



# LEARNING THAT LASTS

Adult Learning Courses:  
Spring and Summer  
2025

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Tees Valley  
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Funding Agency



# How to use this guide

We have courses for everyone, and our easy-to-follow guide below will help you find the perfect course at the right level for you.

## Pathway to Learning

### Pre-Entry Level: First Steps

First steps in learning, particularly English, Maths and English for Speakers of Other Languages.



### Entry Level: Getting Started and Beginners

Courses to develop skills and increase your confidence. Entry Level has three tiers in English, Maths and English for Speakers of Other Languages. These courses are designed to develop your skills and increase your confidence. They are available at Entry Level 1, 2 and 3.



### Level 1: Improvers

GCSE grade D - G or 1 to 3, Level 1 Awards, Certificates and Diplomas.

Courses to build on your basic skills in a subject and give you the foundation for intermediate academic or vocational studies.



### Level 2: Intermediate

GCSE grade A\* - C or 4 to 9, Level 2 NVQs, Level 2 Awards, Certificates and Diplomas.

Courses to boost your skills for vocational studies that are relevant to employment and prepare you for work, or academic studies readying you for Level 3 courses.



### Level 3: Advanced

A-Levels, Level 3 NVQs, Level 3 Awards, Certificates and Diploma Courses will help you progress to university or develop advanced professional, technical or vocational expertise.

# Welcome to the home of **LEARNING THAT LASTS**

## Happy New Year!

Learning that lasts is at the heart of all that we do, and we believe that education has the power to transform lives. With an extensive range of courses, we believe there is something to suit everyone.

Whether you're aiming to improve your professional skills, explore a new hobby, or broaden your understanding, our courses cater to your goals. Ranging from creative arts to cooking, digital skills to maths & English, our courses are tailored to equip you with the necessary tools and resources for success.

Our amazing tutors are committed to helping you reach your full potential and accomplish your goals.

They bring extensive knowledge and expertise into the classroom, fostering

an engaging learning atmosphere that will motivate and challenge you.

Start 2025 by learning something new! Explore our course offer and discover the possibilities that await you. We are confident that you will find a course that excites and motivates you to achieve your goals.

Follow us on social media.

 @stocktonlearningandskills

 @learnstockton

 @stocktonlearningandskills

## Partnerships

We really enjoy working together with other organisations. Teaming up at your location offers new learners an excellent environment to begin their educational journey, especially if they're not fully prepared for a traditional learning atmosphere just yet.

If you're involved with an organisation and would like to explore how we can create learning opportunities together, we would be delighted to hear from you. Get in touch with us today!

**Note:** The stories and quotes in our prospectus are all real learners and their incredible stories. Some names and images are changed to reflect the privacy requests of our learners.

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**WE'RE LISTENING:** If there are any courses you'd like to see listed, email us at [learning.skills@stockton.gov.uk](mailto:learning.skills@stockton.gov.uk) with the subject line "**Course Request**"

# Case Studies

## Maureen

During my time at Stockton Learning and Skills, I've completed several courses, but the most recent one, Cooking for Wellbeing, has been my favourite. I love learning new things from my tutor, Jill, and baking has been the highlight of the course for me! I'm excited to start my next course and continue building my skills. Since finishing the cooking course, I've been using what I learned to cater for my friends and family, which has been a lot of fun. I've also met some great people in the classroom, making the experience even better. I would definitely recommend this course to anyone looking to improve their cooking skills!



## Pamela

I wanted to do an apprenticeship so that I could gain extra knowledge and skills alongside doing my job, as well as helping with career progression when the time is right. The thing I enjoyed the most about my apprenticeship was learning new things and all the support I got from my colleagues and tutor Jinny, she is amazing. Without my apprenticeship qualification I wouldn't have been able to do a senior role. Since doing this apprenticeship I am now more aware of different techniques I can use in the community to help others and different tips and tricks. I can't praise Jinny enough, she has broken down things I didn't quite understand at first and helped me to understand them better.



## Charlotte

Before starting my apprenticeship I was working in a coffee shop, but I wanted to switch careers and gain new skills. During my apprenticeship I acquired a variety of new skills and knowledge, such as using different types of systems, communicating with people at various levels, and collaborating across different teams. I really appreciated the variation in my role! Everyone at the centre was friendly, and my tutor was always supportive, providing helpful information and guidance when I needed it. One of my greatest achievements during my apprenticeship was leading various projects, including a community coronation exhibition at Preston Hall Museum. Since completing my Level 3 Business Administration apprenticeship, I have secured a position as a Civic Enforcement Officer!



# DON'T LET MATHS HOLD YOU BACK

Brush up on your maths skills with free courses.



Funded by  
UK Government

**SKILLS  
FOR LIFE**

Search Tees Valley Multiply 

If you're aged 19+ and live in Tees Valley, Multiply is available to you.





# Creative Arts, Leisure & Culture

## Did you know:

- **The Arc** in Stockton centre offers a range of performances and exhibitions, showcasing local and emerging talent in theatre, music, and visual arts.
- **Ropner Park** is a historic park, featuring stunning gardens, a boating lake, and a café. It hosts various community events, encouraging leisure activities and family gatherings.
- **Stockton International Riverside Festival (SIRF)** is one of the largest outdoor arts festivals in the UK. It features an array of performances including street theatre, dance, and music, attracting thousands of visitors each summer.
- **The Globe Theatre** is more than just a historical artefact. The theatre has been refurbished and is now a vibrant venue for live performances, including dramas, concerts, and comedy acts, enriching Stockton's cultural landscape.

Whether you have a passion for learning new languages and immersing yourself in diverse cultures or a desire to uncover your family's history through genealogy, our courses provide an exciting opportunity to broaden your horizons and embark on a journey of discovery.

If you've ever been curious about your ancestry and want to connect with your roots, our genealogy courses will lead you on a journey back in time. Delve into captivating family stories and uncover the secrets of your heritage. You can also learn more about Stockton-on-Tees along the way!

If you have a curiosity about diverse cultures and perspectives, our language courses serve as a gateway to unlocking

a world of cultural exploration. Immerse yourself in new languages and broaden your horizons to embark on exciting cultural adventures.

For those seeking tranquillity and stress relief, our leisure courses offer a peaceful retreat from the chaos of everyday life, promoting your overall health and wellness. If your inner artist is yearning for a way to express itself, our creative courses will guide you in showing your creativity and transforming your visions into stunning masterpieces.

At our community centre there's something for everyone. Join us, and let's explore the world of knowledge and personal enrichment together.

## Creative Arts, Leisure and Culture courses

Sub Section	Course	Start Date	Day	Start	End	Weeks	Venue	Fee	Code
Creative arts	Crafting for Beginners	13/1/25	Mon	09.30	12.00	5	Billingham Community Centre	Free	24ART037
Creative arts	Combined Arts for Beginners	15/1/25	Wed	18.00	20.30	5	Billingham Community Centre	Free	24ART042
Creative arts	Introduction to Accredited Art Studies at Level 2	17/1/25	Fri	13.00	15.30	1	Billingham Community Centre	Free	24ART048
Creative arts	Regionally Inspired Oil Painting - NCFE Level 2 Award in Creative Craft	24/1/25	Fri	13.00	15.30	20	Billingham Community Centre	Free	24ART050
Creative arts	Introduction to Ceramics	12/3/25	Wed	18.00	20.30	5	Billingham Community Centre	Free	24ART055
Creative arts	Combined Arts for Beginners	12/3/25	Wed	13.00	15.30	5	Billingham Community Centre	Free	24ART057
Creative arts	Introduction to Printing	29/4/25	Tue	09.30	12.00	4	Billingham Community Centre	Free	24ART062
Creative arts	Urban Sketching	30/4/25	Wed	18.00	20.30	4	Billingham Community Centre	Free	24ART063
Creative arts	Introduction to Oil Painting	9/6/25	Mon	09.30	12.00	5	Billingham Community Centre	Free	24ART077
Creative arts	Urban Sketching	10/6/25	Tue	09.30	12.00	5	Billingham Community Centre	Free	24ART080
Creative arts	Introduction to Watercolors	10/6/25	Wed	18.00	20.30	5	Billingham Community Centre	Free	24ART081
Creative arts	Combined Arts for Beginners	12/6/25	Thu	13.00	15.30	5	Billingham Community Centre	Free	24ART083

Sub Section	Course	Start Date	Day	Start	End	Weeks	Venue	Fee	Code
History and Culture	Find My Town's Past - A Delve into Local History	15/1/25	Tue	13.00	15.30	10	Billingham Community Centre	Free	24HIS006
History and Culture	Genealogy for Beginners	16/1/25	Wed	09.30	12.00	5	Billingham Community Centre	Free	24HIS007
History and Culture	Stockton Medieval Villages	12/3/25	Thu	18.00	20.30	10	Billingham Community Centre	Free	24HIS008





Sub Section	Course	Start Date	Day	Start	End	Weeks	Venue	Fee	Code
History and Culture	Walk Back through time	29/4/25	Wed	09.30	12.00	5	Billingham Community Centre	Free	24HIS009
History and Culture	Genealogy for Beginners	7/5/25	Tue	13.00	15.30	4	Billingham Community Centre	Free	24HIS010
History and Culture	Genealogy for Beginners	8/5/25	Wed	09.30	12.00	10	Billingham Community Centre	Free	24HIS011
History and Culture	Stockton Medieval Villages	10/6/25	Thu	18.00	20.30	10	Billingham Community Centre	Free	24HIS012
Wellbeing courses	Developing mindful practice to increase resilience	15/01/25	Wed	13.00	15.30	5	Billingham Community Centre	Free	24HSC014



# Cooking & Catering

Enhance your cooking skills with our Cooking and Catering courses and bring new flavours to your meals. Whether you're looking to sharpen your cooking techniques or grasp the importance of nutrition, we have something for everyone. Join us on how to make your meals healthier and more delicious!



Discover a variety of hands-on practical courses and theoretical lessons designed to equip you for a thriving career in the dynamic and fulfilling culinary arts industry.

Putting health first is crucial in today's busy world, and our courses will show you how to create nutritious meals using what

you already have while adopting practical strategies for healthier eating. If you're a single household often dealing with meal waste, our **"For One"** cooking courses can help you cook wisely, reduce waste, and enjoy tasty, health-focused meals made just for you.



## Cooking and Catering courses

Course	Start Date	Day	Start	End	Weeks	Venue	Fee	Code
Family Dinner Favourites	14/1/25	Tue	09.30	12.00	5	Billingham Community Centre	Free	24RET018
One Pot cooking	15/1/25	Wed	09.30	12.00	5	Billingham Community Centre	Free	24RET019
Cooking the Cost - Slow Cooker Recipes	16/1/25	Thu	13.00	15.30	5	Billingham Community Centre	Free	24RET020
Cooking for Health	10/3/25	Mon	13.00	15.30	5	Billingham Community Centre	Free	24RET023
Baking Basics	11/3/25	Tue	09.30	12.00	5	Billingham Community Centre	Free	24RET024
Cooking for Intolerance	12/3/25	Wed	13.00	15.30	5	Billingham Community Centre	Free	24RET026
Wellness Walks with Boosting Brunch Cookout	30/4/25	Wed	09.30	12.00	4	Billingham Community Centre	Free	24RET029
Cooking for Health	30/4/25	Wed	13.00	15.00	4	Billingham Community Centre	Free	24RET030
Budget Savey Tasty Picnics	2/5/25	Fri	10.00	12.00	3	Billingham Community Centre	Free	24RET032
Air Fryer Recipes	9/6/25	Mon	13.00	15.30	5	Billingham Community Centre	Free	24RET035
Spice up your Cooking	10/6/25	Tue	09.30	12.00	5	Billingham Community Centre	Free	24RET036
Spice up your Cooking	11/6/25	Wed	09.30	12.00	5	Billingham Community Centre	Free	24RET037
Summer Cooking on a Budget	11/6/25	Wed	13.00	15.30	5	Billingham Community Centre	Free	24RET038
Baking Basics	12/6/25	Thu	13.00	15.30	5	Billingham Community Centre	Free	24RET039
Family Dinner Favourites	12/6/25	Thu	09.30	12.00	5	Billingham Community Centre	Free	24RET040

See our online learning courses on page 28 for more Cooking and Catering courses.

# UNLOCK SUCCESS WITH APPRENTICESHIPS



Discover the power of apprenticeships to enhance your workforce with us! Did you know that apprenticeships can be used to upskill and retrain your existing employees? By utilising apprenticeship training, you can:



- Bridge key skill gaps within your business.
- Boost employee morale and dedication by investing in their growth.
- Enhance staff retention rates.

Imagine the possibilities! An experienced team member eager to gain additional qualifications to acquire new workplace skills, or a motivated individual seeking to learn something new and advance into a different role. We offer a range of apprenticeships from level 2 to level 4, ensuring that you can find apprenticeship programs tailored to meet the learning and development requirements of your employees.

Our apprenticeships are crafted with employers to align with the specific knowledge, skills and behaviours essential for the success of your business.

Take the next step in empowering your workforce and driving your business forward with apprenticeships through Stockton Learning and Skills Service.

Email [learning.skills@stockton.gov.uk](mailto:learning.skills@stockton.gov.uk) or call **01642 527916**





A healthcare worker in a blue uniform is assisting an elderly patient in a wheelchair. The worker is leaning over the patient, holding their hand, and looking at them with a caring expression. The patient is sitting in a wheelchair and looking up at the worker. The background shows a hospital hallway with a window and a door.

# Health, Social Care & Education

## Did you know:

The health and social care sector in Stockton-on-Tees employs a diverse workforce that includes nurses, social workers, care assistants, and mental health professionals.

There are also many training and development opportunities for those looking to enter the field.

Join a world of care, skills, and great possibilities with our courses in health, social care, and education. If you want to make a positive impact on people's lives, our courses will help you start a rewarding career in these important areas. Learn key skills, from helping patients to clear communication, and prepare for jobs in

nursing, social work, and teaching. With an ageing population and changing healthcare needs, now is the perfect time to enter this fulfilling field.

Apply for our courses today to gain the knowledge and confidence needed to make a real difference in others' lives.

### Health, Social Care and Education courses

Course	Start Date	Day	Start	End	Weeks	Venue	Fee	Code
TQUK Level 2 for Well-Being & Activity Provision in Care	13/1/25	Mon	09.30	12.30	15	Billingham Community Centre	Free	24HSC028
Level 3 Administering Medication Certificate	20/1/25	Mon	09.30	16.30	2	Billingham Community Centre	Free	24HSC020
Level 3 Administering Medication Certificate	3/3/25	Mon	09.30	16.30	2	Billingham Community Centre	Free	24HSC021
Level 3 Administering Medication Certificate	12/5/25	Mon	09.30	16.30	2	Billingham Community Centre	Free	24HSC022
Level 3 Administering Medication Certificate	2/6/25	Mon	09.30	16.30	2	Billingham Community Centre	Free	24HSC023

See our online learning courses on pages **25 - 26** for more Health and Social Care courses.



# Digital Skills



## Trying to work out what to choose?

- **Get Started** - Perfect for beginners wanting to gain knowledge of the online world
- **Move On** - Further develop your skills in using ICT to carry out straightforward practical tasks in a range of contexts
- **Move Up** - Gaining a Level 1 or 2 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 Cyber Security to Excel for Advanced

**Fact** - 82% of job vacancies in the UK require digital skills. This means that having a good grasp of digital knowledge significantly enhances employability.

Digital skills are essential for many reasons - they not only equip you with the computer skills needed in today's world, increasing your chances of employability, but also encourage independence. With digital skills in hand, you can navigate everyday tasks such as online banking and shopping with ease, enhancing your overall efficiency and productivity.

Digital skills courses can also help you stay connected with loved ones worldwide. Online you can explore creative hobbies, start a business and, most importantly, learn how to stay safe on the internet. Our courses will teach you how to protect your data and privacy online.

## Digital Skills courses

Course	Start Date	Day	Start	End	Weeks	Venue	Fee	Code
Digital Art & Media Level 1	8/1/25	Wed	13.00	17.00	24	Billingham Community Centre	Free	24ICT041
Advanced Excel	13/1/25	Mon	09.15	12.15	5	Billingham Community Centre	Free	24ICT045
Computers for Beginners	21/1/25	Tue	09.30	12.30	5	Stockton Business Centre	Free	24ICT
Beginners Excel	3/3/25	Mon	09.15	12.15	5	Billingham Community Centre	Free	24ICT047
Essential Digital Skills - Level 1	11/3/25	Tue	09.30	12.30	17	Stockton Business Centre	Free	24ICT051
Advanced Word	11/3/25	Tue	13.00	16.00	5	Billingham Community Centre	Free	24ICT052
Essential Digital Skills - Entry 3	12/3/25	Wed	09.30	12.30	17	Billingham Community Centre	Free	24ICT053
Digital Functional Skills - Level 1	12/3/25	Wed	13.00	16.00	17	Billingham Community Centre	Free	24ICT054
Digital Functional Skills - Entry 3	13/3/25	Thu	09.30	12.30	17	Billingham Community Centre	Free	24ICT055
Introduction to Word	14/3/25	Thu	13.00	16.00	5	Billingham Community Centre	Free	24ICT056
Advanced Powerpoint	29/4/25	Tue	13.00	16.00	6	Billingham Community Centre	Free	24ICT057
Introduction to PowerPoint	1/5/25	Thu	13.00	16.00	6	Billingham Community Centre	Free	24ICT058
Advanced Excel	10/6/25	Tue	13.00	16.00	6	Stockton Business Centre	Free	24ICT059
Introduction to Excel	12/6/25	Thu	13.00	16.00	6	Billingham Community Centre	Free	24ICT060
Photography Level 1	6/1/25	Mon	09.30	12.30	23	Billingham Community Centre	Free	24ICT038
Improvers Photography	6/1/25	Mon	13.00	16.00	7	Billingham Community Centre	Free	24ICT039
Photography Level 1	8/1/25	Wed	17.30	20.30	24	Billingham Community Centre	Free	24ICT041
Exploring and Editing Software for Photography	10/1/25	Fri	09.30	12.30	7	Billingham Community Centre	Free	24ICT043
Specialist Photography Techniques	3/3/25	Mon	13.00	16.00	7	Billingham Community Centre	Free	24ICT046
Improvers Exploring and Editing Software for Photography	7/3/25	Fri	09.30	12.30	6	Billingham Community Centre	Free	24ICT049







Our courses can get you  
**#workready!**

Empower yourself with our comprehensive courses designed to enhance your life and work skills.

In today's world, personal growth and professional success depend not only on traditional education but also on practical, adaptable skills.

Our life skills courses equip you with essential abilities ensuring you lead a balanced and fulfilling life.

For those seeking to excel in the workplace, our work skills courses offer valuable insights into leadership, problem-solving, and even conflict management.

You'll gain the expertise needed to thrive in today's competitive job market.

We have friendly Learning Advisors dedicated to helping you succeed who can offer you help with:

- Volunteer placements
- Creating customised career plans
- Setting life goals
- Getting into the workforce
- Changing careers
- Writing CVs
- Accessing training programmes for your development

You can contact our Learning Advisors by emailing [lscares@stockton.gov.uk](mailto:lscares@stockton.gov.uk) or by calling **01642 527916**.

# Skills for Life & Work

## Skills for Life and Work courses

Course	Start Date	Day	Start	End	Weeks	Venue	Fee	Code
Makaton Level 1	14/1/25	Tue	09.00	16.00	1	Billingham Community Centre	Free	24LAC006
Makaton Level 1	18/3/25	Tue	09.00	16.00	1	Billingham Community Centre	Free	24LAC007
Makaton Level 2	13/2/25	Thu	09.00	16.00	1	Billingham Community Centre	Free	24LAC021
Makaton Level 2	13/5/25	Tue	09.00	16.00	1	Billingham Community Centre	Free	24LAC008
Introduction to British Sign Language	16/1/25	Thu	17.30	19.30	3	Billingham Community Centre	Free	24LAC019
Introduction to British Sign Language	6/2/25	Thu	12.30	15.30	3	Billingham Community Centre	Free	24LAC002
Introduction to British Sign Language	8/5/25	Thu	12.30	15.30	3	Billingham Community Centre	Free	24LAC003
Independent Living Skills	15/1/25	Wed	09.30	12.00	10	Billingham Community Centre	Free	24SENO02
Independent Living Skills	30/4/25	Wed	09.30	12.00	10	Billingham Community Centre	Free	24SENO03

See our online learning courses on pages **27 - 28** for more Skills for Life and Work courses.

# Care Academy



The Care Academy is a two-week course that connects individuals with employers and is aimed at those wanting to work in the healthcare sector. This course is delivered at the Stockton-on-Tees Employment and Training Hub in Stockton town centre. It is a two-week course led by an experienced health and social care tutor who has extensive industry knowledge and will equip you with the necessary skills to excel in this role and secure employment.

As part of this course, you will:

- Receive personalised guidance on CV enhancement and job application strategies by our dedicated Learning Advisors

- Engage with influential guest speakers from various organisations
- Have an interview with employers looking to hire you!

Care Academy opportunities are available throughout the year and we're always adding more. We encourage you to stay updated by checking our social media channels for the latest information.

Join us in exploring the possibilities and discovering the pathway to employment through a Care Academy!

## Care Academy (SWAPS) courses

Course	Start Date	End date	Start	End	Venue	Code
Care Academy	20/1/25	31/1/25	09.30	14.30	Employment and Training Hub	24HSC025
Care Academy	10/3/25	21/3/25	09.30	14.30	Employment and Training Hub	24HSC026
Care Academy	12/5/25	23/5/25	09.30	14.30	Employment and Training Hub	24HSC027

# Community Interpreting



Stockton Learning & Skills Service offers Level 1, 2 and 3 Certificates in Community Interpreting. The Level 3 Certificate in Community Interpreting enables learners who already have high levels of language skills in both their first language and English, to undertake interpreting work at a basic level.

Topics you'll study include:

- Developing your own performance as a community interpreter
- Working as a community interpreter in public services
- Supporting interpreting through sight translation
- Interpret two-way
- Planning to work as a community interpreter within a choice of sectors, including educational settings, the health service and immigration

## Community Interpreting courses

Course	Start Date	Day	Start	End	Weeks	Venue	Fee	Code
Community Interpreting Level 1	6/1/25	Mon Tue	12.30	15.00	12	Stockton Business Centre	Free	24LAC015
Community Interpreting Level 1	28/4/25	Mon Tue	12.30	15.00	12	Stockton Business Centre	Free	24LAC017
Community Interpreting Level 2	6/2/25	Wed Thu	12.30	15.00	17	Stockton Business Centre	Free	24LAC016
Introduction to Community Interpreting Professional Studies	17/2/25	Mon Thu	09.30	14.30	1	Billingham Community Centre	Free	24LAC011
Level 3 Professional Practice Programme for Community Interpreting	3/3/25	Mon Thu	09.30	14.30	17	Billingham Community Centre	Free	24LAC012

\* You must complete the Introduction to Community Interpreting Professional Studies course before applying for the Level 3 Professional Practice Programme for Community Interpreting course.





# Maths & English

## Are you confused about maths and English?

We will assess the level you're at so you get what you need, from:

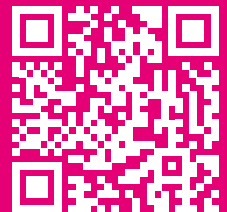
- **Entry Level 1 Functional Skills in Maths and English** - Basic reading, writing or maths skills for those who may need additional support
- **Entry Level 2 Functional Skills in Maths and English** - Qualifications to brush up on the basics and gain confidence
- **Entry Level 3 in Maths and English** - Improve on skills that worry you, hold you back, or you feel you struggle with
- **Level 1 and 2 Functional in Maths and English** - Functional Skills qualifications for employment, to return to learning or to prepare for further education, apprenticeships and GCSE

Our free maths and English courses cater to all levels - whether you're a beginner, looking to refresh your knowledge or

seeking to gain a qualification. Our flexible roll-on roll-off courses allow you to start at any time and are personalised to support you in achieving your goals.

To ensure you are studying at the correct level to suit your needs, you will need to complete a skills check. Come along in-person to one of our skills check days which take place every Wednesday 1pm at Stockton Business Centre or Friday 9.30am at Billingham Community Centre.

Can't make it in person or would rather do the skills check at home? You can request a remote skills check by completing an application form via our website or call us on **01642 527916**.





# Online Learning & Continuous Personal Development (CPD)



Our online learning and CPD courses allow you to have the freedom to study at your own pace and from the comfort of your home. With a wide range of areas, our courses are bound to meet your needs, whether you're looking to expand your knowledge in a specific industry, acquire specialised skills, or stay updated on the latest trends and practices.

**Use your spare time to learn something new!**

**With online learning you can study these courses at anytime, anywhere!**

## Health, Social Care and Education online learning courses

Course	Weeks	Fee	Code
Alcohol Awareness	6	Free	24CPD001
Domestic Abuse	6	Free	24CPD010
Forced Marriage and Honour Based Violence	6	Free	24CPD021
Keeping Young Children Safe Online	6	Free	24CPD028
Mental Capacity Act	6	Free	24CPD033
Mental Health Awareness	6	Free	24CPD034
NCFE Level 2 Certificate in Mental Health First Aid and Mental Health Advocacy in the Workplace	20	Free	24DIS027
NCFE Level 3 Certificate in Understanding Autism	20	Free*	24DIS032
NCFE Level 3 Certificate in Understanding Mental Health	20	Free*	24DIS034
NCFE Level 3 Certificate in Understanding Dementia Care	20	Free*	24DIS033
Prevention and Control of Infection	6	Free	24CPD065
Principles of Safeguarding	6	Free	24CPD043
Safeguarding Adults and Children	6	Free	24CPD045
Sexual Consent	6	Free	24CPD046
Sexual Health Awareness	6	Free	24CPD047
Spiking Awareness	6	Free	24CPD050
Stalking and Harassment Awareness	6	Free	24CPD051
Stress Management	6	Free	24CPD052
Substance Misuses Awareness	6	Free	24CPD053
Suicide Awareness	6	Free	24CPD054
The Prevent Duty	6	Free	24CPD057
TQUK Level 2 Award in Prevention and Control of Infection	20	Free	24DIS001
TQUK Level 2 Certificate in Principles of Business Administration	20	Free	24DIS011
TQUK Level 2 Certificate in Awareness of Bullying in Children and Young People	20	Free	24DIS002
TQUK Level 2 Certificate in Awareness of Mental Health Problems	20	Free	24DIS018
TQUK Level 2 Certificate in Care and Management of Diabetes	20	Free	24DIS031

Course	Weeks	Fee	Code
TQUK Level 2 Certificate in Counselling Skills	20	Free	24DIS003
TQUK Level 2 Certificate in Principles of Working with and Supporting Individuals with Learning Disabilities	20	Free	24DIS022
TQUK Level 2 Certificate in Understanding Specific Learning Difficulties	20	Free	24DIS029
TQUK Level 2 Certificate in Introducing Caring for Children and Young People	20	Free	24DIS007
TQUK Level 2 Certificate in Nutrition and Health	20	Free	24DIS028
TQUK Level 2 Certificate in Preparing to Work in Adult Social Care	20	Free	24DIS010
TQUK Level 2 Certificate in Principles of End of Life Care	20	Free	24DIS020
TQUK Level 2 Certificate in Principles of Dementia Care	20	Free	24DIS019
TQUK Level 2 Certificate in the Principles of the Mental Health Worker	20	Free	24DIS014
TQUK Level 2 Certificate in Principles of the Prevention and Control of Infection in Health Care Settings	20	Free	24DIS021
TQUK Level 2 Certificate in Safe Handling of Medication and social care	20	Free	24DIS030
TQUK Level 2 Certificate in Self-harm and Suicide Awareness and Prevention	20	Free	24DIS016
TQUK Level 2 Certificate in Special Educational Needs and Disability	20	Free	24DIS017
TQUK Level 2 Certificate in Understanding Autism	20	Free	24DIS023
TQUK Level 2 Certificate in Understanding Behaviour that Challenges	20	Free	24DIS024
TQUK Level 2 Certificate in Understanding Distressed Behaviour in Children	20	Free	24DIS026
TQUK Level 2 Children and Young People's Mental Health	20	Free	24DIS025
Understanding Anxiety	6	Free	24CPD059
Understanding Bullying and Discrimination in Children & Young People	6	Free	24CPD060
Understanding Depression	6	Free	24CPD061
Understanding Eating Disorders	6	Free	24CPD062
Understanding Equality and Diversity	6	Free	24CPD063
Understanding Leadership	6	Free	24CPD036
Understanding Safe Handling of Medication	6	Free	24CPD066
Understanding Stress	6	Free	24CPD068
Dementia Awareness	6	Free	24CPD006

\* This course is free if you earn under £33,210, aged 19+ and have lived in the UK for 3 years

For more Health, Social Care and Education courses go to page 15.

## Skills for Life and Work online learning courses

Course	Weeks	Fee	Code
Communicating with Others at Work	6	Free	24CPD002
Conflict Management	6	Free	24CPD003
COSHH Risk Assessment	6	Free	24CPD004
CV Writing	6	Free	24CPD005
Developing Personal Confidence and Self Awareness	6	Free	24CPD007
Digital Marketing for Business	6	Free	24CPD038
Discipline in the Workplace	6	Free	24CPD008
DSE Risk Assessment	6	Free	24CPD011
Email as Promotional Tool for Business	6	Free	24CPD039
Exploring Job Opportunities	6	Free	24CPD009
Fire Safety Principles	6	Free	24CPD015
First Aid Programme Zone 1 - Role of first-aider manage an emergency patient assessment skills minor injuries.	6	Free	24CPD016
First Aid Programme Zone 2 - Asthma shock severe bleeding and bone muscle and joint injuries.	6	Free	24CPD017
First Aid Programme Zone 3 - Choking chest pains and signs and symptoms of a seizure.	6	Free	24CPD018
First Aid Programme Zone 4 - Head injuries severe allergic reactions unconsciousness resuscitation and strokes.	6	Free	24CPD019
General Data Protection Regulations (GDPR) Awareness	6	Free	24CPD012
Health and Safety in the Workplace	6	Free	24CPD023
ICT for Employment	6	Free	24CPD040
Induction Essentials	6	Free	24CPD013
Induction of New Staff	6	Free	24CPD014
Inequality and Race	6	Free	24CPD027
Leading and Motivating a Team	6	Free	24CPD020
Maintain Work Standards	6	Free	24CPD022
Managing Personal Finance	6	Free	24CPD041
Manual Handling Safety at Work	6	Free	24CPD032
Negotiating and Influencing	6	Free	24CPD024
Organising and Delegating	6	Free	24CPD025
Performance Management	6	Free	24CPD026
Personal Money Management	6	Free	24CPD042

Course	Weeks	Fee	Code
Planning and Allocating Work	6	Free	24CPD029
Prepare to Deliver Excellent Customer Service	6	Free	24CPD030
Principles of Internet Safety	6	Free	24CPD044
Rights and Responsibilities	6	Free	24CPD031
Social Media for Business	6	Free	24CPD048
Solving Problems and Making Decisions	6	Free	24CPD035
The Importance of British Values	6	Free	24CPD055
The Importance of Online Safety	6	Free	24CPD049
TQUK Level 2 Equality and Diversity	20	Free	24DIS004
TQUK Level 2 Information Advice and Guidance	20	Free	24DIS006
TQUK Level 2 Lean Organisation Management	20	Free	24DIS008
TQUK Level 2 Living in a Fair and Diverse Society	20	Free	24DIS009
TQUK Level 2 Principles of Team Leading	20	Free	24DIS013
TQUK Level 2 Safeguarding Prevent and British Values	20	Free	24DIS015
Understand the Principles of Exercise & Fitness	6	Free	24CPD067
Understanding Search Optimisation for Business	6	Free	24CPD056
Workers' Rights and Labour Exploitation	6	Free	24CPD037
TQUK Level 2 Customer Service	20	Free	24DIS012

For more Skills for Life and Work courses go to page **19**.

## Cooking and Catering online learning courses

Course	Weeks	Fee	Code
Explore the Principles of Healthy Eating	6	Free	24CPD058
Understanding Food Hygiene and Safety	6	Free	24CPD069
Prevention and Control of Infection	6	Free	24CPD065
NCFE Level 2 Certificate in Improving Personal Exercise Health and Nutrition	20	Free	24DIS005

For more Cooking and Catering courses go to page **12**.



# English for Speakers of Other Languages (ESOL)

Our ESOL programme is for you if you are living in Britain and your first language is not English. We can help you develop English skills for everyday life, study and work. We can help you become independent of other people such as interpreters or translators and become fluent in English.

First, we will assess your current English abilities, and then we will

place you in the right class for your level. We will help you with reading, writing, speaking, and listening skills. We can also prepare you for the IELTS (International English Language Test) and provide extra classes for maths and literacy support if needed.

If you're looking for employment, we offer job support and courses to develop skills like digital literacy and driving theory. You can apply to start our ESOL course at any time, and typically, you will complete one level within a year.

To ensure you would be studying at the right level, you will need an assessment - please contact us on [esol@stockton.gov.uk](mailto:esol@stockton.gov.uk) to book one today!



# Additional Information

## Learner Support

The Learner Services Team are here to help and support learners on their learning journey.

If you have long term health conditions, learning difficulties or disabilities, face challenges outside of learning or feel as if you are struggling, we can help. We can provide support in the classroom - from specialist software to note takers or adapted equipment. If you feel you could benefit from this support, contact us at any time before or during your programme.

## Financial Help

There are discretionary learner support bursaries for people aged 19+. Schemes can help with the costs of learning including materials and resources, travel, and other costs. If you have a low income, ask us about financial assistance, as we may be able to help you.

## Achieving Your Goals

Our Learning Advisors will work with you to discuss your next steps for learning and work to create a personalised career or life plan to help achieve those goals.

## Work Experience and Volunteering

We work closely with our partner organisations to help learners find work or volunteer placements. These placements are invaluable in building skills, boosting confidence, and enhancing CVs, ultimately increasing chances of securing employment.

## Keeping Learners Safe

The service aims to make sure learners are safe and free from harm. We have detailed safeguarding policies and procedures. We work with learners to help them develop the skills that will help them take responsibility for their own safety. Safeguarding concerns can be reported to any of our staff who will always act to ensure our learners are safe.

## Equality

The service aims to advance equality, tackle discrimination, and build good community relations and you can talk to any of our staff about these issues.

We will protect learners 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.

## Other Formats

If you need this information in large print, braille, audio, or in another format or language, please contact us on **01642 527916**.

## Disclaimer

Stockton-on-Tees Borough Council takes all reasonable steps to provide the services and courses described in this course guide. 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.

## Terms and Conditions of Learning

Full terms and conditions of learning are available on our website, including learner and course eligibility, at [www.slss.ac.uk/about/terms-and-conditions-of-learning](http://www.slss.ac.uk/about/terms-and-conditions-of-learning).

If you are a non-UK national, you will have eligible residency status if you have been an ordinary resident in the UK and Islands for at least the previous 3 years on the first day of learning and:

- Have permission granted by the UK government to live in the UK and such permission is not for educational purposes only, or
- Have obtained pre-settled or settled status under EUSS

# Applying for our courses is easy!

You can apply by telephone on **01642 527916**, online at [www.slss.ac.uk](http://www.slss.ac.uk) or by attending one of our information pop-up events. These events are the perfect way to find out more about our service and the courses on offer. At our events you can come along and find out more about the subjects you are interested in. You can get to meet some of our team, visit our centres and start your

learning journey. You can talk to our Learning Advisors who can give one to one support on learning and careers, meet some of the teaching team, explore maths and English support, ask about financial help, and even see past learners' work so you'll get a flavour for what you can achieve.

Date	Time	Location
Wednesday 8 January	13.00 - 14.00 15.00 - 16.00	Billingham Community Centre
Thursday 9 January	09.30 - 10.30 11.00 - 12.00	Stockton Business Centre
Friday 10 January	10.00 - 11.00 14.00 - 15.00	Billingham Community Centre

## How to Apply

### 1. Choose a course

If you need guidance call **01642 527916**. For more detailed information go to [www.slss.ac.uk](http://www.slss.ac.uk) where you can find full course descriptions. If you still have a question, staff are happy to talk to you at our centres, over the telephone or by email: [learning.skills@stockton.gov.uk](mailto:learning.skills@stockton.gov.uk)

### 2. Fees

Some courses in this prospectus are marked with a \*. These courses are only free if you have lived in the Tees Valley for 3 years or more, earn under £33,210 and are aged 19+.

### 3. Apply

Make a note of the course code(s) you want to apply for. You can either:

- Apply in person at any of the local centres during opening hours.
- Apply online at [www.slss.ac.uk](http://www.slss.ac.uk).
- Apply by calling **01642 527916**. Our application line is open Monday to Thursday 8.30am - 4.30pm and Friday 8.30am - 4pm
- Attend an information pop-up event.

### 4. Course confirmation

Your place will be confirmed with a receipt e-mail once you have applied. You will also receive some induction materials for you to read before your first session. 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 may be given the choice of an alternative course or placed on a waiting list for the future. If you are in receipt of any state benefits, you will need to either email scanned proof before the first class or bring this along to your first class. Then all you need to do is turn up to your chosen class and enjoy.

**Stockton Learning and Skills Service**

Billingham Community Centre  
The Causeway, Billingham,  
Stockton, TS23 2DA

**Stockton Business Centre**

74 Brunswick Street, Stockton, TS18 1DW

**Stockton Employment and Training Hub**

Wellington Square, Stockton, TS18 1RH