

Student Number: (Office Use Only)	
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North Road, Poole, BH14 0LS

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[www.thecollege.co.uk](http://www.thecollege.co.uk)



# Shadowing Request Form 2018 - 2019

## Benefits of Shadowing:

- Opportunity to find out about courses
- Experience College
- See where you'll be studying
- Meet the current students and course tutors

Shadowing is aimed at year 11 school leavers and is available in the Autumn and Spring Terms.

If you would like to Shadow a course please complete this form. Ask your parent or guardian to complete the relevant sections. Return the completed form to the college at the address shown below or email to: [shadowing@bpc.ac.uk](mailto:shadowing@bpc.ac.uk). You can telephone `Advice and Guidance` on **01202 205312** for further information.

## YOUR DETAILS

Name:	DOB:	/	/
Address:			
Town:	Post Code:		
Telephone Number:	Mobile Number:		
The email address that you provide in the box below will be used to send your invitation letter.			
Email Address (please read box above):			

## EMERGENCY CONTACT

Name of Parent/Guardian:			
Telephone Number:			
Email Address:			
I give permission for the School/Academy to share information on any Learning, Wellbeing or Health needs in support of this shadowing application.			
I authorise the above applicant to attend Shadowing at The College.			
Parent/Guardian Signature:	Date:	/	/

## EDUCATION

I authorise the above applicant to attend Shadowing at The College.			
Name Of School / Learning Centre	Year:		
School Contact Name:	Position:		
Signature:	Date:	/	/
School Email Address:			

Please provide information on any Learning, Wellbeing, Health or Disability support needs that this student may have related to their choice of Shadowing programme.

**Please note that we are unable to provide any Learning Support Assistants.**

Please list any key dates that students will be unavailable for Shadowing:

## WHICH COURSE WOULD YOU LIKE TO SHADOW?

Course Title:

**Please choose a maximum 2 courses only.** Please refer to the college web site for a full list of courses: [www.thecollege.co.uk](http://www.thecollege.co.uk).

## ADDITIONAL SUPPORT

**PLEASE RETURN THIS FORM TO:  
SHADOWING, THE BOURNEMOUTH & POOLE COLLEGE, FREEPOST BH969, BH14 0BR (No stamp required)**

All personal information that Bournemouth and Poole College holds is processed in accordance with current UK data protection legislation. The College is the data controller and contact details for our Data Protection Officer can be found on our website <http://www.thecollege.co.uk> The information you provide on this form will be used for providing the services outlined in this document. Your data may be shared with other public bodies for purposes of funding and regulatory compliance. We will contact you where necessary in order to provide the service detailed in this document. For more information about how we use your data, please see our full privacy notice at <http://www.thecollege.co.uk/privacy-notice>

The College is committed to equal opportunities. See our Equality and Diversity policy on The College website for more details. We may contact any recent education provider to request information. By signing this document you agree that your personal information can be processed and used in this way.

I confirm I have read the College Terms and Conditions and College Payment Policy. These can be found online [www.thecollege.co.uk](http://www.thecollege.co.uk)

## STUDENT DECLARATION

I can confirm that to the best of my knowledge the information given on this form is correct.

Signature of Applicant:

Date:        /        /