The Course Directory

Summer 2019

Over 300 courses and activities throughout the year - daytime and evenings

You can enrol online now at: www.starttolearn.uk

learningskills@gateshead.gov.uk
0191 433 8646 facebook.com/learningSkillsNE
Making Gateshead a place where everyone thrives

We want you, your family and friends to have the best life possible and countless studies show how learning increases your life choices. That’s why learning is a key part of Gateshead Council’s commitment to making Gateshead a place where everyone thrives. People who learn are less likely to be in debt, are more likely to find employment and stay employed, have better physical, social and mental health, are more likely to have children who are successful in education and, of course, have a greater income.

If you want to be successful in learning, you need to choose a high quality learning provider. Ofsted, Matrix Standards, National Centre for Diversity all rate us as ‘Good’.

We are a high quality learning and skills service that:

- offers a truly lifelong learning experience throughout people’s lives, enrolling 13,000 people a year onto courses
- delivers learning at a local level in over 100 venues and to 300 businesses a year
- delivers entry level tasters through to accredited access to university programmes

So why don’t you join us and learn? You could:

- discover skills you never knew you had
- kick-start new career opportunities
- gain qualifications
- learn to stay safe online
- make new friends
- improve your health and wellbeing
- meet like-minded people
- learn in a friendly and welcoming environment with excellent tuition, great value for money and all the support and advice you need

What’s on offer?

- more than 300 courses and activities throughout the year - daytime and evenings
- community courses across Gateshead
- information, advice and guidance to help you choose the right course from a nationally accredited Matrix Centre
- free Skills for Life courses to improve your reading, writing, maths and communication skills
- Functional Skills courses that give practical skills in English and maths which are valued by employers
- free courses for you and your family to learn and enjoy together
- hundreds of courses at reduced costs to help you return to learning
- Apprenticeship programmes - we are one of the largest local authority apprenticeship providers in the country
- learning programmes which will help you find your new career

We look forward to you joining one of our programmes.

Whatever level you want to study, we offer something for everyone.

ENTRY LEVEL
Get Started

LEVEL 1
Get On

LEVEL 2
Move On

LEVEL 3
Advanced Skills

LEVEL 4 and above
Specialist Skills
North East Creative Craft

Celebrating the work of traditional and contemporary craft students, tutors, makers and sellers, North East Creative Craft brings together inspirational places, people and learning opportunities with this exciting new development. It was launched in 2017 and is growing year on year with a bigger audience taking part in exciting events and activities.

The partnership between Bensham Grove Community Centre and Gateshead Council learningSkills is committed to developing creativity in everyone. It provides a diverse range of courses and workshops for learners at all levels, opportunities to buy and sell handmade goods at market place events and to be part of a creative community that shares, builds networks and has amazing success stories.

From its home at Bensham Grove, reaching out to the Shipley Art Gallery, the Interchange Centre and community venues across Gateshead, courses such as pottery and textiles, silversmithing and glass crafts are listed in the following pages. Further details of all that is wonderful and exciting in North East Creative Craft can be found on their Facebook page.

North East Creative Craft staff are often available to attend community events. Please get in touch if you feel we could help.

A warm welcome awaits everyone, from absolute beginners to emerging artists and statement makers.... North East Creative Craft is absolutely the place to be.

Discover the exciting range of creative craft courses on offer on pages 4 - 7.
North East Creative Craft - 1 day courses

To enrol call 0191 433 8646 or 0191 433 6450 weekdays from 9.30am-4pm

Please note: courses may be subject to material costs

* Tutor can use sign language for deaf learners

<table>
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<th>Course code</th>
<th>Course title</th>
<th>Start date</th>
<th>Course fee</th>
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North East Creative Craft - longer courses

To enrol call 0191 433 8646 or 0191 433 6450 weekdays from 9.30am-4pm

Please note: Courses may be subject to material costs

Tutor can use sign language for deaf learners

Courses may be free for Jobseekers Allowance (JSA) or Employment and Support Allowance (ESA) recipients

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<td>PBG0937</td>
<td>Drawing for All</td>
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Enrol online www.starttolearn.uk

Like us on Facebook www.facebook.com/learningSkillsNE
North East Creative Craft - longer courses

To enrol call 0191 433 8646 or 0191 433 6450 weekdays from 9.30am-4pm

PLEASE NOTE: Courses may be subject to material costs

Courses may be free for Jobseekers Allowance (JSA) or Employment and Support Allowance (ESA) recipients

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<td>Creative Cake Decorating and Sugarcraft</td>
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Bensham Grove Community Centre continued

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Gateshead Clubhouse

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Deckham

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Gateshead Muslim Centre

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<td>Asian Dressmaking @ the Muslim Centre</td>
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<td>£24.00</td>
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Kibblesworth Millenium Centre

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Wrekenton Hub

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<td>PWK0906</td>
<td>Pattern Cutting for Dressmaking and Clothes Making</td>
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<td>10-12noon</td>
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<td>Entry 3</td>
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North East Creative Craft

Higher education... can we help?

Would you be interested in studying ‘applied crafts’ at university but are perhaps a mature learner, or may not have previously gained the qualifications to enter?

We have a Level 3 Access to Higher Education programme in Practical Craft approved by a local university at Bensham Grove Community Centre - home of North East Creative Craft.

This programme will cover the technical and practical aspects of studying craft subjects: Ceramics, Silversmithing and Glass, with expert and creative tutors at times suitable to people who may have weekday work commitments.

The course fees could be supported by an Advanced Learning Loan (see below for more information).

Aiming higher with Advanced Learning Loans

If you are aged 19 or above and interested in studying a level 3, 4 or 5 qualification, you may not need to pay course fees and may be eligible for a bursary to cover the cost of your course resources.

Advanced Learning Loans are similar to higher education loans but are now available for further education students. You won’t have to pay anything back until you’re earning over £25,000 a year.

To qualify you will need to be:

• Aged 19 or over at the start of your course
• Resident in the UK for three years prior to the start of the course
• Enrolling on a course at Level 3 or above

For more information visit:
www.gateshead.gov.uk/advancedlearningloans
or call 0191 433 8646.
## Community Learning

### Cookery
To enrol call 0191 433 8646 or 0191 433 6450 weekdays from 9.30am-4pm

<table>
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<tr>
<th>Course code</th>
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<th>Over 60 fee</th>
<th>Day</th>
<th>Start time</th>
<th>No of weeks</th>
<th>Level</th>
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<td>Gateshead Clubhouse</td>
<td>PWQ0701 Clubhouse Cookery</td>
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<td>Entry 3</td>
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<tr>
<td>Gateshead Muslim Centre</td>
<td>PMU0902 Asian Cooking: Back to Basics</td>
<td>12/06/2019</td>
<td>£24.00</td>
<td>£18.80</td>
<td>Wed</td>
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<td>Entry 3</td>
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<td>State of the Art - Dryden Centre</td>
<td>PAR0701 An Introduction to Asian Cookery</td>
<td>27/04/2019</td>
<td>£27.00</td>
<td>£21.15</td>
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<td>10am-1pm</td>
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<td>GAR0901 Samosas and Pakoras</td>
<td>08/06/2019</td>
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### History and Science
To enrol call 0191 433 8646 or 0191 433 6450 weekdays from 9.30am-4pm

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### Health, Leisure and Relaxation
To enrol call 0191 433 8646 or 0191 433 6450 weekdays from 9.30am-4pm

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<td>NAR1401 Baby Massage</td>
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<td>10am-11am</td>
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<td>Entry 3</td>
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</table>

### DID YOU KNOW....
Students who earn less than £15,736.50 per year* can enrol on any accredited course at level 2 or below FREE of charge.

Call 0191 433 8646 for further information.  
* Evidence of income required.
## Digital Skills
To enrol call 0191 433 8646 or 0191 433 6450 weekdays from 9.30am-4pm

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<td>29/04/2019</td>
<td>£60.00</td>
<td>£47.00</td>
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Languages

To enrol call 0191 433 8646 or 0191 433 6450 weekdays from 9.30am-4pm

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<td>LCV1203 Parent/Child: Fun with Italian</td>
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<td>£47.00</td>
<td>Wed</td>
<td>6.30-8.30pm</td>
<td>10</td>
<td>Level 2</td>
</tr>
</tbody>
</table>

It won’t cost you the Earth!

Build Sustainable Communities • Reduce Environmental Impact • Improve Health • Save Money

About the course:
• Find out about climate change
• Assess your Carbon Footprint
• Choose your personal action to help you and your environment
• Involve your community
• Improve your health and save money

When and where?
Friday 31 May 2019, 9:30am-4:30pm at Interchange learningSkills Centre, Gateshead NE8 1BH

How much?
• Free of charge for the first 12 learners

Who is it suitable for?
• Individuals or organisations
• Anyone interested in improving their health and wellbeing, understanding the environment, creating positive changes in their communities and saving money.

Accreditation:
• Non-accredited but attendees may be able to work towards Carbon Literacy Certification in the future.

For more information or future availability contact Curriculum Support 0191 433 8646.
Teaching Counselling and Learning for Work

To enrol call 0191 433 8646 or 0191 433 6450 weekdays from 9.30am-4pm  ● Tutor can use Sign language for Deaf learners

<table>
<thead>
<tr>
<th>Course code</th>
<th>Programme title</th>
<th>Start date</th>
<th>Course fee</th>
<th>Over 60 fee</th>
<th>Day</th>
<th>Start time</th>
<th>No of weeks</th>
<th>Level</th>
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</thead>
<tbody>
<tr>
<td>FHU0101</td>
<td>Diploma in Counselling Skills</td>
<td>29/04/2019</td>
<td>£980</td>
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<td>Mon</td>
<td>6-9pm</td>
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<td>PGU0101</td>
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<td>£48.00</td>
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<td>10am-12noon</td>
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<tr>
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<td>Mindfulness for Families and Carers</td>
<td>13/05/2019</td>
<td>£48.00</td>
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<tr>
<td>PGU1301</td>
<td>An Introduction to Working in a School</td>
<td>09/09/2019</td>
<td>FREE</td>
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<td>Wed</td>
<td>9:30am-11am</td>
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St Chads Community Centre

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<th>Over 60 fee</th>
<th>Day</th>
<th>Start time</th>
<th>No of weeks</th>
<th>Level</th>
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<tr>
<td>FSC1404</td>
<td>Level 1 Award/Cert/Dip in Caring for Children</td>
<td>02/05/2019</td>
<td>tbc</td>
<td>tbc</td>
<td>Thurs</td>
<td>9.30-11.30am</td>
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State of the Art@Dryden Centre

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<tr>
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<th>Programme title</th>
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<th>Course fee</th>
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<th>No of weeks</th>
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<tr>
<td>FAR0101</td>
<td>Level 2 Supporting Individuals with a Learning Disability</td>
<td>01/05/2019</td>
<td>£96.00</td>
<td>£75.20</td>
<td>Wed</td>
<td>3.30-5.30pm</td>
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Dryden Centre

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<th>Course fee</th>
<th>Over 60 fee</th>
<th>Day</th>
<th>Start time</th>
<th>No of weeks</th>
<th>Level</th>
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<tbody>
<tr>
<td>FGU0104</td>
<td>Level 1 Award in Working with Children</td>
<td>tbc</td>
<td>£252.00</td>
<td>£189.00</td>
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<td>Level 1</td>
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<tr>
<td>FGU0106</td>
<td>Level 1 Certificate in Caring for Children</td>
<td>tbc</td>
<td>£708.00</td>
<td>£531.00</td>
<td>TBC</td>
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<tr>
<td>FDY0102</td>
<td>Level 2 Certificate for Children and Young People's Workforce</td>
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<td>£531.00</td>
<td>TBC</td>
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<td>32</td>
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<tr>
<td>FGU0108</td>
<td>Level 2 NVQ Certificate in Activity Leadership</td>
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<td>£708.00</td>
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<tr>
<td>FDY1304</td>
<td>Level 2 Certificate in Supporting Teaching and Learning in Schools</td>
<td>tbc</td>
<td>£708.00</td>
<td>£531.00</td>
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<td>FGU0110</td>
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<td>FDY1303</td>
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<td>TBC</td>
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<td>Level 3</td>
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</table>

NOTICE CHECK SHARE
Are you worried about someone who...

- Is being threatened, harassed or bullied?
- Shows signs of extremist or radical behaviour?
- Is being pressured to do something that makes them feel uneasy?
- Is experiencing discrimination, abuse or neglect?
- Isn’t being safe online?

“It’s probably nothing, but…”

Doing nothing isn’t an option.
If you notice something, check it and share it with your tutor or learningSkills safeguarding officer.

For concerns relating to safeguarding or prevent 0191 433 8646 - Mon-Fri, 8.30am-4.30pm

Enrol online www.starttolearn.uk
Like us on Facebook www.facebook.com/learningSkillsNE

Tutor can use Sign language for Deaf learners
**Family Learning**

To enrol call 0191 433 8646 or 0191 433 6450 weekdays from 9.30am-4pm

<table>
<thead>
<tr>
<th>Course code</th>
<th>Programme title</th>
<th>Start date</th>
<th>Course fee</th>
<th>Over 60 fee</th>
<th>Day</th>
<th>Start time</th>
<th>No of weeks</th>
<th>Level</th>
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<tr>
<td>Dryden Centre</td>
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<td>LGU1415 Mastering English and Maths Methods for Parents and Carers</td>
<td>29/04/2019</td>
<td>Free</td>
<td>Free</td>
<td>Mon</td>
<td>1:30-3:30pm</td>
<td>12</td>
<td>Entry 3</td>
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**Skills for Life**

To enrol call 0191 433 8646 or 0191 433 6450 weekdays from 9.30am-4pm

<table>
<thead>
<tr>
<th>Programme title</th>
<th>Start date</th>
<th>Course fee</th>
<th>Over 60 fee</th>
<th>Day</th>
<th>Start time</th>
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<th>Level</th>
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<tr>
<td>Gateshead Interchange Centre</td>
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<tr>
<td>SFLMATH Functional Skills Maths</td>
<td>29/04/2019</td>
<td>Free</td>
<td>Free</td>
<td>Mon</td>
<td>9:30-11:30am</td>
<td>10</td>
<td>E3/L1</td>
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<tr>
<td>SFLMATH Reading for Life</td>
<td>29/04/2019</td>
<td>Free</td>
<td>Free</td>
<td>Mon</td>
<td>10am-12noon</td>
<td>10</td>
<td>Entry 1</td>
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<tr>
<td>SFLMATH Second Steps in English</td>
<td>29/04/2019</td>
<td>Free</td>
<td>Free</td>
<td>Mon</td>
<td>1pm-3pm</td>
<td>10</td>
<td>Entry 1</td>
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<tr>
<td>SFLMATH Functional Skills Maths</td>
<td>29/04/2019</td>
<td>Free</td>
<td>Free</td>
<td>Mon</td>
<td>1:30-3:30pm</td>
<td>10</td>
<td>L1/L2</td>
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<tr>
<td>SFLMATH Step up to SATs (Maths)</td>
<td>30/04/2019</td>
<td>Free</td>
<td>Free</td>
<td>Tues</td>
<td>6-7:30pm</td>
<td>5</td>
<td>Entry 3</td>
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<tr>
<td>SFLMATH Build Your Confidence in Maths</td>
<td>30/04/2019</td>
<td>Free</td>
<td>Free</td>
<td>Tues</td>
<td>9:30-11:30am</td>
<td>11</td>
<td>E3/L1</td>
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<tr>
<td>SFLMATH Entry Level Maths</td>
<td>30/04/2019</td>
<td>Free</td>
<td>Free</td>
<td>Tues</td>
<td>1-3pm</td>
<td>11</td>
<td>E1/E2</td>
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<td>SFLMATH Entry Level Maths</td>
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<td>Free</td>
<td>Tues</td>
<td>1-3pm</td>
<td>11</td>
<td>E1/E2</td>
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<tr>
<td>SFLMATH Build Your Confidence in English</td>
<td>01/05/2019</td>
<td>Free</td>
<td>Free</td>
<td>Wed</td>
<td>1:30-3:30pm</td>
<td>11</td>
<td>E3/L1</td>
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<tr>
<td>SFLMATH Build Your Confidence in English</td>
<td>02/05/2019</td>
<td>Free</td>
<td>Free</td>
<td>Thurs</td>
<td>9:30-11:30am</td>
<td>11</td>
<td>L1/L2</td>
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<tr>
<td>SFLMATH Step up to Level 1 Maths</td>
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<td>Free</td>
<td>Free</td>
<td>Thurs</td>
<td>1:30-3:30pm</td>
<td>11</td>
<td>E3/L1</td>
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<td>SFLMATH Move On in English</td>
<td>02/05/2019</td>
<td>Free</td>
<td>Free</td>
<td>Fri</td>
<td>12:30-2:30pm</td>
<td>11</td>
<td>E2/E3</td>
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| Headworks@ The Civic Centre |
| SFLTG Test Gateshead | 30/04/2019 | Free | Free | Tues | 9:30am-12noon | L1/L2 |
| SFLTG Test Gateshead | 01/05/2019 | Free | Free | Wed | 1:30-4pm | L1/L2 |
| SFLTG Test Gateshead | 02/05/2019 | Free | Free | Thurs | 4:30-7pm | L1/L2 |
| SFLMATH Functional Skills Maths | 03/05/2019 | Free | Free | Fri | 9:30-11:30am | 11 | L1/L2 |

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**National qualifications in English and maths - equivalent to the level of a GCSE.**

FREE tests are held on site at regular intervals and our highly qualified tutors will help you prepare for it. **Drop-in sessions at:**

Gateshead Civic Centre - Tuesday, Wednesday, Thursday
Queen Elizabeth Hospital - Wednesday

**For more information contact:**
0191 433 8738, text: 07738 806571
email: learningSkills@gateshead.gov.uk

- Improve your career prospects  
- Get a certificate  
- Boost your confidence
OpenDoor Learning Disability Taster Programme

To enrol call 0191 433 8646 or 0191 433 6450 weekdays from 9.30am-4pm

<table>
<thead>
<tr>
<th>Programme title</th>
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<th>Course fee</th>
<th>Over 60 fee</th>
<th>Day</th>
<th>Start time</th>
<th>No of weeks</th>
<th>Level</th>
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<tbody>
<tr>
<td>State of the Art @ Dryden Centre</td>
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<tr>
<td>PAR1422 Safety on the Internet</td>
<td>03/06/2019</td>
<td>Free</td>
<td>Free</td>
<td>Mon</td>
<td>10am-12noon</td>
<td>5</td>
<td>E1/E2</td>
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<tr>
<td>PAR1423 Cooking for Independence</td>
<td>03/06/2019</td>
<td>Free</td>
<td>Free</td>
<td>Mon</td>
<td>1-3pm</td>
<td>5</td>
<td>E1/E2</td>
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<tr>
<td>PAR1424 Independence Life Skills</td>
<td>07/06/2019</td>
<td>Free</td>
<td>Free</td>
<td>Fri</td>
<td>10am-12noon</td>
<td>5</td>
<td>E1/E2</td>
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<tr>
<td>PAR1425 Confidence Using Public Transport</td>
<td>07/06/2019</td>
<td>Free</td>
<td>Free</td>
<td>Fri</td>
<td>1-3pm</td>
<td>5</td>
<td>E1/E2</td>
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<tr>
<td>FAR1473 Summer School (Under 25’s)</td>
<td>22/07/2019</td>
<td>Free</td>
<td>N/A</td>
<td>Mon-Fri</td>
<td>9am-3pm</td>
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<td>Bensham Grove Community Centre</td>
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<td>PBG1406 Introduction to Gardening</td>
<td>03/06/2019</td>
<td>Free</td>
<td>Free</td>
<td>Mon</td>
<td>1-3pm</td>
<td>5</td>
<td>E1/E2</td>
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<tr>
<td>PBG1407 Creative Crafts</td>
<td>04/06/2019</td>
<td>Free</td>
<td>Free</td>
<td>Tues</td>
<td>10am-12noon</td>
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<td>E1/E2</td>
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<tr>
<td>PBG1408 Be Creative with Clay</td>
<td>05/06/2019</td>
<td>Free</td>
<td>Free</td>
<td>Wed</td>
<td>10am-12noon</td>
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<td>E1/E2</td>
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<tr>
<td>PBG1409 Jewellery Making</td>
<td>06/06/2019</td>
<td>Free</td>
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<td>Thur</td>
<td>10am-12noon</td>
<td>5</td>
<td>E1/E2</td>
</tr>
</tbody>
</table>

These tasters were a great way to get into a full time course.

See page 17 for more information about our OpenDoor programme.
ESOL Assessment
(English for Speakers of Other Languages)

Need help with your English?
Want to improve your speaking/listening, reading and writing?
Want to improve your vocabulary, grammar and spelling?
Want a recognised qualification?

Come and talk to one of our friendly ESOL tutors and get a free English assessment. We will help you find an English course.

To book an appointment contact Gateshead Council learningSkills:
Telephone: 0191 433 8738
Email: learningskills@gateshead.gov.uk

Take the functional skills challenge and aim to achieve a national qualification in ICT.
All of our sessions include a blend of informal learning tailored to your individual needs, at flexible times to fit the demands of everyday life.

For more information call 0191 433 8738 or email learningSkills@gateshead.gov.uk

moving forward with free short courses for you

MAY
Basic gardening - Tuesday 14 May 2019 10:30am-1:30pm
Mental health awareness - Wednesday 15 May 2019 11am-1pm
Dementia awareness - Wednesday 22 May 2019 11am-1pm

JUNE
Diabetes awareness - Thursday 13 June 2019 1pm-3pm
Basic gardening - Tuesday 11 June 2019 10:30am-1:30pm
Spot the scam - Wednesday 5 June 2019 11am-1pm
Confidence building - Wednesday 26 June 2019 10am-4pm

JULY
Basic gardening - Tuesday 9 July 2019 10:30am-1:30pm
Confidence building - Wednesday 26 June 2019 10am-4pm
Universal Credit – how will it affect you? Wednesday 17 July 2019 10am-12pm
Universal Credit – what next? Wednesday 17 July 2019 1pm-3pm
Assertiveness skills - Thursday 25 July 2019 10am-4pm

The Gateshead Housing Company
Working with Gateshead Council

Support is available to help you attend. If you are interested in booking a place please contact us on 0191 433 5357 or email involve@gatesheadhousing.co.uk

Please note, priority is given to tenants and leaseholders of The Gateshead Housing Company should courses become over-subscribed.
YOUTH EDUCATION & SKILLS
A VOCATIONAL CURRICULUM FOR 16-25 YEAR OLDS

APPRENTICESHIPS
A FULL TIME JOB WITH TRAINING, WE HAVE APPRENTICES IN HUNDREDS OF NORTH EAST BUSINESSES AND HAVE JOBS WAITING FOR YOUNG PEOPLE WITH THE RIGHT KNOWLEDGE AND SKILLS.

TRAINEESHIPS
6 WEEKS - 6 MONTH PROGRAMME OF TRAINING AND A WORK PLACEMENT WITHIN YOUR CHOSEN INDUSTRY. STUDENTS WHO ARE SUCCESSFUL PROGRESS INTO APPRENTICESHIPS. TRAVEL EXPENSES PAID.

STUDY PROGRAMMES
READY4 - GET THE SKILLS NE EMPLOYERS DEMAND! A 9 MONTH TRAINING PROGRAMME WITH NO ENTRY QUALIFICATIONS REQUIRED. TRAVEL EXPENSES PAID.

CUSTOMER SERVICE
IT USERS
HEALTH & SOCIAL CARE
BUSINESS ADMIN
RETAIL
CONSTRUCTION
TEACHING ASSISTANT

‘THE TRAINEESHIP HAS MADE ME FEEL CONFIDENT TO FIND A JOB AND I’VE ONLY BEEN HERE 3 WEEKS’

‘GREAT POSSIBILITIES FOR APPRENTICESHIPS AND VERY FRIENDLY STAFF’

‘I HAVE REALLY ENJOYED LEARNING NEW SKILLS IN CONSTRUCTION’

CONTACT ERRIN ON 0191 433 8761
GATESHEAD INTERCHANGE I NE8 1BH
Family Learning

Family Learning activities are designed to engage families in different ways and explore how you can learn while having fun. All activities and materials are free and are designed to help you to keep up to date with your children’s learning.

There is something for everyone. All activities are suitable for mothers, fathers, grandparents, carers and their children. Some of the activities you could participate in include:

**Mastering English and Maths Methods**
Interchange learningSkills Centre
10 weeks starting 29 April 2019 (school term time only), 1-3pm
Free to Gateshead parents/carers

Would you like to support your children with English and maths at home? If so then this programme may be just what you are looking for. It will cover:
- knowledge of phonics programmes including Read Write Inc.
- consistency with English and maths terminology, including grammar and tenses
- use of Numicon, number lines and games to promote learning
- moving from the basics to Maths Mastery

Parents and carers will learn together in a safe, inclusive environment building confidence in the methods used in primary schools to teach English and maths.

**Easter Craft Workshops**
Deckham Children's Centre
Wednesday 10 April and 17 April 2019 1:30-3pm
Fun and creative – our workshops will get the whole family crafting together! To book a place, ring 0191 433 6300.

**An Introduction to Working in a School**
Interchange learningSkills Centre
Starts Monday 9 September 2019 9:30-11.30am
12 weeks (school term time only)
Free to Gateshead residents

Do you want to work with children and young people? Have you ever considered working in a school?
This 12 week course will give you an insight in school practice, policies and a taster of the strategies and methods used in different key stages. You will look at the role and responsibilities of key members of staff and expert tutors will guide and direct you with career advice.

**Mindfulness for Parents and Carers (adults only)**
State of the Art® Dryden Centre
8 weeks – 13/05/19, 20/05/19, 10/06/19, 17/06/19, 24/06/19, 01/07/19, 08/07/19, 15/07/19
2-4pm, £80.00

Mindfulness will teach and develop skills and practices which are designed to help with the difficulties of everyday living. Physical and psychological benefits include greater confidence, more energy and enthusiasm along with the ability to relax and respond more calmly to demands and challenges of everyday life. The more present and mindful you are with your children, the more mindful, resilient and happier they will be. Research shows that parents and carers who practice mindfulness around their children contribute to improving their child’s sense of self-worth and self-esteem.

**Baby Massage**
State of the Art® Dryden Centre
5 weeks starting on 11 September 2019, 10am-11am. Free to Gateshead parents/carers.

**Level 1 Award/Certificate/Diploma in Caring for Children (accredited by City and Guilds)**
St Chads Community Centre
Thursdays 9:30-11:30am

Do you want to work in a playgroup or Crèche? Are you interested in developing parenting skills or learning more about play activities?

This accredited course will allow you to learn, develop and practise the skills required for employment in childcare. Call Louise on 0191 433 8549 or email louisefisher@gateshead.gov.uk

In addition to the community courses taking place, we will be working in partnership with primary and secondary schools to develop Family English, maths, science and language programmes.

They are a great way to find out how you can support your children with their school work, finding out how to help them with their SATs, as well as improving your own skills. There are accredited courses to help you get back into work.

You can also gain qualifications in Functional Skills at level 1 in English and maths.

To book or for more information, please call 0191 433 8646 or email familylearning@gateshead.gov.uk

Like us on facebook Family Learning Gateshead

Adults must accompany children and children must be accompanied by adults.
OpenDoor

learningSkills programmes for people with learning disabilities

Our exciting programmes run throughout the year from a range of community venues.

We have a choice of courses including an Internship that has an employment placement for 16-24 year olds, and sessional courses for people of all ages. These include communication and ICT through to enterprise and employment skills.

We have something to suit every interest and courses are free to people on ESA and other benefits. We also have programmes for people interested in a range of employability programmes: catering, gardening, customer services and care.

Throughout the year we recruit young people onto our Internship and Apprenticeship programmes. Please get in touch with us if you have an Education and Health Care Plan and would like to find out how we support young people into work.

OpenDoor Café

Gateshead Interchange learningSkills Centre

Monday to Friday, 10am - 2pm

Selling home-made treats, sandwiches, home-made soup, and a variety of drinks.

Why not come along and try some of our home made goodies and support our social enterprise which provides positive work experience for learners with additional needs. Now rated 5* for food hygiene.

To find out more contact
Mary Burns on 0191 433 8528 email maryburns@gateshead.gov.uk

OpenDoor Club

An exciting extra-curricular activity for young people with a learning difficulty or Autism.

Activities include:

- sports and games
- healthy eating
- crafts
- speaking up
- independent living
- visits and outings

For young people age 16 +.

No weekly cost, small payment if there is an off site activity.

Mondays, 3.30-5pm at Bensham Grove Community Centre.

Contact 0191 433 8528 for more information

Enrol online www.starttolearn.uk

Follow us on Facebook www.facebook.com/learningSkillsNE
Vocational Learning
Learning in the workplace or for work

We have a range of qualifications that will help you to develop your knowledge and skills at work while gaining national recognition for the work you already do. We offer NVQs, awards, certificates, diplomas and apprenticeships in a range of occupational areas. NVQ qualifications can only be delivered in the workplace. Please contact us for further details on these courses and to find out how we can support you further.

<table>
<thead>
<tr>
<th>Range of NVQs, Awards, Certificates, Diplomas and Apprenticeships</th>
<th>Level</th>
<th>Day</th>
<th>No of weeks</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advice and guidance support</td>
<td>3, 4, 6</td>
<td>Flexible</td>
<td>Approx 12-18 month</td>
<td>Flexible</td>
</tr>
<tr>
<td>Apprenticeship in activity leadership</td>
<td>2</td>
<td>Flexible</td>
<td>Approx 12-18 month</td>
<td>Flexible</td>
</tr>
<tr>
<td>Apprenticeship for the children and young people’s workforce</td>
<td>2, 3</td>
<td>Flexible</td>
<td>Approx 12-18 month</td>
<td>Flexible</td>
</tr>
<tr>
<td>Business administration</td>
<td>2, 3, 4</td>
<td>Flexible</td>
<td>Approx 12-18 month</td>
<td>Flexible</td>
</tr>
<tr>
<td>Beauty therapy</td>
<td>1, 2</td>
<td>Flexible</td>
<td>Approx 12-18 month</td>
<td>Flexible</td>
</tr>
<tr>
<td>Cleaning and environmental support services</td>
<td>2</td>
<td>Flexible</td>
<td>Approx 12-18 month</td>
<td>Flexible</td>
</tr>
<tr>
<td>Customer service</td>
<td>2, 3, 4</td>
<td>Flexible</td>
<td>Approx 12-18 month</td>
<td>Flexible</td>
</tr>
<tr>
<td>Events</td>
<td>3</td>
<td>Flexible</td>
<td>Approx 12-18 month</td>
<td>Flexible</td>
</tr>
<tr>
<td>Hairdressing</td>
<td>1, 2</td>
<td>Flexible</td>
<td>Approx 12-18 month</td>
<td>Flexible</td>
</tr>
<tr>
<td>Information technology / digital skills</td>
<td>1, 2, 3</td>
<td>Flexible</td>
<td>Approx 12-18 month</td>
<td>Flexible</td>
</tr>
<tr>
<td>Management</td>
<td>3, 5</td>
<td>Flexible</td>
<td>Approx 12-18 month</td>
<td>Flexible</td>
</tr>
<tr>
<td>Retail</td>
<td>1, 2, 3</td>
<td>Flexible</td>
<td>Approx 12-18 month</td>
<td>Flexible</td>
</tr>
<tr>
<td>Team leading</td>
<td>3</td>
<td>Flexible</td>
<td>Approx 12-18 month</td>
<td>Flexible</td>
</tr>
<tr>
<td>Supporting teaching and learning</td>
<td>2, 3</td>
<td>TBC</td>
<td>Approx 12-18 month</td>
<td>TBC</td>
</tr>
<tr>
<td>Employment Advisor Level 4</td>
<td>4</td>
<td>TBC</td>
<td>Approx 12-18 month</td>
<td>TBC</td>
</tr>
<tr>
<td>IT Technical Salesperson</td>
<td>3</td>
<td>TBC</td>
<td>Approx 12-18 month</td>
<td>TBC</td>
</tr>
<tr>
<td>School Business Professional</td>
<td>4</td>
<td>TBC</td>
<td>Approx 12-18 month</td>
<td>TBC</td>
</tr>
<tr>
<td>Waste Resource Operative</td>
<td>2</td>
<td>TBC</td>
<td>Approx 12-18 month</td>
<td>TBC</td>
</tr>
</tbody>
</table>

Full or part Level 6 Careers Education Information Advice and Guidance (CEIAG) available.
For further information including flexible start/study options, please contact us.

Level 3 programmes may be eligible for an Advanced Learning Loan.
For further details call: 0191 433 8516 or email learningSkills@gateshead.gov.uk

Looking for an apprenticeship? Then we need you!

Gateshead Council learningSkills has employers looking for apprentices in:
- Business administration
- ICT and digital skills
- Retail
- Teaching assistant
- Customer service
- Waste Operations
- Events

Join Gateshead Council learningSkills
Apprentice Pool to fast track into an apprenticeship with a local employer.

For more information call NOW on: 0191 433 8727
email: apprenticeships@gateshead.gov.uk
**NCFE Accredited Level 2 Certificate in Activity Leadership**

This course is for people who want a career in recreational activity such as coaches, fitness instructors or teaching assistants involved in sport and activity leadership. The course offers structured training for anyone currently working in health clubs, gyms, leisure centres, schools, community centres, charities etc. A suitable placement would be required for anyone not currently employed in the industry.

**What the course involves**

**There are six mandatory units that cover:**
1. Preparing for activity sessions
2. Leading activity sessions
3. Concluding and reviewing activity sessions
4. Supporting the work of the team and organisation
5. Promoting health, safety and welfare in active leisure and recreation
6. Supporting equality and diversity in active leisure and recreation

**PLUS two optional units to be chosen from the list below:**
- Contributing to participants' personal and social development
- Contributing to participants' exploration and understanding of the natural environment
- Administering finance and information
- Contributing to joint working with other organisations
- Supporting the development of the sport or activity
- Looking after participants when they are away from home
- Enabling disabled people to take part in activities
- Contributing to adventurous activities
- Giving customers a positive impression of yourself and your organisation
- Contributing to environmental conservation in active leisure and recreation
- Setting up, taking down and storing activity equipment
- Checking and servicing activity equipment

If you are interested please contact Julie Bond:
0191 433 8660, juliebond@gateshead.gov.uk

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**Government Funded Training Available NOW**

**Cash incentives available**

Gateshead Council are delivering high quality government funded training to businesses across the North East. You could access funding to train your current workforce, or to employ a new apprentice.

Training is available in:
- Business admin & ICT
- Retail & Customer Service
- Digital Marketing
- Leadership & Management
- Sport & Fitness
- Plus much more

**Call The Business Development Team NOW for advice on how we can help your business.**
0191 433 8727 apprenticeships@gateshead.gov.uk
Read real success stories at www.gateshead.gov.uk/apprenticeships

* Apprentice must be 16-18 years old. Terms and conditions apply*
Qualifications and Training for Teaching Assistants and Support Staff

**Level 2 Award in Support Work in Schools**
This is a knowledge based qualification suitable for all support staff roles in school, including site staff and administrators, as well as those who work directly with children and young people. It seeks to develop the knowledge and understanding that all those working in a school setting will need, and covers the following modules:
- Child and young person development
- Safeguarding the welfare of children and young people
- Communication and professional relationships with children, young people and adults
- Equality, diversity and inclusion in work with children and young people
- Schools as organisations

As it is a knowledge based qualification, it can be taken by learners not yet employed in a school, as well as providing initial training/induction for those new in post.

**Level 2 Certificate in Supporting Teaching and Learning in Schools**
This qualification is for those members of the school workforce who directly support the teaching and learning of pupils. The qualification incorporates the units in the Level 2 Award in Support Work in Schools and adds competence units to reflect the role of those supporting pupils’ learning as follows:
- Child and young person development
- Safeguarding the welfare of children and young people
- Communication and professional relationships with children, young people and adults
- Equality, diversity and inclusion in work with children and young people
- Schools as organisations
- Help improve own and team practice in schools
- Maintain and support relationships with children and young people
- Support children and young people’s health and safety
- Support children and young people’s positive behaviour
- Support learning activities
- Prepare and maintain learning environments

**Level 3 Certificate in Supporting Teaching and Learning in Schools**
This qualification is for those members of the school workforce who directly support the teaching and learning of pupils and covers:
- Communication and professional relationships with children, young people and adults
- Schools as organisations
- Support learning activities
- Support children and young people’s positive behaviour
- Develop professional relationships with children, young people and adults
- Promote equality, diversity and inclusion in work with children and young people
- Support assessment for learning
- Engage in personal development in health, social care or children’s and young people’s settings
- Support children and young people’s health and safety
- Understand child and young person development
- Understand how to safeguard the wellbeing of children and young people

**Level 3 Diploma in Specialist Support for Teaching and Learning in Schools**
This qualification incorporates the units of the Level 3 Certificate in Supporting Teaching and Learning in Schools. Additional units cover the specialist roles of staff working at this level such as supporting bilingual pupils or supporting pupils with special educational needs. It is for those members of the school workforce who directly support the teaching and learning of pupils.

Call: 0191 433 8635, 0191 433 8672, 0191 433 8660 or 0191 433 8677 or email schoolworkforcedevelopment@gateshead.gov.uk

Note: Level 3 and above programmes may be eligible for an Advanced Learning Loan.
Level 2 / Level 3 in Children and Young People’s Workforce (Early Years)

Do you want a career working with young children? Are you already working with children and want to upskill?

Topics include:

• Understanding child and young person’s development
• Context and principles for early years provision
• Promoting the wellbeing and resilience of children and young people
• Supporting children and young people to achieve their education potential.

These are work-based qualifications and you will be assessed whilst working with children, young people, their families and colleagues. You must be working in a real childcare setting on a full-time or part-time basis and in paid or voluntary work.

Call: 0191 433 8677

Interested in hair, beauty or barbering?

Look no further than A.L.D. Hair, Beauty & Barbering Training Academy

Our amazing new salon offers the following courses:

• Pre-16 Alternative Education
• FREE 16-18 Study Programme Training
• FREE 16-18 Apprenticeships
• Adult Learning *Some funding may be available
• Adult Apprenticeships
• Short courses such as - nail extensions, eyelash extensions, tanning etc.
• Bespoke courses
• Levels 1, 2 & 3
• L3 Student loans funding available
• Evenings
• Daytime sessions 9.30am-3pm
• Part-time training
• Full-time training

We can provide fully recognised VTCT Certification on completion!

We also offer FREE barber cuts for clients and have reduced prices for ladies hair appointments with our students.

Call 0191 411 1730 or email aldhairdressing@gmail.com

A.L.D. Hair, Beauty & Barbering Training Academy, 109-111 Blythe Terrace, Birtley DH31DW (end of Station Lane)

Check out our blog http://aldhairbeautybarbering.blogspot.co.uk/

Interested in hair, beauty or barbering? Look no further than A.L.D. Hair, Beauty & Barbering Training Academy
Important information

Our facilities
Gateshead Council learningSkills deliver courses in a wide range of learning venues across the borough. This means you can access learning locally in community centres, schools, libraries and council buildings. You can be guaranteed a friendly face and an extra special learning experience. We care about the welfare of our learners so we ensure that you are helped every step of the way.

Our prices
All learning programmes in this prospectus are subsidised. Your fee makes a contribution to the cost of the programme. However actual course fees may be increased as required by actual delivery costs. We have three rates:

Full Price – for anyone under the age of 16, or those on Family Learning, courses (currently £2.35 per hour).

Concessionary – for anyone over the age of 60. You receive a fee reduction of up to 25% off the course fees on eligible courses (currently £2.35 per hour).

Free – for some people who are on benefits (see ‘Getting a Concession’), aged 16-18, or those on Family Learning, Skills for Life and some ESOL and IT courses.

Full Cost – courses that do not receive Government funding are charged at a full cost rate. There are no concessions available. There may still be examination and/or material fees to pay: these are NOT subject to a reduction.

Getting a concession
You may qualify for a concession if you are over 60 years of age or in receipt of Job Seekers Allowance or Employment and Support Allowance (Work Related Activity Group) for those seeking skills training to help you into work. If you are on any other benefit such as Income Support or Disability Living Allowance and are enrolling on a course to help you gain skills to move into employment, then you may also qualify for a concession.

If you think you qualify for a concessionary or discounted rate, then you must bring evidence to support this when you enrol, such as benefit documentation. If you are over 60 or under 19 you must also bring evidence of this. We will also ask you for your National Insurance number. Please ensure that you bring this with you when you enrol.

If you do not fall into either of these categories and can’t afford to pay your course fees then you can apply to our hardship fund for financial help. Speak to the enrolling officer at the centre or contact us on 0191 433 8646 for more information.

Choosing the right course for you
When you enrol we will give you information on the course and answer any questions you may have. We have different levels of qualifications:

- **Entry Level**. Aligned to the skills level of the National Curriculum, this level is for beginners.
- **Level 1**. Designed for people who have either completed an Entry Level 3 or beginners course, or who have some knowledge or experience in the subject.
- **Level 2**. Designed for people who already have quite a good knowledge of the subject and are becoming competent.
- **Level 3**. For those advanced in the subject.
- **Level 4 and above**. Specialist qualifications for those highly advanced in the subject.

All. A mixed ability class suitable for all levels.

Cancellations
LearningSkills can’t guarantee that all courses advertised will proceed. If there are insufficient numbers enrolling, courses may be cancelled. If you have enrolled, every effort will be made to find you an alternative course or a full refund of fees.

Supporting your learning
If you think you need help with completing your learning programme, please contact us. We can help with things such as:
- Travel costs
- Childcare costs
- English and maths
- Specialist equipment
- One to one support

Please speak to the enrolling officer, tutor at any time or call learningSkills on 0191 433 8646 or email learningSkills@gateshead.gov.uk

Additional costs
You may need to buy equipment or materials relating to the learning programme. This will be explained to you when you enrol. If you think you may need assistance with paying for these, please speak to the enrolling officer, tutor at any time.

Individual learning plans
We are proud of the learning we deliver and we want to ensure that you have the best experience possible. We will ask you about your previous experiences with learning and look at what support you may need. We will explore what you want to get out of your learning programme and use this to develop an individual learning plan, which will assist you in your development throughout the programme.

Equality and diversity
We value and recognise the social and cultural diversity of Gateshead. We seek to ensure that all learners and staff are protected from harassment, bullying and discrimination, including those based with employers and at other sites external to the providers.

We aim to provide conditions that encourage everyone to actively participate and enjoy learning.

If you feel that is not the case or want to discuss this further, please contact 0191 433 8646 or email learningSkills@gateshead.gov.uk

Staying safe while you learn
We are committed to safeguarding all learners. We will:
- take direct action to ensure that all learners can access support so that they can lead safe lives
- increase awareness of safeguarding issues
- work together to promote the welfare of all learners
- increase awareness of radicalisation and inform learners of how to protect themselves and others
- promote British values

If you would like to speak to someone or have any concerns, please contact your tutor or call our designated person on 0191 433 8796 or email safeguardingadultlearning@gateshead.gov.uk
Enrolment Information

You can enrol online visit: www.starttolearn.uk

Payment methods

By card: over the telephone or online during office hours on 0191 433 8646 and 0191 433 6450.

You can pay in person by cash or card at: Bensham Grove Community Centre from 1 April, Monday - Thursday, 10am-5pm and Friday 10am-4pm.

For more information call 0191 433 8646 or 433 6450.

To find out more about any of the courses in this leaflet visit www.starttolearn.uk

These are the locations of our learning venues.
To enquire about any of them please call 0191 433 8646

PLEASE NOTE: Our main learning venues have defibrillators accessible to the public during opening times Monday to Friday, 9am-5pm.

- Barley Mow Village Hall - Bedford Avenue, Barley Mow DH3 2AJ
- Barmoor Hub (Formerly Ryton and District Youth Centre) - Barmoor, Ryton NE40 3AZ
- Bensham Grove Community Learning Centre - Sidney Grove, Gateshead NE8 2XD
- Birtley Hub - Harraton Terrace, 16, Durham Rd, Birtley DH3 2QG
- Chopwell Community Centre - Derwent St, Chopwell, Gateshead NE17 7HS
- Deckham Children’s Centre - The Elgin Centre, Elgin Rd, Gateshead NE9 5PA.
- Gateshead Clubhouse - Worcester Green, Gateshead NE8 1NH
- Gateshead Interchange Centre - West Street, Gateshead NE8 1AU
- Gateshead Muslim Centre - 2 Westbourne Ave, Gateshead NE8 4NP
- Headworks @ The Civic Centre - Civic Centre, Regent Street, Gateshead NE8 1HH
- Kibblesworth Millennium Centre - Grange Terrace, Kibblesworth NE11 0XN
- Leam Lane Community Centre - 129 Coternede, Gateshead NE10 8QH
- St Chad’s Community Centre - 21 Liddell Terrace, Gateshead NE8 1YN
- Shipley Art Gallery - Prince Consort Road, Gateshead NE8 4JB
- State of The Art @ The Dryden Centre - Evistones Road, Gateshead NE9 5UR
- The Dryden Centre - Evistones Road, Gateshead NE9 5UR
- Whickham Comprehensive - Burnthouse Lane, Whickham NE16 5AR
- Wrekenton Hub - High Street, Wrekenton, Gateshead NE9 7JR

Skills For Life - To enrol please telephone 0191 433 8738 and one of our team members will advise you of a suitable course in your area.

Join the 1800 people who enrolled online last term

Enrol online www.starttolearn.uk
Looking for the next shining light?

You are probably employing them right now!

Build a team of talented leaders and managers for as little as £42 a month* with one of the biggest local authorities for delivery in England - Gateshead Council learningSkills.

**Level 5 Standard**
Leadership & Management
- Improve project and operational management skills
- Lead a team to success and deliver results
- Implement innovation and change
- Develop a talent for negotiating and networking
- Suitable for current managers with a passion to develop in your organisation
- Become a FULL MEMBER of the Chartered Management Institute

£75 per month for 12 months*

* Levy payers – Full cost taken from levy account

**Level 3 Standard**
Team Leader / Supervisor
- Support Senior Managers to meet objectives and targets
- Develop effective problem solving skills
- Manage and develop team members
- Prepare for internal career progression
- Suitable for current team leaders, shift managers and supervisors
- Suitable for current managers with a passion to develop in your organisation
- Become an associate member of the Chartered Management Institute

£41.60 a month for 12 months*

* Levy payers – Full cost taken from levy account

For more information please call 0191 433 8727 or email apprenticeships@gateshead.gov.uk

* Price based on non-levy paying employers paying a 10% contribution only. Price based on 12 monthly payments and per learner.