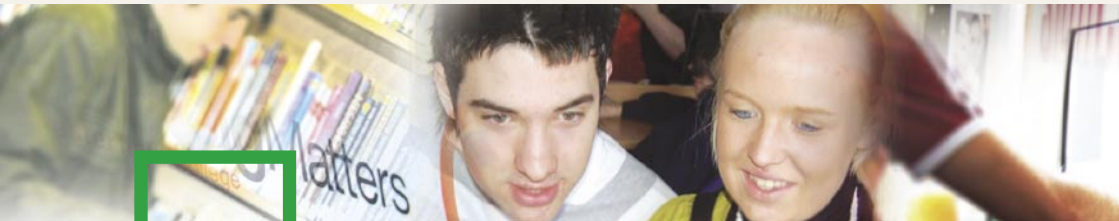


Learning **Centre** Services **A Guide For Students**



OPENING HOURS □ CENTRE FACILITIES □ LOCATIONS
RESOURCES □ LEARNING CENTRE RULES

@ **Chesterfield** College
LearningMatters

The Learning Centres offer a range of facilities and resources to aid students in completing their course work.

Facilities

- Study places are available in every centre. Areas are set aside for group work and quiet study.
- Computer facilities including printers and scanners are available in all centres. Students will need to know their person code which will be their username when using a computer.
- Photocopying facilities are available for use at the Library Learning Centre at Infirmary Road, Tipton and Clowne Learning Centres, subject to copyright regulations.

Resources

- Printed resources e.g. books, journals and newspapers.
- Audio-visual resources e.g. DVD's and VHS videos, audio CD's and cassettes.
- Online information resources e.g. full-text journals and newspapers, reference works, maps, subject specific database's e.g. business, childcare.

Centres hold a range of assistive technology to help staff and students with special requirements. Please ask if you would like more information about available resources, or if you would like to make recommendations for purchase.



All Centres have computers which may be booked or used on a drop-in basis.

Booking information

- If there are no computer facilities available at a suitable time in your curriculum area, you may book the computers in the Centres.
- You may only book up to four weeks in advance.
- Bookings can be made in person or by telephone.
- You will be asked to give your network user name at the time of booking (normally your surname followed by the initial of your first name) and a group password of your choice.
- Bookings are held for 15 minutes after their scheduled start time.

³ Learning Centre rules for students

Whilst using the Centres, we seek your support in ensuring that you follow the Code of Conduct.

Code Of Conduct

- Facilities are to be used for course work – internet chat sites and games are not allowed.
- Avoid websites that might be offensive to others.
- Students must talk quietly and keep noise to a minimum.
- Mobile phones must be switched off.
- No food or drink (except bottled water) must be consumed in the Centres.



Learning Centre locations ⁴

There are learning centres located on each campus of Chesterfield College

Infirmary Road

Library and Central Learning Centres
Central Block near Gate 4
Room number C001 & C006

North Learning Centre
North Block near the nursery
Room number N216

South Learning Centre
South Block on the first floor
Room number S120

Clowne

Clowne Learning Centre
Ground floor near the entrance
Room number NC001

Tapton House

Tapton Learning Centre
Ground floor of Tapton House
Room number P005

⁵ Opening hours

During term time, the Learning Centres are open every day. All centres operate reduced opening hours during holidays. Please confirm times with individual centres.

Infirmary Road

Library Learning Centre

Monday & Thursday
8.45am – 7.00pm

Tuesday
8.45am – 6.00pm

Wednesday & Friday
8.45am – 5.00pm

Central, North & South Learning Centres

Monday, Tuesday & Thursday
8.45am – 5.00pm

Wednesday & Friday
8.45am – 4.30pm

Clowne

Monday & Thursday
8.45am – 5.00pm

Tuesday & Wednesday
8.45am – 7.00pm

Friday
8.45am – 4.30pm

Tapton House

Monday
8.45am – 5.00pm

Tuesday, Wednesday & Thursday
8.45am – 7.30pm

Friday
8.45am – 4.30pm



Learning Centre contact details ⁶

Use the contact details below for any additional Learning Centre enquiries.



Infirmary Road

Library Learning Centre **Ext. 1550**

Central Learning Centre **Ext. 1777**

North Learning Centre **Ext. 1778**

South Learning Centre **Ext. 1779**

Clowne

Clowne Learning Centre **Ext. 2842**

Tapton House

Library Learning Centre **Ext. 4252**

The Learning Centre team who have special responsibilities for curriculum

Infirmary Road

Kay Atkinson, Engineering & Construction
Ext. 1942

Pat Cunningham, Art & Design, Business & Leisure Management **Ext. 1518**

Chris Saywell, Science & Humanities, Social & Personal Care **Ext. 1706**

Clowne

Mairhi Guppy, all subjects **Ext. 2842**

Tapton House

Louise Tinsley, all subjects **Ext. 4252**

Chesterfield College has an open access policy and is committed to ensuring all members of the community including people with learning difficulties and those with disabilities are treated fairly. Reasonable adjustments will be made to ensure that disabled students and other people are not substantially disadvantaged.

@ **Chesterfield** College
LearningMatters

Chesterfield College, Infirmary Road, Chesterfield, S41 7NG

Telephone 01246 500500 Fax 01246 500587

Web www.chesterfield.ac.uk Email advice@chesterfield.ac.uk

