the Higher Education Access Tracker, a secure online portal. No personal information will be published as all research is done anonymously.

On what basis are we collecting the data?
The University is collecting the data of participants in our outreach activities using ‘public task’ as the lawful basis. This means that as a public authority we are legally entitled to collect the data and use it in the ways we have explained. By participating in activities with the Outreach team your data will be collected for the purposes of monitoring, tracking and evaluation of the effectiveness of Outreach team activities.

Where we collect special category data such as ethnicity or disability information it is on the basis of wider public interests to monitor our outreach activity and ensure equality of opportunity.

The data will be used to improve university outreach programmes with the aim of making access to higher education fair and accessible to all, regardless of background.

You can find out more information at:

www.uwl.ac.uk/wp
What do we offer?

We deliver a wide portfolio of activities for primary school learners, through to adult learners considering returning to education. The table below is a quick guide to which projects are suitable for each year group. Our Year 10 – 13 and mature learner activities are also suitable for those studying at further education (FE) colleges at Levels 2 and 3. Looked After Children, care Leavers and young carers are prioritised for all activities.

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<th>Adult*</th>
<th>Teacher/Careers Adviser</th>
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<td>Saturday Tech &amp; Engineering Club</td>
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<td>Teacher Lates</td>
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* adult/mature students are aged 21 or over when starting an undergraduate university degree
** specific groups only – Looked After Children, Care Leavers, young carers, disabled learners

@UWL_Outreach outreachteam@uwl.ac.uk
Paired Reading

About: Student Ambassadors visit the school each week to support specific pupils with their reading and literacy in 1-1 or small group format.

Subject: Literacy

Age/Year range: Years 3 - 6

When: October 2019 to July 2020

Frequency: Weekly

Duration: 2 - 2.5 hours per week

Group size: 1-1 or small groups, must be the same pupils each week

Location: In-school

Eligibility: All must meet at least one target criteria

Data requirements: Form for parents/carers to complete + school to provide start, target and end grades. All forms and grades must be received before paired reading commences.

Discovery Days

About: Classes visit campus for a day of practical workshops with students and staff. This activity aims to give a realistic insight into various careers, demystify university and apprenticeships and develop useful life skills.

Subject: General careers and university

Age/Year range: Years 4 - 6

When: Throughout the year, dates requested by school

Frequency: 2 days per school

Duration: 4 - 4.5 hours, usually 10am - 2.30pm

Group size: Minimum 1 class per visit

Location: Ealing or Brentford campus

Eligibility: Schools must have at least 30% of the cohort eligible for free school meals

Data requirements: Form for parents/carers to complete

“I like having the Ambassadors to help us.”

Year 4 learner

“I found out how to be more confident and I learnt about UWL too”

Year 6 learner
Secondary Schools

Careers Workshops in school

**About:** A member of the Outreach team spends the day in school delivering 50 minute workshops, repeated throughout the day for different classes within the year group. There will be a selection of workshops available on general topics such as budgeting, choosing your subjects and skills for careers. We are happy to discuss other workshop ideas with schools.

**Subject:** Various – budgeting and money management, career skills, choosing your subjects

**Gatsby:** 1, 2, 4, 7

**Age/Year range:** Years 7 - 11

**When:** Throughout the year, dates requested by school

**Frequency:** 1 day per school

**Duration:** Whole day

**Group size:** 1 class per workshop, up to 6 workshops per day

**Location:** In-school

**Eligibility:** Schools must have at least 30% of the cohort eligible for free school meals

**Data requirements:** Short form for pupils to complete pre-workshop

---

BBC Young Reporter

**About:** BBC Young Reporter gives young people the chance to create news reports on the subjects that matter to them, their school and their community while learning useful new skills with experienced academics and journalism students. With the support of BBC staff and UWL experts and students, young people can develop their journalistic and media literacy skills to become Young Reporters.

**Subject:** Journalism, media, podcasting

**Gatsby:** 1, 2, 4, 7

**Age/Year range:** Year 10

**When:** March 2020 - 2 dates available

**Frequency:** 1 day per school

**Duration:** Whole day

**Group size:** 15-20 pupils- ideally a Media Studies class

**Location:** Ealing campus

**Eligibility:** 75% participants must meet target criteria

**Data requirements:** Online booking form for participants to complete

---

“The process of using something mundane such as K’nex, and converting that into all of the skills you need for STEM was a very useful eye opener.”

Year 10 learner

“I learned how to present a news report and how a recording studio works.”

Year 8 learner
**Specialist Career Days**

**About:** University and career days for specific groups of learners who are SEN, care-experienced or young carers. This is a two-day opportunity, with the first day being in your setting, and the next day at one of our university campuses. Learners will be able to co-create the programme based on their interests and ideas to maximise the benefit.

**Subject:** General university and careers

**Gatsby:** 1, 2, 3, 4, 7

**Age/Year range:** Year 7 upwards

**When:** Throughout the year, dates requested by school

**Frequency:** As requested

**Duration:** 2 day activity – one day in your setting, another day at our campus, does not have to be consecutive days

**Group size:** Varies

**Location:** Ealing or Brentford campus

**Eligibility:** All participants must meet relevant target criteria

**Data requirements:** Form for parents/carers to complete (Y7-8) or online form for participants (Y9-13)

---

**Work Experience**

**About:** We are offering 10 young people in Year 10 the opportunity to gain their work experience at the University of West London. Students will gain vital skills for the workplace, develop their project management and interpersonal skills, and will have the opportunity to understand the variety of roles available in higher education, across a variety of subjects through work shadowing and project work. Young people will also have the opportunity to pick an Academic school or UWL subject area to focus on.

**Subject:** Tailored to individual interests within UWL subject offering

**Gatsby:** 1, 2, 3, 4, 5, 6, 7

**Age/Year range:** Year 10

**When:** July 2020

**Frequency:** Once a year

**Duration:** 1 week

**Group size:** 10 pupils

**Location:** Ealing or Brentford campus, visits to external organisations

**Eligibility:** All participants must be disabled, looked after children or young carers

**Data requirements:** Online application form for participant to complete

---

**Saturday Clubs**

**About:** We are part of a national programme that allows young people across the country to spend their Saturday mornings at their local university, college or museum discovering subjects they love, whilst learning about careers in these industries. Clubs are delivered through a mixture of practical workshops led by University staff, trips to London’s best museums and galleries, and industry-led masterclasses. Club members will exhibit their work at Somerset House for the National Saturday Club end of year show in June.

**Subject:** Art and Design, Technology and Engineering or Writing and Talking

**Gatsby:** 1, 2, 3, 4, 7

**Age/Year range:** Year 8 – 11 - see below for more details

**When:** Saturdays, September 2019 – March 2020

**Frequency:** Weekly for 8 weeks, participants must attend at least 90% of sessions

**Duration:** 3 hours each week, 10am – 1pm, occasional longer days

**Group size:** 25 pupils per Club

**Location:** Ealing campus, visits to external organisations

**Eligibility:** All must meet one target criteria

**Data requirements:** Online/paper application form for participants to complete with parents/carers/teachers

---

**Start Date** | **End Date** | **Subject** | **Year Groups**
---|---|---|---
28 September 2019 | 16 November 2019 | Art and Design Technology and Engineering | Years 10 and 11
1 February 2020 | 21 March 2020 | Art and Design Writing and Talking | Year 8 and 9

---

"Learning about university life and careers was useful." Year 10 learner

"The most useful thing was learning how office life works, and how to get ahead of deadlines." Year 10 learner
Ealing CoderDojo

**About:** CoderDojo is a worldwide organisation that supports programming clubs for young people in their local areas. At our Dojo, young people develop websites, apps, programs, games, build robots and explore technology using Scratch, HTML, JavaScript, Python and more. There is a focus on community, family learning and exploration, with an emphasis on helping others and showing how coding is a force for change in the world.

**Subject:** Coding (Scratch and Python) and robotics

**Gatsby:** 1, 2, 4, 7

**Age/Year range:** Age 7 - 17

**When:** Saturdays, October 2019 - June 2020

**Frequency:** Once a month

**Duration:** 2 hours each month, 11am - 1pm

**Group size:** Approximately 35 spaces per month

**Location:** Ealing campus

**Eligibility:** All must participants meet at least one target criteria

**Data requirements:** Online booking form for parents/carers/participant to complete

“I learned how to build a camera and then code it to take pictures and videos.”

Year 7 learner

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Discovery Days

**About:** Classes visit campus for the day for practical informative workshops with students and staff. Each day includes an activity with Student Ambassadors, a tour around campus and two workshops designed to develop practical skills in public speaking, teamwork and problem solving, alongside university topics such as interview techniques and choosing a course.

**Subject:** General careers and university

**Gatsby:** 1, 2, 4, 7

**Age/Year range:** Years 7 - 11

**When:** Throughout the year, dates requested by school

**Frequency:** 1 day per school

**Duration:** 4 - 4.5 hours, usually 10am – 2:30pm

**Group size:** 1 class per visit, minimum 20 participants

**Location:** Ealing or Brentford campus

**Eligibility:** Schools must have at least 30% of the cohort eligible for free school meals

**Data requirements:** Form for parents/carers to complete (Y7-8) or online form for participants (Y9-11)

“I found the presentations useful as I don’t get to do a lot of presenting at school.”

Year 8 learner
**Takeover Challenge**

*About:* The Takeover Challenge puts children and young people into real-life decision-making positions in organisations. Young people gain valuable insight and experience of a workplace, while organisations benefit from a fresh perspective on their work. Individual learners will be matched with colleagues at UWL and will spend a day “in their shoes” – attending meetings, working in our offices and developing projects.

*Subject:* Various subjects available, general leadership

*Gatsby:* 1, 2, 3, 4, 5, 6, 7

*Age/Year range:* Year 12

*When:* November, dates will be released closer to the time

*Frequency:* Ad-hoc

*Duration:* 1 day, 10am - 3pm

*Group size:* 1-2 participants per “job”

*Location:* Ealing and Brentford campus

*Eligibility:* All must meet at least two target criteria

*Data requirements:* Online booking form for attendees to complete

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**Taster Week: Creative Arts Careers**

*About:* Our newest project aims to give Year 12s who are interested in careers within the creative arts industries the opportunity to explore what studying these subjects might be like, and what careers they can go in to afterwards. Through collaboration with academic staff and Student Ambassadors, learners will have the chance to take part in workshops, lectures and discussions spanning a wide variety of creative arts careers.

*Subject:* Creative arts including media, music and fashion

*Gatsby:* 1, 2, 4, 7

*Age/Year range:* Year 12

*When:* March 2020

*Frequency:* Once per year

*Duration:* 1 week, 10am – 3pm each day

*Group size:* 25 participants

*Location:* Ealing or Brentford campus, external organisations

*Eligibility:* All must meet at least one target criteria + be considering a career in the creative arts industries

*Data requirements:* Online booking form for attendees to complete

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“I would describe my experience as enriching and exciting. It made the world of work seem less scary and distant, yet informed me about the responsibility and workload different staff members have to uphold.”

— Year 12 learner (Head of Film, Media and Design for the day)
Personal Statement Support

About: Writing a personal statement can be a daunting experience, particularly if you are the first in your family to consider university or have no one to ask for advice. With this opportunity, learners can email in their personal statements for Outreach staff to look over, and can either meet to discuss the application and receive a tour of the University, or discuss the statement via email.

Subject: Personal statement and general application support

Gatsby: 1, 2, 3, 7

Age/Year range: Year 12-13

When: Throughout the year

Frequency: As requested

Duration: Until applicant is confident with their statement

Group size: Individual basis

Location: Via email, UWL Ealing and Brentford campus

Eligibility: All participants must be disabled, looked after children or young carers

Data requirements: Online form for learners to submit personal statement

“Thanks for all the help, I’ll definitely be implementing what you said in my next draft!”

Year 13 learner

Looked After Children and Care Leaver Support

About: The University of West London welcomes applications from students who have been in care or are currently living in care. We offer a wide range of support and guidance to help with specific questions or concerns looked after children and care leavers may have from application through to graduation. We are proud to have been awarded the Buttle UK Quality Mark for good practice and commitment to supporting young people in and leaving care.

If you are a care leaver thinking about applying to university or a teacher, support worker, foster parent or guardian wanting to know more, please contact Jenny Tait for advice and support at jenny.tait@uwl.ac.uk.

Subject: Personal statements, applying for accommodation, funding support, visiting UWL, meeting relevant staff and students

Gatsby: 1, 2, 3, 7

Age/Year range: Year 12 - 13, those applying for university

When: Throughout the year

Frequency: As requested

Duration: As long as required

Group size: Individual, small group

Location: Via email, UWL Ealing and Brentford campus

Eligibility: All participants must be looked after children or care leavers

Data requirements: Online form for learners to submit personal statement, if required

“I learned so much about how to present, how to plan an event like this, and how to work as a team, I can’t wait to be in the audience for next year.”

Year 12 project team member and speaker

Young Peoples’ Lectures

About: Join us for an afternoon of talks about issues that affect young people and our communities – chosen by young people, for young people. Over several months young people from local sixth forms come together as a project team to develop a programme of short lectures about a wide variety of topics, with planning and presentation skills support provided by UWL staff and students. The lectures are written and presented by the young people, to an audience of peers from schools and sixth forms.

Subject: Varied programme developed and delivered by young people

Gatsby: 1, 2, 4, 7

Age/Year range: Year 12 leading the project, Year 11 - 13 attending the lecture

When: Wednesday 11 December 2019

Frequency: Once per year

Duration: Approx. 4 hours

Group size: Approx. 200 spaces available

Location: Ealing campus

Eligibility: Schools must have at least 30% of the cohort eligible for free school meals

Data requirements: Online booking form for attendees to complete

“I learned so much about how to present, how to plan an event like this, and how to work as a team, I can’t wait to be in the audience for next year.”

Year 12 project team member and speaker
Teacher and Careers Advisor Lates

Our first year of Teacher Lates was a tremendous success, as we welcomed colleagues from local museums, educational trusts and UWL staff to demonstrate free resources that schools and colleges can use in the classroom. This year we are expanding the programme to five dates throughout the year, hosted by the Westmont Enterprise Hub at UWL. We invite you to explore our latest classroom resources, take part in discussions about how we can best support your learners, and leave with a bag full of freebies.

Subject: Varied programme with UWL staff, external organisations and teachers speaking
Age/Year range: Teachers, Careers Advisors, Support Workers, Youth Workers, museum outreach staff, anyone who works with young people or adult learners
When: October 2019, December 2019, January 2020, March 2020, July 2020
Frequency: 5 times a year
Duration: 5:30pm – 8pm approx.
Group size: Individual bookings, approx. 40 each evening
Location: Ealing campus
Eligibility: Anyone who supports young people or adult learners is welcome
Data requirements: Online booking form for attendees to complete

Other ways we can work together:
- Do you run a network for teachers at your local school or in your local area?
- Are you interested in setting up a teacher network in Ealing or one of our connecting boroughs?
- Do you have an idea for a widening participation project or activity for the young people you work with?
- Are you interested in organising for a UWL academic or student to visit your school to deliver a guest lecture?
- Do you run any activities for parents, such as coffee mornings, training sessions and trips?
- Do you want to arrange a visit to UWL for parents and teachers?

If you’ve answered yes or maybe to any of these questions please get in touch!

We are flexible and open-minded in our approach, and would be really interested in supporting your activities.

Speak to us about supporting your inset days!
Student Placements in Schools

At UWL we are always looking for ways our students can support young people and adults in our local communities. Our BSc Social Work degree has been running for a number of years, with students learning in placements ranging from schools to local authorities to charities. Every year some of our Social Work students undertake placements in local primary and secondary schools in Ealing and Hounslow. This is an opportunity for our students to get practical experience with young people, and for the school to receive specialist support at no cost.

How does it work?

If your school is interested in having a student on placement, then the Practice Education Manager from the UWL Social Work team will meet you to discuss your requirements and to undertake an audit of the school to ensure that the UWL student/s are able to meet their competences. We have been working with a few secondary schools for a number of years and have had very positive outcomes.

If the audit is successful, students complete an application form highlighting their details, previous work/voluntary experience and skills. This will tell you why they are interested in a placement working with children/young people.

If you think the student seems suitable on paper, an interview will be arranged with them. If you are happy to take the student, a start date can be agreed which is normally in January (70 day placement) and October (100 day placement) of each year.

What responsibilities do the school have?

The student must be supervised by a registered qualified social worker (RQSW) with the practice education training award (PEP’s).

The school would be expected to set the student/s work to do during the summer period and/or link the student into summer play schemes or such like wherever possible. The student MUST complete 70 full days or 100 full days.

The most important thing is that the students have plenty of work to do with pupils that allows for engagement, building a trusting relationship, setting boundaries, working with statutory colleagues when the pupil is a child looked after or a child in need.

What if my school doesn’t have a registered qualified social worker?

If the school does not have a RQSW, UWL can provide one of our approved practice educators (PE).

The practice educator would visit the student each fortnight for in-depth supervision as well as undertake a placement agreement meeting, a midway meeting and two/three direct observations.

The student would need to be further supervised by a member of the school team and offered alternate fortnightly supervision to the student. Both the school supervisor and the practice educator work as closely together as required, depending on the calibre of the student.

How long are the placements?

Placements consist of a first placement of 70 days, attending placement 3-4 days per week over the duration. The second and final placement of 100 days, attending 4-5 days per week over the duration.

Students are required to work individually and collectively with a case load of pupils undertaking a variety of tasks. Our students have been involved in direct work with Looked After Children, Safeguarding, Risk assessments, eating disorders, self-harm, family relationships, loss, bereavement and similar cases.

There is a very stringent criteria that students need to follow in order to successfully complete their 70 or 100 days placement. They must pass both placements and all academic work to qualify for the degree in social work.

Does the school need to pay anything?

No, schools receive a payment from UWL for providing a placement in their school. If the school has an RQSW then the amount received would be £20 per student per day of placement. If UWL needs to provide a practice educator then the school receives £10 per student per day of placement. On completion of the student placement, the RQSW/PE will send an invoice to UWL who will then arrange for the payment to be made to the PE. The PE will then split that payment with the school. The process takes approx. 6 weeks before the payments enter the bank account.

Who do I contact for more information?

For more information schools can contact:

Sabrina.malik@uwl.ac.uk or Deborah.marshall@uwl.ac.uk
Theatre Performances for Schools and Colleges

At the London College of Music (LCM) we welcome all who share our passion, whether it be classical, jazz and pop performance, composition, live sound production, music technology, musical theatre, acting for stage, theatre production or music management.

Throughout the year LCM students and staff organise and perform in plays and theatre productions as part of their performance-based modules. A limited number of free tickets are available for schools and colleges to attend performances and speak with the cast and crew afterwards. This is an excellent opportunity to see current students in action at a local venue, and particularly suited for learners considering a career in the performing arts.

Performances begin in the afternoon, participants will take part in a university workshop and campus tour beforehand, and then a Q&A session with the cast and crew once the performance has ended.

Important information before you book:
- Please be aware that start and finish times of the performances cannot be changed, if you are bringing a class/group they must be able to stay at UWL until 4:30pm.
- Participants should have eaten their lunch before arriving at UWL, there will be no time allocated to eat while on campus.
- All performances take place in the theatre at our Ealing campus, on St Mary’s Road, W5 5RF.
- There is no parking available for buses/minibuses at UWL Ealing campus, we would strongly recommend taking public transport to and from the performance.

About: Final year students present a wide range of self-managed projects as part of their performance-based modules. These performances are the pinnacle point of the students’ time with us at LCM and are varied in genre and approach - they promise to be an exciting and eclectic mix! In previous years schools have been in to see Romeo + Juliet, Pippin and Cabaret.

Subject: Various

Gatsby: 1, 2, 4, 7

Age/Year range: Years 5 - 13, specified for each production

When: Throughtout the year, specific dates

Frequency: Ad-hoc

Duration: Approx. 3.5 hours overall,
1pm – arrival, workshop and campus tour
2pm – performance starts
4pm (approx.) – performance ends, Q&A with performers
4:30pm – home time

Group size: Up to 30 + teachers, larger groups may be accommodated depending on ticket availability

Location: UWL Ealing campus

Eligibility: Schools must have at least 30% of the cohort eligible for free school meals and groups must be able to stay on campus until 4.30pm

Data requirements: Form for parents/carers to complete (Y5-8) or online form for participants (Y9-13)
WS Productions is an arts and media production company producing film, television, theatre and live events. We work both independently and in collaboration with community groups, arts organisations and media companies. We also offer our services to businesses and individuals for company promotional films, training films, events and celebrations.

We pride ourselves on producing the best quality work for small or large projects. We are currently working on a mental health festival, collaborating with schools and community groups on a range of workshops and talks for young people and adults interested in learning more about mental health and wellbeing.

We are based in Westmont Enterprise Hub at UWL. Email us for more information and to chat about how we can collaborate with you.

WSproductions@uwl.ac.uk

Useful websites

Making the decision to study at university, become an apprentice or go straight in to work can be incredibly daunting. There are so many resources available that it’s difficult to know where to turn for advice. The websites on this page can provide some useful information about a variety of subjects including university, care leaver support and coding activities.

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University of West London, St Mary’s Rd, Ealing, London W5 5RF
Lectures in Libraries

About: We run a variety of activities that promote learning, celebrate achievements of adults who have used learning to transform their lives, and to encourage everyone to embrace lifelong learning.

One of our most successful initiatives is the Lectures in Libraries programme, run in collaboration with Ealing Library Service. Throughout the year our staff and students spend an evening in one of our local libraries, discussing various topics in a relaxed setting. The aim of these talks is to provide career and life skills for adults who may be considering returning to education, taking the next step in their careers or want to learn a new skill.

Lectures are advertised through various channels around the community. Follow us on Twitter, sign up in the library or on Eventbrite, keep an eye on the noticeboards in your local supermarkets.

Subject: Practical career and life skills, such as:

- Public speaking and presentation skills
- Returning to education as an adult learner
- Managing and coping with change
- Managing conflict

Topics are varied throughout the year

Age/Year range: Adult, 21+ years

When: In the evenings, usually 6-7pm

Frequency: Monthly throughout the year

Duration: 1 hour

Location: West Ealing Library, other local libraries

Eligibility: Everyone is welcome, aimed at adults and those who are over 21 years old

Data requirements: Book your place via Eventbrite or the library, paper evaluation form at the end

“Interesting, well presented and informative. Speaker really knew their subject in-depth.”
Future of Heathrow and Aviation attendee

“It’s informative and helpful for would-be adult learners.”
Returning to Education as an Adult Learner attendee

“Paul definitely mentioned key points about presenting that I need for my career”
Public Speaking and Presentation Skills attendee

“We run a variety of activities that promote learning, celebrate achievements of adults who have used learning to transform their lives, and to encourage everyone to embrace lifelong learning.”
Future of Heathrow and Aviation attendee

“I found the session really informative, and the speaker was excellent.”
Public Speaking and Presentation Skills attendee

“Very informative and interesting lecture. I’ve learnt a lot from it.”
Public Speaking and Presentation Skills attendee
Discovery Days for Adults

About: As part of UWL’s commitment to supporting adult learning, we will be running several Discovery Days specifically for adults who are considering returning to education or who want to develop useful skills for the workplace. These days will be practical and informative, covering a range of topics such as applying to university, interview techniques and different career sectors. Academics and current students will support these days, with tours around our campus, workshops in different learning environments and opportunities for participants to ask lots of questions about further study.

Subject: Various, practical careers skills such as interview techniques, specific subjects such as healthcare

Age/Year range: Adult, 21+ years

When: Throughout the year, dates will be widely advertised
Frequency: Ad-hoc
Duration: 3-4 hours, generally 10:30am – 2pm
Group size: Approx. 30, individual bookings
Location: Ealing and Brentford campuses
Eligibility: Must be 21 years or over

Data Requirements: Online booking form for participant to complete

"The academics were all extremely down to earth, approachable and explained things clearly despite having lots of technical expertise.”
Music technology Discovery Day participant

Family Learning Days

About: We collaborate with lots of local museums and galleries to provide fun, educational and hands-on activities for families throughout the year. These are great opportunities for families to try something new in a relaxed environment, while also learning about places in their local area they can visit with children.

Subject: Various activities from painting to coding

Age/Year range: Everyone is welcome

When: Throughout the year
Frequency: Ad-hoc
Duration: One day, stay for as long as you like

Location: Ealing campus
Eligibility: All must meet at least one target criteria

Data Requirements: Online booking form beforehand or paper form upon arrival for participants/parents/carers to complete

“It was very creative, fun and a very nice experience to have with my friends.”
Family Learning Day teenage participant
Home of the Heathrow Archive and Exhibition

The journey

Heathrow: The Journey was made possible by generous funding from the Heritage Lottery Fund, Heathrow Airport and the University of West London

Permanent Exhibition

Get up close to historic Heathrow artefacts and discover how this iconic airport became the UK’s hub for aviation.

Ealing Campus, University of West London W5 5RF
Open Daily 10am – 5pm. Free Admission.

#UWLHeathrow

For more information visit
uw.ac.uk/HeathrowExhibition

Undergraduate Open Days

• Saturday 12 October 2019
• Saturday 9 November 2019
• Saturday 28 March 2020
• Wednesday 24 June 2020
• Saturday 4 July 2020
  10am - 3pm
  West London Campus

Nursing and Midwifery Open Day

• Saturday 2 November 2019
  11am - 3pm
  Reading Campus

Postgraduate Open Evening

• Thursday 21 November 2019
  4pm - 7pm
  West London Campus

Book your place:
uwl.ac.uk/open
Collaboration is one of our core values, and we are proud to be active members of professional organisations that promote fair access to higher education. Sharing ideas, advice and training with colleagues across London and the UK enhances our activities and ensures that we are contributing to the national widening access agenda.

**AccessHE**
AccessHE is the pan-London organisation that aims to support the progression of under-represented groups to higher education (HE). It does this by enabling HE institutions (HEIs), schools and colleges to achieve their objectives on widening access to HE more efficiently and effectively.

**Linking London**
Linking London is a partnership of educational organisations that work collaboratively to maximise its contribution to targeted widening participation, student engagement and success, social mobility and in pursuit of improvements in social justice through education. The core aims of our partnership are to support recruitment, retention and progression to and through higher education.

**NEON**
The National Education Opportunities Network (NEON) is the professional organisation supporting those involved in widening access to higher education (HE). NEON aims to enable those working to widen access to HE at all levels and in all sectors to affect change in their own organisations and communities. At the heart of NEON is a cross-sector approach bringing together HE institutions, schools, colleges, the voluntary sector, professional bodies and employers.

**Higher Education Liaison Officer’s Association (HELOA)**
HELOA is the professional association of staff in higher education who work in the field of education liaison and provide guidance and information to prospective higher education students, their families and advisers. Members work in a wide range of functions within universities, covering areas of schools and colleges liaison, student recruitment, widening participation, external relations, marketing, publications and publicity and student services. What binds the membership together is our commitment to encouraging high standards of professionalism amongst our members.
We are proud to have won the National Education Opportunities Network (NEON) award for ‘Higher Education Institution of the Year’ in recognition of the opportunities we deliver to widen access to higher education, and support our current students to succeed.