



**ADDRESS**

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Lincolnshire  
LN8 3HJ

# STUDENT HANDBOOK

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RASE VETERINARY NURSING COLLEGE

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**CREATED BY**  
Macauley Bowers

# SUCCESS

# THROUGH

# PEOPLE.



## OUR PHILOSOPHY

At Rase Veterinary Nursing College, we champion an immersive learning experience that empowers aspiring veterinary nurses. Our philosophy is simple yet profound: happy students are motivated learners.

### Core Values:

**Student-Centric Approach:** Our students' well-being and growth are our priority. When students feel valued, they become eager learners poised for success.

**Hands-On Learning:** Practical experience is the backbone of effective veterinary nursing education. Real-world exposure transforms students into confident professionals.

**Holistic Development:** We nurture not only technical skills but also ethics, empathy, and critical thinking, shaping graduates who excel as skilled and compassionate caregivers.

**Collaborative Community:** Collaboration mirrors the veterinary profession. We foster teamwork and respect, preparing students for the collaborative nature of their careers.

**Adaptability and Innovation:** We cultivate adaptability and innovation to prepare graduates for the dynamic landscape of veterinary nursing.

**Student Well-Being:** A supportive and inclusive environment promotes students' mental, emotional, and physical well-being, enhancing their learning journey.

**Engaging Beyond:** We encourage students and faculty to engage with the larger veterinary community, enriching their education and connections.

**RVNC prioritises learning on the job.** Our students gain hands-on experience in real clinical settings, guided by a passionate faculty who blend theory with practice.

### Conclusion:

At RVNC, we mould veterinary nursing professionals who blend expertise with compassion. By prioritising student happiness, hands-on learning, and holistic development, we forge graduates prepared to make meaningful contributions in the field.

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# WELCOME MESSAGE

## A MESSAGE FROM THE HEAD OF CENTRE

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A very warm welcome to our Veterinary Nursing College based here in Market Rasen. The college was established in 2022 to enable the young people in the local area to pursue their dreams of becoming a qualified veterinary nurse. Everyone involved from writing to delivery of the programme, to those supporting the students through their journey to gaining their Level 3 Diploma in Veterinary Nursing are immensely proud to be involved.

I hope you enjoy your time with us, feel a real sense of achievement on qualifying and make lasting friendships that will stand you in good stead moving forwards

Very best wishes,  
Norrie - Head of Centre

### OUR VISION

Our vision at RVNC is to redefine veterinary nursing education, forging a path towards excellence, compassion, and transformative care. We envision a future where our graduates not only possess exceptional technical skills but also radiate empathy, professionalism, and a deep connection with both animals and their human companions. In this vision, our college becomes a nurturing haven where students are guided to become not just proficient professionals, but also advocates for the well-being of all creatures. We envision an educational atmosphere that promotes hands-on learning, innovative practices, and a commitment to continuous growth.

### OUR MISSION

At Rase Veterinary Nursing College, our mission is clear and resolute: to elevate the practice of veterinary nursing by nurturing a new generation of skilled professionals who embody excellence, compassion, and a deep commitment to animal well-being.

We are dedicated to providing a dynamic learning environment where students engage in hands-on experiences that bridge theory and practice. Our mission is to equip them with the practical skills, critical thinking abilities, and ethical foundations needed to excel as proficient veterinary nurses.

# KEY CONTACTS

## CENTRE CONTACTS

NORRIE GRAHAM | [NGRAHAM@RVNC.CO.UK](mailto:NGRAHAM@RVNC.CO.UK) | 07515576771  
HEAD OF CENTRE

REBECCA BROOKS | [RBROOKS@RVNC.CO.UK](mailto:RBROOKS@RVNC.CO.UK) | 07801151418  
PROGRAMME LEADER

MACAULEY BOWERS | [MBOWERS@RVNC.CO.UK](mailto:MBOWERS@RVNC.CO.UK) | 07876681123  
HEAD OF IT & COMMUNICATIONS

HELEN THORPE | [HTHORPE@RVNC.CO.UK](mailto:HTHORPE@RVNC.CO.UK) | 07464190633  
HUMAN RESOURCES & MENTAL HEALTH SUPPORT

## OUT OF HOURS CONTACTS

SAMARITANS | [WWW.SAMARITANS.ORG](http://WWW.SAMARITANS.ORG) | 08457 909090

CALM | [WWW.THECALMZONE.NET](http://WWW.THECALMZONE.NET) | 0800 585 858

SANELINE | [SANE.ORG.UK](http://SANE.ORG.UK) | 0845 767 8000

POLICE | [WWW.LINCS.POLICE.UK](http://WWW.LINCS.POLICE.UK) | EMERGENCY 999 | NON EMERGENCY | 101

# ABSENCE & ATTENDANCE

## WE EXPECT 100% ATTENDANCE

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Attendance is a cornerstone of success, enabling active engagement, continuous learning, and skill development. Regular attendance demonstrates accountability, builds relationships, and showcases dedication. It equips individuals to overcome challenges, fostering resilience and a strong work ethic. By consistently showing up, individuals lay the foundation for achievement, creating a path towards personal growth and meaningful impact.

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Appointments for the doctor/dentist should be made out of lesson times wherever possible.

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Check the college calendar for term dates to assist in booking holidays. Exams and tests take place throughout the year. Try to plan around them.

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Keep us informed of your contact email and number so we can continue to keep you updated.

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Absence must be reported as soon as you know you will be absent.

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Please contact your programme leader before 8:30am on each day of your absence.

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You will need to provide your name and the reasoning for your absence.

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# PROCEDURES & POLICIES



## COLLEGE POLICIES & PROCEDURES

There are a number of policies and procedures that you will need to be aware of as you may need to make reference to them at some point during your time with us. You will be able to find all the relevant policies and procedures on your student VLE platform, or you can request a paper copy from your programme leader. Your programme leader will ensure that all policies and procedures are explained to you as part of your course induction. If you have any questions then please ask.



### POLICIES

College policies serve as the bedrock of a cohesive and productive educational environment. These policies are meticulously designed to uphold the values of fairness, respect, and academic integrity that define our institution. They provide a framework that fosters a culture of learning, collaboration, and personal growth while ensuring the safety and well-being of all members of our community. College policies are more than rules and regulations; they reflect our institution’s core values and commitment to nurturing a vibrant, respectful and productive learning environment. By adhering to these policies, each member of our community contributes to the creation of an exceptional educational experience that prepares students for success in both their academic and personal lives.



### PROCEDURES

College procedures form the organized framework that guides various aspects of our institution. They encompass:

- Enrollment and Registration: Transparent admission and course selection.
- Academic Assessment: Fair evaluation aligned with learning goals.
- Student Support: Accessible guidance for academic and personal needs.
- Conflict Resolution: Fair resolution of concerns.
- Health and Safety: Ensuring well-being and security.
- Communication: Timely and accurate updates.
- Research and Innovation: Ethical research practices and collaboration.

These procedures create an environment of clarity, efficiency, and growth, facilitating the educational journey for all.

# VALUES

## OUR VALUES AT RVNC

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At our veterinary nursing college, we hold steadfast to a set of core values that shape our educational philosophy, guide our interactions, and drive our mission to produce exceptional veterinary nursing professionals. These core values embody the essence of our veterinary nursing college. They shape not only the education we provide but also the kind of compassionate and skilled veterinary nursing professionals we aim to nurture, who are equipped to make a positive impact in the lives of animals and their human companions.

### COMPASSION

Above all, compassion is at the heart of our values. We believe in treating every living being with kindness, empathy, and understanding. This compassion extends to animals, their human companions, and each member of our college community.

### COLLABORATION

We understand that the field of veterinary nursing thrives on collaboration. Our values prioritise teamwork, open communication, and respect for diverse perspectives. By fostering a collaborative environment, we prepare our students to work effectively in interdisciplinary healthcare teams.

### WELL-BEING

We prioritise the well-being of our students, recognizing that a healthy mind and body are essential for success. Our values emphasize self-care, mental wellness, and a supportive community that helps students thrive academically and personally.

### ADVOCACY

Advocacy is central to our values, as veterinary nurses often speak for those who cannot. We empower our students to be advocates for animal welfare, community health, and ethical practices. Through their voice and actions, they contribute to positive change in the veterinary field.

### INTEGRITY

Integrity forms the bedrock of our ethical foundation. We uphold honesty, transparency, and accountability in all our endeavours. Upholding the highest ethical standards in our interactions ensures that we earn the trust and respect of our peers, mentors, and patients.

### DIVERSITY

Our policies embrace the rich tapestry of diversity within our college community. They ensure that every individual, regardless of background, is treated with respect and fairness. Discrimination, harassment, and any form of prejudice are unwaveringly condemned, creating an inclusive environment that nurtures understanding and collaboration.



# SAFEGUARDING AND WELFARE



## SAFEGUARDING

At our college, safeguarding is not just a policy; it’s a commitment to creating a secure and nurturing environment where every individual’s safety, dignity, and well-being are paramount. We take proactive measures to ensure that our college is a place where students, faculty, staff, and visitors can thrive without compromise.

- |                           |                             |
|---------------------------|-----------------------------|
| ✓ Zero tolerance for harm | ✓ Training for revention    |
| ✓ Confidential reporting  | ✓ Creating an open dialogue |
| ✓ Supportive resources    | ✓ Continuous improvement    |
| ✓ Collaborative Approach  | ✓ Prevention and education  |

## WELFARE

At our veterinary nursing college, the concept of welfare extends beyond animals to encompass the well-being of both our students and the creatures we serve. We recognise that an environment that values and safeguards the welfare of all is essential for fostering compassionate, skilled, and ethically responsible veterinary professionals. In essence, welfare at our veterinary nursing college is not merely a concept; it’s a philosophy that informs everything we do. By nurturing the well-being of animals, our students, and the community at large, we pave the way for a brighter future where compassion, ethics, and excellence converge to create a lasting impact.

# OUR COLLEGE

## RASE VETERINARY NURSING COLLEGE

Rase Veterinary Nursing College was established in 2022, in the heart of Market Rasen’s market place. The college offers a local place for prospective veterinary nurses to study and develop into professionals in their field.

### FACILITIES & TEACHING

Rase Veterinary Nursing College boasts advanced facilities for optimal learning:

**Wet Laboratory:** Equipped for practical learning and experiments. **Student Room:** Collaborative space for discussions and relaxation. **Town Center Location:** Convenient access to amenities and community engagement. Our facilities amplify the educational journey, ensuring our students are well-prepared for successful careers in veterinary nursing. At RVNC we believe providing the best facilities are essential in shaping well-rounded and competent veterinary nursing professionals. Our commitment to providing a comprehensive learning experience is reflected in the resources we offer, empowering our students to excel and make a meaningful impact in the field of veterinary nursing. At Rase Veterinary Nursing College, our exceptional staff are the driving force behind our commitment to excellence. With a collective wealth of experience spanning many years, our educators bring a deep understanding of the veterinary nursing field to the classroom. At RVNC, our staff’s extensive experience is not just a number – it’s a testament to their dedication to education and their role in shaping the future of veterinary nursing. With their guidance, our students are prepared to embark on successful careers driven by knowledge, skill and a passion for animal care.

### MEET THE TEAM



Rebecca Brooks - Programme Leader

Becki has worked in mixed veterinary practice for many years. She has her Veterinary Physiotherapy qualification and became involved in teaching through this. Outside of work she has two children and a small sheep farm.



Rachel Cooke - IQA/Assessor

Rachel has been a qualified RVN since 2008 and qualified as an assessor and clinical coach in 2012 when she moved into veterinary teaching. At home she has three boys and enjoys walking, dog training and family time.



Jessica Lutkin - Clinical Coach

Jess is currently doing her certificate in medical nursing and has been qualified for 2 years. She especially enjoys feline medicine. In her spare time she enjoys pub quizzes and a game of poker.



Emily Brown - Clinical Coach

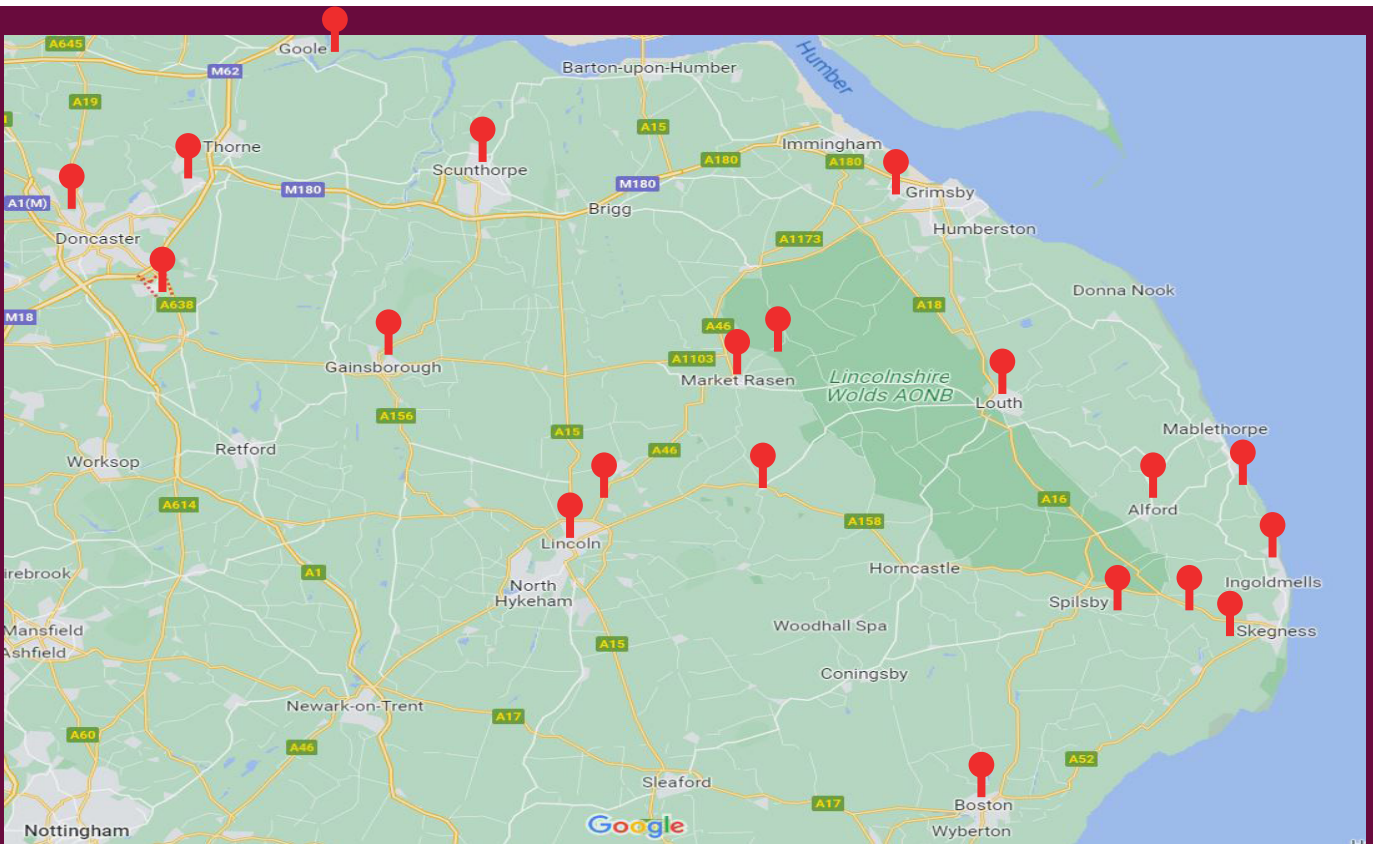
Emily has worked at Aldervale Vets since 2016 as an RVN. Her keen interests are surgical nursing and anything to do with cats. She has many students working with her and loves helping them grow and progress in practice.



Jacqueline Moore - Clinical Coach/Admissions

Jacq is head of nursing at two Rase Vets branches. She’s been a qualified RVN for over 30 years and is also a Veterinary Physiotherapist and Mental Health Supporter. She loves all animals especially dogs.

# THE SURGERIES WE USE FOR STUDENTS



# THE TOWN



## PLACES TO EAT

Market Rasen offers a delightful array of dining choices to cater to various tastes and preferences. Whether you're in the mood for hearty pub fare, freshly baked treats, or convenient supermarket shopping, the town has you covered. The Aston Arms: Pub Food Delights For those seeking classic pub food, The Aston Arms is a local gem. With its warm ambiance and inviting atmosphere, it's the perfect place to savour traditional pub dishes that satisfy your cravings. From comforting pies to panninis and baguettes, you'll find a diverse menu that captures the essence of British pub cuisine. Cooplands Bakery. If you have a penchant for freshly baked treats, Cooplands Bakery is a must-visit. Delectable baked goods, from fluffy pastries to freshly made sandwiches. Whether you're looking for a morning pick-me-up or an afternoon indulgence, Cooplands has a delightful selection that caters to your taste buds. Tesco Supermarket: Convenience and Variety For those who prefer the convenience of shopping for ingredients or ready-to-eat options, Tesco Supermarket offers a wide selection. Whether you're planning a home-cooked meal or looking for on-the-go snacks, Tesco provides a diverse range of products that cater to various dietary preferences.

## THINGS TO DO

Market Rasen offers a range of activities for visitors and locals alike, catering to various interests and preferences. From sports enthusiasts to leisure seekers, the town provides an array of options to enjoy your time. Market Rasen Golf Club: For those who love golf, the Market Rasen Golf Club is a perfect destination. Set in picturesque surroundings, this club offers a challenging course that caters to both beginners and experienced players. Enjoy a round of golf while taking in the scenic beauty of the area. Market Rasen Racecourse: Horse racing enthusiasts will find excitement at the Market Rasen Racecourse. With a lively atmosphere and a variety of race events throughout the year, the racecourse offers an opportunity to experience the thrill of horse racing while soaking in the festive ambiance. Exploring the Town: Beyond these attractions, Market Rasen has charming streets lined with shops, cafes, and historic architecture. Stroll through the town, browse unique boutiques, and discover local crafts and goods. Walking Trails: Nature lovers can explore walking trails around the town, enjoying the tranquility of the countryside. Immerse yourself in the scenic beauty while taking a leisurely walk or an invigorating hike.

## NEARBY

Market Rasen not only offers its own attractions but also serves as a gateway to a variety of nearby gems that enrich your experience in the area. From urban adventures to serene natural landscapes, the surroundings of Market Rasen invite exploration. City of Lincoln: Just a 20-minute train ride away lies the historic city of Lincoln. Explore its cobbled streets, visit the majestic Lincoln Cathedral, and stroll along the picturesque Brayford Waterfront. Immerse yourself in the blend of history, culture, and modernity that Lincoln offers. Willingham Woods: Nature enthusiasts will find solace in the serene Willingham Woods. A short drive from Market Rasen, this enchanting woodland is perfect for leisurely walks, picnics, and embracing the tranquility of nature. The Wolds: The scenic Lincolnshire Wolds, an Area of Outstanding Natural Beauty, surrounds Market Rasen. Embark on scenic drives or walks through rolling hills, charming villages, and panoramic vistas. The Wolds provide a peaceful escape to connect with nature. Local Events and Festivals: Throughout the year, Market Rasen and its neighboring areas host a range of events and festivals. From agricultural shows to cultural celebrations, these gatherings offer an opportunity to immerse yourself in the local culture.



# DIGITAL SKILLS



## STUDENT EMAIL

All students will receive a student email account when they begin their induction. This will be their first initial followed by their surname @rvnc.co.uk. We recommend using Mozilla Thunderbird to run your student account on. All the information you need and any help will be available during your induction.

## IT SUPPORT

IT Support will be on hand 7 days a week for students who are struggling with any of the college resources. Any problems with your email, VLE or any other college accounts should be reported to Macauley Bowers who will be able to assist in rectifying any problems.

## MICROSOFT TEAMS

In the event you are unable to attend class for whatever reason, you will still be able to attend your lecture via Microsoft Teams. The meeting will be set up for you and an instruction document sent to you showing you how to access the meeting. This is a last resort thing and we stress all students do the best they can to attend the class in person.



## VLE

The college VLE (Virtual Learning Environment) will be a platform accessible through the college website, [www.rvnc.co.uk](http://www.rvnc.co.uk). On here you will be able to access tools and resources related to your course including mock exams, portfolio and learning aids for individual modules.

## PRINTING

Any printing you require for college work can be done when working in practice. Each surgery you work at will be equipped with printing, photocopying and scanning capabilities. We do ask you try print everything in black and white to keep costs down.

## SAFE EXAM BROWSER

When undertaking exams, each student will be required to have Safe Exam Browser (SEB) installed on their computer. Without this software you will be unable to complete your exam. In the morning of any exam your computer will be set up on the SEB for you ready for you to sign in. Any assistance in installing and setting up the SEB can be requested during your induction.



# KEY DATES

## College Calendar 2023/24

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AUTUMN 2023

SEPTEMBER 5TH - DECEMBER 19TH

CHRISTMAS  
HOLIDAY

DECEMBER 20TH - JANUARY 2RD

SPRING 2024

JANUARY 3RD - MARCH 28TH

EASTER  
HOLIDAY

MARCH 29TH - APRIL 14TH

SUMMER 2024

APRIL 15TH - JULY 19TH

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