Ofsted Good Provider

Lancaster & Morecambe College

Celebrating 200 Years of Learning

WELCOME TO LMC

Your Welcome Guide

2026/27

NICE TO MEET YOU

Congratulations on securing your place at Lancaster & Morecambe College.

We hope that you had a long, relaxing summer in the sunshine and that you are excited to start your new course!

In this guide, you'll find useful information to help prepare you for your time here at LMC and ensure you know all the important bits of information you'll need throughout your time at College.

If there is anything you'd like to know before your course starts that isn't included in this guide, please get in touch with our friendly support team in The Hex on 01524 521385 or email us at hello@lmc.ac.uk.

Principal's Welcome

I am delighted to welcome you to Lancaster & Morecambe College and to the start of an exciting new chapter in your journey.

Thank you for choosing LMC as your place of study. By joining our ambitious and thriving college community, you are taking an important step towards achieving your goals, developing new skills, and progressing towards the career and future you aspire to.
At Lancaster & Morecambe College, we believe that every learner has the potential to succeed. Whether you are preparing for your first career, progressing to university, exploring an apprenticeship pathway, or returning to education to gain new skills and confidence, we are here to support you every step of the way.

Our College is built on three core values: Collaborative, Inclusive and Aspirational. These values shape everything we do and create an environment where every learner can thrive. We work collaboratively with students, staff, employers and the wider community to create meaningful opportunities and real-world experiences. We are inclusive in celebrating individuality, valuing diversity and ensuring that everyone feels welcomed, respected and supported. Above all, we are aspirational, encouraging every learner to challenge themselves, aim high and achieve more than they thought possible.

This Welcome Magazine will help you discover everything that makes LMC such a special place to learn. Inside, you will find information about your studies, the support available to help you succeed, enrichment opportunities, work experience, student life and the many ways you can get involved in our vibrant college community.

As a career-focused college, we are committed to preparing learners for successful futures. Through high-quality teaching, industry-standard facilities and our strong partnerships with more than 700 employers, you will have opportunities to develop the skills, knowledge and experience that employers and universities are looking for. These experiences will help you build confidence, develop independence and take meaningful steps towards your chosen career pathway.

We understand that every learner's journey is unique. That's why we offer a wide range of support services designed to help you achieve your ambitions, overcome challenges and make the most of every opportunity available to you. From academic and personal support to careers guidance and enrichment activities, we are committed to helping you reach your full potential.

I encourage you to embrace every opportunity, get involved, make new connections and challenge yourself to grow. Your time at Lancaster & Morecambe College is about more than gaining qualifications; it is about discovering your strengths, building lifelong skills and creating the foundations for a successful and rewarding future.

Please take the time to explore this Welcome Magazine and discover the many opportunities that await you at LMC.
I look forward to welcoming you to our vibrant, friendly and inclusive campus and to celebrating your achievements as you progress towards your goals.

Wishing you every success for the year ahead.

Daniel Braithwaite

Your First Few Weeks

7- 11 September

Induction Week

14 September

Autumn Term Begins

23 September

Welcome Fair

14-16 Driving Experience
Barnados Mental Health Team
We Are With You
Lancashire Sexual Health Service
and so many more!

Student Discount

Use your College email address to access discounts from major providers such as UNiDAYS, Student Beans, Totum, and online retailers' student sections.

Bus Pass

Students who don't qualify for a free bus pass can purchase a discounted StageCoach termly bus pass from The Hex. Please visit lmc.ac.uk/bus

Free Breakfast

All students who arrive at The Lounge between 8:30 - 8.55 am can choose between toast, fruit, porridge and tea or coffee all for free

Pastoral Support

Our Pastoral Team are here to help you with your personal well-being throughout your time at College. Visit The Hex, speak to your tutor, contact your mentor through Teams or text your mentor to book an appointment

Careers Advice

You have the option to book appointments with our Careers Advisors who can support you with UCAS applications, job interviews and progression information for when you complete your course - simply visit The Hex or email advice@lmc.ac.uk

Student Voice

Student Voice allows you to get involved! Whether that's becoming a Class Rep and attending student conferences, becoming a Student Ambassador and helping out at open events or joining in with volunteering and environmental projects. It's a great way to build your network across College

Learning Support

Our Learning Support Team offers a wide range of study support, this could include, 1:1 support and any exam arrangements you may need. If you start to fall behind or struggle with any aspects of your college work, please come and see us for a chat in the Hex or you can email us at: learningsupport@lmc.ac.uk

Autumn Term

Monday 7 September - Friday 11 September	Induction Week
Monday 14 September	Autumn Term Commences
Wednesday 23 September	Welcome Fair
Friday 9 October	Learner Review Day*
Monday 26 October - Friday 30 October	Half Term
Wednesday 4 November	HE Fair
Thursday 3 December	Learner Review Day*
Friday 18 December	Autumn Term Ends

*Students are not required to attend College this day

Spring and Summer Term

Tuesday 5 January	Spring Term Commences
Monday 15 February – Friday 19 February	Half term
Wednesday 17 March	Learner Review Day*
Thursday 25 March	Spring term ends
Monday 12 April	Summer term commences
Monday 3 May	Bank Holiday - College closed
Tuesday 4 May	Learner Review Day*
Monday 31 May - Friday 4 June	Half Term
Friday 2 July	Summer Term Ends

*Students are not required to attend College this day

Your Campus

The Hex

The Hex Student & Learning Centre is located at the heart of the College campus and is home to our student support teams. It is a quiet space for LMC learners to access a wide range of support and to focus on their independent study.

It is split into 2 areas: the Learning Zone and the Support & Inclusion Zone.

Learning Zone: a quiet space with PCs, laptops and physical resources for you to undertake independent study. Support is on hand from our friendly staff to help with study skills, IT support and access to a wide range of learning resources.

Support & Inclusion Zone: this is where our support teams are based and is a dedicated space for 1-1 meetings with our Pastoral Mentors, Careers Advice and Guidance team, Behaviour and Inclusion Mentors, Student Money Advisors and Student Engagement team. You can drop-in for an informal chat or book an appointment for more in-depth support.

There is a water fountain for you to refill your bottles in the Support & Inclusion Zone but no other food or drink is permitted in the building.

The Courtyard

The Courtyard is a peaceful, vape-free outdoor area covered by a canopy for you to relax and unwind all year round. This area also holds our 200th Birthday artwork from local artist Chas Jacobs, go and check it out!

Food Options

The Lounge

Located on the ground floor of C Block, The Lounge is the perfect stop for you during breaks to get a bite to eat and chat with your friends. There's a variety of tasty and affordable food and drinks on offer throughout the day. The menu also includes a 'special' each day so keep an eye out on the board! Lunch is served between **11.30AM and 1.45PM.**

Free Breakfast

If you arrive at The Lounge between **8.30 and 8.55AM** you can choose between fruit, porridge, toast, tea or coffee for FREE.

The Shop

In a hurry? Then The Shop is your best option! Pick up a drink, a snack, a meal deal or even some of our 'famous' hashbrowns!

NEW

Food truck coming soon serving hot and cold drinks, snacks and lunch options!

The Café

Located opposite the Sports Hall in S Block, The Café is the perfect place to go to avoidThe Lounge queues, they serve build your own subs, paninis and salad bowls along with a variety of snacks and drinks.

Term-Time Opening Hours

Reception	The Hex	The Lounge	The Shop	The Cafe
Mon: 8AM - 5PM	Mon: 8.30AM - 5PM	Mon: 8.30AM - 4PM	Mon: 10AM - 2PM	Mon: 9.30AM - 2PM
Tue: 8AM - 6PM	Tue: 8.30AM - 6PM	Tue: 8.30AM - 3PM	Tue: 10AM - 2PM	Tue: 9.30AM - 7.30PM
Wed: 8AM- 5PM	Wed: 8.30AM - 6PM	Wed: 8.30AM - 3PM	Wed: 10AM - 2PM	Wed: 9.30AM - 7.30PM
Thu: 8AM- 5PM	Thu: 8.30AM - 5PM	Thu: 8.30AM - 4PM	Thu: 10AM - 2PM	Thu: 9.30AM - 2PM
Fri: 8AM- 4.30PM	Fri: 8.30AM - 4PM	Fri: 8.30AM - 4PM	Fri: 10AM - 2PM	Fri: 9.30AM - 2PM

Keep Up To Date

Follow us on socials @Lmcollege

NEW

This year we are launching our brand new Teams Channel for communication!

LMC Highlight Reel

Click on the photo to watch the video

Animal Studies

Forensic Science

Engineering T Level

Air Cabin Crew

Esports

Business T Level

FREE Water Bottles

Stay hydrated on campus and collect your FREE LMC water bottle from The Hex! We have water fountains all round campus so you can fill up on the move. We also have a cordial station located in The Lounge!

Water fountain locations

A Block- The entrance by Animal Workshop

C Block - The Lounge

F Block - Downstairs in the foyer

K Block - Downstairs in entrance

The Hex - The back near the toilets

S Block - Ground floor near ladies changing rooms

Lunchtime Clubs

Monday - Friday, 12pm - 1pm

Learn new skills and make new friends

- Beginner Guitar Lessons
- Badminton
- Arts & Crafts
- Book Club
- Journalism
- Drama
- Board Games
- Video Games
- Chess
- Football
- Politics & Debate
- Climate Action

STUDENT AMBASSADORS

Do you want to help promote LMC whilst gaining valuable skills and work experience? Then consider being a Student Ambassador!

Student Ambassadors will be able to participate in the range of marketing-related activities we get up to throughout the year. The role is intended to provide a current student's perspective to prospective learners and assist us with our marketing and college events. For some events, you also get paid to help out!

You can help us with:

- Open Days
- Campus Tours
- Social Media Content
- Event Planning and Management
- School Visits
- & More!

Training will be provided.

BECOME A CLASS REP!

Class Rep 2026-2027

Socialise → Represent → Celebrate

Why?

- Make positive change within College by running Class Discussions
- Meet new people through our Weekly Meetups
- Develop valuable skills through our monthly debates
- Boost your CV

Some of our Class Reps will also get the opportunity to go on a FREE trip to London to the Houses of Parliament!

How?

- Class Reps will be recruited from 7th September- 2nd October.
- Each class will chose their own Class Rep in this time! Your tutor will provide more details 🙂

Contact Anouk on a.waller-sargent@lmc.ac.uk if you have any further questions!

Green Leaders

This exciting new project will offer you the opportunity to take part in a range of climate action activities which will enhance your knowledge of local and global environmental issues and help build skills essential for your future career.

This 6-month, intensive programme will empower young adults to develop their own fully-funded climate action project in response to a local problem. You will attend a 3-day residential to build confidence and knowledge, meet local groups and employers and be mentored by a Green Action facilitator from Lancaster University who will support you to plan and deliver a relevant project (£500 funding is available for each participant).

It will run from January-June each academic year. You will attend an initial delivery day in January visit local projects in February and meet employers and a 3-day residential in March. The rest of the time you will be working with your mentor to research, plan and deliver your climate action project.

Green Passport

This 3-day programme is based around the interests and career choices of participants and covers a broad range of topics such as: fast fashion, digital footprint, sustainable tourism, biodiversity, sustainable, food production.

You will meet employers and organisations, and develop a project linked to a subject you are passionate about. The HE programme is 2 days and will be held at Lancaster University.

When and where?

We have 3 start dates each academic year in October, January and April Sessions will take place at LMC and Lancaster University campus.

Contact Grace via our website here

Site Map

A Block Construction, Animal Studies

B Block Hairdressing & Beauty Therapy, Science labs

C Block The Lounge, Child Education, Aspire, Business, T Levels, Travel & Tourism

D Block Clinical Skills Ward, VR Suite, Access, The Bay School of Hospitality, IT, AAT

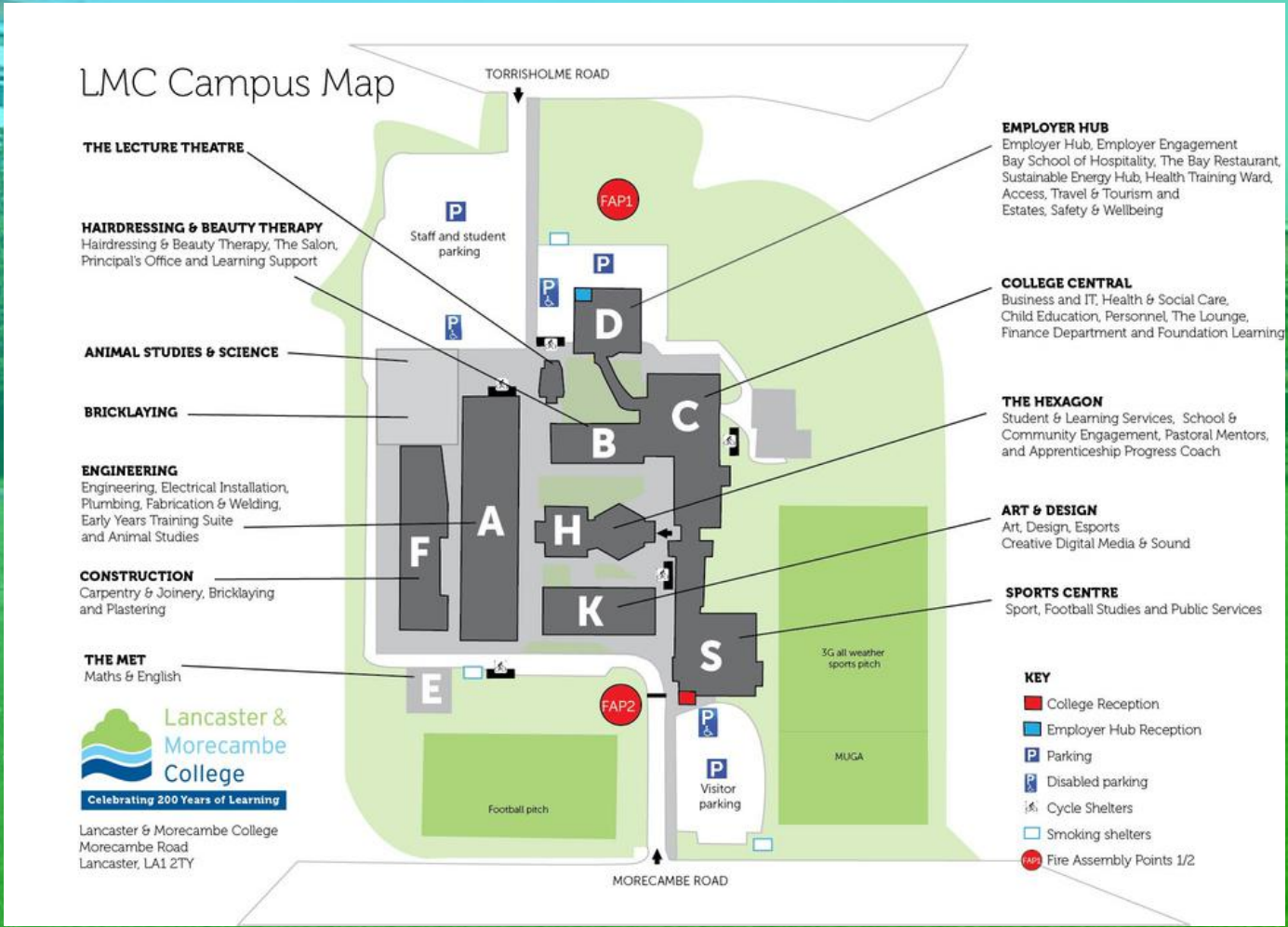
The MET Maths & English

F Block Construction, Engineering

K Block Art & Design, Creative Digital Media, Esports

S Block Main Reception, Gym, Sports Hall, Sports, Public Services

The Hex Student Services, Student Money, Advice & Guidance, Pastoral



Stay Safe
Show You Belong

Wear Your Lanyard

When you enrol with us in September, you will receive a student ID card and a lanyard, which you must wear on campus at all times. Lanyards are our way of knowing who is who, which is why it's important that you wear yours to help keep our College community safe for everyone!

If you forget your lanyard, please visit The Hex desk for a temporary lanyard which you must return at the end of the day.

Below you can see which each coloured lanyard represents:

Students

Staff

Staff

Visitors

14-16 Students

Thank you for wearing your lanyard

When on campus, all students, visitors and staff are required to wear a lanyard

Sustainability @ LMC

Lancaster & Morecambe College

Secure Campus

The College uses secure door access controls and you will need to swipe in and out of buildings, using your ID card.

Please avoid using your card to let others in - the reason we require you to scan in is to ensure only those who are meant to be on campus are here.

Student ID

You'll use your ID card to log on to computers, print, borrow resources such as textbooks and laptops from The Hex, and for exams. You will also need your lanyard and ID for The Lounge to serve you. You will be asked for your ID card if you use our free bus service. Your initial ID card is given to you for free, but if you need a replacement there may be a charge. Visit The Hex for a replacement.

Email

When you start with us you will receive a student number which will be on your student ID card and is used to access your email. We'll send important information to you this way - so please keep an eye on it regularly! If you forget your login, please visit The Hex for help.

FREE parking for staff and students!

Over 200 spaces

Access via Torrisholme Road - LA1 2TZ

CCTV in operation

We have a spacious car park at the back of our campus, which is free for students to use whilst they are attending their course.

Access is via our **Torrisholme Road** entrance/exit only (post code **LA1 2TZ**)

Our car parks are covered by CCTV and are regularly patrolled by our Estates team, but the College does not accept liability or responsibility for any injury, loss or damage to property.

Please note: parking at the Morecambe Road car park is for Visitors only. Students & staff are not permitted to use this.

Pastoral Support

We want all of our learners to enjoy their time at College and our Pastoral Mentors are here to help support you. You can chat with them about any concerns you may have and they are available to speak with you between 8:30 am - 4:00 pm each day. Visit The Hex, speak to your tutor, contact your mentor through Teams or text your mentor to book an appointment.

James Southgate

Digital Technology, Foundation Education, Hospitality & Catering

07581 082412

Dave Bowman

Energy, Engineering & Construction

07471 630342

Laura Lydon

Business, Child Education, Health & Social Care, Animal Studies & Science

07813 358089

Catherine Alison

Public Services, Sports, Travel & Tourism, Art & Design, Creative Digital Media

07471 629914

Paula Heaton

Beauty Therapy, Hairdressing

07570 953760

CAREERS ADVICE

1-to-1 Careers Support

Pop into The Hex to speak to our friendly advisors who will be able to help you prepare for your future career. Whether you know what you want to do or not, they will support you to develop a plan so you can progress into your dream job!

You can book an appointment by emailing advice@lmc.ac.uk

Employer & HE Visits

Over the year you will have the opportunity to meet a range of employers and representatives from Higher Education at a range of on-campus events and workshops. We host a HE Fair in October and an Employer & Apprenticeship Event in February.

Curriculum

Careers advice and employer needs are embedded in your course, so during your time here you will learn the skills, knowledge, and behaviours required to work in your chosen industry.

Workshops

You will have access to a range of workshops throughout your time at college, preparing you for your career once you finish your course.

Workshops include:

- Interview Skills
- CV & Cover Letter
- Career Conquest
- Essential Life Skills

Briony Roberts
LMC Careers Coordinator

advice@lmc.ac.uk

Trips & Visits

Whichever course you choose, you'll have the opportunity to take part in work experience and employer visits within the UK - and potentially abroad!

We have once again secured funding to continue our International work placements through the Turing Scheme, and this year we will have students taking part activities in Spain, Italy, South Africa, Slovakia and Bali.

Our international trips are fully-funded for everyone, and for students who are eligible for financial support we may also be able to help with course-related trip costs within the UK. Speak to our Student Money team to find our more.

NEW TRIPS COMING THIS YEAR!

Alicante

South Africa

France

Barcelona

Mexico

Worried about the cost of going to College?

Lancaster & Morecambe College have a range of financial support from the **Learner Support Fund** to help our learners who may find it difficult to cover the costs of participating in education. Depending on your circumstances, we can help you access financial support tailored to your needs:

- Bus Pass
- Free Meals
- Kits, Uniforms, Trips
- Childcare

For more information, scan the **QR code** below,

or visit **lmc.ac.uk/studentmoney**

or call **01524 521469**

Learner Support Fund

You can apply for **LMC Learner Support Fund** if:

- You are studying a full-time course and/or substantial part-time course (30 hours or more).
- Your total household income is **less than £38,000 or £45,000 for travel only,** (combined earnings from employment and means-tested benefits like Universal Credits).

16-18 Vulnerable Bursary

You can apply for the **16-18 Vulnerable Bursary** if:

- You are 16 and under 19 and in care or recently left local authority care
- You are in receipt of Universal Credit and financially supporting yourself,
- You are in receipt of DLA/PIP AND Universal Credit under your name.

Higher Education (HE) courses (HNC, HND, Degree) and Apprenticeships are not eligible for the Learner Support Fund.
For HE courses, you will need to apply for support through Student Finance England **gov.uk/get-undergraduate-student-loan**
For Apprentices, please speak to a Student Money Advisor in the Hex

FUNDED BUS PASS

LSF-funded Stagecoach Bus Pass

You are eligible for a Learner Support Fund (LSF) funded Stagecoach termly bus pass if you live more than 1.5 miles from College (measured using Google Maps walk), are studying a full-time course, and your household income is less than £35,000 (before tax) including income from means-tested benefits. This bus pass can only be used during term time.

LSF-Funded Stagecoach bus passes are only available to eligible students who are not on the College bus route. However, we can offer discounted termly Stagecoach bus passes to buy from The Hex for all students who are not eligible for funding. Please see below for the Stagecoach bus pass prices:

Term	Bay Plus	GoldRider
Autumn	£270	£445
Spring	£215	£335
Summer	£170	£295

Cumbria and Yorkshire Students

Our buses are free to students from Cumbria and Yorkshire who are studying on a full-time course. However, you will need to get to the nearest allocated free bus stop.

Students Living South of Lancaster

You are eligible for a free Stagecoach termly bus pass if you live in Galgate or further south and are studying on a full-time course.

Apprentices

Apprentices may be able to get support for travel costs to College and the workplace - please contact the Student Money team on 01524 521469 to find out more.

Supported Internships

If you are on an Internship, we can support your travel costs if you live more than 1.5 miles from College or your placement (measured using Google Maps walk) and your household income is less than £35,000 including income from means-tested benefits.

To apply for the funded bus pass, please visit Pay My Student and submit your application.

PayMyStudent

Student Financial Support Simplified

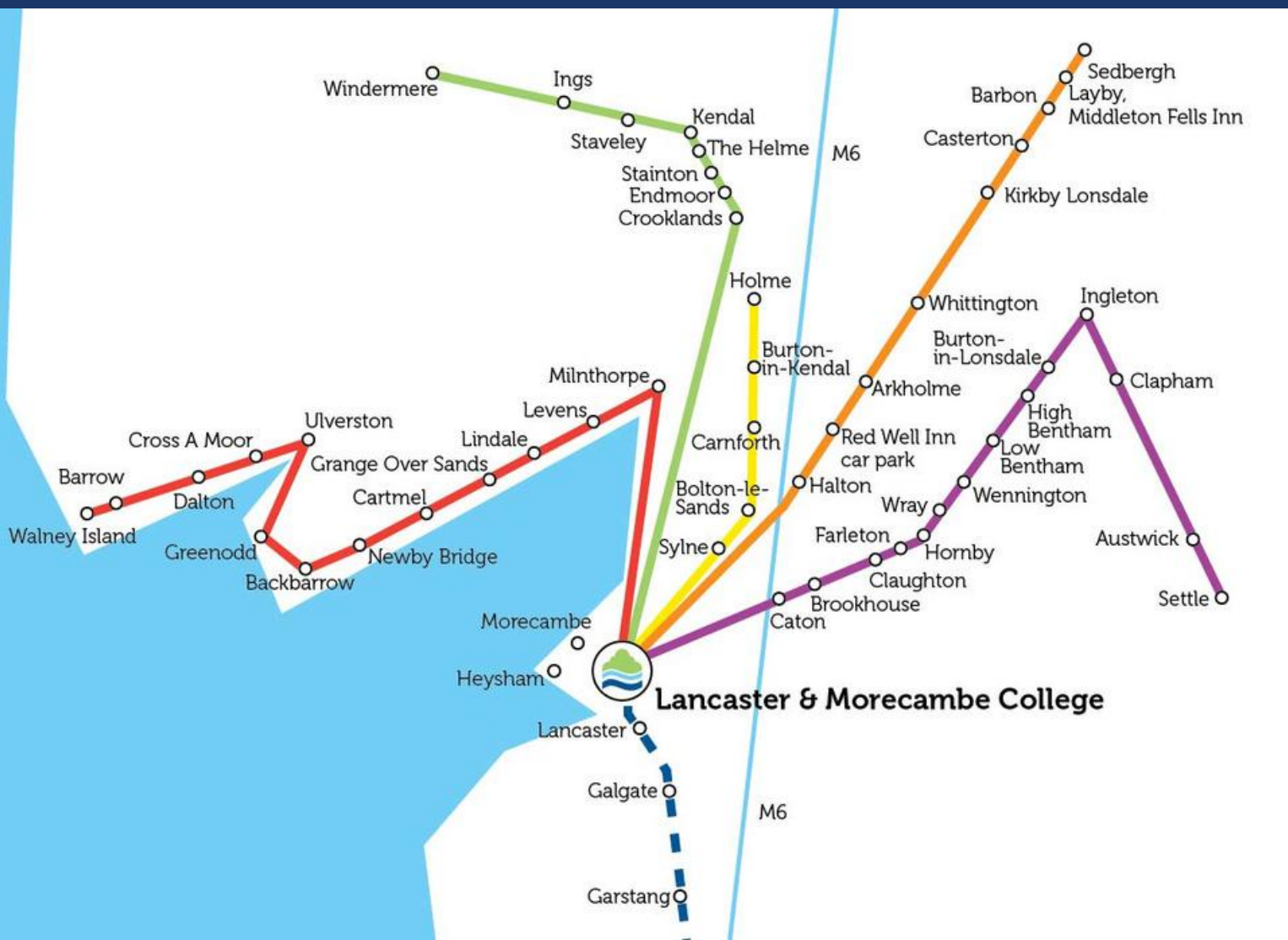
FREE BUS SERVICE

We provide a free bus service to students who live outside Lancaster and Morecambe and are studying on a full-time course or an apprenticeship. Buses will operate from Monday, 1st September. For a detailed list of our free bus routes, please visit: lmc.ac.uk/bus

Before you enrol with us, you can use your induction letter from College as ID to get on the bus. After you enrol, you'll be issued with a College ID card and lanyard which you will use on the bus. You can only use your specific free bus route (you can't use every route). Your allocated bus stop will be printed on your ID Card.

Students who live in Lancaster and Morecambe are expected to make their own way to College, though if you live more than 1.5 miles from campus you may be eligible for a funded bus pass. We have a number of places to store your bikes for those wishing to cycle to campus, as well as free on-site parking for students who drive to College.

Please see the map below for our free bus routes:



Lancaster & Morecambe College

Code of Conduct

Learner Agreement

LMC is a place of excellence for training in the technical, professional and creative industries; we are justly proud of our aspiring, adaptable, work ready graduates.

LMC Values

Collaborative **Inclusive** **Aspirational**

To ensure all our learners reach their potential, LMC expects learners to agree and adhere to a simple code of conduct linked to our values, to prepare you for your next steps.

As a learner at LMC you agree to:

- Behave in a polite and considerate manner at all times
- Treat everyone with respect in person and online
- Wear your LMC lanyard
- Attend all of your planned sessions
- Be punctual – be in the right place at the right time
- Report absence via hotline or online before planned session
- Complete all your work to the best of your ability by agreed deadlines
- Take responsibility for your own learning
- Behave safely at all times and do not put others at risk. Do not behave in an aggressive or intimidating manner
- Keep your college clean – don't litter
- Not eat or drink in classrooms or workshops – apart from bottled water
- Not use mobile phones in class unless directed
- No audio/video recording of staff or students without consent, or sharing of digital material of staff or learners
- Wear suitable clothing or correct uniform/kit if required
- Bring all required equipment
- Not bring alcohol, drugs, drug paraphernalia or dangerous items to college
- Not use or consume alcohol or non-prescription drugs prior to or during timetabled sessions
- Only vape in outdoor areas at a distance away from College buildings and open windows, which is considerate to non-vapers. This means a clear distance around entrances/exits into buildings to allow people to pass without walking through vape emissions.
- Not carry vocational tools that could cause harm such as tools, knives, razors or scissors onto or around college unless explicitly authorised for supervised training

Staff reserve the right to take appropriate action if the code of conduct is ignored or breached in accordance with the College's disciplinary procedure.

lmc.ac.uk

USEFUL CONTACTS

General Numbers

Absence Hotline (Until 9:30am)	01524 521533
Main Reception	01524 66215
The Hex Welcome Desk & Resources	01524 521269
Additional Learning Support	01524 521245
Safeguarding	01524 521382
Student Money	01524 521332
Computer Helpdesk	01524 521265
Pastoral Support	01524 521220
Careers Advice & Guidance	01524 521385

Administrators

Sport, Public Service, Travel & Tourism	01524 521250
Art & Design, Creative Digital Media	01524 521427
Hair & Beauty, Access	01524 521427
Construction & Engineering	01524 521232
Animal, Hospitality, Aspire, ESOL, Skills for Life	01524 521379
Health & Social Care, Childcare, Business	01524 521351
Foundation Education	01524 521379

Email

General Enquiries	hello@lmc.ac.uk
Student Money	studentmoney@lmc.ac.uk
Safeguarding & Pastoral Support	safe@lmc.ac.uk
Careers Advice	advice@lmc.ac.uk
Additional Learning Support	learningsupport@lmc.ac.uk
Tell us what you think	studentvoice@lmc.ac.uk
Marketing	marketing@lmc.ac.uk

College emails for staff are easy - simply put their initial, a dot, and their surname@lmc.ac.uk

e.g. John Smith would be j.smith@lmc.ac.uk

Our Values

Collaborative

Agreed behaviours

- Work together to maximise opportunities
- Build strong and productive relationships
- Support each other to achieve shared goals
- Communicate in an honest and trustworthy manner
- Learn from each other

Inclusive

Agreed behaviours

- Listen and value the views of others, demonstrating mutual respect and empathy
- Create a welcoming, safe and supportive environment
- Promote a sense of community, belonging and pride in place
- Champion equality, diversity and opportunity for all

Aspirational

Agreed behaviours

- Lead by example, role modelling high standards
- Celebrate progress and achievement
- Take responsibility and be accountable
- Embrace new challenges confidently
- Continually strive to improve

YOUR FUTURE STARTS NOW!

Lancaster & Morecambe College

Celebrating 200 Years of Learning

Lancaster & Morecambe College, Lancaster, LA1 2TY
01524 66215
www.lmc.ac.uk