



## Student Handbook

<b>Policy/Document No:</b>	3.10
<b>Version no. &amp; date:</b>	V1.1
<b>Next review due:</b>	July 2025
<b>Responsible Committee:</b>	Senior Leadership Team (SLT)
<b>Approved by &amp; date:</b>	Academic and the Quality Board (AQB) May 2024
<b>External reference:</b>	Office of the Independent Adjudicator (OIA)
<b>Audience:</b>	Students and Staff

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## 1. Welcome Message from the CEO

### Welcome to LCK Academy!

It is with great pride and excitement that I welcome you to our growing community. In just two years, we have faced many challenges and grown into a vibrant higher education academy, thanks to the dedication and hard work of our team.

We are committed to providing you with an excellent learning experience. Our academic and support staff are here to guide and assist you every step of the way. Please don't hesitate to reach out to us with any questions or concerns.

As you begin your journey with us, let's work together to embrace the spirit of collaboration, innovation, and excellence that drives our success. With your hard work and our support, there is so much more we can achieve together.

At LCK Academy, you'll have the chance to take part in a wide range of opportunities, including volunteering, potential work experience placements, educational visits, and even participation in our business incubation project. These experiences are designed to help you grow both academically and personally, preparing you for future success.

I encourage you to review the student handbook, which contains important information about our policies and procedures. It will help you make the most of these opportunities.

On behalf of everyone at the Academy, I wish you success in your studies and look forward to seeing all that you will achieve. We are here to support you every step of the way on this exciting journey.

## 2. Purpose

The purpose of the Student Handbook is to provide both new and current students with comprehensive information regarding the procedures, policies, and general matters relevant to your experience at LCK Academy. The handbook explains our commitment to you and your responsibilities to us.

The **Student Handbook** is designed to give both new and current students a user-friendly navigation tool to LCKA's procedures and policies. It provides comprehensive information about

the Academy's guidelines and expectations, helping you understand our commitment to you and your responsibilities as a student. The handbook also serves as a helpful guide to support your transition into life at LCK Academy's Harrow and Brent campuses.

For your convenience, the handbook will remain available on the Academy website, so you can easily access it whenever needed throughout your time with us.

### 3. Background

Founded in 2022, LCKA is an independent higher education Academy established with the primary objective of providing individuals with access to superior education and credentials, thereby enhancing their self-assurance and improving their quality of life. Our mission is to provide the community with high quality education, empowering individuals with the necessary knowledge, skills, and confidence to foster an entrepreneurial culture that contributes to the advancement of both local and national economies.

The Academy is situated in a dynamic area of West London, where we are dedicated to addressing the root causes of deprivation by offering opportunities for individuals to acquire valuable knowledge and skills, thereby facilitating a brighter future. Since its inception, LCKA has been dedicated to fostering an environment where students can thrive and achieve their fullest potential. The Academy is dedicated to delivering a supportive educational experience for every student, equipping them with the knowledge, skills, and confidence necessary to shape their future. At the Academy, we currently offer two advanced programmes: **the Higher National Diploma (HND) in Hospitality Management and the HND in Business (Entrepreneurship and Small Business Management)**. These courses, designed by Pearson, prepare students with the practical skills, knowledge and theories they need to be able to advance in their respective fields, focusing on the opportunities and challenges of today's world.

The LCKA team consists of Professionals with extensive experience in academically preparing students, while simultaneously acquainting them with the practical demands of the business and hospitality industries. All LCKA Lecturers are qualified and experienced lecturers in business and hospitality management courses, many of whom have held senior positions in reputable institutions or managed their own businesses. Students benefit from the extensive knowledge and expertise of our tutors and academic support staff through lectures, tutorials and small group activities that foster interaction, critical thinking and discussion.

## 4. General Information

### Head Office

#### LCK Academy

The Bridge  
Christchurch Avenue  
Harrow  
HA3 5BD  
+44 7359135732

**Email:** [info@lckacademy.org.uk](mailto:info@lckacademy.org.uk)

**Website:** [www.lckacademy.org.uk](http://www.lckacademy.org.uk)

#### Head of Programme

[Headofprogramme@lckacademy.org.uk](mailto:Headofprogramme@lckacademy.org.uk)

#### Head of Academy Advancement

[academics@lckacademy.org.uk](mailto:academics@lckacademy.org.uk)

#### Head of Student Services

[Ateefa.irshad@lckacademy.org.uk](mailto:Ateefa.irshad@lckacademy.org.uk)

#### Attendance & Recruitment Officer

[Liz.lobo@lckacademy.org.uk](mailto:Liz.lobo@lckacademy.org.uk)

#### Admissions Officer

[Maria.Shellis@lckacademy.org.uk](mailto:Maria.Shellis@lckacademy.org.uk)

#### Student Wellbeing Officer

[Monika.brown@lckacademy.org.uk](mailto:Monika.brown@lckacademy.org.uk)

## 5. Equality, Diversity, and Inclusion

### Introduction

LCK Academy is dedicated to ensuring equal opportunities for all members of its community, including students, staff and external contractors. Discriminatory behaviour of any kind will not be tolerated. The institution is committed to actively preventing and addressing acts of discrimination based on the following characteristics:

- Age
- Gender
- Race
- Disability
- Religion or belief
- Sexual orientation
- Gender reassignment
- Marriage or civil partnerships
- Pregnancy and maternity.

To effectively address discrimination, LCK Academy will continuously develop and implement strategies and procedures. These efforts will primarily target the following types of discriminatory behaviour:

- **Direct discrimination:** Occurs when an individual is treated unfairly due to any of the protected characteristics mentioned.
- **Indirect discrimination:** Arises when a requirement, situation, or condition, applied universally, adversely affects one or more groups.
- **Harassment:** Involves subjecting someone to unwanted conduct, such as unwelcome sexual attention or racial harassment.
- **Victimisation:** Involves treating someone less favourably because they have taken action against discrimination.
- **Segregation:** Involves isolating someone due to their beliefs, attitudes, or opinions.

LCK Academy remains committed to fostering an inclusive environment where diversity is respected and always embraced.

All individuals and groups associated with LCK Academy are required to refrain from engaging in discriminatory practices. LCK Academy is committed to fostering an environment where instances of discrimination can be reported without fear of punishment and will ensure a confidential process for addressing all allegations of discrimination.

The Senior Leadership Team (SLT) of LCK Academy holds responsibility for equitable and equal opportunities. Students are encouraged to initially contact a member of staff to discuss any incidents of discrimination they encounter or observe on campus, during online classes, or at Academy events.

For detailed information on both informal and formal procedures for lodging complaints regarding discrimination, please refer to the Complaints Policy. The Academy will take disciplinary action against any individual within the Academy found to be engaging in discrimination or violating the Equality, Diversity, and Inclusion Policy.

## **Students**

LCK Academy is committed to providing equitable access to all its courses and actively promotes the enrolment of students from diverse backgrounds. The Academy's admissions procedures are designed to accommodate and assist all students, taking into consideration their individual needs. As part of the enrolment process, there is an evaluation of learning support options for students with disabilities or special needs. The Academy endeavours to implement reasonable accommodation to ensure that all students, including those with disabilities or specific learning requirements, can fully access our services without exclusion. Policies relevant to Equality & Diversity includes the following:

- Admissions Policy
- Induction Procedures
- Assessment Policy
- Accreditation of Prior Learning (APL) Procedures
- Academic Appeals Policy
- Complaints and appeals Policy
- Module Evaluation Forms
- Equality, Diversity, and Inclusion Policy

## 6. Induction

Before students start their studies, they must attend an induction session. This ensures they receive all the information needed for a successful time at the Academy. During induction, students are welcomed and given general information about the Academy, its partnerships with external organizations, and their specific courses and modules. They are also briefed on important Academy policies, procedures available on the Academy website, and essential services provided by the Academy.

Areas covered in the induction include:

- Academy history and overview
- Key staff contacts
- Specific programme details
- Course timetable and the academic calendar
- Learning resources
- Using VLE systems - Moodle
- Attendance policy, withdrawals and deferrals
- Requesting authorized absence
- Methods of learning and teaching
- Mode of learning (online and in-person including the safe and effective use of specialist facilities, and the use of digital and virtual environments.)
- Methods and types of assessment
- Grading and feedback
- Requesting extensions for mitigating circumstances
- Late submissions, re-sits and retakes
- Submitting complaints and appeals
- Complaint and appeals
- Recognition of prior learning
- Academic Misconduct (e.g., plagiarism)
- Student Code of Conduct
- Prevent and Safeguarding
- Non-Academic Misconduct (e.g., bullying and harassment)
- Additional workshops, seminars and tutorials
- Additional academic support
- Student wellbeing



## 7. Learning Agreement

Upon completing the enrolment and induction process, you will be required to sign a learning agreement with our affiliated university or Academy partner. Additionally, you must sign the LCKA terms and conditions. As you review the learning agreement and terms and conditions, you will encounter a statement regarding Academic Misconduct. This statement clarifies that students may face penalties for cheating on written assessments or presenting someone else's work as their own (plagiarism). You will also find a statement regarding the recording of assessments. Students must acknowledge that, for assessment purposes only, the Academy may need to record oral presentations. These recordings are used solely for assessment and are only accessible to assessors and external examiners.

To avoid plagiarism, it is essential to learn how to reference your work properly. We will provide guidance on using the Harvard referencing system to ensure your sources are correctly cited. Additionally, it's important to understand the responsible use of AI in your studies. Misusing AI for academic purposes, such as submitting AI-generated content as your own work without proper acknowledgment, is considered a form of academic misconduct. We are here to support you in using AI as a tool to enhance your learning, not replace your original thinking or effort.

### Student Feedback and Questionnaires

In fulfilment of LCKA's quality assurance responsibilities, students will be requested to complete a questionnaire following their induction, as well as module evaluations at the conclusion of each term or semester. All collected information will be stored and maintained in strict confidence.

## 8. Appointments with Staff

Staff members are typically available to address any questions or concerns you may have regarding your course or the Academy in general. Appointments can be scheduled to meet with representatives from Admissions, Academics, and Wellbeing Officer, or Student Finance. If a staff member is unavailable, you may arrange an appointment to meet with them.

Appointments can be scheduled by emailing the respective staff member. If you are uncertain about whom to contact or do not have their contact details, you may seek assistance from your Tutor(s) or the Programme Coordinator. The Admissions Officers, Student Wellbeing Officer, and Personal Tutors are also present on your campus to assist you. The general email to contact the Academy is [info@lckacademy.org.uk](mailto:info@lckacademy.org.uk)

## 9. Additional Academic Support

### Personal Tutor (PT)

At the start of your study, you will be assigned a personal tutor (PT). This will usually be one of your tutors, but it could be another member of the academic team.

You will be invited to meet with your PT to discuss your attendance, academic progress, and any extra support you may need. Your progress will be recorded and reviewed regularly.

### Additional Academic Support

If you encounter challenges in specific academic subjects, the PT or Academic Support Officer (ASO) will direct you to supplementary support workshops and seminars. These sessions include academic study skills classes aimed at enhancing your proficiency in Harvard referencing, time management, and general study methodologies. Additionally, IT classes are available to assist you in refining your word processing abilities, as well as proficiency in PowerPoint and Excel spreadsheets. You may also be invited to participate in workshops that explore challenging course content, tailored to meet the needs of you and other students.

Workshops are conducted both in-person and online for your convenience. The Academy also hosts seminars on various topics during each semester which are accessible to all students.

## 10. Student Voice and Student Engagement

At LCK Academy, we are committed to ensuring that every student has the opportunity to shape their learning experience. Your feedback is crucial to our continuous improvement. We encourage you to participate in surveys, course evaluations, module evaluations, focus groups, and informal discussions with your personal tutors. Your insights help us understand what we are doing well and where we can enhance your experience.

We actively use your feedback through initiatives such as **"You Said, We Did"**. Look out for updates on noticeboards around the Academy or through email, where we highlight changes made in response to your suggestions.

## **Student Representation**

Every year, students are invited to elect Student Representatives who will represent their cohort in key meetings with staff and leadership. These representatives serve as the voice of the student body, ensuring that your concerns, suggestions, and ideas are raised in decision-making processes.

Student Representatives play an essential role in improving the quality of our courses and services by working closely with academic and administrative staff. If you are passionate about making a difference, consider standing for election as a representative.

If you are appointed as a Student Representative then you will play a key role in ensuring that the voices of your fellow students are heard. Your responsibilities will include gathering feedback from your peers, attending regular meetings with staff, and raising any issues or suggestions that can help improve the student experience. We will expect you to communicate openly, represent the views of your cohort fairly, and provide constructive input to enhance the quality of our courses and services. This role is essential in maintaining a strong link between students and the Academy's leadership team.

## **Student Council**

The Student Council at LCK Academy is a formal body led by an elected Student President and Vice President, who are chosen by the student body at the beginning of each academic year. The Student President represents the entire student community, chairs council meetings, and works closely with the Academy's leadership to address student concerns and advocate for positive changes. The Vice President supports the President and steps in to lead when necessary, while also taking responsibility for specific student-led initiatives.

The Student Council is allocated an annual budget, which can be used to organise events, fund student activities, and support initiatives that enhance the student experience. Council members work together to manage this budget, ensuring that it is used effectively to benefit the student body as a whole.

## Communicating Feedback to Students

At LCK Academy, we believe in closing the feedback loop. Once we receive feedback from students through module evaluations, surveys, and discussions, we take action and ensure that those actions are communicated clearly back to you. Here are the key ways we keep you informed:

- **"You Said, We Did" Posters:** Around the Academy, you will find "You Said, We Did" posters that show how we have responded to student feedback and made improvements based on your input.
- **Noticeboards and Emails:** Key announcements, including updates on changes or feedback outcomes, will be posted on noticeboards around campus and emailed to students. Please check these regularly to stay updated on important information.
- **Student Newsletter:** Academy Advocate: Our student newsletter, Academy Advocate, is released regularly and provides updates on feedback actions, upcoming events, and other news relevant to students. It is a great way to stay informed about what's happening at the Academy.
- **Student Representation Meetings and Student Council:** Feedback from student representatives and the Student Council is a vital part of our decision-making process. Through these meetings, we gather and respond to student concerns and suggestions, ensuring your voice is heard at the highest levels of the Academy.

By using these channels, we ensure that your feedback leads to real, visible improvements across LCK Academy.

## Student Responsibilities

To maintain a positive and productive learning environment, we ask all students to take responsibility for their studies and behaviour. Below are our key expectations:

- **Attendance and Punctuality:** Regular attendance and punctuality are vital for your success. We expect students to attend all classes (both in-person and online) and arrive on time, as repeated lateness or absence may impact your academic performance and could result in withdrawal from the course.
- **Coursework Deadlines:** Submitting your coursework on time is crucial. Late submissions may incur penalties, so plan ahead and manage your time effectively to meet deadlines. Failure to submit coursework could lead to withdrawal from the course.
- **Contact Details:** Keep your contact details up to date with the Academy to ensure you receive important communications promptly. Missing critical information due to outdated contact details is the student's responsibility.

- **Respectful Behaviour:** We expect all students to behave respectfully towards staff, peers, and the wider Academy community. This includes following health and safety, safeguarding, and Prevent guidelines, treating others with respect, and using Academy resources responsibly.
- **Academic Integrity:** Upholding academic integrity is essential. Students must avoid plagiarism, cheating, or any form of dishonest behaviour in their coursework and exams. Any violations will be dealt with according to the Academy's academic malpractice policy.
- **Use of Technology in Online Sessions:** For online sessions, students are expected to use technology responsibly, ensuring they have a stable internet connection and avoiding distractions during live classes.

By adhering to these responsibilities, you will contribute to a positive and supportive learning environment for all.

## 11. IT Facilities and Usage Policies

Upon enrolment, you will receive an email address designated for all communications with LCKA staff and for your Academy journey. Additionally, login credentials for the Virtual Learning Environment (VLE), Moodle will be provided to you.

It is strongly advised that you store your work on cloud platforms, online drives, or email it to yourself. Please note that USB drives are not permitted for use within the Academy premises. For any inquiries regarding the use of IT facilities, please contact the Head of IT and Data: shafraz@lckacademy.org.uk

## 12. Attendance and Engagement

Regular attendance is crucial for achieving success in your academic endeavours. Students who attend their classes generally achieve higher academic outcomes compared to those with lower attendance. Comprehensive details regarding the Attendance Policy and procedures for managing absences are available on the Academy's official website. Attendance registers are maintained daily for all classes, and students are required to notify the Academy in advance of any planned absences.

Absences resulting from illness or other valid reasons are classified as mitigating circumstances. It is essential to inform your Lecturer, Attendance Officers, and/or Student Support Officers at your campus via email in advance and/or on the day of absence. The Attendance Officers and Student Support Officers are committed to providing assistance to address any challenges preventing your attendance.

Persistent absences from the Academy without valid explanation may require a meeting with the Academic Registrar to discuss concerns. Following continued unexplained absences, a formal warning may be issued to the student via email and letter.

**Note that students who consistently fail to attend classes or engage meaningfully in their studies may face withdrawal from the course.** This measure is designed to ensure that students do not remain enrolled in a course where their ability to pass is compromised due to frequent absence and lack of engagement.

### **13. Assessments**

The Academy provides HND programmes at the Harrow and Brent campuses through partnerships with Strode College and in the near future with the University of Portsmouth. All students are required to adhere to the assessment criteria established by these institutions. The relevant assessment policies and procedures of the respective partners will be accessible to students during their induction.

Throughout their academic journey, students will receive regular reminders about these policies and procedures. Students may also consult the relevant Programme Handbook available on the Academy's website for detailed information regarding their course units, modules, and assessment guidelines.

### **14. Complaints & Appeals**

LCK Academy is dedicated to delivering education of the utmost quality, aiming to foster a transformative academic and social environment for all students. Should a student encounter any concerns or wish to raise a complaint related to academic or non-academic matters, they are encouraged to approach any staff member, or you can email: [complaints@lckacademy.org.uk](mailto:complaints@lckacademy.org.uk)

For comprehensive information on procedures for both informal and formal complaints, please refer to the Appeals and Complaints Policy available on the Academy website.

**The Complaints form can be accessed via this link**

<https://lckacademy.org.uk/complaint-form-2>

## 15. Health and Safety Policy Statement

The Academy is committed to upholding the highest standards of health, safety, and welfare for students, whether on our campuses or participating in online events. Our operations adhere strictly to the regulations stipulated in the Management of Health and Safety at Work Regulations 1999 and the Health and Safety at Work Act 1974.

According to Section 7 of the Health and Safety at Work Act 1974, each student is responsible for their own safety and the safety of others who may be impacted by their actions or inactions. It is essential that students promptly notify the Academy staff of any health and safety concerns that could affect themselves or others.

The complete health and safety regulations and procedures can be obtained from the Health & Safety Representative; Maria Shellis ([maria.shellis@lckacademy.org.uk](mailto:maria.shellis@lckacademy.org.uk)) and Student Wellbeing Officer ([monika.brown@lckacademy.org.uk](mailto:monika.brown@lckacademy.org.uk)) and are also accessible on our official website.

## 16. Fire Procedures

Periodically, the fire alarms at both campuses will undergo brief testing. In the event of an actual fire, a continuous alarm will sound. Please cease all activities immediately and exit the premises calmly and swiftly using the nearest available exit.

Follow the emergency lighting and signage to the nearest exit to leave the building and proceed to the designated assembly point. Each campus will have its designated assembly point, which is signposted across campus. For Brent Campus, the fire assembly points are the staff car park and the Playground. The fire assembly point for Harrow Weald campus is the main car park situated opposite the Secole Building. Do not use lifts in the event of a fire alarm.

**Please note that it is important not to delay by gathering personal belongings and to ensure a prompt and orderly evacuation.**

Upon your induction, you will receive detailed instructions on fire safety procedures and the location of the assembly point. Once at the assembly point, please remain there until your presence is confirmed by your class teachers.

Re-entry into the building is permitted only after clearance from one of the designated Fire Wardens. The names of all Fire Wardens are prominently displayed on Fire Safety posters located on notice boards throughout both campuses.

## **17. First Aid**

In the event of an accident or illness, it is vital to notify the Academy First Aiders promptly. The names of these individuals are prominently displayed on Health and Safety posters located on notice boards throughout the campus. First Aiders are trained to administer basic first aid and can coordinate further medical attention, including referral to a doctor or hospital if deemed necessary.

For any incidents involving illness or injury on campus, it is mandatory that First Aiders or the Student Wellbeing Officer complete an Accident Report Form and Accident Investigation Form. These forms are essential for documenting and assessing the circumstances surrounding the incident.

## **18. Student Wellbeing Officer**

The Student Wellbeing Officer is available during office hours to assist you with various matters and provide information on accommodation, health, transport, correspondence, and facilitate your integration into the Academy. Additionally, the Officer can assist in obtaining your Student ID card.

Should you require a private consultation, scheduling an appointment may be necessary. This allows for confidential discussions regarding any concerns you may have, whether they pertain to academic challenges within the Academy (such as assignment stress or study difficulties) or personal issues (including family matters, feelings of isolation, or health-related issues).

In accordance with the **Equality Act 2010**, the Academy is committed to providing support and making reasonable adjustments for students with disabilities or learning difficulties. This may include financial assistance for additional tuition or specialised equipment, arranging mitigating circumstances for assignment deadlines, providing referrals to relevant support organisation, or helping you access transport discounts in the local area. Our goal is to ensure that every student has an equal and equitable opportunity to thrive at LCK Academy. To explore these options, please schedule an appointment to discuss your needs with the Student Wellbeing Officer ([monika.brown@lckacademy.org.uk](mailto:monika.brown@lckacademy.org.uk))



## 19. Emergencies

In cases of medical emergency or accident.

Please contact the Northwick Park (Harrow) A&E or Central Middlesex (Brent) A&E

For advice on health issues call NHS Direct to speak to a qualified Nurse- Telephone 111.

### Other Useful Numbers

For Fire, Police, Ambulance Dial 999

Hospitals

#### **Brent- Central Middlesex Hospital**

Tel: 020 8965 5733

Acton Lane

Park Royal

London

NW10 7NS

#### **Harrow- Northwick Park Hospital**

Tel: 020 8864 3232

Watford Road

Brent

HA1 3UJ

## 20. Transport

### London Borough of Brent

#### Public Transport:

##### 1. Tube and Rail:

- **London Underground:** Brent is well-served by several London Underground lines, including the Jubilee, Metropolitan, Bakerloo, and Piccadilly lines. Key stations include Wembley Park (Jubilee and Metropolitan lines), Kilburn (Jubilee line), and Willesden Junction (Bakerloo line).
- **London Overground:** The London Overground network also runs through Brent, with stations such as Willesden Junction, Brondesbury, and Kensal Green providing connections to other parts of London.

## 2. National Rail:

- **Chiltern Railways:** Services from Wembley Stadium and Sudbury & Harrow Road connect to central London and other destinations.
- **London Northwestern Railway:** Trains from Harlesden and Stonebridge Park stations link to key locations.

**Bus Services:** Brent has an extensive bus network, offering numerous routes that provide comprehensive coverage throughout the borough and beyond. Key bus routes connect residents to major destinations such as central London, Heathrow Airport, and other parts of Greater London.

### Road Transport:

- **Major Roads:** The North Circular Road (A406) runs through Brent, providing a vital link for motorists traveling around London. The A5, another significant road, traverses the borough from north to south.
- **Motorways:** The M1 motorway starts in Brent, offering a direct route to the Midlands and the North of England.

**Cycling and Walking:** Brent encourages sustainable transport with various cycling routes and pedestrian-friendly areas. The borough is working on improving cycling infrastructure to promote greener travel options.

**Parking Facilities:** Brent offers various parking facilities, including on-street parking, car parks, and residential parking zones. Parking permits are available for residents, and there are also provisions for visitors and businesses.

**Transport for London (TfL) Services:** TfL provides comprehensive travel information and services, including Oyster cards and contactless payment options, making it easy to navigate Brent's transport network.

These transport options ensure that residents and visitors can easily access and travel within the Borough of Brent, making it a well-connected and convenient area for both living and working.

## London Borough of Harrow

### Public Transport:

#### 1. Tube and Rail:

- **London Underground:** Harrow is served by several London Underground lines, including the Metropolitan and Bakerloo lines. Key stations include:
- **Harrow-on-the-Hill (Metropolitan line):** A major hub offering fast connections to central London and the wider metropolitan area.
- **Kenton (Bakerloo line):** Provides direct access to central London.
- **London Overground:** The Overground runs through Harrow, with stations such as Harrow & Wealdstone providing links to other parts of London.

#### 2. National Rail:

- **West Midlands Trains:** Services from Harrow & Wealdstone station connect to key destinations, including London Euston, Watford Junction, and beyond.
- **Chiltern Railways:** Trains from Harrow-on-the-Hill provide further connections to central London and Buckinghamshire.

**Bus Services:** Harrow benefits from an extensive bus network, with numerous routes that ensure comprehensive coverage throughout the borough and into neighbouring areas. Key bus routes connect Harrow to major destinations such as central London, Heathrow Airport, and other parts of Greater London.

### Road Transport:

- **Major Roads:** The A409, A410, and A404 are some of the key roads running through Harrow, providing vital links for motorists traveling in and around the borough.
- **Motorways:** The M1 motorway is accessible from Harrow, offering a direct route to the Midlands and the North of England.

**Cycling and Walking:** Harrow is actively promoting sustainable transport with various cycling routes and pedestrian-friendly areas. The borough is enhancing cycling infrastructure to encourage greener travel options, including dedicated cycle paths and bike-sharing schemes.

**Parking Facilities:** Harrow offers a range of parking facilities, including on-street parking, car parks, and residential parking zones. Residents can obtain parking permits, and there are provisions for visitors and businesses to ensure convenient parking options.

**Transport for London (TfL) Services:** TfL provides comprehensive travel information and services for the area, including Oyster cards and contactless payment options, making it easy to navigate Harrow's transport network.

These transport options ensure that residents and visitors can easily access and travel within the Borough of Harrow, making it a well-connected and convenient area for both living and working.

## 21. Out and about!

### Borough of Brent Overview

**Location and Geography:** Brent is a diverse and vibrant borough located in northwest London. It is bordered by the boroughs of Harrow, Barnet, Camden, Ealing, Hammersmith & Fulham, and Kensington & Chelsea. The borough covers an area of approximately 16.7 square miles and includes a mix of residential, commercial, and green spaces.

#### Key Areas and Landmarks:

- **Wembley:** Known internationally for Wembley Stadium, a major venue for football matches and concerts. The area also includes Wembley Arena, a popular concert and events venue.
- **Kilburn:** A bustling area with a rich cultural mix, known for its vibrant high street and entertainment venues.
- **Neasden:** Home to the stunning Neasden Temple (BAPS Shri Swaminarayan Mandir), one of the largest Hindu temples outside of India.
- **Queens Park and Kensal Green:** Trendy areas with a mix of cafes, restaurants, and independent shops.

**Population and Demographics:** Brent is one of the most ethnically diverse boroughs in London. It has a population of around 335,000 residents, representing a wide range of ethnicities, cultures, and religions. This diversity is reflected in the borough's cultural events, food, and community activities.

**Parks and Recreation:** Brent is home to several parks and green spaces, offering residents and

visitors a variety of recreational opportunities. Some notable parks include:

- **Gladstone Park:** A large park with sports facilities, a café, and beautiful gardens.
- **Roundwood Park:** Known for its formal gardens, sports facilities, and children's playground.
- **Barham Park:** Features landscaped gardens, sports facilities, and a library.

**Cultural and Community Events:** Brent hosts a variety of cultural and community events throughout the year, celebrating its rich diversity. Events include festivals, markets, performances, and exhibitions that cater to a wide range of interests and backgrounds.

Brent is a dynamic and evolving borough, offering a rich tapestry of cultures, vibrant communities, and excellent amenities, making it an attractive place to live, work, and visit.

## **Borough of Harrow Overview**

**Location and Geography:** Harrow is a borough situated in northwest London, bordered by the boroughs of Brent, Barnet, Hillingdon, and Hertfordshire. It covers an area of approximately 19.5 square miles and is characterised by a mix of residential, commercial, and green spaces.

### **Key Areas and Landmarks:**

- **Harrow on the Hill:** Known for its historic architecture and the prestigious Harrow School, one of the UK's oldest and most famous independent schools. The area features charming high streets and historic buildings.
- **Wealdstone:** A bustling area with a range of shops, restaurants, and community facilities. It is also known for its local football club, Harrow Borough FC.
- **Pinner:** A picturesque area with a quaint high street, traditional architecture, and a strong community feel. It hosts the annual Pinner Fair and has a number of local shops and eateries.
- **Rayners Lane:** A lively area with a mix of residential and commercial properties, featuring a variety of shops and local services.

**Population and Demographics:** Harrow has a diverse population of around 250,000 residents. The borough is known for its multicultural community, which is reflected in the local cultural events, restaurants, and community activities.

**Parks and Recreation:** Harrow offers numerous parks and recreational areas for residents and visitors to enjoy. Some notable green spaces include:

- **Harrow Recreation Ground:** A large park with sports facilities, play areas, and open spaces.
- **Cannon Lane Park:** Featuring sports facilities, a playground, and open green spaces.
- **Headstone Manor and Museum:** A historic site with beautiful grounds and a museum showcasing local history.

**Cultural and Community Events:** Harrow hosts a variety of cultural and community events throughout the year, including local festivals, fairs, and performances. These events celebrate the borough's diversity and provide entertainment and engagement for residents.

Harrow combines a rich history with modern amenities, providing a balanced lifestyle for its residents. With its excellent transport links, educational institutions, and green spaces, it is a vibrant and attractive place to live and work.

## USEFUL WEBSITES

- <https://www.wanderingbaboon.com/15-best-things-to-do-in-brent-england/>  
[https://www.tripadvisor.co.uk/Attractions-g580418-Activities-Harrow\\_Greater\\_London\\_England.html](https://www.tripadvisor.co.uk/Attractions-g580418-Activities-Harrow_Greater_London_England.html)" [https://www.tripadvisor.co.uk/Attractions-g580418-Activities-Harrow\\_Greater\\_London\\_England.html](https://www.tripadvisor.co.uk/Attractions-g580418-Activities-Harrow_Greater_London_England.html)
- [www.gov.uk](http://www.gov.uk), For Visa information and working in Britain
- [www.britishcouncil.org/english](http://www.britishcouncil.org/english), For more information about learning English
- [www.postoffice.co.uk](http://www.postoffice.co.uk), For information on the postal service and an online address finder.
- [www.thetrainline.com](http://www.thetrainline.com), To book train tickets online
- [www.nhs.uk](http://www.nhs.uk), For information on the National Health Service

## 22. LCKA Term Dates

For each semester of your programme at LCK Academy, please click the link below and from the home page you will find your start and end dates under the student dropdown list.

<https://lckacademy.org.uk/>