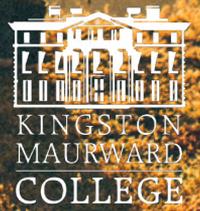
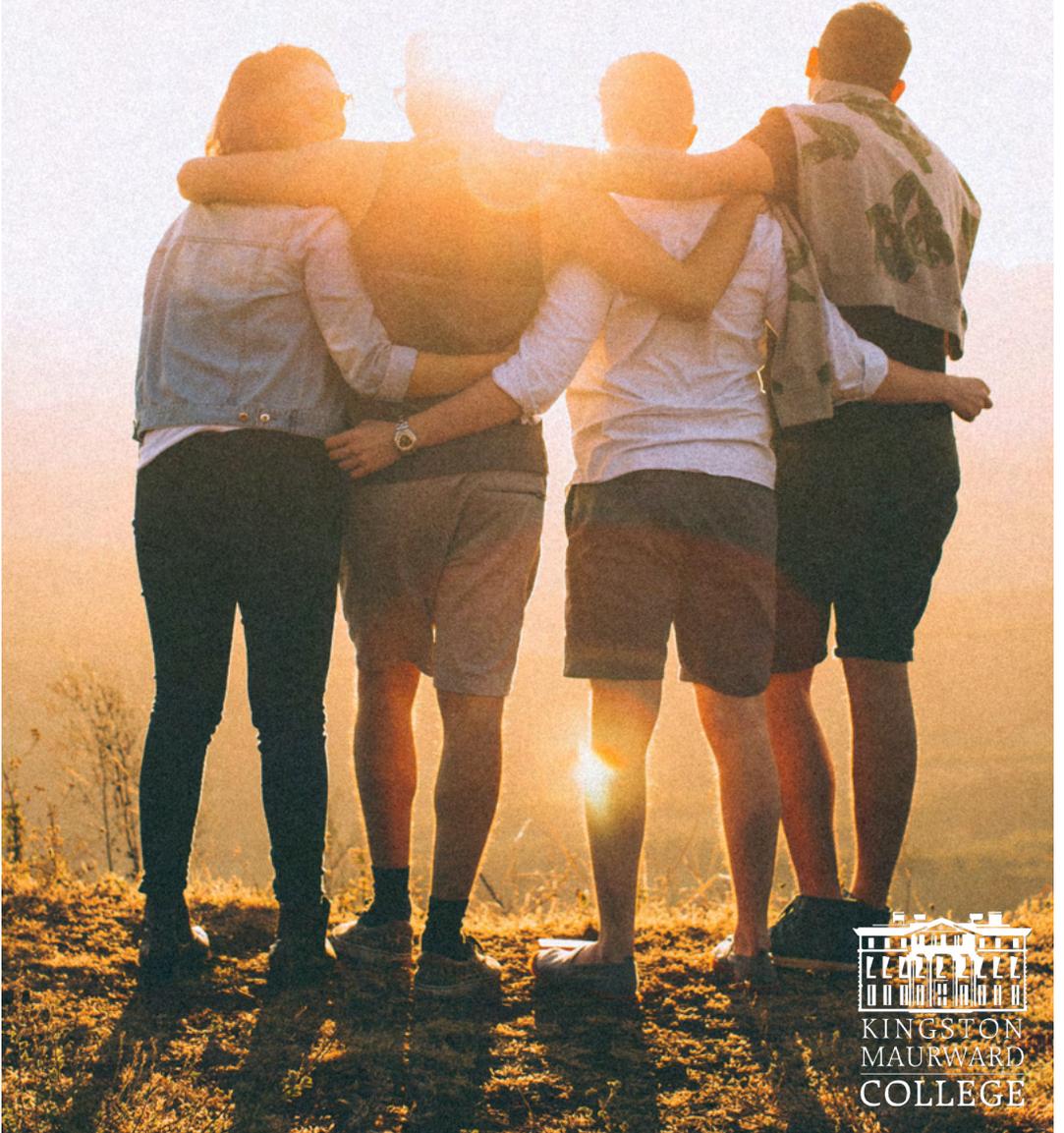


# STUDENT GUIDE

*Your essential guide to student life*





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# Welcome

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**It is with great pleasure that we welcome you to our rural college in the heart of Dorset, just a few miles from the sea and close to major road and rail links.**

Confirmed again as 'Good' by Ofsted, the College is growing both the number of courses and the number of students learning here. Our students are part of a vibrant student family, enjoying life on a stunning historic country estate alongside state-of-the-art facilities.

Our students frequently express how happy they are here, and the independence they get compared to school provides them with an outstanding transition to working life or university.

Practical work is at the core of what we do; learning is real, immediate and engaging, whether in the field or the classroom. Working with employers and our wider community, our students have excellent employment rates after their course as a result.

To do this isn't easy - we work hard; we have very high expectations of both ourselves and our students, pushing each other to achieve the very best we can regardless of our starting point. What is hard however, is worth doing.

Luke Rake, Principal & Chief Executive

# FAQs

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**Q: If I forget my lanyard, what should I do?**

A: Please visit the Library Desk in the Learning Resources Centre - staff will be able to give you a spare to use.

**Q: If I lose my lanyard, what should I do?**

A: Visit to the Library Desk on the bottom floor of the Learning Resources Centre.

**Q: When will I get my timetable?**

A: This will be sent out via email after you have officially enrolled.

**Q: Who do I ask for help with bus routes/timetables?**

A: If your query is related to College transport, please email [transport@kmc.ac.uk](mailto:transport@kmc.ac.uk)

**Q: Can I smoke on-site?**

A: No, we are a no-smoking campus.

**Q: Is there a cash machine on-site?**

A: No, the nearest cash machine will be Tesco, Weymouth Avenue, Dorchester, DT1 2RY

**Q: I have a new/my first car - do I need to tell anyone?**

A: Yes, please email the Student Administration Team at [enquiries@kmc.ac.uk](mailto:enquiries@kmc.ac.uk) and include your new car registration, your name and student ID number.

**Q: Where can I park my bicycle?**

A: There are some bicycle bays near the Learning Resources Centre, Careers Common Room, and Greys Loft. Please remember to bring a padlock as your bike is your responsibility.

**Q: If I have a safeguarding issue, who do I speak to?**

A: If it's not urgent, please speak to your tutor, The Student Welfare Team, or if urgent or out of College hours, please call our Security Team on 07860 956576.

**Q: How can I request counselling?**

A: Your tutor can either fill in a referral form with you, or you can email The Student Welfare Team at [121@kmc.ac.uk](mailto:121@kmc.ac.uk)

**Q: If I'm getting bullied, who do I speak to?**

A: In the first instance, please talk to your teacher. Alternatively, please visit our Student Welfare Team, located on the top floor of the Learning Resources Centre or email [121@kmc.ac.uk](mailto:121@kmc.ac.uk).

**Q: What if I'm nervous about starting College?**

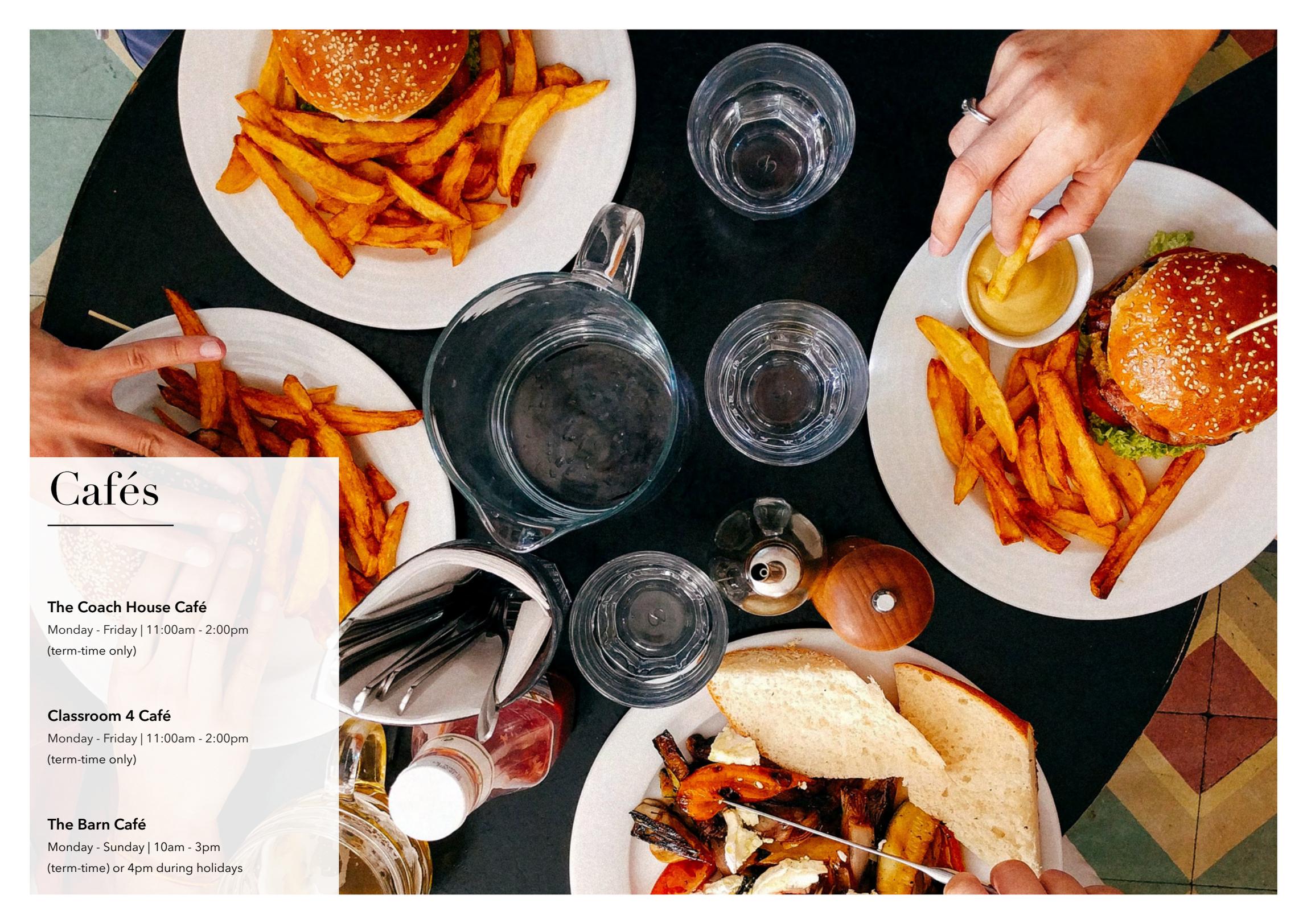
A: Please be assured, that you're not the only one - it's natural to feel anxious about a new situation. If you would like to speak to a member of our Student Welfare Team, please email [121@kmc.ac.uk](mailto:121@kmc.ac.uk) or phone 01305 215121 during term time only.

**Q: Do you have an LGBTQ+ group?**

A: Yes, we have a Rainbow Support Group which is run and supported by members of our Student Welfare Team. Please email [121@kmc.ac.uk](mailto:121@kmc.ac.uk)

**Q: Where can I get free sanitary products?**

A: Please speak to the team at The Student Welfare Desk on the top floor of the Learning Resources Centre.



# Cafés

## **The Coach House Café**

Monday - Friday | 11:00am - 2:00pm  
(term-time only)

## **Classroom 4 Café**

Monday - Friday | 11:00am - 2:00pm  
(term-time only)

## **The Barn Café**

Monday - Sunday | 10am - 3pm  
(term-time) or 4pm during holidays



# Enrichment Activities

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Our gym has a range of equipment including cardiovascular machines, resistance machines, free weights, treadmills, a cardio section and a HIIT training area. We also have an indoor bouldering wall, an area for fitness classes, and gym supervisors and instructors to advise and support you. Membership is £30 per year, which includes fitness classes, training advice, and guidance. The gym will be supervised throughout the day. To use the gym, you will need to have an induction - please contact Sport & Fitness Course Manager, Chris Bosley; [chris.bosley@kmc.ac.uk](mailto:chris.bosley@kmc.ac.uk)

We offer diverse and exciting enrichment programmes including sports teams, clubs, fitness clubs, gym memberships and more. These are open to all students and are designed to encourage more people to enjoy physical activity on a regular basis, regardless of their ability or experience. Our programmes change yearly.

Gym Opening Hours:

Monday: 8:00am - 4:30pm

Tuesday: 8:00am - 4:30pm

Wednesday: 8:00am - 4:00pm

Thursday: 8:00am - 4:30pm

Friday: 8:00am - 4:00pm

# Learning Resources Centre (LRC)

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Based in the centre of campus, the LRC boasts our library, the Student Welfare Team, Learning Support, and our Student Administration Team.

During term time the LRC is open  
Monday - Friday | 8:30am - 5:00pm

## Library

Offering a broad range of specialist books and resources for students to borrow, our library staff can help with any issues relating to accessing our online learning platform, Moodle, uniform or any other queries.

For further information, please contact the team at [library@kmc.ac.uk](mailto:library@kmc.ac.uk) or call 01305 215064.

## The Student Welfare & Wellbeing Team

Our team of experienced and qualified staff are on hand to provide a safe, confidential and non-judgemental space where you can discuss any issues or concerns you may have.

The Student Welfare Team - 01305 215121

The Safeguarding Team - 01305 215058



# Term Dates

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## Autumn Term

Monday 6<sup>th</sup> September - Wednesday 15<sup>th</sup> December

## Half Term:

Monday 25<sup>th</sup> October - Friday 29<sup>th</sup> October

## Inset Days:

Thursday 16<sup>th</sup> & Friday 17<sup>th</sup> December

## Spring Term

Wednesday 5<sup>th</sup> January - Friday 8<sup>th</sup> April

## Half Term:

Monday 21<sup>st</sup> February - Friday 25<sup>th</sup> February

## Inset Day:

Tuesday 4<sup>th</sup> January

## Easter Break:

Monday 11<sup>th</sup> - Friday 22<sup>nd</sup> April

## Summer Term

Monday 25<sup>th</sup> April - Friday 24<sup>th</sup> June

## Half Term:

Monday 30<sup>th</sup> May - Friday 3<sup>rd</sup> June

# Attendance

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To get the best out of your student experience, it is important that your attendance is excellent as this will ensure you can reach your full potential at College and in your work experience placement(s).

You are expected to attend all timetabled sessions on time, including any enrichment or cross-College tutorials. If you are unwell or are going to be absent from a lesson, for any reason, please let us know.

Please email [studentabsence@kmc.ac.uk](mailto:studentabsence@kmc.ac.uk) and include:

Your full name

Your course

The reason you are off.

If the illness is related to COVID, you must also detail where on campus you have been in the days prior.

Please be aware that automated letters/emails may be sent to your parents or guardians even if you have notified us of an absence.

# Contacts

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Main Reception

01305 215100

[enquiries@kmc.ac.uk](mailto:enquiries@kmc.ac.uk)

Student Administration

01305 215215

[enquiries@kmc.ac.uk](mailto:enquiries@kmc.ac.uk)

The Library

01305 215064

[library@kmc.ac.uk](mailto:library@kmc.ac.uk)

Student Welfare

01305 215121

[121@kmc.ac.uk](mailto:121@kmc.ac.uk)

Careers

01305 215251

[careers@kmc.ac.uk](mailto:careers@kmc.ac.uk)

01305 215000  
kmc.ac.uk/college/  
Dorchester  
Dorset  
DT2 8PY

