



FAQ's (Frequently Asked Questions)

We look forward to welcoming you to Fircroft!

Fircroft College is the only residential adult further education college in the Midlands. We are also a registered charity providing courses for adults aged over 19 (no upper age limit). Our mission is "to promote social and climate/environmental justice by providing adults with an excellent learning environment for personal, professional and political development".

Cancelling your place at the college

If you are unable to attend your course, please let the college know as early as possible. We appreciate emergencies happen but it is your responsibility to inform the college if you cannot attend. Although the course you were planning to attend may be free to you as a student, there is still a cost applied to the college for running the course. It is unacceptable for you to not inform the college if you cannot attend the course. **Please let us know as early as possible so we can allocate your place to another applicant who could be waiting to attend the course. Failure to inform the college may result in you not being enrolled on future courses.**

Course timetable

Residential courses

The timetable for our residential courses is as follows. Your tutor will include tea/coffee breaks during each day. Please note that these times may vary according to your tutor and the course you are studying:

Day 1

- 1.15pm – arrival at the college
- 1.30pm – college induction
- 2.00pm – class starts
- 5.00pm – class ends
- 5.00pm – dinner
- 6.00pm – dinner ends

Day 2

- 9.00am – class starts
- 12.00pm – lunch
- 1.00pm – lunch ends
- 1.00pm – class starts
- 5.00pm – class ends
- 5.00pm – dinner
- 6.00pm – dinner ends

Day 3

9.00am – class starts

12.00pm – class ends

Non-residential courses

Usually, our non-residential course timetable is as follows. Please note these times may vary according to your tutor and the course you are studying:

9.15 am – arrival at the college

9.30am – induction

10.00am – class starts

12.00pm lunch

1.00pm - lunch ends

1.00pm – class starts

5.00pm – class ends

What is provided for my stay and what do I need to bring?

You will be given your own single room with bedding, soap and toilet paper provided. Tea and coffee making facilities are provided in the room. There is Free Wi-Fi throughout the college. If you have any mobility issues please let us know **before you come to college** and we will discuss this with you so that we can put support plans in place with you. We have a limited number of accessible rooms.

Useful things for you to bring to college

Some form of alarm facility to make sure you wake up in the morning. A hairdryer, towels and any personal toiletries and medication you may need during your stay. Please don't bring heavy bags on our short courses as you may need to carry them up stairways to your room.

Please try to bring your own cup as we aim to minimise the amount of paper cups being used as part of our sustainability strategy

Food and drinks

All meals, water, tea and coffee are provided free of charge. Day course students will be provided with lunch and refreshments. Residential students will be provided with breakfast, lunch, dinner and refreshments.

Tutors will include short breaks in the the morning and afternoon, each day.

Extra snacks, juice or fizzy drinks are not provided. Please bring your own if you wish.

Ordering your food

- You need to order your lunch and dinner 24 hours in advance online.
- An email will be sent to you by the Admissions team the afternoon before you start your course, please order your **dinner** before you arrive.
- **The cut off for ordering lunch is 9.30am and for ordering dinner is 2pm the day of your meal**
- The dining room is open for food collection at the following times:
 - Breakfast is 8am – 9am
 - Lunch is 12pm – 1pm
 - Dinner is 5pm- 6pm

- You can eat your food in the dining room, common room, the garden or your bedroom.
- The kitchen closes after each service, please do not knock on the Kitchen door between service

There are coffee and water machines available in the Common Room.

Our menus

The menu is mainly plant-based with the occasional choice of meat and fish. There is limited beef or lamb on the menu and whenever possible any meat will be halal. The menu has a healthy-eating and seasonal focus.

If you have an allergy or a dietary requirement food your needs will be met, however Fircroft does not offer a personalised menu. Wednesday is meat-free day.

Attendance requirements

Our courses are intensive and require you to attend the full course. You should ensure that you are able to stay overnight at the College from the first afternoon until the final day of your course.

Short courses

To achieve a short course you need to fully attend every session as it is an intensive course. We do not allow appointments to be taken during course time, for short courses (3 days and 2 nights). We understand that sometimes emergencies, including illness, happen and in this case, you are, of course, free to leave the college and to apply for the same course another time, as you will be withdrawn from the course you are on so that you can spend the time needed to deal with your emergency/illness.

Please arrange non-emergency appointments around your time at the college so that you do not miss any of the lesson time.

You can leave the site during your lunch break but you must be back by the time the lesson starts.

Longer courses

We understand that if you are on a longer course, emergencies and urgent appointments might need to be made. We will take this into consideration within reason, but we may ask to see evidence of your emergency/appointment.

Signing in and signing out

If you leave the college premises, please sign out at Reception and back in when you return.

Please wear your lanyard at all times when you are at the college.

After dinner

Leaving the college

You are welcome to leave the college from 5.00pm but we ask that you return to the college by 1.00am as you will have class the next day.

Noise at night

We like to keep the college especially quiet after 11.00pm so that people can sleep. Please be respectful of others.

Drug and alcohol-free college

Please note that the college is a drug and alcohol-free area. No drugs or alcohol are allowed on the premises, either inside the college or in our grounds.

Room Keys

You will usually be issued your bedroom key, on arrival at the college. Please carefully look after your key and hand it in first thing on the morning of your last day of your course.

Any other questions?

Take a look at our FAQ's on the college website at www.fircroft.ac.uk or you can call the College on **0121 4720116** or e-mail admissions@fircroft.ac.uk