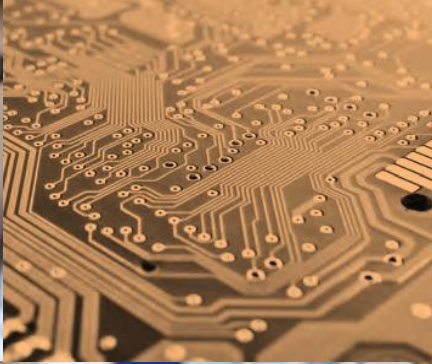


**LONG ROAD** SIXTH FORM  
COLLEGE  
CAMBRIDGE



# **BE** LONG ROAD





```
/**
 * Simple Hello
 * Button() method.
 * @version 1.0
 */
HelloButton()
```

Dear Colleague,

Thank you for your interest in Long Road Sixth Form College. You have many options when choosing where to start or to continue with your career, and I would like to share a few reasons why Long Road is a special place to work.

When I joined Long Road as Principal some years ago, I was made to feel so welcome, the same welcome we give to all our new students and colleagues. As a sixth form college we offer a highly successful mix of curriculum breadth with excellent pastoral care. We nurture, challenge, and inspire our students to achieve their very best. We are a values driven organisation:

- We act with integrity; we keep our commitments and are honest, fair, and trustworthy.
- We aim to encourage and inspire each other to success – to be the best that we can be.
- We share a passion for learning and its capacity to transform lives.
- We show respect for ourselves, for others and for our environment.
- We will achieve our vision through collaborative, effective teamwork, both in college and with our community partners.

These are not just words you will see them demonstrated across our college community.

We are passionate about our mission – we believe our students deserve the very best education we can provide. Consequently, our standards for our students and for ourselves are high. Ofsted agreed awarding, in December 2019, a rating of GOOD across all categories inspected. Our aspiration today is to become outstanding. We know that collectively we can achieve great things.

Our students are successful because our teachers are truly committed subject specialists. We make time for regular, bespoke professional learning for all colleagues whether NQT or experienced practitioner. We are active members of the National Teaching School CASSA (Cambridge & Suffolk Schools Alliance) contributing to and accessing valuable CPD and we have very close links with Cambridge University Faculty of Education. If you aspire to leadership we offer a range of exciting opportunities, for example currently four colleagues are undertaking a year- long programme run by SFCA (Sixth Form Colleges Association).

If you are looking for a college where you can make a real difference, where you will enjoy supporting students to achieve the very best; then this is the perfect opportunity.

Best wishes,  
Yolanda



Yolanda Botham

# FACTS ABOUT LONG ROAD SIXTH FORM COLLEGE

- An incorporated Sixth Form College recognised by Act of Parliament.
- Established in 1974 on the site of the former Cambridgeshire High School for Girls. Approx. 2300 students, almost all 16-19.
- Annual turnover £10m.
- A member of the Cambridge Area Partnership of secondary schools, Colleges and special schools.
- The majority of students take level 3 courses, academic and applied. There are currently 24 A level courses and 13 Applied courses at level 3 with 5 GCSE courses and 5 Applied courses at level 2.
- Approx. 230 staff.
- The site is situated on the Addenbrookes Biomedical Campus, 23 acres of land on the southern boundary of Cambridge City. It has 3,000 trees with some areas of dense woodland, there is a planted arboretum with some quite rare trees including an Indian Bean Tree and a Giant Redwood.
- Ecological studies have shown up to 20 bird species frequent the site along with a wide variety of mammals including deer, badgers and foxes and of course the ubiquitous rabbit of which there are hundreds.

# VISION AND VALUES

## LONG ROAD VALUES

Long Road is an open, accepting and diverse community

- We share a passion for learning and its capacity to transform lives
- We aim to encourage and inspire each other to success - to be the best that we can be
- We act with integrity; we keep our commitments and are honest, fair and trustworthy
- We show respect for ourselves, for others and for our environment

We want everyone to be able to be themselves and be free from discrimination including bullying, harassment and victimisation. We will create an environment where everyone can achieve their potential, and no one will be disadvantaged because of their identity, disability or personal circumstances. We will achieve our vision through collaborative, effective teamwork, both in college and with our community.

In addition to the College values, we also promote Democracy by encouraging students to accept responsibility for their behaviour, show initiative, understand how they can contribute positively to the lives of those living and working in the locality and to society more widely, and enable students to acquire a general knowledge of and respect for public institutions and services. We encourage respect for democracy and support for participation in the democratic processes.

# LONG ROAD SIXTH FORM COLLEGE DEVELOPMENT PLAN

## **OUR VISION: A HIGH ACHIEVING AND INCLUSIVE SIXTH FORM COLLEGE**

### **STRATEGIC PRIORITY 1: PROUDLY LONG ROAD**

Use the freedom independence provides to be bold, to innovate, to forge deep and extensive local and international partnerships and to grow our reputation as the leading post 16 provider in Cambridgeshire and beyond.

**STRATEGIC PRIORITY 2: ENHANCE FURTHER Our Quality of Teaching and Learning**  
Provide excellent teaching, foster an imaginative, creative culture of learning to achieve or exceed annual targets for student progress, retention, achievement and success.

**STRATEGIC PRIORITY 3: FUTURE CONFIDENT – To prepare our students to face and relish the opportunities and challenges ahead.**

We celebrate diversity and promote respect, helping students fulfil their academic potential and become thinking, questioning and caring members of society.

**STRATEGIC PRIORITY 4: TALENTED TEAM - Invest in, encourage and develop all colleagues.**

Cultivate an environment in which colleagues are trusted, valued, encouraged and supported to excel. We recognise our talented staff are our greatest asset.

### **STRATEGIC PRIORITY 5: FINANCIALLY STRONG AND SUSTAINABLE**

We will invest significantly in the development of our campus and seek to strengthen our financial sustainability for the long term, to ensure resources are used as efficiently and effectively as possible for the maximum benefit of students.

# OFSTED

For full details of the College's most recent OFSTED Report (2020), please visit

<https://www.longroad.ac.uk/the-college/general-information/ofsted-report/>

Long Road Sixth Form College continues to be a good provider.

Key Improvement Areas:

- Leaders and managers need to ensure that the attendance and punctuality of some level 2 students and those studying GCSE mathematics improve to the same high level as students on other programmes.
- Leaders need to ensure that all students, particularly those studying level 2 applied courses, receive impartial and relevant careers advice from specialist staff to help them make informed choices about the full range of careers available to them.
- Leaders need to ensure that students at all levels and subjects, such as GCSE English and mathematics, achieve their minimum target grades.

The full OFSTED report can be accessed through the College website [www.longroad.ac.uk](http://www.longroad.ac.uk) which will also provide a variety of insights into the work and life of the College. In particular, potential applicants may wish to [download the 2020 prospectus](#), peruse the College News and view the selection of student videos.

# THE GOVERNING BODY

The College's governing body comprises twenty members, including the Principal, three staff, two students and one parent. The thirteen independent members are drawn from a range of backgrounds including Business, Finance and Law as well as Education.

The Governors are responsible for the strategic and financial direction of the College, supporting the staff of the College in ensuring that Long Road is an environment in which all students can fulfil their potential. The College is justifiably proud of its students' achievements, the qualifications they gain, their development as young people and the contribution they make to their community. Governors take a keen interest in the students, their well-being and the quality of their experience at the College. They have strong links with teaching and support departments and participate in College events such as Open Evenings.

## CURRICULUM AND ACHIEVEMENT

Long Road specialises in the provision of academic and general vocational education to the 16- 19 age group. Students may choose courses across the ten subject sector areas common to most sixth form providers, the most popular by enrolment being science and mathematics and arts and media. Almost all courses are at levels 2 and 3, with 84% of enrolments being for level 3 courses. Applied courses are offered in a range of vocational areas using OCR Cambridge Technical, WJEC and BTEC qualifications.

In addition to examination courses and guidance work, a range of enrichment activities is available to students. These include a broad programme of sporting activities, art, drama, and music and community service. There are extensive opportunities for students to participate in day and residential trips and good support for students to organise their own clubs and societies. A thriving student community enables students to contribute to the development and improvement of the College as well as the organisation of social and fund-raising activities.

## SUPPORT AND GUIDANCE

Long Road has high expectations of its students and aims to achieve the optimum balance between the independence and self-reliance appropriate to young adults and the need for support and discipline. Students receive individual advice and guidance at every stage, starting with their initial application. This includes a system where each student meets regularly with a Progress Coach, who support their progress and broader College experience in order for the students to achieve their maximum potential.

Provision of additional learning support is extensive and there is a confidential counselling service. Students have very comprehensive guidance and support on careers and higher education, provided by both College staff and by the youth support service.

Student Welfare is a high priority for Long Road. We have a Safeguarding & Student Wellbeing Manager within our Academic Support department who is responsible for supporting students with mental health and/or welfare needs in order to achieve high levels of retention and achievement, and to ensure that students have equal opportunities to participate in and enjoy all aspects of college life. Long Road also has a team of onsite counsellors who provide a cross-college confidential counselling service for students.

Long Road works in close partnership with parents. Parents receive regular reports on student progress and are contacted whenever necessary. There are options for Parents to also meet with Student's Teachers to discuss progress. The College is committed to safeguarding and promoting the welfare of young people and expects all staff to share this commitment

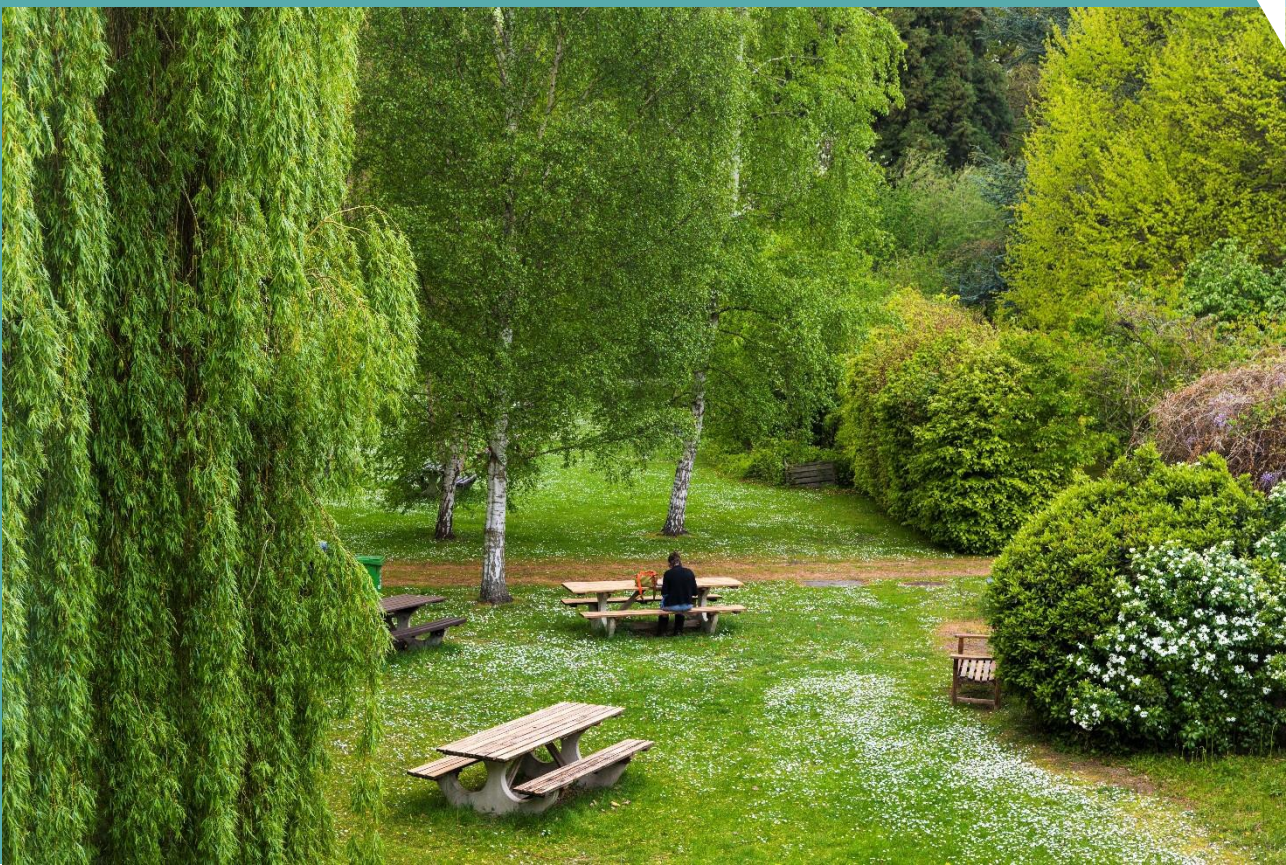




## ACCOMMODATION AND FACILITIES

The College, located two miles to the south of Cambridge city centre, occupies the buildings and the 23 acre site which formerly housed the Cambridgeshire County High School for Girls, and enjoys spacious playing fields and attractive grounds. We have invested heavily over the last 20 years in our buildings. A new sports hall was opened in 2005. This has released space in the old gym area for the expansion of the Learning Resource Centre and other student facilities.

With the support of the national Building Condition Improvement Fund, the College has invested over £6 million since 2011 to upgrade the quality of the estate, improve teaching areas and create facilities for students to use for outside lessons. A new Student Centre opened in autumn 2012 and Performing Arts courses are now located in The Studio, a state-of-the-art facility. The Learning Resource Centre (LRC) incorporates a growing range of IT hardware and software. Staff make good use of IT in their teaching and the College has developed a strategy to guide this development. Teaching staff also benefit from excellent reprographics facilities and from the services of support staff including the LRC Manager and her team, departmental technicians, IT support staff and staff in the Registry team.



## STAFF

The College currently employs around 230 staff, including full and part-time teachers and managers and full and part-time support staff. There are extensive opportunities for professional Development and effective processes for the induction of new staff. Newly qualified teachers are welcomed; the Early Career Teacher framework is offered to those wishing to complete their qualifications to work in schools, and new teachers needing a teaching qualification are supported to complete the PGCE FE or Level 5 EATs (previously PTLLS). Staff pay and conditions are set within the framework established by the Sixth Form Colleges' Association, of which Long Road is an active member.

In common with many Sixth Form Colleges, Long Road is seen as an attractive place to work. The College regularly attracts high-quality candidates for both teaching and support posts. Once appointed staff enjoy the opportunity to work in well-motivated and supportive departmental teams; they are very loyal to the College and committed to its aims and ethos; staff turnover is healthily low.

## CENBASE

A group of relatively local Sixth Form Colleges with a similar student intake and curriculum offer, who work collaboratively on CPD and peer support. They are Colchester; Long Road; Luton; Palmers in Essex; Solihull; and Wyggeston in Leicester

## FINANCIAL POSITION

Long Road is funded by the Education Skills Funding Agency (ESFA). The College has consistently maintained good financial health status. The annual income is in the region of £10 million, the vast majority of which comes directly from the ESFA.



# THE COLLEGE HEALTH & WELLBEING STRATEGY

Long Road Sixth Form College is committed to providing a positive, encouraging working environment, one that is healthy, safe and supportive. Our wellbeing strategy aims to promote staff wellbeing across all aspects of college life. We recognise our talented staff are our greatest asset.

Wellbeing is *'a state of mind in which an individual is able to realise his or her own abilities, can cope with the normal stresses of life, can work productively, and is able to make a contribution to his or her community.'* World Health Organisation 2014.

## THE HEALTH AND WELLBEING STRATEGY AIMS TO:

- Embed health & wellbeing across all college practice
- Involve everyone in strategy development and evaluation
- Make best use of the resources available
- Ensure actions lead to long-term, sustainable improvements in the health and wellbeing of the Long Road staff community

## OUR AIMS AND OBJECTIVES

Our central College mission is to enable our students to achieve the very best they can and to support them to progress. To achieve this we need a highly skilled, motivated team. We are also committed to being an employer of choice. We recognise that the promotion and maintenance of the physical/psychological health and wellbeing of our staff community is vital if we are to achieve our goals.

The central aim of the Health and Wellbeing Strategy is to prevent work associated ill health and to create and maintain a culture of wellbeing, where staff feel valued, achieve job satisfaction and are successful. These aims are also championed through both the College's Development Plan and HR Strategy.

## PRINCIPLES FOR SUCCESS

To enable our health and wellbeing strategy to be successful, we need a shared understanding of what wellbeing is and why it is important to Long Road.

Leaders and managers across our organisation must role model wellbeing behaviours. We must provide timely access to relevant services and resources to staff.

We should empower staff to take ownership of their own wellbeing and provide time, training and resources to do so, and demonstrate the value of wellbeing to the Long Road community.

The following principles underpin our approach;

- Values based leadership
- Effective change management and careful planning – providing colleagues with sufficient notice and ensuring any new initiatives are thoroughly reviewed and assessed against a workload impact
- Workload scrutiny – regular (at least annual) review and adjustment of staff workload
- A developmental professional review process (PRD)
- Regular, open dialogue and feedback through consultative groups such as JUMCC, staff meetings, team meetings, staff surveys, focus groups, Corporation meetings/visits
- Equipping managers to better lead and support their teams, including health and wellbeing and staff satisfaction
- Providing an occupational health and wellbeing service that is focussed on prevention
- Implementing a clear and supportive sickness absence and attendance policy



## IMPLEMENTATION

The College Wellbeing Strategy will be used to improve the wellbeing of our staff, and will look at 4 key areas:

- Building, improving and maintaining a positive and supportive working/learning environment
- Embedding wellbeing in our HR policies and people practices
- Creating a culture where more people feel able to talk openly about their mental health as they do physical health. Encouraging and supporting staff to maintain good mental health and manage problems should they arise
- Encouraging and promoting healthy lifestyles

The Implementation of the strategy will involve a review of what Wellbeing initiatives the College currently offers and increasing the provisions and benefits available to Staff.

## MEASURING SUCCESS

The successful implementation of the strategy will see:

- Increased participation in the staff survey
- Staff survey analysis (and other focus group feedback) as an indicator of organisational wellbeing
- The take up of wellbeing initiatives
- Reduction in the incidences of and number of days lost annually due to short term sickness absence
- Monitoring referrals and where appropriate outcomes of Occupational Health and Wellbeing and our Employee Assistance Programme
- Reviewing of all relevant HR data

## VISION 2022 AND BEYOND

Our community will be one where colleagues feel safe, are able to share concerns and have gained further strategies to manage their own wellbeing.

Our goal is for everyone to feel valued for their contribution to Long Road, encouraged and supported to be the best they can be and collectively, we provide a brilliant student experience.

The full Long Road Wellbeing Strategy is available to read on Moodle.



# STAFF BENEFITS

Working at Long Road you will have access to our College facilities, including:

- Our Learning Resource Centre (LRC)
- On site Food Centre
- On site Car parking
- FREE Wi-Fi
- College leisure facilities, including use of our fitness suite
- Staff Room and Kitchen facilities

As a member of staff, you may also be able to access discounts and benefits such as:

- Employee care line
- Cycle to Work scheme
- Childcare offers, including discounts for the on-site 'Baracudas' Holiday club
- Discounted Gym memberships
- Discounted & FREE IT Software, including MS Office
- Occupational Health and Counselling
- Teachers' Pensions Scheme and Local Government Pension Schemes for Support Staff

As well as many more discounts and benefits available to those working in education.

Family friendly leave is also available should our staff require it, and we operate generous maternity, paternity, adoption, and parental leave packages, as well as generous Annual leave and Staff Sickness allowances. We will always seriously consider requests for flexible working and many of our staff have enjoyed the opportunity to undertake a career break, secure in the knowledge that they will be welcomed back to Long Road Sixth Form College.



# PROFESSIONAL DEVELOPMENT

As a large College we can offer excellent training and career development opportunities. Our teaching, learning and assessment programme not only enables academic staff to enhance their skills through supportive, carefully targeted observations but also to benefit from the know-how of visiting pedagogical experts. The structure of the College allows progression not only into academic-related management posts within departments, but also in to related areas such as academic support, learning, coaching, Extended Project Qualification, Duke of Edinburgh Award, Equality Awareness and Enrichment management.

A college of this size requires a highly-skilled and diverse support function. This includes areas such as careers and employability, technical support for courses, estate management, student services, registry, IT services, LRC management, finance, counselling, e-learning, governance, human resources, marketing, and student supervision. These staff members also benefit from college-wide and bespoke training.

Your training needs will be discussed with your Line Manager during the introductory period, and after this at each Performance Review and Development meeting.

## EQUALITY & DIVERSITY

The College aims to promote and maintain equality of opportunity and freedom from discrimination and harassment on grounds of sex, race, disability, sexual orientation, marital status, pregnancy, gender reassignment, religion or age. We actively encourage applications from students from all ethnic backgrounds, ensuring that students with any physical disabilities have equal access to resources and encourage students to follow courses of their choice for which they are qualified.

We are committed to raising awareness of Equal Opportunities issues among both staff and students through specific educational initiatives. We hope you will never face any form of discrimination or harassment, or feel that you are prevented from participating in the full range of college activities, but should it occur, we will provide the support necessary to resolve any difficulties.



# SAFEGUARDING

Long Road Sixth Form College fully recognises the responsibility it has under section 175 of the Education Act 2002 that members of staff and students have an important role to play in safeguarding and promoting the welfare of young people and vulnerable adults and preventing abuse.

It is our policy to work with the local Safeguarding Children Board, the Police and Social Care while always placing the welfare of the student or vulnerable adult at the centre of any actions taken.

Child Protection is for all young people up to the age of 18. The definition of a vulnerable adult is defined in 'No Secrets' (the Government's Guidance on Adult Abuse) as: 'a person aged 18 years or over, who is in receipt of or may be in need of community care services by reason of 'mental or other disability, age or illness and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation'.

The law requires all college staff to pass on information which gives rise to a concern about a student's welfare, including risk from neglect, physical, emotional or sexual abuse.

Through their day- to- day contact with students and direct work with families, staff at the college have a crucial role to play in noticing indicators of possible abuse or neglect and referring them to the appropriate agency, normally the appropriate Child and Family Team (Social Care) via the college designated staff.

As part of our commitment to Safeguarding, all our Staff Members receive regular training for safeguarding, Prevent and Mental Health.







## CAMBRIDGE

Cambridge is known for being the home of the University of Cambridge, the second- oldest university in the English- speaking world. The architecture of its buildings, most steeped in academic history, make Cambridge the envy of many cities around the globe. The river Cam flows through the city and that, coupled with the many green spaces, makes it a very attractive place to not only visit but also to live. There is an enormous range of cultural, sporting, leisure and entertainment opportunities within the city and the surrounding countryside. Businesses from around the globe are choosing Cambridge as a Technical hub to develop and invest in, with Astra Zeneca building the huge new bio- medical campus next to Addenbrookes Hospital and Long Road.

For more information about the city visit: <http://www.visitcambridge.org/>  
<http://www.cambridge.gov.uk/>

## TRANSPORT

Cambridge has excellent major road links in all directions, with the A10, A11, A14, A428, A1307 and M11 passing by the city. Cycling has become a very popular way of traveling around Cambridge, so a well- developed network of cycle paths has been developed. Local buses run frequently with routes in all directions out of the city including the guided busway, which has the longest guided busway track in the world.

Cambridge has two Train Stations; Cambridge Station, which is situated close to the heart of the city and only 1.5 miles from the college, and the new Cambridge North Station, which opened in 2017. Both Stations have major links to routes to and from London, Kings Lynn, Peterborough and Norwich. There are plans for a third station, Cambridge South, to be built close to the site of the college and the Addenbrookes Bio- medical campus.

## LIVING IN CAMBRIDGE

Significant housing growth is taking place in and around Cambridge, and, as demand in Cambridgeshire gets greater, there are plans for 14,000 new homes in the city by 2031 with over 2,100 new homes that are already occupied on the city' s southern fringe. Rental prices are reasonable and there is also a good supply of rental accommodation in the surrounding towns and villages, with Cambridge being accessible from Royston, Newmarket and Ely.

For information on house prices please see  
<http://www.bbc.co.uk/news/business-23234033>

Settling your family into the area  
For those of you with children then you will want to know about schools and child care facilities. For details please go to;

School/college search  
[www.childcare.co.uk/information/childcare-link](http://www.childcare.co.uk/information/childcare-link)  
[www.goodschoolsguide.co.uk/school-search/](http://www.goodschoolsguide.co.uk/school-search/)  
[www.gov.uk/school-performance-tables](http://www.gov.uk/school-performance-tables)

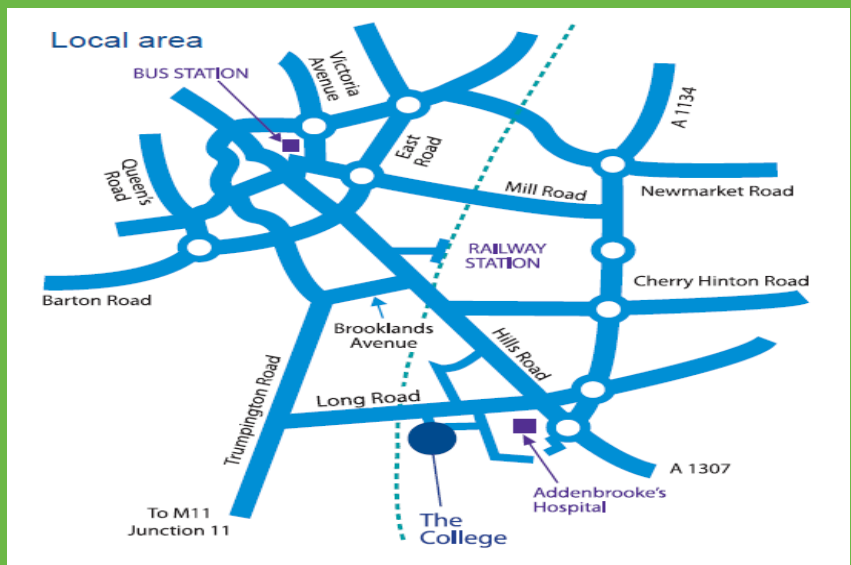
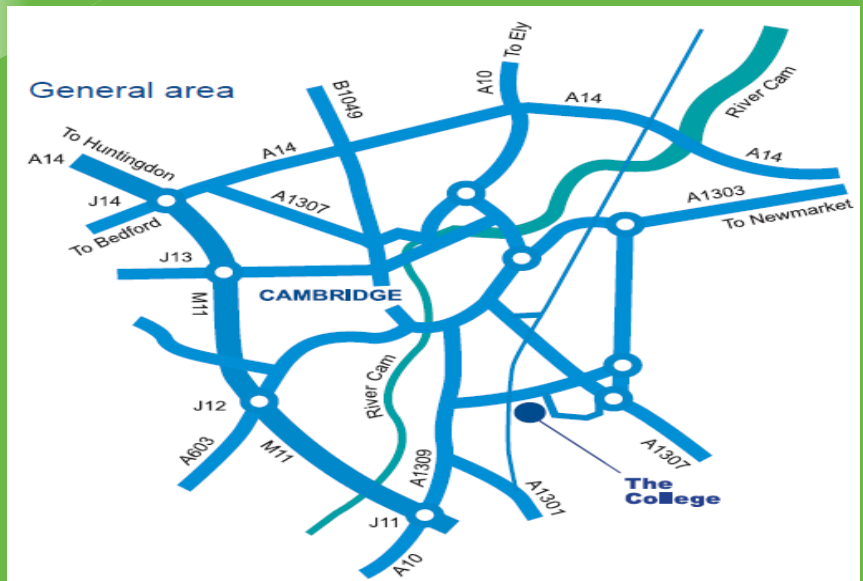
# COLLEGE LOCATION

If you are approaching from the south side of Cambridge via the A1307, go straight across the roundabout on which Addenbrooke's hospital is situated. You will now be on Hills Road. Turn left into Long Road at the first set of traffic lights. Turn left into Robinson Way. The entrance to the college is on your right.

If you are approaching from the north and driving down Hills Road, turn right into Long Road then proceed as described above.

If you have left the M 11 at junction 11, proceed into Cambridge on the A1309 through Trumpington then turn right into Long Road at the traffic lights. Robinson Way is towards the further end of Long Road and is a right turn off the main road.

Please note that a one-way system with entry barrier operates at the college. Parking is available onsite.





**LONG ROAD** SIXTH FORM COLLEGE CAMBRIDGE

Long Road Sixth Form College, Long Road, Cambridge, CB2 8PX

Design: Limewash, Cambridge  
Photography: Ian Cumming and Steve Edwards