

Why choose Filton College?

Filton College aims to be the College of first choice in Bristol and South Gloucestershire. Our Mission is to be responsive and inclusive in ensuring that all learners (and potential learners) have the opportunity to participate, achieve and benefit from high quality education and training.

We are a medium sized general Further Education College with over 11,000 part-time students and 2,500 full-time students. The College has a target of nearly 700,000 LSC units and we have a range of contracts for education and training funded by LSC, the Government Office, Home Office and other bodies.

The College has an annual budget of over £20 million and employs 470 FTE staff. It operates from two principal sites, the largest being adjacent to Rolls Royce and BAE SYSTEMS in north Bristol, and the second an Art School, being adjacent to the Royal West of England Academy in Clifton, Bristol. Provision is also offered in community centres and on employers premises.

What are our aims?

- To make available relevant academic and vocational education and training for students aged between 14 and 19
- To increase adult participation at further and higher education levels
- To work closely with local and regional employers and economic representative organisations to develop work-based skills and continuous development opportunities
- To ensure the College continually improves the quality of facilities and standards of services offered

Investing in the future

The College has recently invested £10 million to bring the campus into the 21st century as part of a £27million redevelopment programme. We have excellent new facilities for teaching, learning, tutorial support and guidance for students including:

- A brand new library and learning resource centre with state of the art IT facilities
- New science laboratories and health and beauty salon
- A student social area, restaurant and coffee shop
- A business and management centre



- The Bristol Academy of Sport



- The South West Academy of Dramatic Arts



- The Bristol School of Art

Developing Opportunities with a developing campus

Over the next two years, Filton College will be investing a further £1.7 million to enhance student facilities. New resources will include:

- New vocational campus to accommodate the Bristol Academy of Sport and the South West Academy of Dramatic Arts. The site will incorporate first class sporting facilities, leisure centre, training pitches, stadium and human performance laboratory. A theatre to support the performing arts students will be included as well as dance and recording studios.
- New Centres of Vocational Excellence for Gas Installation and Maintenance and Aerospace Engineering

Our Curriculum

We operate in all 14 LSC Curriculum areas with major provision in Science, Business, Care, Art and Design, Humanities and Basic Education. There is considerable developments in Agriculture, in partnership with other College's to deliver land-based programmes, Fuel Studies and Aerospace Engineering in association with Airbus UK.

The College is a major provider of GCE AS and A2 courses, GCSE and vocational courses. It has broadened its provision in vocational courses to attract new student groups and a wide range of courses are available to both full-time and part-time students. Courses are available from entry to level 4 with the majority of provision at levels 2 and 3. The College has limited franchise provision in particular with community and voluntary sector partners to widen and increase participation. The College currently has a contract with the Home Office for prison education at Leyhill, Gloucester and Eastwood Park Prisons. Filton College has a growing reputation in the provision of English as a Foreign Language and currently has over 230 students from 42 countries.

Other key facts

- The College's overall strategies are developed in the context of priorities of key agencies in the area, the LSC, South Gloucestershire and Bristol Local Authorities and the Government Office of the SouthWest.
- The College has extensive links with local industry via Chambers of Commerce, Business Link and directly with key companies, notably Airbus UK, Rolls Royce, Hewlett Packard, Fairey Hydraulics, Ministry of Defence, AXA (formerly Sun Life) and The Mall at Cribbs Causeway. Relationships with other parts of the education sector are strong via links with University of West of England, as an affiliated college and through collaborative partnerships with other local colleges.
- The College is well governed and managed with teamwork and communications being key strengths and priorities.
- Considerable work has taken place to improve management information systems, particularly the complex student record system required by the LSC funding methodology.
- Whilst the College is currently in the Category B for financial health, it expects to move to Category A within 5 years. In other respects, including general reserves, operating surpluses on income and expenditure and the asset base, the College is financially strong.

Our Commitment to all Staff

The HR strategy is fundamental to the success of Filton College and is designed to support the delivery of our key aims and objectives. Our overall aim is to provide a safe and progressive working environment which attracts enthusiastic, capable people and enables them to feel motivated and empowered to support the College in achieving its overriding mission and aims in the coming years. To achieve this position we will: -

Actively improve work performance:

- ensuring the terms and conditions of employment are sufficient to attract and retain the right calibre of staff (this may include salary enhancements in key areas)
- efficient and effective recruitment and selection of staff to ensure that they have the potential to make a measurable contribution to College activity
- providing effective induction, mentoring, counselling and training
- ensuring staff know what is expected of them and through effective monitoring of probationary period and subsequent performance, ensure staff are supported and suited to the jobs for which they have been employed
- ensuring staff know how their contribution fits into the College aims and objectives
- encouraging a culture where staff are thanked and praised in their commitment and good work
- using Teachers Pay Initiative, and other initiatives, to financially reward performance
- securing an effective balance between full-time and part-time staff
- dealing with poor performance objectively through effective application of existing College policies
- ensuring the Principal and Senior Managers are accessible and consistent in sharing key messages and information with staff
- open management styles which will involve managers at all levels making time available to see individual members of staff or small groups
- all staff, especially managers demonstrating "active listening" skills
- maintaining and enhancing open dialogue, both formal and informal, with staff representatives to ensure issues are resolved professionally and objectively
- further developing the concept of inclusive team working to enable "top-down" and "bottom-up" communication and to overcome potential barriers between different staff groups
- utilising all means of communication effectively (e.g. Principal's briefing, e-mail, newsletters, telephones)
- using the College appraisal system as a communication tool
- making summaries of Corporation and College Management Team meetings available for all staff

Develop staff in line with local and national priorities by:

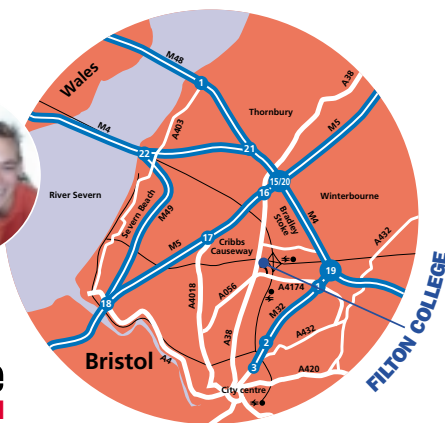
- ensuring that staff development activities support the College in achieving its mission, aims and key objectives within the annual development plan
- concentrating on targeting staff development where measurable improvements can be achieved in teaching and learning and College management
- ensuring that all staff are qualified to the appropriate standard
- training managers and supervisors at all levels in the exercise of effective physical resource and staff management skills
- encouraging all staff to continuously update their skills, knowledge and experience, through effective SDRA processes
- maintaining our ongoing commitment to the principles and practices of Investors in People
- maximising the benefits of external sources of funding (e.g. Teachers Pay Initiative, Standards Fund) to support strategy
- developing the concept of mentoring across all schools
- harnessing in-house expertise to train and develop College staff both formally and informally

Create a safe working environment by:

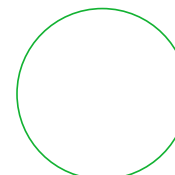
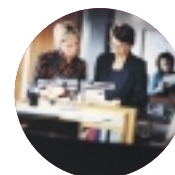
- developing a comprehensive framework of policies and procedures including equality, diversity and health and safety
- effective communication and awareness of these policies and procedures
- advice and training in practical workplace issues
- ongoing provision and extension of occupational health services for staff
- enforcement of best practice through reviews and audits and if necessary disciplinary sanctions to ensure compliance with legal requirements

Other resources available to staff include:

- Comprehensive staff development programme
- Staff Social Committee
- Pension Scheme
- Counselling Service
- Dedicated staff lounge



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The place of DREAMS

