

# NORTHUMBERLAND

Northumberland County Council



# YOU LIVE, YOU LEARN

ADULT LEARNING COURSES GUIDE SPRING 2018





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The case studies in this brochure are based on real people. A big thank you to them for sharing their stories.



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## YOU LIVE, YOU LEARN WITH NORTHUMBERLAND COUNTY COUNCIL

*What does a new year mean to you?  
Is it time for a new start, getting trained  
for your dream job or learning a skill?*

Whatever your interests, welcome to our 2018 Adult Learning Prospectus, where you'll find something for everyone.

Having listened to your comments from last season, we aim to satisfy your appetite for learning by offering as wide a range of courses as possible.

It may be that you've not been in a classroom for a long time, but have courage, live like a true Northumbrian and take that first step with us. Remember others in the classroom are first timers too. If you're an old hand and have joined us before, then a warm welcome back.

Our specialist teams at Learning and Skills offer help and support on all of our courses, for those people with special needs, or with learning difficulties, or even if you are just facing a rough time and need an extra boost to get you through.

Our employability team assists thousands of people back into work every year and a fantastic 92% of our apprentices go on to higher learning and work.

And the Careers team gives impartial, practical advice on options to those aged 16-18 particularly those not in education, training or employment.

So welcome let's get you started.

### What will you choose?

*Wayne Dalery*

**Portfolio Holder for Children's Services**



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**We're listening** – If there are any courses you'd like to see listed, email us at [adultlearning@northumberland.gov.uk](mailto:adultlearning@northumberland.gov.uk) with the subject line **"Course Feedback."**

## HOW TO USE THIS GUIDE

### PATHWAY TO LEARNING

*Learning is a never ending journey, everyone is unique so no matter where you are starting from we can help.*

From beginners to seasoned students, young mums to jobseekers or retirees, put your foot on the pathway to success and we'll be there to help you progress to the next level.

Here are some of the starting points of our learners.

<p><i>"I'm challenging myself to keep in touch with family abroad."</i></p> 	<p><i>"I want a new career so I need to update my skills."</i></p> 	<p><i>"I want to go to university but I don't have the right qualifications."</i></p> 	<p><i>"I want to get back into work."</i></p> 	<p><i>"I want to learn a trade."</i></p> 	<p><i>"I want to learn the basics."</i></p> 
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## ADULT LEARNING COURSES GUIDE SPRING 2018

## LEVELS & QUALIFICATIONS

*Whatever level you want to study our centres offer something for everyone.*

Use this guide to find the courses you are interested in and enrol today on **0345 600 6400**.

### ENTRY LEVEL

Courses to develop skills and increase confidence



**BEGINNERS**

### LEVEL 01

GCSE grade D-G, or 1 to 4, Level 1 certificates



**IMPROVERS**

### LEVEL 02

GCSE grade A\*-C, or 5 to 9, Level 2 NVQs, Level 2 diplomas



**INTERMEDIATE**

### LEVEL 03

A-Levels, Level 3 NVQs, Level 3 certificates



**ADVANCED**

### LEVEL 04

HNCs, Level 4 diplomas



**HIGHER**

### LEVEL 05

Foundation degrees, HNDs, Level 5 diplomas



**DEGREE**

**ENROL NOW CALL 0345 600 6400**



# THERE'S MORE TO US THAN MEETS THE EYE

*A snapshot of what's been happening in our Adult Learning Centres*



## SCIENCE ALIVE

At our fantastic new sites at Prudhoe Fuse Media and Alnwick Lindisfarne, we're bringing science to life through informal tasters in chemistry, physics, ecology and biology; experiments and explosions, dissections and DNA tests!

The tasters will help you find out more about what makes our planet tick, and can lead to our new Step into Science, GCSE Science and Access to Higher Education Diplomas.

**See page 18-19**



## PARALYMPIAN INSPIRES THE NEXT GENERATION

Northumberland County Council Careers Guidance Team and 'In It Together' (parents and carers of children with special educational needs and disabilities), held an event at the Woodhorn Museum, Ashington.

They were thrilled to meet Paralympian Stephen Miller, MBE, who talked about following his dreams to achieve successes in sport.

## APPRENTICES ARE STARS OF THE SEASON

With an exciting range of vacancies on offer we expect to start 2018 with 220 new apprentices on a range of trade, career and degree programmes.



Courses range include traditional office, customer service and support skills; leisure, horticulture, highways engineering, early years and project management to our new degree apprenticeships in leadership and management and digital and technology solutions.

The Apprenticeship Ambassador's team recently won the 'Leader's Choice' Excellence Award for the 'We're Making it Work' campaign, which starred the apprentices as the face of the campaign on buses, fire engines and at train stations - promoting the County Council as an ideal place to start their career journey.



**Why not join us next year. Email [apprenticeships@northumberland.gov.uk](mailto:apprenticeships@northumberland.gov.uk) or call 01670 622 114. See page 27**

## KEEPING TRADITIONAL CRAFTS THRIVING

Long standing Lecturer, Neville Straker, is a pro "stick dresser".

He has been training others for more than 30 years in the making of walking sticks, shepherds' crooks and ceremonial staffs.

The making of sticks and staffs is an ancient craft found throughout the world, although shepherds' crooks with their distinctive curved heads are believed to be unique to Britain.

Neville was trained by George Stanton and Tommy Thompson, both world renowned stick dressers.

He gets his inspiration for classes from his love of traditional boat building, figurehead carving, rocking horses and furniture and cabinet making.

He has created sticks for Bishops from as far afield as Newcastle and Botswana. He also designed sticks for HRH Prince Charles and the Duchess of Cornwall Camilla.

But his greatest satisfaction comes from passing on his vast knowledge, and ensuring the art doesn't die out. Neville says, "Most learners start off by creating a fish handle which can be created from start to finish in a 20 week course."

*Image used courtesy of Nicola Rudd*

I always pair up new learners with a good-un in the class who can help them along." Learners take part in local competitions and his class members have done really well mopping up across the Northumberland shows this year.

**If you want to keep this traditional craft flourishing, join Neville's class at 7.00pm - 8.30pm on a Thursday evening at Alnwick.**





# ACCESS TO **HIGHER EDUCATION** COURSES

**100% PASS RATE IN 2016/17  
ON ACCESS TO HE COURSES**

*Access to HE courses are open to anyone over the age of 19 and run in Alnwick, Morpeth and Prudhoe.*

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The equivalent of three A Levels, the courses can get you into the university of your choice and can be taken over one or two years.

The courses offer a route into:

- Health and Social Care degrees at university, such as Nursing and Midwifery, Occupational Therapy and Health and Social Care.
- Adult Care, Social Work and Physiotherapy.
- Primary, Secondary or Further Education Teaching Degrees.
- Humanities such as History, English, Psychology and Law Degrees.

“

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*I did my GCSEs in Alnwick and this led into an access course... I want to go into primary education.”*

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FOR FURTHER  
INFORMATION ON  
ACCESS TO HE  
PLEASE CONTACT  
JANE SANDFORD  
ON **01670 622 255.**





# ACCESS TO HIGHER EDUCATION

## FREE TASTER WORKSHOPS

If you aren't sure you are ready for an Access to HE course attend our FREE workshops which will show you what our sessions will be like. You can do one or more workshops to help you decide. **Call on 0345 600 6400 to book**

### ALNWICK ADULT LEARNING CENTRE - SCIENCE LAB 1-7PM

**24 Jan** Microscopes, cells and tissues

**8 Feb** Muscles, bones and fitness

**21 Feb** Heart, lungs and cardiovascular system

**7 Mar** Brain and nervous system

**21 Mar** Enzymes and digestion

**26 Apr** DNA and genetics

### PRUDHOE ADULT LEARNING CENTRE - SCIENCE LAB 9.30AM - 1PM

**19 Feb** Microscopes, cells and tissues

**26 Feb** Muscles, bones and fitness

**5 Mar** Heart, lungs and cardiovascular system

**12 Mar** Brain and nervous system

**19 Mar** Enzymes and digestion

**26 Mar** DNA and genetics

See page 19 for Science courses

## ACCESS TO HE OPEN DAYS

Start your new learning adventure by coming along to one of our open days – chat to a tutor and learn more about Access to HE courses.

No need to book – pop in anytime that suits.

**HEXHAM** ADULT LEARNING CENTRE  
2-7PM 7 FEB & 17 MAY

**MORPETH** ADULT LEARNING CENTRE  
2-7PM 8 MARCH

**ALNWICK** ADULT LEARNING CENTRE  
SCIENCE LAB 2-7PM 18 APRIL & 13 JUNE

**PRUDHOE** ADULT LEARNING CENTRE  
SCIENCE LAB 2-7PM 8 MARCH & 12 JUNE



## MEET THE LEARNER

*Mum of four Davina wanted to get back into the workforce and is interested in a career in adult nursing.*

Davina said: "I was talking to my partner about Access courses and saying that I didn't think there would be anywhere close enough for me to be able to do what I wanted to do.

"But he told me that the County Council run them – which was brilliant as I need to be able to get home for the kids.

"So I went along to the open day to find out more and now I'm on the course three full days doing academic writing, biology and healthcare, with the other two days free for me to catch up on everything else!

*If it has been a while since you've been in education it can be a bit intimidating to go back into a classroom. But I love it."*

### ACCESS TO HIGHER EDUCATION COURSES

Preparing for Access to HE

START DATE

DAY

START TIME

END TIME

WEEKS

FEE

LOCATION

UI CODE

GROUP CODE

21/02/18

WED

09:30

16:00

30

FREE

Prudhoe

ACC2001

PRU17612

## GETTING INTO

# Beauty THERAPY

*Develop your skills to work in the beauty industry, whether that's being salon based, on the road with a mobile business or working from home.*

The qualifications you gain are internationally recognised and fully meet professional standards.

Practical skills include a range of services and techniques for everything from make-up, facials, eyelash and eyebrow treatments to manicures and pedicures.

You'll also learn the correct health and safety practices within a salon environment and how to promote harmonious working relationships with clients and colleagues alike.



**NEW THIS YEAR  
COURSES IN  
ALNWICK!**

## BEDLINGTON OPENING TIMES:

**Tuesday 10am - 2.30pm**  
**Thursday 10am - 2.30pm**



### Treatments £2

- Mini manicure with polish/clear polish
- Mini manicure with nail art
- Mini facial (includes exfoliation and mask)
- Cleanse and make-up lesson (bring own make-up)

**Student disclaimers must be signed prior to treatment. Telephone: 01670 623 687**

### ALNWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Eyes and Brows	18/04/18	WED	17:30	20:30	7	£75	Alnwick	BEAX011	ALN17640
Manicure & Pedicure	14/06/18	WED	17:30	20:30	7	£75	Alnwick	BEAX012	ALN17641
Facials & Skin Care	18/04/18	WED	09:30	12:30	7	£75	Alnwick	BEAX013	ALN17642

### BEDLINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Beauty Therapy Services C&G Certificate at Level 1	30/01/18	TUES	09:30	16:00	18	£140	Bedlington	BEA2002	BED17002
Gel Polish	29/01/18	MON	12:00	15:00	7	£75	Bedlington	BEAX014	BED17651
Eyes and Brows	01/02/18	WED	17:30	20:30	7	£75	Bedlington	BEAX007	BED17652
Manicure & Pedicure	16/04/18	MON	17:30	20:30	7	£75	Bedlington	BEAX015	BED17807
Facials & Skin Care	16/04/18	MON	12:00	15:00	7	£75	Bedlington	BEAX016	BED17808

**LOCATION KEY:** ■ Alnwick ■ Amble ■ Ashington ■ Berwick ■ Bedlington ■ Blyth ■ Cramlington ■ Morpeth ■ Haltwhistle ■ Hexham ■ Prudhoe



# CONSTRUCTION & ENGINEERING

*If you're looking for a course that will lead to work you won't do better than construction and engineering – with expected growth in demand creating 224,000 new jobs across the UK by 2019.*

Our courses are held in our dedicated construction workshops and run throughout the year.

Get in quickly – because places are limited and booking will be on a first come, first served basis.

*“Not only did I get my CSCS card, I've trained in specialist areas which makes me really useful to my employer.”*



## ASHINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Painting and Decorating Diploma Level 1	29/01/18	MON	09:30	16:00	42	£250	Ashington	CON2005	ASH17684
Cycle Maintenance - Certificate at Level 2	01/02/18	THURS	09:30	16:00	14	£140	Ashington	ENE2001	ASH17685
Health and Safety in Construction - Award at Level 1 (CSCS Green Card)	29/01/18	MON TO WED	09:30	16:00	2	£140	Ashington	CON1009	ASH17686
Step into Work in Warehousing, Logistics and Fork Lift Truck Driving	29/01/18	MON - FRI	09:30	16:30	4	£90	Ashington	CONX023	ASH17687
Vehicle Mechanics and Systems Maintenance - Certificate at Entry 3	29/01/18	MON	09:30	16:30	24	£90	Ashington	ENE002	ASH17688
Vehicle Mechanics and Systems Maintenance - Certificate at Level 1	29/01/18	MON	09:30	16:00	24	£250	Ashington	ENE1008	ASH17689
Abrasive Wheels (Grinder & Cut Off Saw)	07/02/18	WED	09:30	16:00	1	£35	Ashington	CONX001	ASH17690
Construction Multi Trade Activities - Award at Level 1	07/02/18	WED	18:00	21:00	10	£90	Ashington	CON1018	ASH17691
L1 Certificate in the Principles Of Window And Door Installation	07/02/18	THURS	09:30	16:00	10	£90	Ashington	CON1024	ASH17692
Tyre Fitting Competence - Diploma at Level 1	09/02/18	FRI	09:30	16:00	42	£250	Ashington	ENE1009	ASH17693
Step into Construction (Site Labourer Training Programme)	05/02/18	MON	09:30	16:00	8	£90	Ashington	CONX025	ASH17694
Award in Cycle Maintenance Level 1	30/01/18	TUES	09:30	16:00	6	£140	Ashington	ENE1001	ASH17696
Abrasive Wheels (Grinder & Cut Off Saw)	18/04/18	WED	09:30	16:00	1	£35	Ashington	CONX001	ASH17701
L1 Certificate in the Principles Of Window And Door Installation	19/04/18	THURS	09:30	16:00	10	£90	Ashington	CON1024	ASH17702
Step into Construction (Site Labourer Training Programme)	16/04/18	MON & TUES	09:30	16:00	8	£90	Ashington	CONX025	ASH17703
Award in Cycle Maintenance Level 1	17/04/18	TUES	09:30	16:00	6	£140	Ashington	ENE1001	ASH17704
Carpentry and Joinery - Diploma at Level 1	29/01/18	MON	09:30	16:00	12	£250	Ashington	CON1006	ASH17692
Bricklaying - Diploma at Level 1	29/01/18	MON	09:30	16:00	12	£250	Ashington	CON1006	ASH17693

## ALNWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Health and Safety in Construction - L1 Award (CSCS Green Card)	16/04/18	MON TO WED	09:30	16:00	2	£140	Alnwick	CON1009	ASH17705
Step into Construction (Site Labourer Training Programme)	09/04/18	MON TO WED	09:30	16:00	8	£90	Alnwick	CONX025	ALN17650
Plumbing Skills for Beginners	08/01/18	TUES	18:00	21:00	3	£35	Alnwick	CONX002	ALN17651
Health and Safety in Construction - L1 Award (CSCS Green Card)	26/03/18	MON TO WED	09:30	16:00	2	£140	Alnwick	CON1009	ALN17652
Step into Construction (Site Labourer Training Programme)	14/05/18	MON & TUES	09:30	16:00	8	£90	Alnwick	CONX025	ALN17653
Plastering Skills for Beginners	09/01/18	TUES	18:00	21:00	3	£35	Alnwick	CONX002	ALN17676

## BERWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Health and Safety in Construction - L1 Award (CSCS Green Card)	05/03/18	MON TO WED	09:30	16:00	2	£140	Berwick	CON1009	BER17658

## HEXHAM COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Health and Safety in Construction - L1 Award (CSCS Green Card)	12/02/18	MON TO WED	09:30	16:00	2	£140	Hexham	CON1009	HEX17692

LOCATION KEY: ■ Alnwick ■ Amble ■ Ashington ■ Berwick ■ Bedlington ■ Blyth ■ Cramlington ■ Morpeth ■ Haltwhistle ■ Hexham ■ Prudhoe

## DIGITAL SKILLS

*In today's world computers are everywhere, they are part of our day-to-day lives.*

We have a range of computing courses to suit everyone - whether you are an absolute beginner or have some experience.



### ALNWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Get Digital - Online Basics	06/02/18	TUES	09:30	12:30	10	£45	Alnwick	ICTE003	ALN17673	
IT User Skills (ITQ) - Certificate at Level 1 & Level 2 Combined	13/03/18	THURS	17:30	20:30	18	£140	Alnwick	ICT1001	ALN17674	

### ASHINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Get Digital - Online Basics	29/01/18	MON to THURS	10:00	16:00	1	FREE	Wansbeck	ICTE003	ASH17688	
Improve your Digital Skills - Award at Entry 3	12/02/18	MON	09:30	12:30	8	£45	Wansbeck	ICTE003	ASH17689	
Get Digital - Online Basics	16/04/18	MON to THURS	10:00	16:00	1	FREE	Wansbeck	ICTE003	ASH17690	
Improve your Digital Skills - Award at Entry 3	23/04/18	MON	09:30	12:30	8	£45	Wansbeck	ICTE003	ASH17691	

### BEDLINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Improve your Digital Skills - Award at Entry 3	06/02/18	TUES	13:00	15:00	10	£45	Bedlington	ICTE003	BED17669	
IT User Skills (ITQ) - Certificate at Level 1	07/02/18	THURS	09:30	12:30	12	£90	Bedlington	ICT1001	BED17670	

### BERWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Social Media Marketing	31/01/18	WED	17:30	20:30	8	£35	Berwick	ICTE003	BER17669	
Get to Grips with Basic Computing Entry & L1	06/02/18	FRI	13:30	16:30	10	£45	Berwick	ICTE003	BER17670	
Get to Grips with Basic Computing Entry & L1	02/02/18	FRI	09:30	12:30	10	£45	Wooler	ICTE003	BER17671	
IT User Skills (ITQ) - Certificate at Level 1 & 2 Combined	08/02/18	THURS	09:30	12:30	12	£140	Berwick	ICT1001	BER17672	

LOCATION KEY: ■ Alnwick ■ Amble ■ Ashington ■ Berwick ■ Bedlington ■ Blyth ■ Cramlington ■ Morpeth ■ Haltwhistle ■ Hexham ■ Prudhoe



## GET STARTED

### GET DIGITAL WITH ONLINE BASICS

Perfect for beginners wanting to gain knowledge of the online world



## GET ON

### IMPROVE YOUR DIGITAL SKILLS

Further develop your skills in using ICT to carry out straightforward practical tasks in a range of contexts



## MOVE ON

### IT USER SKILLS

Gaining a qualification in computing can improve your job prospects and help you to progress to further education



## SPECIALIST SKILLS

We offer a number of specialist courses aimed at those who already have some computer skills - from webpage design to social media marketing



### BLYTH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Get Digital - Online Basics	29/01/18	MON to THURS	10:00	16:00	1	FREE	Blyth	ICTE003	BLY17647
Improve your Digital Skills - Award at Entry 3	06/02/18	TUES	09:30	12:00	10	£45	Blyth	ICTE003	BLY17648
IT User Skills (ITQ) - Certificate at Level 1	07/02/18	WED	09:30	12:30	12	£90	Blyth	ICT1001	BLY17649

### CRAMLINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Get to Grips with Basic Computing Entry & L1	19/09/17	WED	17:30	20:30	10	£45	Cramlington	ICTE003	CRA17680
IT User Skills (ITQ) - Certificate at Level 1 & Level 2 Combined	06/02/18	TUES	17:30	20:30	12	£140	Cramlington	ICT1001	CRA17681

### HEXHAM COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Get Digital - Online Basics	05/02/18	MON	13:00	15:00	8	FREE	Hexham	ICTE003	HEX17610
Improve your Digital Skills	08/02/18	THURS	09:30	12:30	20	£45	Hexham	ICT1001	HEX17611
Social Media Marketing	31/01/18	WED	17:30	20:30	8	£35	Hexham	ICTE003	HEX17612

### MORPETH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Get to Grips with Basic Computing	21/09/17	THURS	13:00	16:00	10	£45	Morpeth	ICTE003	MOR17606
Improve your Digital Skills	05/02/18	MON	09:30	12:30	8	£45	Morpeth	ICTE002	MOR17607
IT User Skills (ITQ) - Certificate at Level 1 & Level 2 Combined	06/02/18	WED	17:30	20:30	20	£140	Morpeth	ICT1001	MOR17608

### PRUDHOE COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Get to Grips with Basic Computing	29/01/18	MON	09:30	12:00	10	FREE	Prudhoe	ICTE003	PRU17620
Get to Grips with Basic Computing	29/01/18	MON	12:30	15:00	10	FREE	Prudhoe	ICTE003	PRU17621
Social Media Marketing	17/04/18	TUES	17:30	20:30	8	£35	Prudhoe	ICTE003	PRU17622
MS Office Skills	18/04/18	WED	17:30	20:30	8	£140	Prudhoe	BUSX006	PRU17623
On-line buying & selling	06/02/18	TUES	09:30	12:30	7	£75	Prudhoe	ICTX012	PRU17624
Web Design for Beginners	19/04/18	THURS	18:30	20:30	11	£75	Prudhoe	ICTX021	PRU17625

LOCATION KEY: ■ Alnwick ■ Amble ■ Ashington ■ Berwick ■ Bedlington ■ Blyth ■ Cramlington ■ Morpeth ■ Haltwhistle ■ Hexham ■ Prudhoe

## CREATIVE ARTS & MEDIA

*Learn and develop new creative skills whilst you prepare for employment or self-employment in the creative industries. Taking part in group creative activities can also help improve your health and wellbeing.*

**93% OF OUR TEACHING  
IS RATED GOOD OR  
OUTSTANDING**



### MEET THE LEARNER

"Coming to my class is a high point in my week. It's the one time I do something for myself. It's relaxing and I'm sure I leave the class a lot less stressed than when I go in!

"I've made friends here and improved my painting skills.

"The course has helped me develop myself and given my confidence a boost. I didn't think I was that creative but the tutor has encouraged everyone here and there's a real sense of achievement."

“

*I really appreciate they are working artists and take the time to pass on their skills and knowledge.”*



## ALNWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Stick Dressing	25/01/18	THURS	19:00	20:30	10	£50	Alnwick	ARTX006	ALN17643	
Photography Beginners - Award at Level 1	19/04/18	THURS	13:30	16:00	14	£90	Alnwick	ART1003	ALN17644	
Chainsaw Maintenance and Crosscutting	13/02/18	TUES-WED	09:30	16:30	6	£175	Alnwick	CONX011	ALN17645	
Chainsaw Maintenance and Crosscutting	03/03/18	SAT-SUN	09:30	16:30	6	£175	Alnwick	CONX011	ALN17646	
Chainsaw Professional	12/03/18	MON - FRI	09:30	16:30	5	£450	Alnwick	CONX009	ALN17647	
Pottery for Beginners - Hand building and Sculpture L1 Award	30/01/18	TUES	13:30	16:30	24	£90	Alnwick	ART1013	ALN17648	
Pottery for Beginners - Hand building and Sculpture L1 Award	30/01/18	TUES	17:30	20:30	24	£90	Alnwick	ART1013	ALN17649	

## BEDLINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Tailoring and Dressmaking Beginners - Award at Level 1	30/01/18	TUES	14:00	17:00	20	£90	Bedlington	ART1004	BED17653	
Dressmaking for Fun	01/05/18	TUES	10:00	13:00	7	£75	Bedlington	ART1004	BED17654	
Pottery for Intermediate - Hand building and Sculpture - Cert L2	18/04/18	WED	09:30	12:30	30	£140	Bedlington	ART1013	BED17655	

## BERWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Watercolour Painting Group	30/01/18	TUES	09:30	12:00	22	£90	Berwick	ARTX019	BER17655	
Watercolour Painting Group	30/01/18	TUES	12:30	15:00	22	£90	Berwick	ARTX019	BER17656	
Dressmaking for Fun	02/05/18	WED	13:00	16:00	3	£75	Berwick	ART1004	BER17657	

## BLYTH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Pottery for Beginners - Hand building and Sculpture L1 Award	30/01/18	TUES	09:30	12:30	24	£90	Blyth	ART1013	BLY17601	
Painting and Drawing for Beginners - L1 Award	31/01/18	WED	09:15	12:15	24	£90	Blyth	ART1002	BLY17602	

## HEXHAM COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Just Art!	02/02/18	FRI	09:30	12:30	7	£75	Hexham	ARTX007	HEX17688	
Portrait Painting	02/02/18	FRI	13:00	16:00	7	£75	Hexham	ARTX020	HEX17689	
Pottery for Intermediate - Hand building and Sculpture - Cert L2	16/04/18	MON	14:00	17:00	33	£140	Hexham	ART1013	HEX17690	
Photography Beginners - Award at Level 1	20/04/18	FRI	09:30	12:00	18	£90	Hexham	ART1003	HEX17691	

## MORPETH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Photography Beginners - Award at Level 1	18/04/18	WED	13:30	16:00	18	£90	Morpeth	ART1003	MOR17689	
Pottery for Intermediate - Hand building and Sculpture - Certificate at Level 2	18/04/18	WED	09:30	12:30	30	£140	Morpeth	ART1013	MOR17690	
Tailoring and Dressmaking Intermediate - Certificate at Level 2	25/01/18	THURS	10:00	13:00	30	£90	Morpeth	ART2003	MOR17691	
Tailoring and Dressmaking Intermediate - Award at Level 1	18/04/18	WED	13:30	16:00	2.5	£90	Morpeth	ART1004	MOR17692	
Pottery for Intermediate - Hand building and Sculpture - Cert L2	18/04/18	WED	14:00	17:00	30	£140	Morpeth	ART2012	MOR17693	

## PRUDHOE COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Just Art!	01/02/18	THURS	13:00	16:00	3	£75	Prudhoe	ARTX007	PRU17606	
Pottery for Beginners - Hand building and Sculpture - Certificate at Level 2	16/04/18	MON	09:30	12:30	3	£140	Prudhoe	ART1012	PRU17607	
Studio, Portrait and Product Photography	19/02/18	MON	09:30	12:30	16	£90	Prudhoe	ARTX016	PRU17608	
Tailoring and Dressmaking Intermediate - Certificate at Level 2	19/02/18	MON	17:30	20:30	30	£140	Prudhoe	ART2003	PRU17609	
Portrait Painting for Beginners	01/02/18	THURS	17:30	20:30	3	£75	Prudhoe	ARTX020	PRU17610	
Tailoring and Dressmaking Beginners - Award at Level 1	19/02/18	TUES	14:00	17:00	20	£90	Prudhoe	ART1004	PRU17611	

LOCATION KEY: ■ Alnwick ■ Amble ■ Ashington ■ Berwick ■ Bedlington ■ Blyth ■ Cramlington ■ Morpeth ■ Haltwhistle ■ Hexham ■ Prudhoe

■ For those aged 19 and over an Advanced Learner Loan is available on all course fees highlighted

“THE STAFF ARE **EXCELLENT** AND ARE **WONDERFULLY** COMMITTED. YOU GET THE RIGHT LEVEL OF INPUT AND SUPPORT.”

## EMPLOYABILITY

### MEET THE LEARNER

*“Being unemployed had really knocked my confidence – I didn’t feel like going anywhere or doing anything but when my sister-in-law showed me the Northumberland County Council prospectus, and said she wanted to give it a go, I decided I would too.”*

“

*“I started by developing my maths and English but happened to mention to one of the tutors that I was interested in working with children and the rest, as they say, is history.”*

“After progressing through the courses and completing Level 2 in Supporting Teaching and Learning Schools I found full time work again and now plan to take the Level three course – best decision I ever made.”

### OVER TWENTY JOB CLUBS ACROSS NORTHUMBERLAND EACH WEEK

**5,000+ PEOPLE**  
THROUGH THE WORK  
PROGRAMME

**3,135 EMPLOYMENT**  
OPPORTUNITIES  
SUPPORTED

**70 SCOOTERS** LOANED  
TO UNEMPLOYED  
PEOPLE IN RURAL AREAS  
VIA WHEELS TO WORK

### FIND OUT WHERE YOUR NEAREST JOB CLUB IS

#### Job Clubs

##### LOCATION

##### Days & Times

<b>Alnwick</b>	Mondays 1 to 3pm, Wednesdays 10am to noon & Fridays 9.30am to 12.30pm	
<b>Ashington (Wansbeck)</b>	Tuesdays to Fridays 9.30am - 11.30am & 1pm to 3pm	
<b>Bedlington</b>	Tuesdays 9.30am to 11.30am	
<b>Berwick</b>	Mondays 9.30am to 11.30am	
<b>Blyth</b>	Thursdays 9.30am to 11.30am & 1pm to 3pm	
<b>Cramlington</b>	Monday 9.30am to 11.30 & 1pm to 3pm. Fridays 1pm to 3pm	
<b>Morpeth</b>	Wednesdays 9.30am to 11.30am & 1pm to 3pm	

LOCATION KEY: ■ Alnwick ■ Amble ■ Ashington ■ Berwick ■ Bedlington ■ Blyth ■ Cramlington ■ Morpeth ■ Haltwhistle ■ Hexham ■ Prudhoe

**FOR MORE DETAILS CALL RIANNE 01670 626107**





**INTENSIVE EMPLOYABILITY COURSES**  
STARTING EVERY MONTH

**Helping  
you back  
into work**

**NORTHUMBERLAND COUNTY COUNCIL**

**Enrol now to  
change your future**

Employability courses help you gain confidence, skills and qualifications to get you on the pathway to a job you'll love.

# EDUCATION & SCIENCE

## CHILDCARE & TEACHING ASSISTANT COURSES

### ALNWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Supporting Teaching and Learning - Certificate at Level 2	31/01/18	WED	13:00	16:00	39	£250	Alnwick	EDU2001	ALN17125
Children and Young People's Workforce - Certificate at Level 2	31/01/18	WED	13:00	16:00	39	£250	Alnwick	HSC2007	ALN17114
Specialist Support in Teaching and Learning in Schools - Diploma at Level 3	31/01/18	WED	13:00	16:00	77	£2,225	Alnwick	EDU3001	ALN17104
Early Years Educator - Diploma at Level 3	31/01/18	WED	13:00	16:00	78	£2,570	Alnwick	HCS3006	ALN17040

### AMBLE COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Supporting Teaching and Learning - Certificate at Level 2	01/02/18	THURS	13:00	16:00	39	£250	Amble	EDU2001	ALN17726
Children and Young People's Workforce - Certificate at Level 2	01/02/18	THURS	13:00	16:00	39	£250	Amble	HSC2007	ALN17126
Specialist Support in Teaching and Learning in Schools - Diploma at Level 3	01/02/18	THURS	13:00	16:00	77	£2,225	Amble	EDU3001	ALN17124
Early Years Educator - Diploma at Level 3	01/02/18	THURS	13:00	16:00	78	£2,570	Amble	HCS3006	ALN17118

### ASHINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Supporting Teaching and Learning - Certificate at Level 2	02/02/18	THURS	13:00	16:00	39	£250	Ashington	EDU2001	ASH17025
Children and Young People's Workforce - Certificate at Level 2	02/02/18	THURS	13:00	16:00	39	£250	Ashington	HSC2007	ASH17025
Specialist Support in Teaching and Learning in Schools - Diploma at Level 3	02/02/18	THURS	13:00	16:00	77	£1,980	Ashington	EDU3001	ASH17025
Early Years Educator - Diploma at Level 3	02/02/18	THURS	13:00	16:00	78	£2,570	Ashington	HCS3006	ASH17025

### BEDLINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Introduction to working in the Childcare/Teaching Assistant Sector	01/02/18	THURS	09:30	15:30	4	£50	Bedlington	HSCX010	BED17664
Supporting Teaching and Learning - Certificate at Level 2	01/03/18	THURS	13:00	16:00	39	£250	Bedlington	EDU2001	BED17665
Children and Young People's Workforce - Certificate at Level 2	01/03/18	THURS	13:00	16:00	39	£250	Bedlington	HSC2005	BED17666
Specialist Support in Teaching and Learning in Schools - Diploma at Level 3	01/03/18	THURS	13:00	16:00	77	£1,980	Bedlington	EDU3001	BED17667
Early Years Educator - Diploma at Level 3	01/03/18	THURS	13:00	16:00	78	£2,570	Bedlington	HSC3006	BED17668

### BERWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Introduction to working in the Childcare/Teaching Assistant Sector	30/01/18	TUES	13:00	16:00	4	£50	Berwick	HSCX010	BER17668
Working with Children - Award at Level 1	30/01/18	TUES	10:00	14:00	10	£60	Berwick	HSC1002	BER17052
Supporting Teaching and Learning - Certificate at Level 2	30/01/18	TUES	16:00	19:00	39	£250	Berwick	EDU2001	BER17047
Specialist Support in Teaching and Learning in Schools - Diploma at Level 3	30/01/18	TUES	16:00	19:00	77	£1,980	Berwick	EDU3001	BER17046
Early Years Educator - Diploma at Level 3	30/01/18	TUES	16:00	19:00	78	£2,570	Berwick	HCS3006	BER17009
Higher Level Teaching Assistant - Diploma at Level 4	30/01/18	TUES	16:30	19:30	35	£1,260	Berwick	EDU4002	BER17028

### BLYTH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Introduction to working in the Childcare/Teaching Assistant Sector	02/02/18	FRI	09:30	12:30	4	£50	Blyth	HSCX010	BLY17645
Children and Young People's Workforce - Certificate at Level 2	02/02/18	FRI	09:30	12:30	39	£250	Blyth	HSC2007	BLY17099
Children and Young People's Workforce - Certificate at Level 2	02/02/18	FRI	13:00	16:00	39	£250	Blyth	HSC2007	BLY17100
Children and Young People's Workforce - Certificate at Level 2	30/01/18	TUES	09:30	12:30	39	£250	Blyth	HSC2007	BLY17100
Supporting Teaching and Learning - Certificate at Level 2	02/02/18	FRI	09:30	12:30	39	£250	Blyth	EDU2001	BLY17085
Supporting Teaching and Learning - Certificate at Level 2	02/02/18	FRI	13:00	16:00	39	£250	Blyth	EDU2001	BLY17086
Supporting Teaching and Learning - Certificate at Level 2	30/01/18	TUES	09:30	12:30	39	£250	Blyth	EDU3001	BLY17087
Specialist Support in Teaching and Learning in Schools - Diploma at Level 3	02/02/18	FRI	09:30	12:30	77	£1,980	Blyth	EDU3001	BLY17077
Specialist Support in Teaching and Learning in Schools - Diploma at Level 3	02/02/18	FRI	13:00	16:00	77	£1,980	Blyth	EDU3001	BLY17078
Specialist Support in Teaching and Learning in Schools - Diploma at Level 3	30/01/18	TUES	09:30	12:30	77	£1,980	Blyth	EDU3001	BLY17079
Early Years Educator - Diploma at Level 3	02/02/18	FRI	09:30	12:30	78	£2,570	Blyth	HCS3006	BLY17022
Early Years Educator - Diploma at Level 3	02/02/18	FRI	13:00	16:00	78	£2,570	Blyth	HCS3006	BLY17023
Early Years Educator - Diploma at Level 3	30/01/18	TUES	09:30	12:30	78	£2,570	Blyth	HCS3006	BLY17024
Higher Level Teaching Assistant - Diploma at Level 4	02/02/18	FRI	13:00	16:00	35	£1,260	Blyth	EDU4002	BLY17050

For those aged 19 and over an Advanced Learner Loan is available on all course fees highlighted

### CHILDCARE COURSES

Suitable for anyone interested in childcare settings, such as creches, nurseries, playgroups or home-based childcare.

### SUPPORTING TEACHING AND LEARNING

For anyone interested in working with children in an early years or school setting, as a teaching assistant or support worker.

### AWARD IN EDUCATION AND TRAINING LEVEL 3

If you're looking to start a career in Teaching Adults, Level 3 Award in Teaching and Education is for you.







## MEET THE LEARNER

*"I started my training at level 2 childcare with an Apprenticeship."*

"Now I am working towards achieving the Higher Level Teaching Assistant's qualification. A few years ago this didn't seem like an attainable goal – but look at me now!"

### CRAMLINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Children and Young People's Workforce – Certificate at Level 2	31/01/18	WED	16:00	19:00	39	£250	Cramlington	HSC2005	CRA17700
Children and Young People's Workforce – Certificate at Level 2	01/02/18	THURS	09:30	12:30	39	£250	Cramlington	HSC2005	CRA17701
Supporting Teaching and Learning – Certificate at Level 2	31/01/18	WED	16:00	19:00	39	£250	Cramlington	EDU2001	CRA17682
Supporting Teaching and Learning – Certificate at Level 2	01/02/18	THURS	09:30	12:30	39	£250	Cramlington	EDU2001	CRA17683
Specialist Support in Teaching and Learning in Schools – Diploma at Level 3	31/01/18	WED	16:00	19:00	77	£1,980	Cramlington	EDU3001	CRA17061
Specialist Support in Teaching and Learning in Schools – Diploma at Level 3	01/02/18	THURS	09:30	12:30	77	£1,980	Cramlington	EDU3001	CRA17062
Early Years Educator – Diploma at Level 3	31/01/18	WED	16:00	19:00	78	£2,570	Cramlington	HCS3006	CRA17012
Early Years Educator – Diploma at Level 3	01/02/18	THURS	09:30	12:30	78	£2,570	Cramlington	HCS3006	CRA17013

### HEXHAM COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Children and Young People's Workforce – Certificate at Level 2	29/01/18	MON	17:00	20:00	39	£250	Hexham	HSC2007	HEX17731
Children and Young People's Workforce – Certificate at Level 2	01/02/18	THURS	09:30	12:30	39	£250	Hexham	HSC2007	HEX17780
Supporting Teaching and Learning – Certificate at Level 2	29/01/18	MON	17:00	20:00	39	£250	Hexham	EDU2001	HEX17731
Supporting Teaching and Learning – Certificate at Level 2	01/02/18	THURS	09:30	12:30	39	£250	Hexham	EDU2001	HEX17780
Specialist Support in Teaching and Learning in Schools – Diploma at Level 3	29/01/18	MON	17:00	20:00	77	£1,980	Hexham	EDU3001	HEX17731
Specialist Support in Teaching and Learning in Schools – Diploma at Level 3	01/02/18	THURS	09:30	12:30	77	£1,980	Hexham	EDU3001	HEX17780
Early Years Educator – Diploma at Level 3	29/01/18	MON	17:00	20:00	78	£2,570	Hexham	HCS3006	HEX17731
Early Years Educator – Diploma at Level 3	01/02/18	THURS	09:30	12:30	78	£2,570	Hexham	HCS3006	HEX17780
Childcare Advanced Practitioner – CACHE Diploma at Level 4	29/01/18	MON	17:30	20:30	35	£1,260	Hexham	HSC4002	HEX17020

### PRUDHOE COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Children and Young People's Workforce – Certificate at Level 2	31/01/18	WED	13:00	16:00	39	£250	Prudhoe	HSC2007	PRU17626
Children and Young People's Workforce – Certificate at Level 2	31/01/18	WED	17:00	20:00	39	£250	Prudhoe	HSC2007	PRU17627
Supporting Teaching and Learning – Certificate at Level 2	31/01/18	WED	13:00	16:00	39	£250	Prudhoe	EDU2001	PRU17095
Supporting Teaching and Learning – Certificate at Level 2	31/01/18	WED	17:00	20:00	39	£250	Prudhoe	EDU2001	PRU17096
Specialist Support in Teaching and Learning in Schools – Diploma at Level 3	31/01/18	WED	13:00	16:00	77	£1,980	Prudhoe	EDU3001	PRU17084
Specialist Support in Teaching and Learning in Schools – Diploma at Level 3	31/01/18	WED	17:00	20:00	77	£1,980	Prudhoe	EDU3001	PRU17085
Early Years Educator – Diploma at Level 3	31/01/18	WED	13:00	16:00	78	£2,570	Prudhoe	HCS3006	PRU17029
Early Years Educator – Diploma at Level 3	31/01/18	WED	17:00	20:00	78	£2,570	Prudhoe	HCS3006	PRU17030

## INTERESTED IN TEACHING ADULTS?

### CRAMLINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Introduction to Teaching Adults	02/02/18	FRI	09:30	16:00	4	£75	Cramlington	EDUX006	CRA17041
Education and Training – Teacher Training Award at Level 3	02/02/18	FRI	09:30	16:00	6	£175	Cramlington	EDUX004	CRA17014
Education and Training – Teacher Training Award at Level 3	02/02/18	FRI	09:30	16:00	6	£175	Cramlington	EDUX004	CRA17015
Education and Training – Teacher Training Certificate at Level 4	01/02/18	THURS	13:30	17:00	4	£1,260	Cramlington	EDU4001	CRA17016
Education and Training – Teacher Training Certificate at Level 4	31/01/18	WED	09:30	13:00	4	£1,260	Cramlington	EDU4001	CRA17017

## SCIENCE COURSES

### ALNWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
A taste of Science – Microscopes, cells & tissues	24/01/18	WED	13:00	19:00	1	FREE	Alnwick	HUMX001	ALN17677
A taste of Science – Muscles, bones and fitness	08/02/18	THURS	13:00	19:00	1	FREE	Alnwick	HUMX001	ALN17678
A taste of Science – Heart, lungs and the cardiovascular system	21/02/18	WED	13:00	19:00	1	FREE	Alnwick	HUMX001	ALN17679
A taste of Science – Brain and nervous system	07/03/18	WED	13:00	19:00	1	FREE	Alnwick	HUMX001	ALN17680
A taste of Science – Enzymes and digestion	21/03/18	WED	13:00	19:00	1	FREE	Alnwick	HUMX001	ALN17681
A taste of Science – DNA and genetics	26/04/18	THURS	13:00	19:00	1	FREE	Alnwick	HUMX001	ALN17682
Step into Science	19/04/18	THURS	9:30	12:30	7	FREE	Alnwick	HUMX002	ALN17683
Step into Science	19/04/18	THURS	17:30	20:30	7	FREE	Alnwick	HUMX002	ALN17684

### PRUDHOE COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
A taste of Science – Microscopes, cells & tissues	19/02/18	MON	13:00	19:00	1	FREE	Prudhoe	HUMX001	PRU17628
A taste of Science – Muscles, bones and fitness	26/02/18	MON	13:00	19:00	1	FREE	Prudhoe	HUMX001	PRU17629
A taste of Science – Heart, lungs and the cardiovascular system	05/03/18	MON	13:00	19:00	1	FREE	Prudhoe	HUMX001	PRU17630
A taste of Science – Brain and nervous system	12/03/18	MON	13:00	19:00	1	FREE	Prudhoe	HUMX001	PRU17631
A taste of Science – Enzymes and digestion	19/03/18	MON	13:00	19:00	1	FREE	Prudhoe	HUMX001	PRU17632
A taste of Science – DNA and genetics	26/03/18	MON	13:00	19:00	1	FREE	Prudhoe	HUMX001	PRU17633
Step into Science	26/07/18	THURS	9:30	12:30	7	FREE	Prudhoe	HUMX002	PRU17634
Step into Science	26/07/18	THURS	17:30	20:30	7	FREE	Prudhoe	HUMX002	PRU17635

For those aged 19 and over an Advanced Learner Loan is available on all course fees highlighted

LOCATION KEY: Alnwick Amble Ashington Berwick Bedlington Blyth Cramlington Morpeth Haltwhistle Hexham Prudhoe

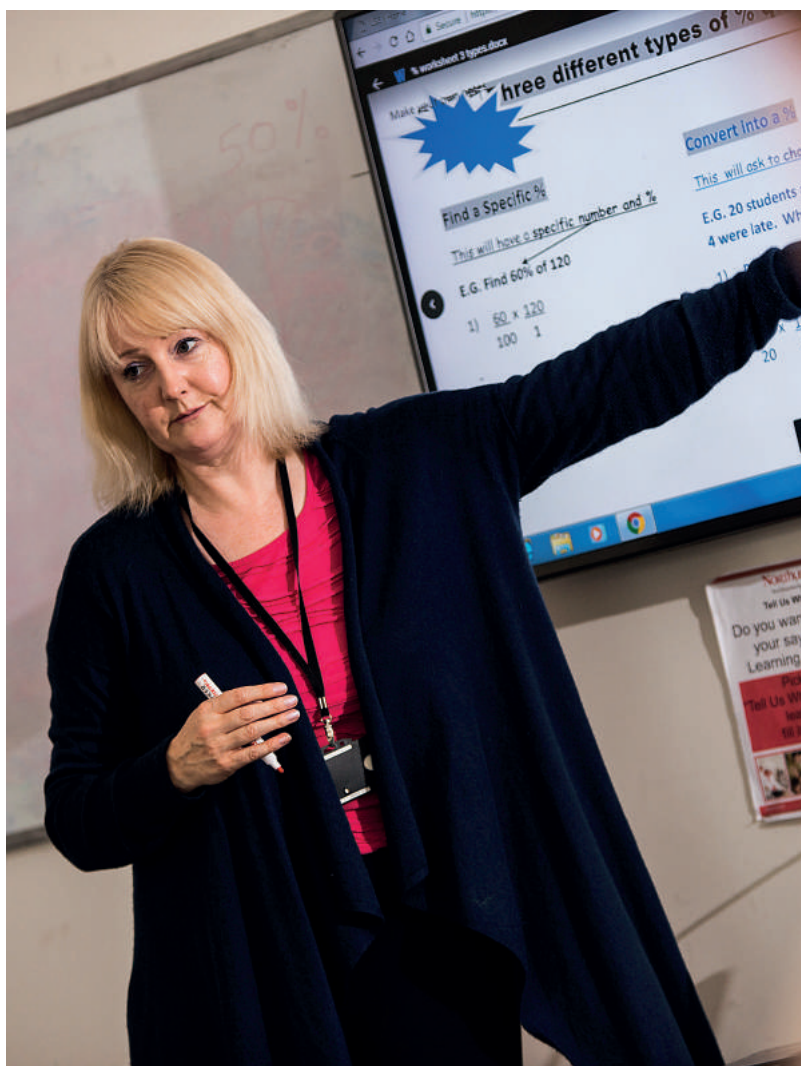
## MATHS & ENGLISH

*We offer free courses for adults in 'functional skills' - which are based on real life situations, that some people may struggle with at times.*

Functional skills can be many different things – from learning how to write or answer an email, how to prepare for and conduct a job interview, use a cash machine or even discuss the news.

Maths might help in everyday situations such as calculating the amount of paint you need to cover two coats on your living room wall, or how to calculate percentages on a credit card repayment.

They can be studied as stand-alone qualifications or as a stepping stone to GCSE.



*“I passed! I will miss your class very much, I will never forget your constant help. Thanks for believing in me.”*

## ARE YOU CONFUSED ABOUT MATHS AND ENGLISH?

### ASSESSMENT



What level are you at?

### GET STARTED ENTRY 1

#### ENGLISH & MATHS

Basic reading, writing or maths skills for those who may need additional support

### GET ON ENTRY 2&3

#### ENGLISH & MATHS

Qualifications to brush up on the basics and gain confidence

### MOVE ON

#### FUNCTIONAL SKILLS IN ENGLISH/MATHS LEVEL 1 & 2

Functional Skills qualifications for employment, to return to learning or to prepare for further/ higher education, apprenticeships and GCSE

### GCSE

GCSE - A-C grades are required for many jobs and for access to several further/ higher education options including childcare level 3, nursing or PGCE



## ALNWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Functional Skills in English	30/01/18	TUES	17:30	20:00	25	FREE	Alnwick	FSEE3	ALN17800	
Functional Skills in English	01/02/18	THURS	13:00	15:30	25	FREE	Alnwick	FSEE3	ALN17801	
Functional Skills in English	31/01/18	WED	13:00	15:30	25	FREE	Alnwick	FSEE3	ALN17802	
Functional Skills in Mathematics	30/01/18	TUES	13:00	15:30	25	FREE	Alnwick	FSME3	ALN17803	
Functional Skills in Mathematics	01/02/18	THURS	09:30	12:00	25	FREE	Alnwick	FSME3	ALN17804	
Functional Skills in Mathematics	31/01/18	WED	09:30	12:00	25	FREE	Alnwick	FSME3	ALN17805	

## ASHINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Functional Skills in English	02/02/2018	FRI	10:00	12:00	25	FREE	Wansbeck	FSEE3	ASH17800	
Functional Skills in English	29/01/18	MON	10:00	12:00	24	FREE	Wansbeck	FSEE3	ASH17801	
Functional Skills in Mathematics	02/02/2018	FRI	13:00	15:00	25	FREE	Wansbeck	FSME3	ASH17807	
Functional Skills in Mathematics	03/02/2018	SAT	09:30	12:00	25	FREE	Wansbeck	FSME3	ASH17808	
Functional Skills in Mathematics	01/02/18	THURS	09:30	12:00	25	FREE	Wansbeck	FSME3	ASH17809	
Functional Skills in Mathematics	29/01/18	MON	13:00	15:00	24	FREE	Wansbeck	FSME3	ASH17810	
Functional Skills in English	29/01/18	MON	09:30	12:00	24	FREE	Ashington	FSEE3	ASH17802	
Functional Skills in English	30/01/18	TUES	09:30	12:00	25	FREE	Ashington	FSEE3	ASH17803	
Functional Skills in English	30/01/18	TUES	13:00	15:30	25	FREE	Ashington	FSEE3	ASH17804	
Functional Skills in English	01/02/18	THURS	09:30	12:00	25	FREE	Ashington	FSEE3	ASH17805	
Functional Skills in English	31/01/18	WED	09:30	12:00	25	FREE	Ashington	FSEE3	ASH17806	
Functional Skills in Mathematics	30/01/18	TUES	09:30	12:00	25	FREE	Ashington	FSME3	ASH17811	

## BEDLINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Functional Skills in English	29/01/18	MON	13:00	15:30	24	FREE	Bedlington	FSEE3	BED17800	
Functional Skills in English	31/01/18	WED	09:30	12:00	25	FREE	Bedlington	FSEE3	BED17801	
Functional Skills in English	31/01/18	WED	09:30	12:00	25	FREE	Bedlington	FSEE3	BED17802	
Functional Skills in English	31/01/18	WED	12:30	14:30	25	FREE	Bedlington	FSEE3	BED17803	
Functional Skills in Mathematics	29/01/18	MON	09:30	12:00	24	FREE	Bedlington	FSME3	BED17804	
Functional Skills in Mathematics	29/01/18	MON	09:30	12:00	24	FREE	Bedlington	FSME3	BED17805	
Functional Skills in Mathematics	01/02/18	THURS	09:30	11:30	25	FREE	Bedlington	FSME3	BED17806	

## BERWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Functional Skills in English	31/01/18	WED	09:30	12:00	25	FREE	Berwick	FSEE3	BER17800	
Functional Skills in English	31/01/18	WED	13:00	15:30	25	FREE	Berwick	FSEE3	BER17801	
Functional Skills in Mathematics	30/01/18	TUES	13:00	15:30	25	FREE	Berwick	FSME3	BER17802	
Functional Skills in Mathematics	30/01/18	TUES	09:30	12:00	25	FREE	Berwick	FSME3	BER17803	

## BLYTH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Functional Skills in English	29/01/18	MON	13:00	15:30	24	FREE	Blyth	FSEE3	BLY17800	
Functional Skills in English	30/01/18	TUES	09:30	12:00	25	FREE	Blyth	FSEE3	BLY17801	
Functional Skills in Mathematics	29/01/18	MON	09:30	12:00	24	FREE	Blyth	FSME3	BLY17802	
Functional Skills in Mathematics	30/01/18	TUES	13:00	15:30	25	FREE	Blyth	FSME3	BLY17803	
Fast track maths GCSE	31/01/18	WED	17:30	20:00	20	FREE	Blyth	FSME3	BLY17804	

## CRAMLINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Functional Skills in English	30/01/18	TUES	17:30	20:30	25	FREE	Cramlington	FSEE3	CRA17800	
Functional Skills in English	01/02/18	THURS	13:00	15:30	25	FREE	Cramlington	FSEE3	CRA17801	
Functional Skills in Mathematics	29/01/18	MON	17:30	20:30	24	FREE	Cramlington	FSME3	CRA17802	
Functional Skills in Mathematics	01/02/18	THURS	09:30	12:00	25	FREE	Cramlington	FSME3	CRA17803	

## HEXHAM COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Functional Skills in English	29/01/18	MON	09:30	12:00	24	FREE	Hexham	FSEE3	HEX17800	
Functional Skills in English	30/01/18	TUES	09:30	12:00	25	FREE	Hexham	FSEE3	HEX17801	
Functional Skills in English	30/01/18	TUES	13:00	15:30	25	FREE	Hexham	FSEE3	HEX17802	
Functional Skills in Mathematics	29/01/18	MON	13:00	15:30	24	FREE	Hexham	FSME3	HEX17803	
Functional Skills in Mathematics	30/01/18	TUES	09:30	12:00	25	FREE	Hexham	FSME3	HEX17804	
Functional Skills in Mathematics	30/01/18	TUES	13:00	15:30	25	FREE	Hexham	FSME3	HEX17805	

## MORPETH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Functional Skills in English	31/01/18	WED	13:00	15:30	25	FREE	Morpeth	FSEE3	MOR17800	
Functional Skills in Mathematics	31/01/18	WED	09:30	12:00	25	FREE	Morpeth	FSME3	MOR17801	

## PRUDHOE COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE	
Functional Skills in English	31/01/18	WED	13:00	15:30	25	FREE	Prudhoe	FSEE3	PRU17800	
Functional Skills in Mathematics	31/01/18	WED	09:30	12:00	25	FREE	Prudhoe	FSME3	PRU17801	

LOCATION KEY: ■ Alnwick ■ Amble ■ Ashington ■ Berwick ■ Bedlington ■ Blyth ■ Cramlington ■ Morpeth ■ Haltwhistle ■ Hexham ■ Prudhoe

## HEALTH & SOCIAL CARE

*Health and social care courses cover a wide range of services to children and adults who may be in need or at risk. So if you've got a caring personality, are empathic and want to support people at difficult times in their lives, this could be for you.*

Health carers can work in care homes, medical practices, clinics, hospitals or in the community visiting the homes of people in need of help.

Social carers provide support for people with a wide range of health problems – from older people, those with mental illnesses, the homeless, people with learning or physical disabilities, people misusing alcohol or substances, victims of domestic abuse, those involved in fostering, adoption and child protection, young offenders and their families and carers.

“THE **WORK** CAN BE CHALLENGING BUT **EXTREMELY REWARDING.**”



### ASHINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
First Aid	20/02/18	WED	09:30	16:30	1	£75	Wansbeck	HSCX021	ASH17685
Introduction to working in the Childcare/Teaching Assistant Sector	01/02/18	THURS	09:30	15:30	4	£75	Wansbeck	HSCX010	ASH17686

### BLYTH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Mental Health Awareness – Award at Level 1	02/02/18	FRI	09:30	12:30	12	£75	Blyth	HSC1006	BLY17651
Mental Health Awareness – Certificate at Level 2	31/01/18	WED	13:30	16:30	12	£90	Blyth	HSC2003	BLY17652
Paediatric First Aid	01/02/18	THURS & FRI	09:30	16:30	1	£90	Blyth	HSCX005	BLY17653
Preparing to Work in Home Based Childcare	20/04/18	FRI	09:30	14:30	10	£75	Blyth	HSCX011	BLY17654

### BLYTH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Adult Social Care (Preparing to Work in) – Certificate at Level 2	29/01/18	MON & THURS	13:00	16:00	30	£140	Blyth	HSC2004	BLY17003
Adult Social Care – Diploma at Level 2	29/01/18	MON & THURS	13:00	16:00	70	£250	Blyth	HSC2010	BLY17006
Adult Social Care (Preparing to Work in) – Certificate at Level 3	29/01/18	MON & THURS	13:00	16:00	30	£720	Blyth	HSC3008	BLY17004
Adult Social Care – Diploma at Level 3	29/01/18	MON & THURS	13:00	16:00	70	£2,570	Blyth	HSC3009	BLY17007

### MORPETH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Counselling Skills – Certificate at Level 2	29/01/18	MON	17:30	20:30	12	£75	Hexham	HSC2002	HEX17613
Counselling Skills for Beginners	29/01/18	MON	13:00	15:00	12	£75	Hexham	HSC2001	HEX17614
Preparing to Work in Home Based Childcare	15/01/18	MON	09:30	14:30	10	£75	Hexham	HSCX011	HEX17616
Counselling Skills – Certificate at Level 2	30/01/18	TUES	17:00	20:00	22	£90	Morpeth	HSC2002	MOR17609
Counselling Skills for Beginners	30/01/18	TUES	13:00	15:30	10	£75	Morpeth	HSC2001	MOR17610
Paediatric First Aid	29/01/18	MON & TUES	09:30	16:30	1	£90	Morpeth	HSCX005	MOR17611
Stress Management	02/02/18	FRI	09:30	12:30	7	£75	Morpeth	HSCX014	MOR17612

■ For those aged 19 and over an Advanced Learner Loan is available on all course fees highlighted

**LOCATION KEY:** ■ Alnwick ■ Amble ■ Ashington ■ Berwick ■ Bedlington ■ Blyth ■ Cramlington ■ Morpeth ■ Haltwhistle ■ Hexham ■ Prudhoe



## HOSPITALITY & CATERING

*We offer short courses and workshops to develop culinary skills or if you're thinking of a career in the industry we offer a 'step into' and professional courses.*

### MEET THE LEARNER

*Even at the age of sixteen Ryan has his mind firmly set on the future.*

Ryan sees himself a few years down the line cooking up a storm by running his own restaurant.

He always knew what he wanted to do so to get his feet firmly planted on the pathway to success he's been working in kitchens for two years to get experience.

"It is hard work but really worthwhile – I am growing in skill and confidence all the time and can really imagine seeing my name above the door of my own restaurant one day."



### PROFESSIONAL COOKERY

#### ALNWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Professional Cookery Diploma at Level 1	30/01/18	TUES	09:30	16:00	40	£250	Alnwick	BUS1006	ALN17685
Professional Cookery Diploma at Level 2	05/03/18	TUES	09:30	16:00	40	£250	Alnwick	BUS2010	ALN17686
Professional Cookery Diploma at Level 3	19/02/18	TUES	09:30	16:00	78	£2,570	Alnwick	BUS3004	ALN17687
Flour Power! - Introduction to Breadmaking	05/02/18	MON	17:30	20:30	3	£45	Alnwick	BUSX005	ALN17662
Lets Cook - Biscuits & Cookies	05/03/18	MON	17:30	20:30	3	£45	Alnwick	BUSX030	ALN17663
Family Cooking on a Budget	19/02/18	MON	09:30	12:30	7	£75	Alnwick	BUSX012	ALN17664
Handmade Pizza and Pasta	16/04/18	MON	17:30	20:30	3	£45	Alnwick	BUSX016	ALN17665
Naughty but Nice Sweet Treats	14/05/18	MON	17:30	20:30	3	£45	Alnwick	BUSX030	ALN17666
Lets Cook - Meringues & Macarons	11/06/18	MON	17:30	20:30	3	£45	Alnwick	BUSX030	ALN17667
A Taste of the Mediterranean	27/04/18	FRI	09:30	12:30	7	£75	Alnwick	BUSX002	ALN17668
A Beginners Guide to Baking	23/04/18	MON	09:30	12:30	7	£75	Alnwick	BUSX004	ALN17669
Lets Cook Sweet and Savoury Pasties	02/07/18	MON	17:30	20:30	3	£45	Alnwick	BUSX034	ALN17670
Step into Hospitality & Catering	16/04/18	MON	12:30	15:30	7	£75	Alnwick	BUSX038	ALN17671

#### PRUDHOE COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Professional Cookery Diploma at Level 1	05/02/18	THURS	09:30	16:00	40	£250	Prudhoe	BUS1006	PRU17636
Professional Cookery Diploma at Level 2	05/03/18	THURS	09:30	16:00	40	£250	Prudhoe	BUS2010	PRU17637
Professional Cookery Diploma at Level 3	19/02/18	THURS	09:30	16:00	78	£2,570	Prudhoe	BUS3004	PRU17638

#### FOOD HYGIENE COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Food Hygiene - Award in Food Safety Level 2	06/02/18	TUES	09:15	16:00	1	£55	Wansbeck	BUS2012	ASH17687
Food Hygiene - Award in Food Safety Level 2	21/02/18	WED	09:15	16:00	1	£55	Prudhoe	BUS2012	PRU17619
Food Hygiene - Award in Food Safety Level 2	06/03/18	TUES	09:15	16:00	1	£55	Cramlington	BUS2012	CRA17679
Food Hygiene - Award in Food Safety Level 2	29/03/18	THURS	09:15	16:00	1	£55	Alnwick	BUS2012	ALN17672
Food Hygiene - Award in Food Safety Level 2	17/04/18	TUES	09:15	16:00	1	£55	Blyth	BUS2012	BLY17646

For those aged 19 and over an Advanced Learner Loan is available on all course fees highlighted

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# LANGUAGES LITERATURE & COMMUNICATION

*Speaking another language is a fabulous skill to have whether it's just to be able to say hello to people in their native tongue when you are on holiday, or improve your communication for work or for family reasons.*

Why not pop along and say bonjour, hola, ciao to one of our tutors!



## GETTING STARTED

Learn the basics of a language to cope in essential holiday situations.

## BEGINNERS ENTRY LEVEL

Build on the basics to introduce yourself and discuss details when buying goods or services.

## IMPROVERS LEVEL 01

Consolidate what you have learnt to explore the culture of the country, to describe people and places.

## INTERMEDIATE LEVEL 02

Extend your knowledge and confidence discussing current events, literature and the media.

## GETTING STARTED IN LANGUAGES

### ALNWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Getting Started in Italian	05/02/18	MON	18:00	20:00	7	£45	Alnwick	MELX027	ALN17654
Getting Started in French	06/02/18	TUES	18:00	20:00	7	£45	Alnwick	MELX035	ALN17655

### BEDLINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Getting Started in Spanish	21/02/18	WED	18:00	20:00	8	£45	Bedlington	MELX024	BED17656
Getting Started in French	22/02/18	TUES	18:00	20:00	8	£45	Bedlington	MELX035	BED17657

### BERWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Getting Started in Italian	07/03/18	WED	18:00	20:00	8	£45	Berwick	MELX027	BER17659
Getting Started in French	06/03/18	TUES	18:00	20:00	8	£45	Berwick	MELX035	BER17660

### BLYTH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Getting Started in French	19/02/18	MON	18:00	20:00	8	£45	Blyth	MELX035	BLY17603
Getting Started in Spanish	21/02/18	WED	18:00	20:00	8	£45	Blyth	MELX024	BLY17604

### CRAMLINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Getting Started in French	19/02/18	MON	18:00	20:00	8	£45	Cramlington	MELX035	CRA17672
Getting Started in Spanish	20/02/18	TUES	18:00	20:00	8	£45	Cramlington	MELX024	CRA17673

### HEXHAM COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Getting Started in French	19/02/18	MON	18:00	20:00	8	£45	Hexham	MELX035	HEX17693

### MORPETH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Getting Started in French	22/02/18	THURS	13:00	15:30	9	£45	Morpeth	MELX035	MOR17694
Getting Started in Spanish	23/02/18	FRI	09:30	11:30	8	£45	Morpeth	MELX024	MOR17695
Getting Started in Italian	20/04/18	FRI	09:30	11:30	8	£45	Morpeth	MELX027	MOR17696

### PRUDHOE COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Getting Started in Spanish	07/03/18	WED	18:00	20:00	8	£45	Prudhoe	MELX024	MOR17613



## BEGINNERS/INTERMEDIATE LANAGUAGES

### ALNWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
French Beginners - Award in Reading & Writing Entry 3	30/01/18	TUES	16:30	18:30	15	£60	Alnwick	MELE003	ALN17656
Italian Beginners - Award in Reading & Writing Entry 3	30/01/18	TUES	18:30	20:30	15	£60	Alnwick	MELE007	ALN17657
Italian Beginners - Award in Reading & Writing Entry 3	01/02/18	THURS	18:30	20:30	15	£60	Alnwick	MELE007	ALN17658

### BEDLINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
French Improvers - Award in Reading and Writing Level 1	01/02/18	THURS	09:30	11:30	15	£60	Bedlington	MEL1008	BED17658
Japanese Beginners - Award in Speaking and Listening Entry 3	31/01/18	WED	18:30	20:30	15	£77	Bedlington	MELE017	BED17659
Japanese Beginners - Award in Reading & Writing Entry Level 3	30/01/18	TUES	18:30	20:30	15	£60	Bedlington	MELE018	BED17660
Spanish Beginners - Award in Reading and Writing Level 1	30/01/18	TUES	17:30	19:30	15	£60	Bedlington	MEL1006	BED17661
Spanish Beginners - Award in Reading & Writing Entry level 3	30/01/18	TUES	15:00	17:00	15	£60	Bedlington	MELE013	BED17662
Spanish Intermediate - Award in Reading & Writing Level 2	30/01/18	TUES	12:30	14:30	15	£60	Bedlington	MEL2012	BED17663

### BERWICK COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Spanish Beginners - Award in Reading & Writing Entry level 3	01/02/18	THURS	15:00	17:00	15	£60	Berwick	MELE013	BER17662
Spanish Improvers - Award in Reading & Writing Level 1	01/02/18	THURS	17:30	19:30	15	£60	Berwick	MEL1006	BER17663
Spanish Intermediate - Award in Reading & Writing Level 2	01/02/18	THURS	10:00	12:00	15	£60	Berwick	MEL2012	BER17664
Italian - Entry level 3 Award in Speaking & Listening	02/02/18	FRI	10:00	12:00	15	£60	Berwick	MELE005	BER17665

### BLYTH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Italian Beginners - Award in Reading & Writing Entry Level 3	31/01/18	WED	18:30	20:30	15	£60	Blyth	MELE007	BLY17642

### CRAMLINGTON COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Italian Beginners - Award in Reading & Writing Entry Level 3	31/01/18	WED	18:30	20:30	15	£60	Cramlington	MELE007	CRA17674

### HEXHAM COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
French Beginners - Award in Speaking and Listening Entry 3	02/02/18	FRI	10:00	12:00	15	£60	Hexham	MELE002	HEX17694
French Beginners - Award in Reading & Writing Entry 3	31/01/18	WED	15:00	17:00	15	£60	Hexham	MELE003	HEX17695
French Improvers - Award in Reading & Writing Level 1	31/01/18	WED	14:00	16:00	15	£60	Hexham	MEL1008	HEX17696
German Beginners - Award in Reading & Writing Entry Level 3	29/01/18	MON	17:00	19:00	15	£60	Hexham	MELE012	HEX17697
German Improvers - Reading & Writing Level 1	29/01/18	MON	14:30	16:30	15	£60	Hexham	MEL1009	HEX17698
Italian Beginners - Award in Reading & Writing Entry Level 3	29/01/18	MON	12:15	14:15	15	£60	Hexham	MELE007	HEX17699
Italian Intermediate - Award in Reading & Writing Level 2	29/01/18	MON	09:30	11:30	15	£60	Hexham	MEL2014	HEX17601
Spanish Beginners - Award in Reading & Writing Entry level 3	30/01/18	TUES	09:30	11:30	15	£60	Hexham	MELE013	HEX17602
Spanish Beginners - Award in Reading & Writing Entry level 3	02/02/18	FRI	10:00	12:00	15	£60	Hexham	MELE013	HEX17603
Spanish Improvers - Award in Reading & Writing Level 1	29/01/18	MON	12:30	14:30	15	£60	Hexham	MEL1006	HEX17604
Spanish Improvers - Award in Reading & Writing Level 1	31/01/18	WED	12:30	14:30	15	£60	Hexham	MEL1006	HEX17605

### MORPETH COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
French Beginners - Award in Reading & Writing Entry 3	31/01/18	WED	12:00	14:00	15	£60	Morpeth	MELE003	MOR17697
French Improvers - Award in Reading & Writing Level 1	29/01/18	MON	14:30	16:30	15	£60	Morpeth	MEL1008	MOR17698
Italian Beginners - Award in Reading & Writing Entry Level 3	31/01/18	WED	18:30	20:30	15	£60	Morpeth	MELE007	MOR17699
Italian Improvers - Award in Reading & Writing Level 1	30/01/18	TUES	09:30	11:30	15	£60	Morpeth	MEL1007	MOR17601
Italian Intermediate - Award in Reading & Writing Level 2	01/02/18	THURS	18:30	20:30	15	£60	Morpeth	MEL2014	MOR17602
Spanish Improvers - Award in Reading & Writing Level 1	31/01/18	WED	15:00	17:00	15	£60	Morpeth	MEL1006	MOR17603
Spanish Intermediate - Award in Reading & Writing Level 2	31/01/18	WED	12:00	14:00	15	£60	Morpeth	MEL2012	MOR17604

### PRUDHOE COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
French Beginners - Award in Speaking and Listening Entry 3	31/01/18	WED	17:30	19:30	15	£60	Prudhoe	MELE002	PRU17614
Spanish Beginners - Award in Speaking and Listening Entry level 3	01/02/18	THURS	12:30	14:30	15	£60	Prudhoe	MELE006	PRU17615
Spanish Improvers - Award in Speaking and Listening Level 1	01/02/18	THURS	15:00	17:00	15	£60	Prudhoe	MEL1005	PRU17616
Spanish Intermediate - Award in Speaking and Listening Level 2	01/02/18	THURS	10:30	12:30	15	£60	Prudhoe	MEL2009	PRU17617

95 PER CENT OF OUR LEARNERS  
WOULD RECOMMEND US



LOCATION KEY: ■ Alnwick ■ Amble ■ Ashington ■ Berwick ■ Bedlington ■ Blyth ■ Cramlington ■ Morpeth ■ Haltwhistle ■ Hexham ■ Prudhoe

## LANGUAGES LITERATURE & COMMUNICATION CONTINUED



### *A warm welcome in Cramlington*

The team at Northumbria House, in Cramlington, have welcomed their first refugees as students where they are studying ESOL (English as a Second Language). The families are really enjoying making the area their home and learning English.

**4000+ ADULTS  
STARTED IN  
SKILLS TRAINING**

#### CREATIVE WRITING COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Creative Writing	30/01/18	TUES	09:30	11:30	11	£75	Alnwick	MELX002	ALN17659
Creative Writing	30/01/18	TUES	19:00	21:00	11	£75	Hexham	MELX002	HEX17607
Creative Writing	18/01/18	THURS	18:00	20:00	11	£75	Morpeth	MELX002	MOR17605
Creative Writing	16/01/18	WED	13:00	15:00	11	£75	Prudhoe	MELX002	PRU17618

#### ESOL COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
English for Speakers of Other Languages (Entry Level)	29/01/18	MON	18:00	20:00	15	FREE	Berwick	MELE011	BER17666
English for Speakers of Other Languages (Entry Level)	29/01/18	MON	14:00	16:00	15	FREE	Blyth	MELE011	BLY17643
English for Speakers of Other Languages (Pre-Entry)	30/01/18	TUES & THURS	09:30	13:30	52	FREE	Cramlington	MELE011	CRA17675
English for Speakers of Other Languages (Entry Level)	30/01/18	TUES & THURS	09:30	12:30	52	FREE	Cramlington	MELE011	CRA17676
Entry level Certificate in ESOL Skills for Life (Entry 1)	30/01/18	TUES & THURS	09:30	13:30	52	FREE	Cramlington	MELE011	CRA17677
Entry level Certificate in ESOL Skills for Life (Entry 2)	30/01/18	TUES & THURS	09:30	13:30	52	FREE	Cramlington	MELE011	CRA17678

#### LIP READING COURSES

	START DATE	DAY	START TIME	END TIME	WEEKS	FEE	LOCATION	UI CODE	GROUP CODE
Lip Reading	31/01/18	WED	11:30	13:30	11	FREE	Alnwick	MELX014	ALN17660
Lip Reading	16/01/18	WED	09:30	11:30	11	FREE	Alnwick	MELX014	ALN17661
Lip Reading	31/01/18	WED	10:00	12:00	11	FREE	Hexham	MELX014	HEX17608
Lip Reading	30/01/18	TUES	09:30	11:30	12	FREE	Blyth	MELX014	BLY17644
Lip Reading	16/01/18	WED	14:30	16:30	11	FREE	Berwick	MELX014	BER17667

LOCATION KEY: ■ Alnwick ■ Amble ■ Ashington ■ Berwick ■ Bedlington ■ Blyth ■ Cramlington ■ Morpeth ■ Haltwhistle ■ Hexham ■ Prudhoe





**OVER 130**

apprentices have joined us since Sept 2017

**We're  
making  
it work**

**NORTHUMBERLAND COUNTY COUNCIL**

# **Apprenticeships and Traineeships**

No matter what your age, experience or challenges.  
Whether you want to learn a trade, start a career or  
get a degree you can earn while you learn.

**So to Get In and Get On — get in touch —  
we've hundreds of opportunities.**

Register at [www.northumberland.gov.uk/apprenticeships](http://www.northumberland.gov.uk/apprenticeships)  
or call us on 01670 622 104



## HOW WE SUPPORT YOU

### LEARNER SUPPORT



*Our dedicated Learning Support team can help if you have learning difficulties, disabilities, long-term conditions or you feel you're struggling. They can help you access support in the classroom, with specialist software, note takers, interpreters or adapted equipment. Speak to us if you would like support.*

#### Dyslexia support

We can offer advice on learning strategies, learning support sessions and a brief screening or exam assessment – speak to us at the start of your course.



#### Sign language and lip reading

Our British Sign Language and lip reading courses are available across Northumberland and are open to learners aged 16-plus. British Sign Language courses have a small fee, but these can be waived in some circumstances. Lip reading is provided free to all learners. We have signing and translating lecturers available if required.



#### Counselling service

We can provide support if you're facing a tough time outside the classroom or workplace. If you are a learner with us and have been referred by our Learner Support Service, counselling is free. All our counsellors are fully qualified members of the British Association for Counselling and Psychotherapy.



#### Bursaries

There are financial bursary schemes for 16-18 year olds and discretionary learner support funds for 19+. Schemes can help with the costs of learning including fees, materials and resources, travel, childcare and other costs.



#### Financial and childcare support

If you have a low income, ask us about financial assistance. We may be able to help you with the cost of travel, course materials or other items to support you through our Learner Support Fund. We can also help towards registered childcare.



#### English and maths support

If you are struggling with English and maths talk to your lecturer who can refer you to one of our classes. Free courses start throughout the year, so support can be put into place quickly.



#### Student union

We are registered with the National Union of Students and students can buy an NUS card that offers a huge range of discounts.



### KEEPING YOU SAFE tootoot))

The service aims to make sure you're safe and free from harm.

We have detailed safeguarding policies and procedures. We work with you to help you develop the skills that will help you take responsibility for your own safety.

You can report any safeguarding concern via our safeguarding portal tootoot or by reporting to our Safeguarding Champions. Our team of Safeguarding Officers will always act to ensure you are safe.

### EQUALITY

The Learning and Skills Service aims to advance equality, tackle discrimination and build good community relations. Talk to any of our staff about these issues.

We will protect you from disadvantage, inappropriate behaviour, discrimination or victimisation on the grounds of race, economic or social background, gender, age, religion or belief, disability and sexual orientation.





## CAREERS GUIDANCE TEAM

The Careers Guidance team is an independent team within the Learning and Skills Service.

The team are qualified, experienced and impartial Careers Advisers here to support young people aged 16-18 who are not in education, employment or training. We can help explore and find opportunities for progression.

We can talk about courses, apprenticeships, traineeships, supported internships and supported employment services in your area; plan a route to the career you want; help you to improve your job search skills and help with benefits.

We cover all of Northumberland and can arrange to meet you in a town close to your home.

Regular weekly appointments are available in some areas, for other areas please contact the team (details below).

- **Ashington**, Tuesday
- **Blyth**, Tuesday/Thursday
- **Cramlington**, Wednesday
- **Berwick**, Tuesday

For further information please go to **[www.northumberland.gov.uk/Education/Learning/Careers](http://www.northumberland.gov.uk/Education/Learning/Careers)**

**Call 01670 622 799 Email: [careersteam@northumberland.gov.uk](mailto:careersteam@northumberland.gov.uk) Text: 07827 244 027**

## EMPLOYABILITY SUPPORT

If you're unemployed or unwaged and want to find secure paid employment, we can help you take the right steps, support you to gain skills experience and facilitate an introduction to local employers.

We'll match you to job and apprenticeship vacancies, volunteering and work placements.

Support is offered in the form of:

- Job clubs
- Skills training
- Employment
- Apprenticeships
- Traineeships
- Work experience

**Call Karen 07747 757 601**



## COACHING FOR YOUNG PEOPLE

Our coaching programme encourages personal development, provides an outlet for stresses and worries, and helps young people plan for a future they feel they can cope with and where they fit in.

Designed for 16 to 18 year olds who are not in education, employment or training or those up to 25 years with a special need, learning difficulty or disability, the programme is perfect for those who have lost a sense of purpose or self-worth or who feel overwhelmed by pressure to do "something".

We can help to:

- Build confidence
- Set and achieve goals
- Get troubled young people back on track
- Encourage a better learning or work ethic
- Discover potential
- Introduce informal learning
- Arrange taster days
- Plan travel and training

Coaching sessions can take place in our centres, at home or in another place.

**Call Michael 01670 622 112**



*19-year-old Kayleigh received help from the council to find a job. She communicated with her coach through Facebook, got work experience and a number of interviews, which led to a full time job.*

# APPLICATION FORM 17/18

**Northumberland**

Northumberland County Council

**Important – have you been a learner with us before?** ☐ Y ☐ N**Personal Details** Please provide your contact details.Title ☐ Mr ☐ Mrs ☐ Ms ☐ Miss ☐ OtherGender: ☐ Male ☐ Female

First name (s):	Surname:
Address:	
Postcode:	Email:
Telephone No:	Mobile No:
National Insurance Number:	Date of birth:
Have you lived in the UK (or EEA) for the last 3 years?: Yes <input type="checkbox"/> No <input type="checkbox"/> If no, please ring one of our advisers on 0345 600 6400	
In the event of accident or emergency, please tell us who you would like us to contact and their contact details	

**Course(s) applied for** Please tell us which course(s) you want to apply for and where you want to study with us. If you aren't sure what you are looking for then please ring one of our advisers on 0345 600 6400

Course code:	Course title:	Location:	Start date:	Fee:
			<b>Total Amount</b>	

**Paying for your course(s)** Please indicate below how you would like to pay☐ I enclose a cheque payable to Northumberland County Council☐ I will apply for an Advanced learning Loan ☐ I would like to claim fee remission on grounds below**Choosing your course:** On courses where we offer fee remission and you wish to claim your discount, please choose below which category of fee remission you are entitled to: you won't be asked to make a payment to us. Instead you must bring with you evidence of your entitlement before you start the course. If you cannot provide the evidence, you will need to either pay for the course in full or an offer of a place may be withdrawn.**I wish to claim free tuition because I am:**

- ☐ 16-18 years at the start of the course
- ☐ 19-24 years and undertaking a Traineeship
- ☐ 19+ and studying Functional Skills in English or maths learning aims up to level 2
- ☐ 19+ and studying GCSE English Language or maths learning aims, and you do not currently have these qualifications at grades A\* to C
- ☐ 19-23 years studying to progress to level 2 (e.g. Entry Level or Level 1 and have not yet achieved above Level 1)
- ☐ 19-23 years and studying first full level 2 qualification, where you have not already achieved at level 2 or above
- ☐ 19-23 years and studying a first full level 3 course with legal entitlement, where you have not already achieved at level 3 or above

- ☐ 19+ years who are studying up to and including Level 2 who are unemployed and meeting one of the following conditions:
  - receiving Job Seekers Allowance
  - receiving Employment Support Allowance and are in the Work Related Activity Group
  - receiving Universal Credit, either earning less than £330 a month or are determined by Jobcentre Plus (JCP) as being in one of the following groups: All Work-Related Requirements Group, Work Preparation Group, Work-Focused Interview Group
- ☐ At our discretion we may provide you with fee remission if you are:
  - unemployed and receiving any state benefit and earn less than £330 a month, want to enter employment and where the course is directly relevant to your employment prospects and the local labour market needs
  - employed but earn less than £330 a month and you need to progress into more sustainable employment and the learning is directly relevant to employment prospects and the local labour market needs. An example of where we may support your fees is if you are on a zero hours contract earning less than £330 a month and you undertake vocational training for an occupation

**Please note: you will be asked to provide suitable evidence of income to benefit from this remission.****FOR OFFICE USE ONLY**Payment Method:  Receipt No:  Total received: **Send to:** Learning and Skills Service - Adult Learning Northumbria House, Manor Walks, Cramlington, Northumberland, NE23 6UR



## HOW TO ENROL

### STEP 1: CHOOSE A COURSE

If you need guidance call **0345 600 6400**

For more detailed information go to **[www.northumberland.gov.uk/adultlearning](http://www.northumberland.gov.uk/adultlearning)** where you can find full course outlines. If you still have a question, staff are happy to talk to you; at our centres, over the telephone or by **email: [adultlearning@northumberland.gov.uk](mailto:adultlearning@northumberland.gov.uk)**

### STEP 2: FEES

Check whether you have to pay the standard fee or you are entitled to a free place. There are different funding opportunities to support you.

**See table opposite for details.**

We can offer flexible plans for course fees of **£150** or more, but may consider other exceptional circumstances.

Remember to read the fees and refunds policy before enrolling **[www.northumberland.gov.uk/adultlearning](http://www.northumberland.gov.uk/adultlearning)**

### STEP 3: ENROL WITH US

- Call us on **0345 600 6400**

Have your course code and debit/credit card to hand

- Enrol in person at any of the local centres during opening hours. You can pay by credit/debit card, cheque or cash

- Send in an application form by post to:



#### Enrolment Team

Learning and Skills Service - Adult Learning  
Northumbria House, Manor Walks, Cramlington,  
Northumberland, NE23 6UR

### STEP 4: COURSE CONFIRMATION

Your place will be confirmed with a receipt e-mail once you have enrolled. All you need to do then is turn up to your chosen class with your confirmation and ID. You will only hear from us again prior to your class if we have not gained sufficient numbers for the class to run. If this is the case you will be given an alternative course or fully refunded.



### COURSE FEES

**Course fees don't need to be a barrier to learning.**

There are financial bursary schemes for 16-18 year olds and discretionary learner support funds for 19+. Schemes can help with the costs of learning including fees, materials and resources, travel, childcare and other costs.

#### 16-18 YEARS

- At the start of the course

#### 19-24 YEARS

- Undertaking a Traineeship

#### 19+ YEARS

- Studying English or Maths learning aims
- Studying GCSE English or Maths, where you do not currently have these qualifications at grades A\* to C

- Studying up to level 4 who need help to move into work, progress in work or remove a barrier to getting into work, and who are receiving JSA, ESA and are in the work-related activity group or receiving Universal Credit and mandated to training
- Unemployed, receiving any state benefit, want to enter employment and where the course is directly relevant to your employment prospects

#### 24+ YEARS

- Studying up to level 2 who need help to move into work, progress in work or remove a barrier to getting into work, and who are: receiving JSA, ESA and are in the work-related activity group or receiving Universal Credit and mandated to training unemployed, receiving any state benefit, want to enter employment and where the course is directly relevant to your employment prospects
- Studying my first full level 2 or first full level 3 qualification and left the British Armed Forces within the last 10 years after completing four or more years of service or have been medically discharged, after completing basic training

#### 19-23 YEARS

- Studying entry or level 1 and have not yet achieved above level 1, and progressing to first full level 2
- Studying level 2 and have not yet achieved above level 1, and progressing to first full level 2
- Studying first full level 2 qualification
- Studying first full level 3 qualification with legal entitlement
- Studying first level 4 or above without having achieved a first full level 3 qualification

**If you have any questions about funding, finance or fees please contact Gemma Lee, Finance and Learning Loans Officer on **01670 622 105**.**

# NORTHUMBERLAND

Northumberland County Council

## LEARNING CENTRES

**ALNWICK ADULT  
LEARNING CENTRE**  
Lindisfarne Road  
Alnwick, NE66 1AX  
Tel: 01670 623 691

**ASHINGTON ADULT  
LEARNING CENTRE**  
Wansbeck Workspace  
Rotary Parkway,  
Ashington, NE63 8QZ  
Tel: 01670 623 894

**BLYTH ADULT  
LEARNING CENTRE**  
Brunel Building  
Blyth, NE24 1LT  
Tel: 01670 622 099

**HEXHAM ADULT  
LEARNING CENTRE**  
The Gatehouse  
Wanless Lane, Hexham,  
NE46 1BU  
Tel: 01670 623 701

**AMBLE ADULT  
LEARNING CENTRE**  
Bridge Street  
Amble, NE65 0DR  
Tel: 01670 623 691

**BEDLINGTON OPEN  
LEARNING CENTRE**  
Jubilee Terrace  
Bedlington, NE22 5HB  
Tel: 01670 623 687

**CRAMLINGTON ADULT  
LEARNING CENTRE**  
Northumbria House  
Manor Walks  
Cramlington, NE23 6UR  
Tel: 01670 622 104

**MORPETH ADULT  
LEARNING CENTRE**  
Cottingwood Lane  
Morpeth, NE61 1DN  
Tel: 01670 622 257

**ASHINGTON  
CONSTRUCTION  
AND ENGINEERING  
TRAINING CENTRE**  
Freeman Way  
Ashington, NE63 0YB  
Tel: 01670 623 666

**BERWICK ADULT  
LEARNING CENTRE**  
Walkergate  
Berwick upon Tweed,  
TD15 1DB  
Tel: 01670 626 107

**HALTWHISTLE ADULT  
LEARNING CENTRE**  
Haltwhistle Library  
Westgate, Haltwhistle,  
NE49 0AX  
Tel: 01670 623 701

**PRUDHOE FUSE  
MEDIA CENTRE**  
Moor Road  
Prudhoe, NE42 5LJ  
Tel: 01670 623 689

## ENROL NOW

# Call 0345 600 6400

Please have your course code and credit / debit card to hand.

Our enrolment line is open: **Monday to Thursday 08:30 - 17:00 and Friday 08:30 - 16:30.**

You can enrol in person at any of the local centres during opening hours. You can pay credit / debit card or cheque, or cash.

You can enrol by post. Please complete the enrolment form in the brochure, attach your cheque payment and send to;

**Enrolments:** Learning and Skills Service, Northumberland County Council,  
Northumbria House, Manor Walks, Cramlington, Northumberland, NE23 6UR

**[www.northumberland.gov.uk/adultlearning](http://www.northumberland.gov.uk/adultlearning)**

### DISCLAIMER

Northumberland County Council takes all reasonable steps to provide the services and courses described in this prospectus. However, it does not guarantee the provision of such services. The provision of courses is dependent on there being sufficient demand and funding to make their operation viable.

The information provided in this brochure is, to the best of our knowledge, accurate at the time of going to print.

We accept no liability for any errors or omissions and we reserve the right to alter, amend or remove courses listed without notice.

### OTHER FORMATS

If you need this information in large print, Braille, Audio, or in another format or language, please contact us: Telephone: 01670 622 103  
Type talk: 01800108456006400 Email: [adultlearning@northumberland.gov.uk](mailto:adultlearning@northumberland.gov.uk)