

# ONBOARDING DEBUT TRAINING ACADEMY 2025

DEBUT  
ACADEMY



# LOCATIONS

## Hertfordshire

Unit 14, Mimram Road, Hertford,  
SG14 1NN  
Beauty

## Wickford

38 High Street, Essex, SS12 9AZ  
Beauty

## Brentwood

16 St. Thomas Road, Essex, CM14 4DB  
Beauty

## Stanford Le Hope

1-2 Kings Parade, Stanford Le Hope,  
SS17 0HR  
Hair and Beauty

## Sidcup

228 Blackfen Road, Sidcup, DA15 8PW  
Hair

DEBUT  
ACADEMY



# DEBUT CORE VALUES

Accountability

Innovation

Debut core values

Integrity

Excellence

Duty

DEBUT  
ACADEMY



# OUR MISSION STATEMENT

## **Our vision:**

Our vision is to **Inspire** and **Develop** all learners to realise their full potential and take ownership of their future's. Not only in their careers but within their lives too.

## **Our Mission:**

- Provide an excellent standard of training to each individual that enrolls and endeavour to arm them with the skills and passion required for working within the industry.
- Work together to create an academy that inspires, motivates and encourages all learners.
- Work together to create an environment where all staff are innovative, creative and passionate.
- Providing our students with the outstanding experience we are known for.

DEBUT  
ACADEMY

# WHY CHOOSE US ?

DEBUT  
ACADEMY

- Work experience, spa day events within the academy, charity events
- Preparation for work within the industry
- Staff go above and beyond ensuring you reach your full potential
- A High Standard of Training
- Qualified Within 12-24 months depending on which qualification you chose to complete.
- Small, Personal Classes - meaning at more 1-1 experience.
- Supportive Staff and highly trained tutors



# WHAT COURSES WE OFFER Apprenticeships

DEBUT  
ACADEMY

- VTCT Level 2 Diploma for Hair Professionals (Hairdressing)
- VTCT Level 2 Diploma For Beauty Professionals (Beauty Therapist)
- VTCT Level 3 Diploma for Advanced and Creative Hairdressing
- VTCT Level 3 Advanced Beauty Therapist Apprenticeship
- NCFE Level 2 Customer Service Practitioner
- NCFE Level 3 Customer Service Specialist
- NCFE Level 5 Learning and Skills Teacher



# APPRENTICE FUNDING



Join at  
**slido.com**  
**#2408 634**

DEBUT  
ACADEMY

In the UK, the government provides funding to help employers pay for apprenticeship training programs. This funding is mainly collected through a tax called the apprenticeship levy. The government also offers additional funding and incentives for employers who take on apprentices. The overall goal of the apprenticeship funding in the UK is to provide support for employers and to help individuals gain the skills and experience they need for their careers.



Charlotte Locke  
Apprentice  
Co-ordinator



# HOURS

An apprentice's total working week is 30 hours.

Included in these 30 hours are the hours you are with us at college. You will then be with your employer for the remaining of these hours.

For example: Lilly is completing a Level 2 Beauty Apprenticeship with us and this is what her working week looks like:

- Monday - College from 1.30pm - 5pm (3.5 hours)
- Tuesday - OFF
- Wednesday - 9am - 3pm (5.5 hours) as she had a halfhour lunch break.
- Thursday - 12pm - 5pm (5 hours)
- Friday - 9am - 6pm (8 hours) as she had 1 hour lunchbreak.
- Saturday - 9am - 6pm (8 hours) as she had a 1 hour lunchbreak.
- Sunday - OFF

Please remember  
you are PAID for the  
hours you are in  
college and training!



# APPRENTICE SALARY 2024

Risen by £1.12 in  
the last year!

	23 and over	21-22	18-20	Under 18	Apprentice
April 2024	£11.44	£11.44	£8.60	£6.40	£6.40 (April 2025 £7.55)

# LEARNERS ROLES AND RESPONSIBILITIES

**Communication**

Respond in good time to contact from any Debut source, relay any absences/lateness prior to lesson, communicate in good time 3 strike policy for interviews.

**Attendance**

Aim to maintain (95% and above) & punctuality to scheduled lessons, attending catch up sessions to make up hours

**Behaviour**

Be polite, professional & respectful at all times (in class or via any other communication methods)

**Uniform**

Abide by Debut's dress code for every lesson

**Work Ethic**

Keep up to date with homework/study work, actively participate in lessons (in class/zoom)

**Equality, Diversity & Inclusion**

Treat everyone equally, be inclusive and without discrimination

DEBUT  
ACADEMY



# LEARNERS ROLES AND RESPONSIBILITIES

**Mobile Phones**

Do not have your mobile phone out in class unless you have your tutor's permission for work related activities

**Extra Commitments**

Attending all extra study sessions for Maths/English (if applicable) and completing Skills Forward weekly tasks or other online courses online to deadlines

**Health & Safety**

Follow Debut's policy at all times

**Grievances**

Agree to follow Debut's specific procedures if you have a complaint

**Work Experience**

Agree to find a placement and work towards completing your designated hours for your course programme

**Safeguarding**

Agree to report any matter relating to safeguarding promptly to your tutor or the Safeguarding Officer

DEBUT  
ACADEMY



# ATTENDANCE

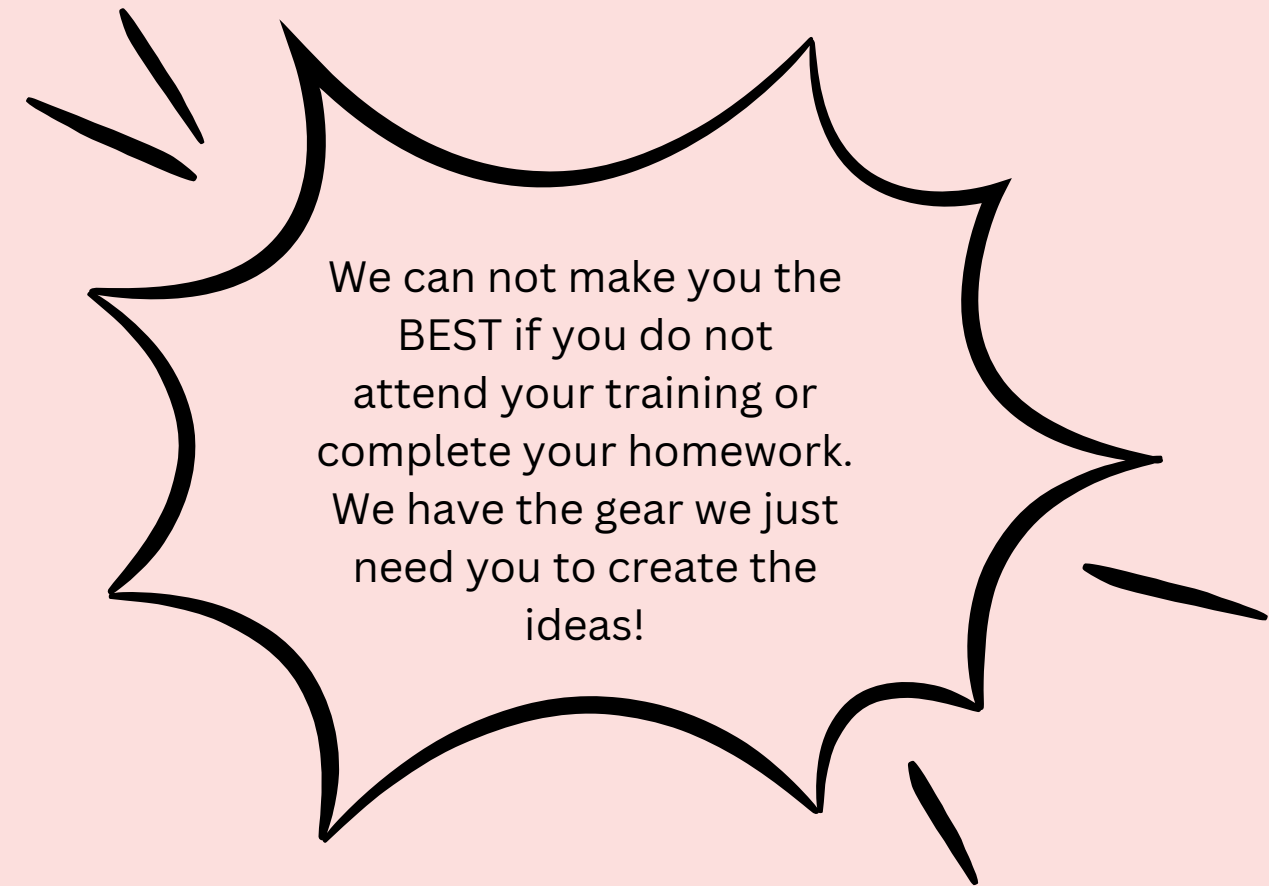
## ATTENDANCE EXPECTATION

### NOT ACCEPTABLE

- Dentist Appointment
- Doctor Appointment
- Deliveries / Workmen Booked
- Birthday
- Personal Problems
- Child Minding Hospital Appointment (with letter)

### ACCEPTABLE

- Holiday (pre booked)
- Funeral of a Family Member



DEBUT  
ACADEMY

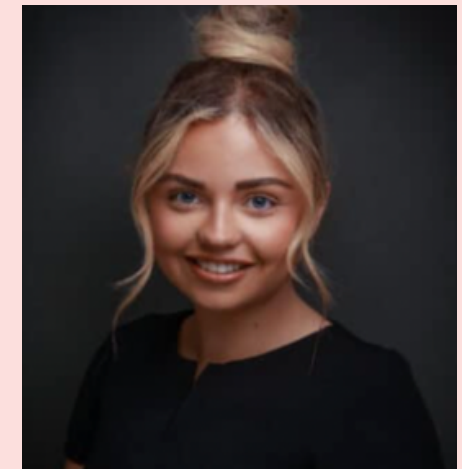


# FUNCTIONAL SKILLS MATHS AND ENGLISH

In addition, you may need to pursue Functional Skills qualifications in English and maths. If you **do not** have any prior qualifications in English and maths at **Level 2 (GCSE at grade C or grade 4 and above)**, you will be required to study these subjects as part of your apprenticeship.

English and maths Functional Skills are practical, applied literacy and numeracy qualifications that are relevant to both young people and adult learners. These skills will assist you in developing and applying vital abilities, such as communication, analytical, and presentational skills.

Functional Skills are assessed through examinations and usually entail attending training sessions tailored to the level of understanding required. A diagnostic test will be administered at the beginning of the apprenticeship to gauge your current abilities and shape your learning path.



Bobbie Hales  
Centre manager SLH &  
Functional skills tutor

DEBUT  
ACADEMY



# WHAT DOES LEARNING LOOK LIKE AT DEBUT?



DEBUT  
ACADEMY

Class-based learning

Learner voice

Masterclasses

Awards

Steps to excellence

Wider curriculum

Guest speakers

Community events

Workbooks

Career advice

Online learning

Educational visit

# CONTACT INFORMATION



Charlotte Locke



07891 267604



[www.debutacademy.com](http://www.debutacademy.com)



Unit 14 Mimram  
Road, Hertford, SG14 1NN



Janine Gildersleve



07960 947719



[www.debutacademy.com](http://www.debutacademy.com)



Unit 14 Mimram  
Road, Hertford, SG14 1NN

## THANK YOU FOR YOUR TIME

DEBUT  
ACADEMY

