

BRITISH ACCREDITATION COUNCIL INSPECTION REPORT

SUPPLEMENTARY INSPECTION NEW/ADDITIONAL PREMISES (Short Course Provider)

PROVIDER: London School of Trends

ADDRESS: Level 2-5
34 Chalk Farm Rd
Camden
London
NW1 8AJ

HEAD OF PROVIDER: Mr Dhananjay Somra

ACCREDITATION STATUS: Accredited

DATE OF INSPECTION: 3 February 2020

ACCREDITATION COMMITTEE DECISION AND DATE: Continued accreditation, 21 May 2020

PART A – INTRODUCTION

1. Background to the provider

London School of Trends (LST/the Provider) is a privately-owned organisation that has offered short courses in fashion and styling, mostly of four weeks' duration, since December 2012. LST, formerly known as JD Image Promotions Limited, was registered as a limited company in the United Kingdom (UK) in June 2015.

In December 2019, LST relocated to Chalk Farm, near Hampstead, North London, having been based since 2012 in Paddington. It moved to an arts centre hub with enhanced teaching and recreational facilities for participants. Rooms in the on-site accommodation block are also licensed from the same landlord.

LST's aim is to provide a programme of short residential courses in arts subjects. Participants from various academic backgrounds are undergraduates, mainly on the first or second year of a degree course or, less frequently, on a one-year diploma course in India. While in London, participants can choose any one of the courses that are run by the Provider.

The founder, who is also the Executive/Managing Director, is in charge of day-to-day operations. He is supported by two other Directors, the Director of Human Resources and Operations and the Course Director.

Since 2012, the company has had an academic partnership with several global institutions.

2. Brief description of the current provision

LST offers a number of four-week courses in Fashion Styling and Interior Design and Styling, Luxury Brand Management, Visual Merchandising, and Fashion Marketing and Entrepreneurship. Since November 2019, two new 20-week foundation courses have been introduced. These are Fashion Foundation and Interior Design Foundation, combining several aspects of the existing four-week courses.

The Provider also offers a wide range of online courses for international participants. These provisions do not form part of BAC's accreditation. For some students enrolling on campus, the courses work as a foundation programme before starting a subject they do not have a background.

The courses include face-to-face delivery, time for research and timetabled visits to places of interest relevant to the fashion and design industry, such as the twice-yearly London Fashion Week and Decorex, which is an international show that is held every October. Residential and non-residential options are available.

Participants receive a certificate of completion from LST when they complete a course. The courses contribute to the participants' overall educational experience.

At the time of the inspection, there were 11 female participants on the Fashion Foundation course and three male and one female participant on the Interior Design Foundation course. All the participants are over the age of 18 and are from India.

Courses are advertised through the website with enrolment dates in January and February 2020. There are no specific entry requirements apart from having a good command of the English language.

3. Inspection process

The new premises were visited for half a day by one inspector. The inspector met the Executive Director, the Course Director, the Student Welfare Officer, two course tutors and participants on the two courses running. A tour of the premises was carried out. Appropriate documentation was scrutinised. The Executive Director provided all the necessary information required and staff cooperated well with the inspection.

4. **Background to the supplementary inspection**

LST relocated to new premises from its previous location in Paddington in December 2019. The new premises offer upgraded educational resources and facilities that are better suited to fashion courses. The new premises are part of an arts centre hub offering a more creative environment. Transport access for staff and participants is good, with the premises located close to Camden Market and the underground station. Residential accommodation is also available on site.

5. **Inspection history**

Inspection type	Date
Full Accreditation	30-31 October 2013
Interim	16 January 2015
Spot Check	1 February 2016
Re-accreditation	22-23 October 2018

PART B – JUDGEMENTS AND EVIDENCE

The following judgements and comments are based upon evidence seen by the inspector during the inspection and from documentation provided by the institution.

1. Compliance with BAC accreditation requirements

1.1 Premises and Facilities (full inspection)

The numbers below refer to the standards as presented in the short course provider scheme document and main full inspection report.

23. The provider has secure possession of and access to its premises

- | | | | | |
|------|--|---|-----------------------------|-----------------------------|
| 23.1 | The provider has secure tenure on its premises. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> NA |
| 23.2 | Where required, the provider has access to suitable external premises for academic or non-academic purposes of a temporary or occasional nature. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> NA |

This standard is judged to be:

Met Partially Met Not Met

Comments

A licence agreement for the Provider's premises is in place with the building's owner which also owns the accommodation block.

Participants also have free access to the library at the Victoria and Albert Museum as part of the scheduled visits.

24. The premises provide a safe, secure and clean environment for participants and staff

- | | | | | |
|------|--|---|-----------------------------|--|
| 24.1 | Access to the premises is appropriately restricted and secured. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 24.2 | The premises are maintained in an adequate state of repair, decoration and cleanliness. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 24.3 | There are specific safety rules in areas of particular hazard (e.g. science laboratories), made readily available to participants, staff and visitors. | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input checked="" type="checkbox"/> NA |
| 24.4 | General guidance on health and safety is made available to participants, staff and visitors. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 24.5 | There is adequate signage inside and outside of the premises and notice boards for the display of general information. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 24.6 | There is adequate circulation space for the number of participants and staff accommodated, and a suitable area in which to receive visitors. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 24.7 | There are toilet facilities of an appropriate number and level of cleanliness. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 24.8 | There is adequate heating and ventilation in all rooms. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | |

This standard is judged to be:

Met Partially Met Not Met

Comments

The reception area is well staffed to ensure effective security. There is also good Closed-circuit Television (CCTV) coverage.

The premises are in good condition throughout. They are clean and well maintained.

Good guidance is provided to participants on health and safety on the premises during induction on the first day of the course.

Signage is adequate within the building. Information on the courses available and current events is clearly displayed.

There are sufficient clean toilet facilities and heating and ventilation are good throughout the premises.

25. Training rooms and other learning areas are appropriate for the courses offered

- | | | | | |
|------|--|---|-----------------------------|--|
| 25.1 | Training rooms and other learning areas provide adequate accommodation in size and number for the classes allocated to them. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 25.2 | Training rooms and/or any specialised learning areas (e.g. laboratories, workshops, studios) are equipped to a level which allows for the effective delivery of each course. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> NA |
| 25.3 | There are facilities suitable for conducting the assessments required on each course. | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input checked="" type="checkbox"/> NA |

This standard is judged to be:

Met Partially Met Not Met

Comments

All classrooms are sufficiently spacious for the number of participants. They are well equipped with television screens linked to computers and other relevant equipment such as mannequins and high tables for laying out fabrics.

The specialised equipment provided that is used by the tutors is well suited to the courses and facilitates good participant engagement.

26. There are appropriate additional facilities for participants and staff

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|------|---|---|-----------------------------|--|
| 26.1 | Participants have access to sufficient space and suitable facilities for private study, including library and IT resources. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> NA |
| 26.2 | Trainers have access to sufficient personal space for preparing lessons, marking work and relaxation. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> NA |
| 26.3 | Participants and staff have access to space and facilities suitable for relaxation and the consumption of food and drink where appropriate. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> NA |
| 26.4 | Participants and staff have access to storage for personal possessions where appropriate. | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input checked="" type="checkbox"/> NA |
| 26.5 | There are individual offices or rooms in which trainers and senior management can hold private meetings and a room of sufficient size to hold staff meetings. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 26.6 | Administrative offices are adequate in size and resources for the effective administration of the provider. | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | |

This standard is judged to be:

Met Partially Met Not Met

Comments

Participants use their own mobile devices to access any required study material and other online resources. There is very good wireless connectivity in the premises to facilitate this.

There is adequate space for staff to prepare and arrange course materials.

Participants have access to a large cafeteria and common room area where they can consume food and drink and relax and socialise with other participants. The participants stated that they enjoyed socialising in the cafeteria and that the new premises were a considerable improvement on the previous premises.

All administrative functions, including participant recruitment, are currently carried out remotely online, using appropriate home-based premises. There is also sufficient space available at the teaching premises for administrative staff to work and hold meetings should this be required.

With further course expansion, LST is considering setting up a dedicated office space at its teaching premises.

1.2 Compliance Declaration

Declaration of compliance has been signed and dated.

Yes No

PART C – SUMMARY OF STRENGTHS AND ACTION POINTS

STRENGTHS

The premises have well-equipped classrooms and provide a good creative environment for the participants.
High-quality recreational areas offer participants spacious relaxation facilities.

ACTIONS REQUIRED

None

RECOMMENDED AREAS FOR IMPROVEMENT *(to be reviewed at the next inspection)*

It is recommended that the Provider hires dedicated office space at its teaching site for administration should provision expand further.

COMPLIANCE WITH STATUTORY REQUIREMENTS - FURTHER COMMENTS, IF APPLICABLE

There are qualified first aiders in the building. However, none of LST's staff has a current first-aid qualification and this could inhibit a speedy response, particularly in the case of an emergency in the basement area.