

A Brief Guide for Parents and Carers 2026



Dear Parent/Carer,

We are delighted that your child has chosen our college for the next stage of their education. WQE College has retained the very highest academic standards for hundreds of years. One way in which we achieve this is by encouraging all parents/carers to work with us to support our students.

The College sets high standards and expect all students to subscribe to the WQE culture of curiosity, commitment, consideration, challenge and community. We work with all students to help them develop into young professionals. Our specialist team of staff including subject staff, advisors, personal progress mentors and support staff are here to support all students in fulfilling their potential.

The part you play is also crucial; the interest you show, and the continuing support you provide is an essential part of the package. This leaflet seeks to provide basic information, shortly after enrolment you will have access to a detailed parent/carer handbook.

I will see you at the first of our many parent/carer events in the early Autumn term.

Donna Trusler
Associate Principal



Parents/Carers Website

Visit the parent/carers section of our website (www.wqe.ac.uk) for further information on how to get involved, forthcoming events, how to download parking/accessibility information and much more.

ProPortal

This web-based portal allows parents/carers and students to keep track of their attendance, progress and a great deal more.

Every student and their nominated parent/carers, once enrolled, has access. We would encourage you to regularly sit down with your child and review their progress as part of our partnership in supporting success. More detailed information will follow after enrolment.

The Welfare and Skills Team provides short, medium and long-term support for students with additional needs including those with a physical disability, a learning difficulty or a medical condition. Additionally, staff from the Special Educational Needs or Disabilities Service, provide specialist help for students' specific needs.

We ask you to inform us if your child has special educational need(s) or disability(ies), a medical condition or mental health need before making a formal application, or at the very latest before enrolment commences. This will ensure that we can discuss appropriate support and arrange implementation to ease transition.

For specific disabilities, our Welfare and Skills Team works closely with the student, parents/carers and partner schools from the time applicants first express an interest in the College. We will assess each student's needs and discuss how they can be met through ongoing support.

SCAN TO ACCESS THE
PARENTS/CARERS SECTION
OF OUR WEBSITE



The Student Services Team is available to offer immediate help, support and advice on a range of issues including student finance, transport and student societies. They have a help desk for face-to-face enquiries.

Careers Resources are well stocked, and reference materials are up to date. Much of the information about careers and universities/colleges is now accessible online and this is an increasingly important source. As well as support from personal progress mentors, students have access to our Careers Team through general drop-in sessions, or by individual interview/appointment. There will be several large events throughout the year where students are invited to link with prestigious Universities and employers. Our PSHE programme also offers in-depth careers support and advice.

High Achievers

We are highly regarded specialists in supporting high-achieving students, with a strong track record of helping them secure places at leading universities, including the most selective institutions. For more information, please visit our website or contact our High Achievers Champion, Dr David Manning, at david.manning@wqe.ac.uk.



SCAN HERE TO VIEW OUR HIGH
ACHIEVERS WEB PAGE



The Examinations Team play a crucial role in ensuring student achievement. They work closely with individual students and through subject staff and personal progress mentors to ensure students are well informed about complex examination arrangements and that their individual needs are met; contributing to achievement and success. They are available for face-to-face support at University Road Main Building.

The Central Administration Team will contact you within the first few weeks of the college term to ensure your contact details are up to date. This will enable you to access our Trips and Visits system, Evolve, and to book appointments through our Parents' Evening system, SchoolCloud.

Equality and Diversity

The College is committed to the equality of opportunity and to a proactive approach to equality, which supports and encourages under-represented groups, promotes inclusivity and values diversity. We look forward to communicating the details of events and a wide range of activities and events to support this commitment in the near future. Our PSHE programme is designed with the support of specialists in areas of equality and diversity to provide a cohesive and advanced programme.

Safeguarding

The College is committed to the safeguarding of all students, staff and visitors. We take our safeguarding responsibilities very seriously. To help students get the support they need we have a team of fully trained designated safeguarding staff. You can contact the team by email or Freephone during College hours. Students, parents/carers and staff can contact one of the team directly. In conjunction with University of Leicester, all students have access to our SafeZone App which allows students to call for emergency support, if required.

Details can be found on WQE online, all identity badges, displays on site and at Reception, Student Services, Welfare & Skills and the Progress Hubs. The Safeguarding Policy, as well as our policy about student guidance and intervention are available on our website and on WQE Online.

These are the contact details for key dedicated teams:

Welfare and Skills

0116 247 2907

welfareandskills@wqe.ac.uk

Student Services

0116 247 2963

student.services@wqe.ac.uk

Examinations Team

0116 247 2985

exams@wqe.ac.uk

Careers Team

0116 247 2982

careers@wqe.ac.uk

Safeguarding Team

Freephone 08000 614 222

safeguarding@wqe.ac.uk

IT Helpdesk

ithelpdesk@wqe.ac.uk

WQE College
University Road
Leicester, LE1 7RJ

For enrolment enquiries, contact:

0116 2471147

admissions@wqe.ac.uk www.wqe.ac.uk/enrolment

Regent Road
Leicester, LE1 7LW

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