



Northumberland
County Council



Leaving
school?



**Your
future
starts
here**

#LiveAndLearnLocal



YOUR FRESH GUIDE TO LEARNING ACROSS NORTHUMBERLAND 2020-2021
SCHOOL LEAVERS' MINI GUIDE



We can offer you a course in different locations across **Northumberland**.
Check out our courses at a glance on page 7.

Live and learn local

Welcome to your fresh guide to learning across Northumberland. Kick-start your future career with a full-time course from Northumberland Learning & Skills. Our experienced team of lecturers are ready to support you to help you realise your potential.

We can help you to gain the qualifications and training you need for work or further study, and we'll support you every step of the way. With campuses across the county, we can offer you an education programme at one of seven different locations across Northumberland.

YOUR SAFETY IS OUR PRIORITY

Our fresh blend of hands-on and digital learning has been designed to keep you safe, whilst helping you to gain essential skills to stand out in life and work.

Rest assured that we are taking all the necessary precautions, including social distancing, and have put measures in place to ensure that you feel safe and secure in our learning environments.

Every learner will receive further information about staying safe and the measures we have put in place, at enrolment and as courses start.

Check out our courses at a glance on page 7 to see what's available from September 2020 near you.

To help you to take the best next steps, we've broken down the content in this learning guide to help you to understand each option and what to do next.

If you're aged 16-18 years, our courses are free.
If you're a young adult aged 19+, speak to our team as courses may be free (eligibility criteria apply).



Your learning journey starts on page 5

Your course choices from page 7

Your support network explained on page 27

Your success story unfolds from page 28



If you need to contact to a member of the team at any point, email us on learn@northumberland.gov.uk or see the full list of our campuses on page 31.



Think outside the box

Whether you are looking for a stepping stone to Higher Education or studying to gain skills for the world of work, we have a huge selection of course options and pathways to lead you to your goal of university or a job.



STUDYING LOCALLY WITH US BRINGS YOU LOTS OF BENEFITS:

- the convenience of learning on your doorstep at one of our seven campuses across the county
- lower transport costs and lots of parking at many of our campuses
- free wireless WiFi networks in our classrooms and social areas
- managed class sizes to ensure safe learning environment that put your health and safety first
- one-to-one support when you need it, either in person or online
- dedicated careers advisors and curriculum experts to help you every step of the way
- links to local employers to connect you to opportunities
- 24/7 online access to a wide range of learning resources, including full access to the Northumberland Library Service
- a blend of hands-on learning and digital competencies to help you gain essential skills for life and work

Your learning journey starts here

Studying with us means you'll gain more than just a qualification, you'll adopt skills for life and work - as well as the confidence to succeed in your next steps.

We offer courses at a range of entry points to ensure that your level of study is best suited to your abilities and aspirations. Each course has particular entry criteria - see specific course entry requirements online at www.northumberland.gov.uk/learn



SEND

Bespoke courses to develop communication, confidence and study skills for learners who need extra help to progress to Level 1



LEVEL 1

GCSEs Grade 1-3 or vocational competency qualifications at Level 1



LEVEL 2

GCSEs Grade 4-9 or vocational competency qualifications at Level 2 and Apprenticeships at Level 2



LEVEL 3

A Levels or vocational competency qualifications at Level 3, as well as Apprenticeships at Level 3

Need some extra help to decide which is the best level for you?

Our dedicated team of curriculum leads and lecturers are ready to help. They can advise which level to start at, as well as helping you choose the route that will best suit your interests and aspirations. Call your local team (details on page 31) or email learn@northumberland.gov.uk

More than just a qualification

Providing exciting opportunities for young people and adults locally is at the core of all that we do here at Northumberland Learning & Skills. We understand that learning stretches beyond the classroom and that's why studying with us brings you so much more than just a qualification.

Contact us on learn@northumberland.gov.uk or see the full list of our campuses on page 31.



SKILLS FOR WORK

We recognise that functional skills including English, maths and development of digital skills are critical to your future success and expected by an employer when you enter the world of work. We will support you to achieve nationally recognised qualifications or GCSEs as part of your course and ensure that you build essential skills to make you more employable.

CONFIDENT AND READY

Boosting your skills and self-confidence is our priority - by the time you complete your qualification with us, we want you to feel confident and ready to progress to a job or further study. No matter which subject you choose to specialise in, we ensure that you feel inspired and empowered to achieve your best, accessing support along the way to keep you on track to reach your goal.

BLENDED LEARNING

Through an engaging mixture of classroom-based learning and practical skills, digital mentoring and e-learning - plus independent study and work placements - learning with us offers you the perfect blend of academic and life skills to help you succeed.

When you finish your initial course, we can recommend your next steps, like a higher-level course, or help you to apply for jobs and apprenticeships.

WORK EXPERIENCE AND EMPLOYER CONNECTIONS

Experience of the world of work is an important part of your learning and work placements form an integral part of your study programme with us. Our business networks and strong employer partnerships offer you a competitive edge upon completion of your studies. We also have a range of employers endorsing each of our education programmes, so that you can feel assured that you're working towards an industry standard qualification.

Not only can work experience help you to make sure you've made the right career choice, it gives you the valuable experience that every employer is looking for, showing that you can handle the world of work, an environment totally different to studying at school.

Your course choices

We've developed a fresh approach to learning - one that blends face-to-face classwork with digital mentoring to ensure your safety is paramount and underpinned by ongoing support to keep you motivated and on-track.

BRINGING LEARNING TO YOU

If you're looking to approach learning in a new way, you've come to the right place.

Our portfolio of courses for school leavers have been designed with your future in mind. Our curriculum leads have a wealth of experience and employer contacts to ensure that the course content is tailored to suit the needs of industry, and that you gain the skills employers are looking for.



THE TABLE BELOW SHOWS OUR RANGE OF COURSES AND LOCATIONS AT A GLANCE:

COURSE TITLE	LEVEL	ALNWICK	BERWICK	BLYTH	CRAMLINGTON	HAYDON BRIDGE	HEXHAM	PRUDHOE
Business & Digital Skills	Level 1 & Level 2	✓			✓		✓	✓
Childcare	Level 1 & Level 2	✓	✓	✓				✓
Construction (various trades)	Level 1 & Level 2	✓				✓		
Hairdressing & Beauty	Level 1 & Level 2					✓		
Health & Social Care	Level 1	✓	✓	✓				✓
Professional Cookery	Level 1 & Level 2					✓		
SEND	Bespoke level of study	✓	✓	✓			✓	
Supported Internships	Entry Level to Level 2	✓	✓	✓			✓	✓

Why go anywhere else when you can
#LiveAndLearnLocal

Take your pick

Our full-time study programmes allow you to dive straight into your vocational area of choice. Not only will your qualification help you to stand out when looking for a job, you'll have the skills, aptitudes and requirements to progress to further and higher study with us or at university.



Business & Digital Skills

Study levels available:
Level 1 and Level 2

More on page 10



Childcare

Study levels available:
Level 1 and Level 2

More on page 12



Construction

Study levels available:
Level 1 and Level 2

More on page 14



Hair & Beauty

Study levels available:
Hair & Beauty, Level 1 and
Hairdressing, Level 2

More on page 16

Enrol now for September - You can drop in to your local campus during normal office hours and someone will be available to help answer your questions or point you in the right direction for further information.



Health & Social Care

Study levels available:
Level 1

More on page 18



Professional Cookery

Study levels available:
Level 1 and Level 2

More on page 20



Students with additional needs and/or disabilities (SEND)

Bespoke programmes of study

More on page 22



Supported Internships

Study levels available:
Various levels from Entry
Level to Level 2

More on page 24

Business & Digital Skills



Level of study: **Level 1 and Level 2**

Study at: **Alnwick, Cramlington, Hexham or Prudhoe**

Courses available:

- Business Admin, Level 1 (in Alnwick, Cramlington or Prudhoe)
- Business Admin, Level 2 (in Alnwick or Cramlington)
- Digital Media with Photography, Level 1 (in Hexham)
- Digital Media with Photography, Level 2 (in Hexham)



DEVELOP YOUR SKILLS

Business skills are of real value to employers in any workplace. You'll learn the key aspects and functions of a business, as well as developing your digital skills across various IT packages and the use of photography and imagery in digital applications.

ENGLISH AND MATHS

English and maths are essential parts of your studies – support needed to achieve these will be determined depending on your prior attainment.

ENRICHMENT

You will develop skills outside the classroom through work placements or experiences to put the theory you've learned into practice.

PROGRESSION AND CAREERS

There are a wide range of careers available and job roles include: administrator, receptionist, personal assistant, manager, office supervisor or team leader.

The top destinations for our learners include wholesale and retail trade, professional industries, finance and insurance, administrative and support services as well as accommodation and food service.

Our business course is also ideal if you want to be self-employed and are looking for the skills and confidence to start your own business.





Next steps

For more information,
contact your local
campus (details on
page 31).



Childcare

Level of study: **Level 1 and Level 2**

Study at: **Alnwick, Berwick, Blyth or Prudhoe**

Courses available:

- Childcare Foundation, Level 1 (in Alnwick, Berwick, Blyth or Prudhoe)
- Early Years Practitioner, Level 2 (in Alnwick, Berwick, Blyth or Prudhoe)
- Supporting Teaching and Learning, Level 2 (in Alnwick, Berwick, Blyth or Prudhoe)



DEVELOP YOUR SKILLS

Are you caring, patient and creative? Do you have a lot of energy and great communication skills? Then a career in childcare could be for you. You'll have the opportunity to enhance your skills and learn techniques to play your part in shaping the future of others.

ENGLISH AND MATHS

English and maths are essential parts of your studies – support needed to achieve these will be determined depending on your prior attainment.

ENRICHMENT

You will develop skills outside the classroom through work placements or experiences to put the theory you've learned into practice.

PROGRESSION AND CAREERS

There are many rewarding jobs if you want to help nurture the next generation such as nursery worker, playgroup assistant, childminder, creche assistant, pre-school assistant, teaching assistant and playworker.

Next steps

For more information, contact your local campus (details on page 31).



Construction



Level of study: **Level 1 and Level 2**

Study at: **Alnwick or Haydon Bridge**



Courses available:

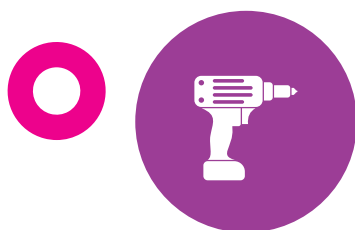
- Construction Skills, Level 1 (in Alnwick or Haydon Bridge)
- Bricklaying, Level 2 (in Alnwick)
- Carpentry & Joinery, Level 2 (in Alnwick)
- Maintenance Operations, Level 2 (in Alnwick)



DEVELOP YOUR SKILLS

Do you want to learn a trade, work in a team and get hands on? If you've got the energy and commitment then the construction industry could be for you. Our range of courses set you up with a skill for life – a trade to utilise within a company or by setting up your own business.

Our courses cover construction operations and supervision, carpentry and joinery, bricklaying plus many other aspects of general maintenance and refurbishment.



ENGLISH AND MATHS

English and maths are essential parts of your studies – support needed to achieve these will be determined depending on your prior attainment.

ENRICHMENT

You will develop skills outside the classroom through work placements or experiences to put the theory you've learned into practice.

PROGRESSION AND CAREERS

A construction course can lead to lots of different careers such as bricklayer/mason, plasterer, roofer, carpenter, construction labourer, painter and decorator.



Next steps

For more information,
contact your local
campus (details on
page 31).

Hair & Beauty



Levels of study: **Hair & Beauty, Level 1 and Hairdressing, Level 2**

Study at: **Haydon Bridge**



Courses available:

- Hair and Beauty, Level 1 (in Haydon Bridge)
- Hairdressing, Level 2 (in Haydon Bridge)

DEVELOP YOUR SKILLS

If you have a passion for making people look and feel their best and you enjoy being sociable, then look no further than a career in Hair and Beauty.

At our professional campus in Haydon Bridge, you'll get to experience what it's like to work in a beauty salon, developing skills such as providing effective shampooing and conditioning, cutting and dressing hair, colour and lightening and consultation.

Our beauty courses cover skincare and applying makeup. You will also develop a sound knowledge of health and safety as well as the customer service skills needed to make you work-ready.



ENGLISH AND MATHS

English and maths are essential parts of your studies – support needed to achieve these will be determined depending on your prior attainment.

ENRICHMENT

You will develop skills outside the classroom through work placements or experiences to put the theory you've learned into practice.

PROGRESSION AND CAREERS

There are many job opportunities in this sector including beauty therapist/consultant, colourist, hairdresser, nail technician. Your skills can open opportunities in spas or salons or you may want to set up your own business or work freelance.



Next steps

For more information, contact your local campus (details on page 31).



Health & Social Care



Level of study: **Level 1**

Study at: **Alnwick, Berwick, Blyth or Prudhoe**

Courses available:

- Health & Social Care, Level 1



Next steps

For more information, contact your local campus (details on page 31).

DEVELOP YOUR SKILLS

Working in Health and Social Care is about providing personal and practical support to help people in their day to day lives. It is the perfect profession if you are a caring and compassionate person.

There is huge demand for workers to support those with a physical disability, Autism, dementia or a mental health condition. The work can be across a range of settings, for example care homes, hospitals, in the local community or someone's home.

ENGLISH AND MATHS

English and maths are essential parts of your studies – support needed to achieve these will be determined depending on your prior attainment.

ENRICHMENT

You will develop skills outside the classroom through work placements or experiences to put the theory you've learned into practice.

PROGRESSION AND CAREERS

Careers in this sector include: care worker, health care assistant, support worker, palliative care assistant. With experience and further qualifications, you can move into more senior roles, such as management, social work or nursing.



Professional Cookery



Level of study: **Level 1 and Level 2**

Study at: **Haydon Bridge**

Courses available:

- Certificate in Introduction to Culinary Skills, Level 1 (in Haydon Bridge)
- Certificate in Culinary Skills, Level 2 (in Haydon Bridge)



DEVELOP YOUR SKILLS

Do you enjoy working as part of a team, have boundless energy and a passion for food? Then a career in professional cookery could be for you. The catering and hospitality sector is the fourth largest employer in the UK (British Hospitality Association), with exciting careers ranging from chefs to baristas or front of house staff to kitchen porters or catering assistants.

ENGLISH AND MATHS

English and maths are essential parts of your studies – support needed to achieve these will be determined depending on your prior attainment.

ENRICHMENT

You will develop skills outside the classroom through work placements or experiences to put the theory you've learned into practice.

PROGRESSION AND CAREERS

Once you have a qualification there are many types of places you can work including, hotels, events and exhibitions, music festivals, agricultural shows and trade fairs.



Next steps

For more information,
contact your local
campus (details on
page 31).



Students with additional needs and/or disabilities (SEND)



Level of study: **Bespoke level of study**

Study at: **Alnwick, Berwick, Blyth or Hexham**

Courses available:

- Pre-Vocational Skills
- Skills for Independence & Work
- Personal & Social Development

Next steps

Please contact
gillian.fox@
northumberland.gov.uk
or call 01670 622 107
to discuss learning and
support options.



DEVELOP YOUR SKILLS

If you're aged between 16-24 and have learning difficulties, disabilities or are on the ASD spectrum and would like to develop skills and independence, we have a supportive range of courses for you.

You'll meet one of our team who'll talk with you to find out what your interests are, offering tailored support, advice and guidance. A bespoke programme will be designed which will help to develop your skills, improve your confidence and build self-esteem.

ENRICHMENT AND PROGRESSION

- The course is over two years and follows a graduated approach
- Entry level has a strong focus on personal and social development with a progression to vocational in year two
- The course can lead towards work experience, supported internships and employment

Note: this course is for young people (aged 16-24 years) who have an EHCP or are referred through professional partnerships such as career advisors or head teachers.

Supported Internships



Level of study: **Entry Level to Level 2**

Study at: **Alnwick, Berwick, Blyth, Hexham or Prudhoe**



WHAT IS A SUPPORTED INTERNSHIP?

A supported internship is a programme with a strong vocational focus, and it involves gaining work experience and values in a working environment. This is a supportive and nurturing opportunity where people with SEND or ASD can develop skills for work, while getting plenty of support while learning about the world of work and developing independence

HOW IS THE PROGRAMME DELIVERED?

The programme will be developed through person-centred assessment of your individual needs and delivered through working in partnership with employers and the learning service.



WHO IS IT FOR?

If you have learning difficulties, disabilities or have ASD, and would like to develop your skills and independence, then this programme may be perfect for you.

WHO WILL I WORK FOR?

We have internships with the council in different departments, but we also have partner businesses outside the council such as M&S and Advance Northumberland.

WHAT WILL THE PROGRAMME OFFER ME?

You could gain a wide range of skills and opportunities, including the possibility of progressing onto a supported apprenticeship or being offered employment or carved employment roles.

WHAT SORT OF THINGS WILL I BE DOING?

There are lots of different jobs you could do, including customer service in a café or shop, or administrative work, and we're expanding our potential internships all the time. We can also offer you opportunities to get qualifications that will help with your CV.

WHY CHOOSE NORTHUMBERLAND COUNTY COUNCIL'S LEARNING AND SKILLS SERVICE?

- We have experienced staff and have been successfully delivering work experience programmes for more than 20 years
- There are excellent progression rates into employment and higher levels of learning
- Dedicated job coaches will support and guide you through your programme

- Great opportunities both within Northumberland County Council and with other local employers

We're committed to helping you find the training that is right for you. We will consult with you (and your family) and we'll only put you into situations you are comfortable with.



Next steps

Please contact
gillian.fox@
northumberland.gov.uk
or call 01670 622 107
to discuss learning and
support options.



Your support network explained

From course choices and completing your application, to understanding the academic, financial and social support available to you, our careers guidance team are here to help.



FINDING THE PERFECT COURSE

Choosing the correct study level and course for you isn't always easy. Our team of specialist curriculum advisers can help you to understand your skills, experience and aspirations to ensure that you start at the correct level, in a subject area or career that you want to pursue.

You can find out more about subject areas and specific course information sheets at: **www.northumberland.gov.uk/learn**

SECURING YOUR PLACE ON A COURSE

First of all, you need to complete an application – this gives us all the information we need so you can study with us. Once you have completed an application, you'll be called for an interview so that we can find out which course is perfect for you. Interviews may take place in person, online or over the telephone.

From here, enrolling is easy as our team of advisers will assist every step of the way to secure your place and give you all the information you need to start your journey.

PROVIDING SUPPORT FOR LEARNERS WITH A DISABILITY AND/OR LEARNING DIFFICULTY

If you have SEND, ASD, or a physical disability, we can create a training pathway that suits you with all the support you need to achieve your goals. Whether it's preparation for adulthood or gaining skills for work, our experienced team have the skills and experience to help you expand your horizons in a safe, supportive environment. When you finish your course, we can also help you to secure work or further training.

NEXT STEPS AND CONTACT INFORMATION

Contact your local campus for more information or for any advice and guidance (see page 31 for contact details), email **learn@northumberland.gov.uk** or visit **www.northumberland.gov.uk/learn** for more information.



Why go anywhere else when you can
#LiveAndLearnLocal

Your success story unfolds

We are passionate about your success and have designed our courses to inspire you - boosting your skills, confidence and achievements.

BE INSPIRED

We are here to help you work out what you enjoy and excel at, enabling you to aim high and strive for that dream job.

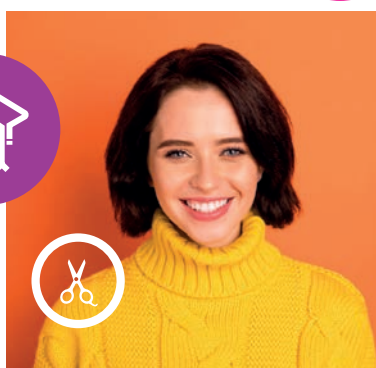
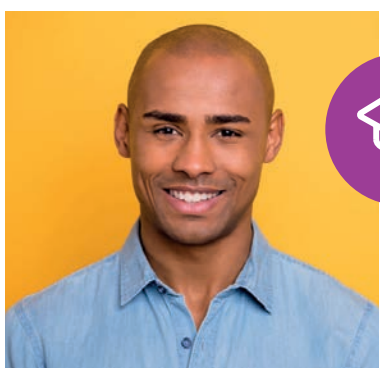
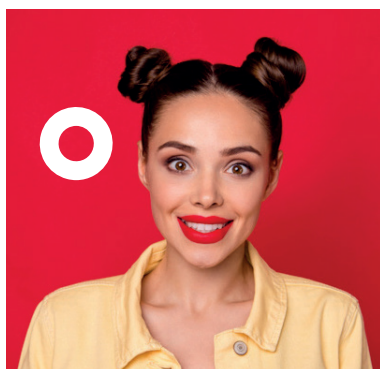
STAND OUT SKILLS

Our experienced lecturers, dedicated support staff and tailored learning environments are ready for you to enjoy and develop the stand out skills you need to achieve the future you deserve.



PROGRESSION AND CAREERS

You'll notice on all of our course pages that we talk about progression and careers. That's because your learning journey doesn't end here - our team of advisers and teaching staff will guide and support you to choose your next steps into further/higher education or the world of work.





You can also drop in to your local campus during normal office hours and someone will be available to help answer your questions or point you in the right direction for further information.



Next steps

Come and find out more about our wide range of courses, see our facilities and get a taste of student life by visiting one of our campuses.

We offer courses for school leavers at seven locations across the county, see the map opposite for further details.

YOUR SAFETY IS OUR PRIORITY

Rest assured that we are taking all the necessary precautions and have put measures in place to ensure that you feel safe and secure in our learning environments.

Our team of curriculum specialists are also available over the telephone and online. Contact your local campus to speak to our team about your application, and for advice about course choices, or any part of the enrolment process.



Enrol now and find out why OFSTED rated us
GOOD with OUTSTANDING features.

Enrol now at your local campus

#LiveAndLearnLocal

LOCATION KEY:

- Alnwick Campus
- Berwick Campus
- Blyth Campus
- Cramlington Campus
- Fuse Prudhoe Campus
- Haydon Bridge Campus
- Wentworth Hexham Campus

ALNWICK CAMPUS

Lindisfarne Road
Alnwick, NE66 1AX
Tel: 01670 623 691

BERWICK CAMPUS

Walkergate
Berwick upon Tweed,
TD15 1DB
Tel: 01670 626 107

BLYTH CAMPUS

Brunel Building,
Regent Street,
Blyth, NE24 1LT
Tel: 01670 622 099

CRAMLINGTON CAMPUS

Northumbria House
Manor Walks
Cramlington, NE23 6UR
Tel: 01670 622 104

FUSE PRUDHOE CAMPUS

Moor Road
Prudhoe, NE42 5LJ
Tel: 01670 623 689

HAYDON BRIDGE CAMPUS

Haydon Bridge High School,
NE47 6LR,
Tel: 01670 622 258

HEXHAM CAMPUS

The Gatehouse
Wanless Lane,
Hexham, NE46 1BU
Tel: 01670 623 701



You can also email us to find out more learn@northumberland.gov.uk



Northumberland County Council



Your Future Starts Here

We can help you to gain the qualifications you need for work or further study after leaving school and we'll support you every step of the way.

With campuses across the county, we can offer you an education programme at one of seven locations across Northumberland.

Our enrolment lines are open:

Monday to Friday from 9am until 5pm.

www.northumberland.gov.uk/learn

ALNWICK | BERWICK | BLYTH | CRAMLINGTON | HAYDON BRIDGE | HEXHAM | PRUDHOE

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: 01670 622 099.

If you are Deaf or can't speak on the phone, contact us using Relay UK. Download the Relay UK app or using your existing text phone prefix our dedicated text Relay number: 018001 01670 623 515. British Sign Language users can contact us using an online sign language interpreting service: northumberlandcc-cs.signvideo.net



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