OUTREACH ACTIVITIES
For schools, colleges and community organisations
Welcome to The University of West London

The University of West London (UWL) is proud to offer a wide range of support and activities for learners at primary school level through to those considering returning to education. We collaborate with many local and national organisations to provide useful and relevant experiences for those we engage with.

This booklet gives an overview of the Outreach team and the activities we deliver – who we are, the learners we work with and the activities themselves. This year’s portfolio guides learners through a series of engagements from Year 5 through to Year 13, and potentially afterwards should they decide to return to education later in life as a mature student.

Our projects have been created with our University Outreach aims at the centre:

- Equipping learners with skills useful to further and higher education, and developing their existing skillset to maximise their chances of success in the future.
- Creating a realistic idea of university for learners so they feel empowered to make the most appropriate decisions about their educational journey.
- Building an extensive base of data from learners to guide decision making regarding activities, priority groups and overall University strategy.
- Raising the attainment – particularly in English and Maths – of those in lower sets who would struggle to attain a passing grade at GCSE or equivalent.

Working with schools in our local communities we aim to provide multiple engagements for pupils, to build a fuller picture of what life in higher education could be for them. Our Student Ambassadors are vital to the success of this, acting as role models and sources of honest information about their educational journeys.

UWL seeks to create an inclusive and welcoming environment that encourages diversity in many forms. We are committed to inclusivity for all of our outreach activities.

Images: Saturday Art & Design Club

Welcome to The University of West London – who are we?

What is widening participation?

Who are the team?

How to book activities

Monitoring and evaluation

Table of activities

Primary school activities

Secondary school activities

Secondary school and FE college activities

Mature learner activities

Care leaver support

Map of our campuses

Map of surrounding area

Notes

Useful links to resources and information

Important dates and contact details

@UWL_Outreach

outreachteam@uwl.ac.uk
What is widening participation?

Widening Participation is a government-led initiative to increase the number of people from under-represented social groups who progress on to further and higher education (HE). At UWL we provide opportunities and specialist projects for people within these groups to experience HE and access support that they may need to progress further.

By combining knowledge of higher education and careers routes, with insight into industry gained from our network of employers we aim to challenge preconceptions, raise attainment and help people develop the skills and knowledge needed to meet their aspirations.

Who do we work with?

We work with various groups of people interested in further and higher education, but we focus on those who come from under-represented social groups in HE and who might miss out on the opportunity to progress their education such as:

- learners from low income backgrounds
- disabled learners
- mature learners – anyone 21 or over who is interested in studying for an undergraduate degree
- care leavers and looked after children
- young carers
- learners with no parental history of higher education
- learners from lower socio-economic groups or from neighbourhoods where higher education participation is low
Who are the team?

THE OUTREACH TEAM

Jenny Tait
Outreach Team Leader
Designated member of staff for Looked After Children and estranged learners

krishna.maroo@uwl.ac.uk
020 8231 0195

Krishna Maroo
Outreach Officer

What you can expect from us:
• A variety of activities that are accessible to all academic abilities.
• Prompt communication regarding planned events and activities.
• Student Ambassadors who have undergone an enhanced DBS check and have received safeguarding training.

What we expect from you:
• Prompt attendance with the number of pupils agreed upon at all events and activities committed to.
• At least 48 hours’ notice for any cancellation of event attendance.
• Full information required by UWL for monitoring and evaluation purposes, provided before the activity commences. This information will be securely stored on the Higher Education Access Tracker (HEAT), for more information about HEAT please refer to page 8.

STUDENT AMBASSADORS

Our current students are the best placed to speak about their experiences at university, from getting here through to what they plan to do in the future. Our Student Ambassadors come from a variety of backgrounds, and are studying lots of different subjects. They have all undergone a thorough recruitment process including a DBS check, safeguarding training and receive regular skills improvement sessions throughout the year.

How to book activities

Certain activities such as the Saturday Club and Study Skills Summer School require an individual application via an online form which will be available closer to the activity time. Links to these forms will be sent out to school contacts via email at the appropriate time of year.

For other projects, please email the Outreach Team for more information at:

outreachteam@uwl.ac.uk

Due to the considerable time and effort invested by the Outreach team in organising activities, schools and colleges who cancel without 48 hours’ notice, or who bring substantially fewer pupils than stated may find future activity requests refused.

Images: Saturday Art & Design Club

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Monitoring and evaluation

The Higher Education Access Tracker (HEAT) is a monitoring and evaluation system used by various universities to store data from learners who participate in their outreach programmes.

Why do we collect data?
We collect data from learners who engage with the University for the purposes of monitoring and evaluation. This gives us a clear picture of who we should be targeting our support at, and how we can make it as effective as possible.

Who sees this data?
Monitoring and evaluation will not use records in a way that would affect individuals, nor will we release data to anyone who is unauthorised. All research published using this data is anonymised to protect learner identities.

For research and monitoring purposes only, this data may also be shared with appropriate third party organisations such as the Higher Education Funding Council for England, Higher Education Statistics Agency, and our partners including the Higher Education Access Tracker Service subscribers, to help evaluate the effectiveness of activities as part of the government policy to widen participation in higher education and to develop future policy.

What data do we collect?
We collect various forms of data from participants on our activities such as name, date of birth, postcode, gender and ethnicity.

Under the Data Protection Act 1998, learners have the right to a copy of the data held by us. If you would like a copy of this please contact the Outreach Team at:

heat@uwl.ac.uk

The data will be used to improve university outreach programmes with the aim of making access to higher education fair and accessible to all, regardless of background.

For the full HEAT and Data Protection Statement see our website:

uwl.ac.uk/HEAT

Table of activities

We deliver a wide portfolio of activities for primary school learners, through to mature learners considering returning to education.

The table below is a quick guide to which projects are suitable for each year group.

Our Year 10–13 and mature learner activities are also suitable for those studying in further education (FE) colleges at Levels 2 and 3.

Looked After Children, Care Leavers and young carers are prioritised for all activities.

<table>
<thead>
<tr>
<th>Activity/ Participants</th>
<th>Year 5</th>
<th>Year 6</th>
<th>Year 7</th>
<th>Year 8</th>
<th>Year 9</th>
<th>Year 10</th>
<th>Year 11</th>
<th>Year 12</th>
<th>Year 13</th>
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<td>Study Skills</td>
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</tbody>
</table>
Primary school activities

**Have A Go! Days**
Learners visit campus to have a go at being a student for the day. They will participate with Student Ambassadors in workshops, go for a treasure hunt around campus and learn about day-to-day life as a student. Minimum of three hours long. Degree subjects can be requested as well.

**Age range** – Years 5 and 6
**Dates** – Requested by school until May, specific dates only in June/July
**Frequency** – Requested by school
**Venue** – UWL Ealing campus, UWL Brentford campus
**Subjects** – Requested by school
**How to book** – contact Outreach team directly

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**Children’s Lectures**
Learners spend a morning or afternoon on campus engaging with interactive talks on a variety of subjects from our academics, students and alumni.

**Age range** – Years 5 and 6
**Dates** – December 2017
**Frequency** – specific dates
**Venue** – UWL Ealing campus
**Subjects** – Various
**How to book** – contact Outreach team directly

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**Maths and English Tutoring**
Current students visit schools for 1-2 hours per week to work with pupils who are struggling in either Maths or English. Sessions cover work done in class, problem areas or worksheets provided by school staff.

**Age range** – Years 5 and 6
**Dates** – October through to April, summer dates optional
**Frequency** – weekly sessions
**Venue** – in-school
**Subjects** – English and Maths
**How to book** – contact Outreach team directly

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**Student Ambassador Talks**
Student Ambassadors can be requested to visit schools and colleges to give talks on various subjects such as the subject they are studying, day-to-day life as a student, or link in to school project work.

**Age range** – Years 4, 5 and 6
**Dates** – requested by school
**Frequency** – requested by school
**Venue** – in-school
**Subjects** – requested by school
**How to book** – contact Outreach team directly
Secondary school activities

Saturday Art & Design Club
Run in collaboration with the Saturday Club Trust, this project aims to develop young people’s creative abilities while learning about possible careers in the creative industries. Through a mixture of practical workshops led by University staff, educational trips and master-classes from experts, learners will create pieces of work which will be displayed at Somerset House for the National Saturday Club end of year show.

Age range – Years 9, 10 and 11 (13-16 year olds)
Dates – approx. 16 weeks, November to March, additional sessions April-June
Frequency – weekly sessions
Venue – UWL Ealing campus, various trips into London
Subjects – Art and Design
How to book – contact Outreach team directly

Saturday Science & Engineering Club
Run in collaboration with the Saturday Club Trust, this project aims to develop young people’s technical skills while learning about possible careers in the STEM industries. Through a mixture of practical workshops led by University staff, educational trips and master-classes from experts, learners will develop pieces of work which will be displayed at Somerset House for the National Saturday Club end of year show.

Age range – Years 9, 10 and 11 (13-16 year olds)
Dates – approx. 16 weeks, November to March, additional sessions April-June
Frequency – weekly sessions
Venue – UWL Ealing campus, various trips into London
Subjects – Engineering and Science
How to book – contact Outreach team directly

@UWL_Outreach outreachteam@uwl.ac.uk
Images: Saturday Art & Design Club
Secondary school activities

Long-term Project
A project for learners which begins at the start of Year 8 and finishes at the end of Year 9. The aim is to provide opportunities to experience different subjects, debunk myths about university, develop various transferrable skills and improve academic ability. Activities will take place on-campus and in-school supported by academics and current students.

**Age range** – Years 8 and 9
**Dates** – ongoing throughout the year
**Frequency** – varied
**Venue** – in-school and at UWL Ealing campus
**How to book** – contact Outreach team directly

Young People’s Lectures
Learners spend a morning or afternoon on campus engaging with interactive talks on a variety of subjects from our academics, students and alumni.

**Age range** – Years 8, 9 and 10
**Dates** – December 2017
**Frequency** – specific dates
**Venue** – UWL Ealing campus
**Subjects** – Various
**How to book** – contact Outreach team directly

Deaf and Hearing Impaired Project
This project aims to dispel some of the myths about pursuing further study for learners who may require additional support applying to, and studying at, university. Student Services staff, along with deaf or hearing impaired students receiving additional support will work with learners over several sessions to provide an insight into university life and study.

**Age range** – Years 10, 11, 12, 13, FE College Level 2 and 3
**Dates** – Spring/Summer 2018
**Frequency** – specific dates as above
**Venue** – UWL Ealing campus
**How to book** – contact Outreach team directly

Discovery Days
Groups and classes of learners visit campus for a bespoke day learning about general university topics such as the UCAS process, personal statements, choosing a university/course, student finance. These are a minimum of three hours long.

**Age range** – Years 7 – 13, FE College Level 2 and 3
**Dates** – Requested by school/college until May, specific dates only in June/July
**Frequency** – Requested by school/college
**Venue** – UWL Ealing campus, UWL Brentford campus
**Subjects** – Requested by school/college
**How to book** – contact Outreach team directly

Student Ambassador Talks
Student Ambassadors can be requested to visit schools and colleges to give talks on various subjects such as student life, budgeting, their subject or take part in careers events.

**Age range** – Years 7 – 13, FE College Level 2, 3 and 4
**Dates** – requested by school/college
**Frequency** – requested by school/college
**Venue** – in-school/college
**Subjects** – requested by school/college

Young People’s Lectures
Learners spend a morning or afternoon on campus engaging with interactive talks on a variety of subjects from our academics, students and alumni.

**Age range** – Years 8, 9 and 10
**Dates** – December 2017
**Frequency** – specific dates
**Venue** – UWL Ealing campus
**Subjects** – Various
**How to book** – contact Outreach team directly

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**Age range** – Years 10, 11, 12, 13, FE College Level 2 and 3
**Dates** – Spring/Summer 2018
**Frequency** – specific dates as above
**Venue** – UWL Ealing campus
**How to book** – contact Outreach team directly

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**Age range** – Years 7 – 13, FE College Level 2, 3 and 4
**Dates** – requested by school/college
**Frequency** – requested by school/college
**Venue** – in-school/college
**Subjects** – requested by school/college

Secondary school and FE college activities

@UWL_Outreach
outreachteam@uwl.ac.uk
Mature learner activities

**Study Skills Summer School**
A three day intensive summer school in July for UWL offer-holders who would like to improve their study skills such as note-taking, group work and presenting before starting university. Workshops with the Students’ Union, Library and Mentoring services are included to provide insight into the other aspects of university and student life.

*A* **Age range** – Mature learners* holding an offer from UWL for Sept 2018 start

**Dates** – July 2018

**Frequency** – 3 consecutive days

**Venue** – UWL Ealing campus

**How to book** – contact Outreach team directly

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**UWL Lates @ Orchard Café**
An evening of informal learning in the Orchard Café. Two UWL academics deliver short talks, answering questions and engaging participants in discussion about different topics.

**Age range** – those considering returning to education aged 21 or above

**Dates** – October 2017, February 2018, April 2018

**Frequency** – specific dates as above

**Venue** – Orchard Café, Singapore Road, Ealing W13 0EP

**How to book** – contact Outreach team directly

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**Festival of Learning**
Run in collaboration with the Festival of Learning, these events will explore returning to education through various practical workshops and talks. Participants can learn more about their chosen subjects, or explore new ones with academics and current students on hand to answer questions.

**Age range** – those considering returning to education aged 21 or above

**Dates** – June 2018

**Frequency** – specific dates as above

**Venue** – UWL Ealing campus, UWL Brentford campus

**How to book** – contact Outreach team directly

*Mature learners are those who will be 21 or over when beginning their undergraduate degree*
Care leaver support

The University of West London welcomes applications from students who have been in care or are currently living in care. We offer a wide range of support and guidance to help with specific questions or concerns care leavers may have throughout their time with us.

We are proud to have been awarded the Buttle UK Quality Mark for good practice and commitment to supporting young people in and leaving care.

Support is available for looked-after children and care leavers who are interested in applying to the University, as well as care leavers currently studying here and those progressing from the University into employment.

Pre-entry support
- A designated member of staff (DMS) from the Outreach Team to provide students with pre-entry support
- Support with the application and admissions process including one-to-one and group information, advice and guidance sessions
- Finance and funding advice
- Aspiration and outreach events including bespoke visits, subject specific taster days and guided University Open Days
- Support for cost of travel to certain University of West London events
- Support to help you make informed choices.
- Information about relevant upcoming events

Confidentiality policy
We can only offer specialised support to students who have declared that they are a care leaver. You can do this by remembering to tick the box on your UCAS application form that lets us know you have been in care.

Ticking the box is completely confidential and won’t be used to assess your suitability for your chosen course.

Ticking the box will mean that our main point of contact for care leavers can contact you and identify if there is any financial or other support we can offer you before you start your course.

For more information about what support we offer at UWL have a look on our website: uwl.ac.uk/care-leavers

If you are a care leaver thinking about applying to university or a teacher, support worker, foster parent or guardian wanting to know more, please contact Jenny Tait for advice and support at: jenny.tait@uwl.ac.uk

Map of our campuses

Find your way
Ealing site map

Room numbers at the Ealing site are made up of three fields of information: zone, floor and room number. For example, BY.03.015 is Lady Byron (BY) – Third floor (03) – Room (015).
Map of surrounding area

Useful links to resources and information

University in general
- www.ucas.com
- www.theguardian.com/education/universityguide
- www.thecompleteuniversityguide.co.uk/league-tables/rankings
- www.timeshighereducation.com
- www.unistats.direct.gov.uk
- www.thestudentroom.co.uk

Other options
- www.notgoingtouni.co.uk

Care-leavers, Looked After Children and estranged students
- www.nnecl.org/
- www.becomecharity.org.uk
- www.propel.org.uk/UK
- www.ucas.com/ucas/undergraduate/getting-started/individual-needs/ucas-undergraduate-support-care-leavers
- www.standalone.org.uk/guides/student-guide
- www.uwl.ac.uk/students/schools-colleges-and-communities/care-leavers

The University provides a free shuttle bus service for students and staff between Ealing Broadway station and our Brentford site. You can view the live bus service times via uwlshuttle.utrack.com

@UWL_Outreach outreachteam@uwl.ac.uk
Important dates and contact details

UWL Undergraduate Open Days
- Saturday 11 November 2017
- Saturday 21 April 2018
- Wednesday 20 June 2018
- Saturday 7 July 2018

UWL Postgraduate Open Days
- Thursday 23 November 2017
- Thursday 21 June 2018

UCAS deadlines – 2018 entry

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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</thead>
<tbody>
<tr>
<td>6 September 2017</td>
<td>Applications can be submitted to UCAS for September 2018 entry</td>
</tr>
<tr>
<td>15 October 2017</td>
<td>Application deadline for Oxford, Cambridge, Medicine, Veterinary Medicine/Science and Dentistry</td>
</tr>
<tr>
<td>15 January 2018</td>
<td>Application deadline for the majority of undergraduate courses</td>
</tr>
<tr>
<td>25 February 2018</td>
<td>UCAS Extra opens</td>
</tr>
<tr>
<td>24 March 2018</td>
<td>Application deadline for some art and design courses</td>
</tr>
<tr>
<td>2 May 2018</td>
<td>If you receive all decisions by 31 March, reply by 2 May</td>
</tr>
<tr>
<td>30 June 2018</td>
<td>Applications received after this date for 2018 entry will automatically be entered into Clearing</td>
</tr>
<tr>
<td>4 July 2018</td>
<td>Last date to apply for UCAS Extra</td>
</tr>
<tr>
<td>5 July 2018</td>
<td>Clearing opens and International Baccalaureate results day</td>
</tr>
<tr>
<td>16 August 2018</td>
<td>A level results day and Adjustment opens</td>
</tr>
<tr>
<td>31 August 2018</td>
<td>Adjustment ends</td>
</tr>
<tr>
<td>20 September 2018</td>
<td>Final deadline for 2018 entry applications</td>
</tr>
<tr>
<td>23 October 2018</td>
<td>Last date to add 2018 Clearing choices, and for universities/colleges to make decisions</td>
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“*I’m interested in hearing more about...*”

- Long-term project – Year 8/9
- Children’s Lectures
- Young People’s Lectures
- Maths and English Tutoring
- Saturday Art & Design Club
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- Deaf and hearing impaired project
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- Discovery Days
- Student Ambassador talks in school

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- **16 August 2018**: A level results day and Adjustment opens
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**Important contact information**

- **UWL Outreach**
- **Outreachteam@uwl.ac.uk**
- **020 8231 2915**
- **St Mary’s Road, Ealing, London, W5 5RF**
- **www.uwl.ac.uk/wp**

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- **Outreachteam@uwl.ac.uk**
- **020 8231 2915**
- **St Mary’s Road, Ealing, London, W5 5RF**
- **www.uwl.ac.uk/wp**

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**My school/organisation is:**

**My name is:**

**My email address is:**

**My position in the school is:**