Your guide to Learning in Newcastle

Enrol online at www.newcastlecitylearning.ac.uk

Summer Term 2019

Unemployed and seeking work? Your course may be free. Ask for details.

Apprenticeship opportunities available. See inside for more information.

Employed, but earning a low wage? Your course may be free. Ask for details.

www.facebook.com/nclcitylearning
www.twitter.com/nclcitylearning
Centre Information

Newcastle City Learning at Gosforth
Gosforth Library and Learning Centre,
Regent Farm Road, Newcastle upon Tyne, NE3 3HD.
Phone: 0191 277 1630
Email: newcastlecitylearning@newcastle.gov.uk
Web: www.newcastlecitylearning.ac.uk

Newcastle City Learning at Heaton Centre including Skills for Life office
The Heaton Centre, Trewhitt Road, Heaton,
Newcastle upon Tyne, NE6 5DY.
Phone: 0191 278 2818
Email: newcastlecitylearning@newcastle.gov.uk
Web: www.newcastlecitylearning.ac.uk

Newcastle City Learning at Westgate including ESOL and Family Learning offices
Westgate College, West Road, Fenham
Newcastle upon Tyne, NE4 9LU.
Phone: 0191 277 3520
Email: newcastlecitylearning@newcastle.gov.uk
Web: www.newcastlecitylearning.ac.uk

We also run classes at other centres such as
• City Library
• Gosforth Academy
• Laing Art Gallery

Ask at enrolment for the location and facilities of your chosen venue.

Our Reception opening times

Gosforth Library and Learning Centre
Term time  Monday to Thursday 8.30am – 8pm
               Friday 8.30am – 4pm
Holidays    Monday to Friday 8.30am – 4pm.
Please note we are closed on Bank Holidays.

Heaton Centre
Term time  Monday and Tuesday 8.30am – 4.30pm
               Wednesday and Thursday 8.30am – 8pm
               Friday 8.30am – 4pm
Holidays    Monday to Friday 8.30am – 4pm.
Please note we are closed on Bank Holidays.

Westgate College
Term time  Monday to Thursday 8.30am – 8pm
               Friday 8.30am – 4pm
Holidays    Monday to Friday 8.30am – 4pm
Please note we are closed on Bank Holidays.


At times when centres are closed, online enrolment will still be available at www.newcastlecitylearning.ac.uk for most courses.

Facilities Key

Blue Badge Holder Parking
Accessible Crèche
Wheelchair Access
Accessible Toilets

Lift
Minicom
Hearing Loop
Accessible Café/Refreshments

These symbols show which accessibility features each venue has to offer.

If you have any other accessibility requirements please contact us to discuss your individual needs on 0191 277 3520.
Welcome

Welcome to the new brochure for Newcastle City Learning.

The summer term is fast approaching, and it’s an ideal time to try something new. Newcastle City Learning wants to help you gain the skills you need for work, and we have lots of adult and community learning courses to enable you to get a job or progress in your career. We also focus on your health and wellbeing and provide lots of support for those new to learning or returning after some time away. And learning is fun too! Coming to class is a great way to meet new people, and we’d love you to take part in our social activities and the events we run across our sites.

Our friendly and experienced staff can help you enrol, and our careers team can offer you impartial information, advice and guidance. You can enrol online for many courses at www.newcastlecitylearning.ac.uk and returning learners can get easy access through our learning portal.

Classes are run across the City and at daytimes and evenings to suit, so take advantage of the lighter evenings and sign up! Doing a short course now can open up so many opportunities for the next academic year, and we would love to see you progress with us on your learning journey. Whether it’s languages, maths, digital skills, arts and crafts, counselling, or accountancy, or if you’d like to join our Apprenticeship or Study Programmes there really is something for everyone.

We hope to see you in one of our centres soon.

Cllr Nora Casey,
Cabinet member for Children, Education and Skills

How to use this guide

Index

<table>
<thead>
<tr>
<th>Centre information</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>How to enrol and fee information</td>
<td>4 – 5</td>
</tr>
<tr>
<td>Progression – your Aspiration Pathway</td>
<td>6</td>
</tr>
<tr>
<td>Support for your learning</td>
<td>22</td>
</tr>
<tr>
<td>Newcastle City Learning Careers Service</td>
<td>22</td>
</tr>
<tr>
<td>Attend to Achieve</td>
<td>23</td>
</tr>
</tbody>
</table>

Course listings and subjects

| Access to Higher Education Diploma | 28 – 29 |
| Apprenticeships | 38 – 39 |
| Art, Craft and Design | 7 – 10 |
| Beauty | 10 |
| Accountancy | 7, 24 |
| Cookery and Catering | 10 |
| Counselling | 10 |
| Courses in the Community | 31 |
| Creative Writing | 11 |
| Digital Photography | 11 |
| Education and Training | 12 |
| English | 25 |
| ESOL (English for Speakers of Other Languages) | 26 |
| Family Learning | 27 |
| First Aid | 12 – 13 |
| History | 13 |
| Horticulture | 13 |
| Information and Communications Technology | 14 – 15, 24 |
| Languages | 16 – 19 |
| Learning Difficulties and Disabilities | 32 – 36 |
| Maths | 25 |
| Supported Internships (New Venture) | 34 – 35 |
| Young People (New Direction) | 40 |

Additional information

| Advanced Learner Loans | 29 |
| Market Day | 31 |
| Newcastle Futures | 30 |
| Skills Hub | 30 |
How to enrol

Book online at www.newcastlecitylearning.ac.uk call our centres, or pop into our Gosforth, Heaton, or Westgate receptions (see page 2 for our Centre information).

What do I need to bring with me?

We are required to verify all learners identity at enrolment. When you enrol on your course, please bring one of the following original items with you:

- Passport
- Photo Driving Licence
- Armed Forces Service ID
- National Insurance Card/Letter
- Bank Credit/Debit Card

If you enrol over the phone, you will be required to bring this identification with you before you start your course.

The listings will give you the level of the course, the day and time it runs, its location and cost. Our courses are colour coded. The table opposite will show you how much your course fees will be, or whether you will qualify for fee remission and get your course for free (No Fee).

Most of our courses are funded by the Education and Skills Funding Agency which means that they cost you less (subject to meeting eligibility criteria). However you choose to pay, if you leave your course after it has started, the full course fee is still payable, unless your reason for leaving would entitle you to a refund.

If you have already completed this or a similar qualification in the past your course fee cannot be subsidised, fee remission will not apply and you could be asked to pay twice the course fee. We will check your previous learning and inform you if different charges apply.

There is a £5 enrolment deposit per course on blue courses for non-fee paying learners, which will be refunded on completion of the full course. There is a £5 enrolment deposit per course on yellow courses for non-fee paying learners which will not be refunded. This enrolment deposit will be shown as a £5 charge in the Concessions column in the listings. Please note courses will only run if there are enough enrolments to make them financially viable.

Learners must have been resident in the EU for at least three years prior to their course to qualify for fee remission or our subsidised course fees of £3.20 per hour. Where this is not the case, learners are able to enrol on courses but are required to pay the full cost fee of £6 per hour.

For further details ask our Gateway Team at our centre receptions.
Red Courses – These are our English, Maths and Family Learning courses where no fees or deposits are charged.

Blue Courses – These are accredited courses. Most of these courses are £3.20 per hour, with concessions available.

Yellow Courses – These are community learning courses. Most of these courses are £3.20 per hour, with concessions available.

Concessions: Learners are eligible for full fee remission (pay no fees) subject to meeting the criteria below:

Specific income related benefits:
- You receive Jobseeker’s Allowance (JSA), including those receiving National Insurance credits only.
- You receive Employment and Support Allowance (ESA) and are in the work-related activity group (WRAG).
- You receive Universal Credit, and earn either less than 16 times the appropriate age-related rate of the national minimum wage / national living wage a week, or £338 a month (individual claims) or £541 a month (household claims) and are determined by Jobcentre Plus as being in one of the following groups:
  - All Work-Related Requirements Group.
  - Work Preparation Group.
  - Work-Focused Interview Group.

We can also use our discretion to fund other learners if all the following apply:
- You receive other state benefits and earn either less than 16 times the appropriate age-related rate of the national minimum wage / national living wage a week, or £338 a month (individual claims) or £541 a month (household claims).
- You want to be employed (or progress into more sustainable employment, and you earn less than 16 times the appropriate age-related rate of the national minimum wage / national living wage a week, or £338 a month (individual claims) or £541 a month (household claims) and the course is directly relevant to your employment prospects and the local labour market needs.

Low wage flexibility
- You may qualify for full fee remission (No Fee) if you meet the eligibility criteria for funding and you are employed but earning an annual gross salary of less than £15736.50. You will need to provide a recent wage slip or current employment contract that states your gross monthly / annual wages.

<table>
<thead>
<tr>
<th>Provision</th>
<th>19 to 23-year-olds</th>
<th>24+ unemployed</th>
<th>24+ other</th>
</tr>
</thead>
<tbody>
<tr>
<td>English and Maths</td>
<td>No Fee* (up to and including Level 2)</td>
<td>No Fee*</td>
<td>No Fee*</td>
</tr>
<tr>
<td>Level 2</td>
<td>No Fee* (first and full)</td>
<td>No Fee</td>
<td>Fee applies+</td>
</tr>
<tr>
<td>Learning to progress to Level 2</td>
<td>No Fee^ (up to and including Level 1)</td>
<td>No Fee</td>
<td>Fee applies+</td>
</tr>
<tr>
<td>Level 3</td>
<td>No Fee* (first and full)</td>
<td>Loan-funded</td>
<td>Loan-funded</td>
</tr>
<tr>
<td></td>
<td>Loan-funded** (previously achieved full Level 3 or above)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Traineeship#</td>
<td>No Fee (including 16 to 24-year-olds##)</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>English for Speakers of Other Languages (ESOL) learning up to and including Level 2</td>
<td>Fee applies+</td>
<td>No Fee</td>
<td>Fee applies+</td>
</tr>
<tr>
<td>Learning aims up to and including Level 2, where the learner has already achieved a first full Level 2 or above</td>
<td>Fee applies+</td>
<td>No Fee</td>
<td>Fee applies+</td>
</tr>
<tr>
<td>No Fee – unemployed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>No Fee – unemployed</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Must be delivered as one of the qualifications required for the legal entitlement.
^ Must be delivered as entry or level one provision from local flexibility.

Green Courses – These are our full cost courses. Most of these courses are £6 per hour. There are no concessions or discounts.

Advanced Learner Loans Courses that are Level 3 or above are not funded by the government and you may qualify for a loan to help pay your course fees. Our staff will be happy to speak to you about this and guide you through the process. If you are paying for your course with an Advanced Learner Loan we will need a copy of your entitlement letter from the Student Loan Company before we complete your enrolment. If the course is your first full Level 3 and you are aged 19-23 then the course will be free.
Progression – your Aspiration Pathway

The level of each course is shown in our course listings. And did you know we also offer higher level qualifications in subjects like Counselling and Management? Whatever your ambition or your personal starting point, we can offer advice on the right course or progression route to achieve your potential.

Level 7
An example of a qualification at this level would be a Masters Degree
You will develop complex levels of knowledge, enabling you to have original responses to complicated and unpredictable problems and situations.

Level 6
An example of a qualification at this level would be a Degree with Honours or Degree Apprenticeship
You will gain specialist, high-level knowledge of an area of work or study, to allow you to use your own ideas and research in response to complex problems.

Level 5
An example of a qualification at this level would be a Foundation Degree or the BTEC Level 5 Diploma in Therapeutic Counselling
You will increase your depth of knowledge and understanding of an area of work or study, so you can respond to complex problems and situations.

Level 4
An example of a qualification at this level would be a Higher Apprenticeship
You will undertake specialist learning, involving detailed analysis of a high level of information and knowledge in an area of work or study. This level is appropriate for people managing or developing others.

Level 3 (Advanced)
An example of a qualification at this level would be the Access to HE Diploma
You will gain the ability to apply a range of knowledge, skills and understanding at a detailed level. This level is appropriate if you plan to go to University, work independently or in some cases supervise or train others in their field of work.

Level 2 (Intermediate)
An example of a qualification at this level would be GCSE (grades A*-C) or new GCSE Grade 4 and above or equivalent
You will gain a good knowledge and understanding of a subject, and the ability to perform a variety of tasks with some guidance or supervision. This level is appropriate for many job roles.

Level 1 (Improvers)
An example of a qualification at this level would be GCSE (grades D-G) or new GCSE Grade 3 and below or equivalent
You will gain basic knowledge and skills and the ability to apply learning with guidance or supervision. This level may be linked to job competence.

Pre-Entry and Entry Level (Beginners)
Ideal for those returning to learning or just starting out
You will gain basic knowledge and skills and the ability to apply your learning in everyday situations.

Work towards your learning goal!
## Course listings

### Access to Higher Education – see pages 28 – 29

#### Accountancy

<table>
<thead>
<tr>
<th>Key</th>
<th>Course Title</th>
<th>Level</th>
<th>Day</th>
<th>Time</th>
<th>Weeks</th>
<th>Venue</th>
<th>Enrol Online</th>
<th>Full Fee £</th>
<th>Conc £</th>
<th>Course Code</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>AAT L1 Access Award in Bookkeeping</td>
<td>Improvers 1</td>
<td>Tu</td>
<td>12.30 – 3pm</td>
<td>10</td>
<td>Westgate College</td>
<td>Yes</td>
<td>163.00</td>
<td>5.00</td>
<td>Q2P9134B</td>
<td>30/04/19</td>
</tr>
<tr>
<td></td>
<td>AAT L1 Access Award in Bookkeeping</td>
<td>Improvers 1</td>
<td>Tu</td>
<td>5 – 7.30pm</td>
<td>10</td>
<td>Westgate College</td>
<td>Yes</td>
<td>163.00</td>
<td>5.00</td>
<td>Q2P9135B</td>
<td>30/04/19</td>
</tr>
</tbody>
</table>

#### Apprenticeships – see pages 38 – 39

#### Art, Craft and Design

### Crafts

<table>
<thead>
<tr>
<th>Key</th>
<th>Course Title</th>
<th>Level</th>
<th>Day</th>
<th>Time</th>
<th>Weeks</th>
<th>Venue</th>
<th>Enrol Online</th>
<th>Full Fee £</th>
<th>Conc £</th>
<th>Course Code</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Glass Making Skills</td>
<td>Mixed</td>
<td>Tu</td>
<td>1 – 3pm</td>
<td>5</td>
<td>Gosforth Library and Learning Centre</td>
<td>Yes</td>
<td>60.00</td>
<td>60.00</td>
<td>G2P2464G</td>
<td>30/04/19</td>
</tr>
<tr>
<td></td>
<td>Develop your Jewellery Making</td>
<td>Beginners 3</td>
<td>Fr</td>
<td>10am – 12 noon</td>
<td>11</td>
<td>Heaton Centre</td>
<td>Yes</td>
<td>70.40</td>
<td>5.00</td>
<td>I5A2526B</td>
<td>03/05/19</td>
</tr>
</tbody>
</table>

“It’s been an extremely positive experience.”

What’s your ambition? Newcastle City Learning can help you achieve it.
<table>
<thead>
<tr>
<th>Key</th>
<th>Course Title</th>
<th>Level</th>
<th>Day</th>
<th>Time</th>
<th>Weeks</th>
<th>Venue</th>
<th>Enrol Online</th>
<th>Full Fee £</th>
<th>Conc £</th>
<th>Course Code</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Improve your Printmaking Improvers 2</td>
<td>Th</td>
<td>6 – 8.30pm</td>
<td>9</td>
<td>Heaton Centre</td>
<td>No</td>
<td>72.00</td>
<td>5.00</td>
<td>I4E2516Y</td>
<td>09/05/19</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Screen Printing</td>
<td>Mixed Mo</td>
<td>1 – 3pm</td>
<td>5</td>
<td>Heaton Centre</td>
<td>Yes</td>
<td>60.00</td>
<td>60.00</td>
<td>I1A2648G</td>
<td>17/06/19</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Come and try Wood Carving Beginners</td>
<td>Tu</td>
<td>6 – 8pm</td>
<td>1</td>
<td>Westgate College</td>
<td>Yes</td>
<td>6.40</td>
<td>5.00</td>
<td>Q2E2538Y</td>
<td>23/04/19</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Get started with Wood Carving Beginners 1</td>
<td>Tu</td>
<td>6 – 8pm</td>
<td>9</td>
<td>Westgate College</td>
<td>Yes</td>
<td>57.60</td>
<td>5.00</td>
<td>Q2E2472Y</td>
<td>30/04/19</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Upholstery – All Levels</td>
<td>Mo</td>
<td>6.15 – 8.45pm</td>
<td>8</td>
<td>Gosforth Academy</td>
<td>Yes</td>
<td>120.00</td>
<td>120.00</td>
<td>G1E2447G</td>
<td>13/05/19</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Upholstery – All Levels</td>
<td>Tu</td>
<td>6.15 – 8.45pm</td>
<td>8</td>
<td>Gosforth Academy</td>
<td>Yes</td>
<td>120.00</td>
<td>120.00</td>
<td>G2E2473G</td>
<td>30/04/19</td>
<td></td>
</tr>
</tbody>
</table>

“It’s been fantastic! The tutor has been welcoming and enthusiastic. Also, the tutor has been excellent in providing the many resources and materials needed. This is a course I highly recommend.”

**Drawing**

- **Next steps with Children’s Book Illustration**
  - Beginners 2
  - Tu
  - 3 – 5pm
  - 11
  - Gosforth Library and Learning Centre
  - Yes
  - 70.40
  - 5.00
  - G2P2466Y
  - 30/04/19

- **Develop your Book Illustration Skills**
  - Beginners 3
  - Fr
  - 10am – 12 noon
  - 11
  - Gosforth Library and Learning Centre
  - Yes
  - 70.40
  - 5.00
  - G5A2570B
  - 03/05/19

- **Book Illustration Skills**
  - Mixed
  - Fr
  - 10am – 12 noon
  - 5
  - Gosforth Library and Learning Centre
  - Yes
  - 60.00
  - 60.00
  - G5A2527G
  - 03/05/19

- **Book Illustration Skills**
  - Mixed
  - Fr
  - 10am – 12 noon
  - 5
  - Gosforth Library and Learning Centre
  - Yes
  - 60.00
  - 60.00
  - G5A2528G
  - 14/06/19

- **Come and try Drawing**
  - Beginners
  - We
  - 6 – 8pm
  - 1
  - Heaton Centre
  - Yes
  - 6.40
  - 5.00
  - I3E2540B
  - 24/04/19

- **Get started with Drawing**
  - Beginners 1
  - Mo
  - 1.30 – 3.30pm
  - 3
  - Gosforth Library and Learning Centre
  - Yes
  - 19.20
  - 5.00
  - G1P2490B
  - 29/04/19

- **Get started with Drawing – follow-on**
  - Beginners 1
  - We
  - 6 – 8pm
  - 3
  - Heaton Centre
  - No
  - 19.20
  - 5.00
  - I3E2490B
  - 01/05/19

- **Get started with Drawing – follow-on**
  - Beginners 1
  - Mo
  - 1.30 – 3.30pm
  - 6
  - Gosforth Library and Learning Centre
  - No
  - 38.40
  - 5.00
  - G1P2491B
  - 03/06/19

- **Get started with Drawing – follow-on**
  - Beginners 1
  - We
  - 6 – 8pm
  - 6
  - Heaton Centre
  - No
  - 38.40
  - 5.00
  - I3E2491B
  - 22/05/19

- **Develop your Drawing**
  - Beginners 3
  - Mo
  - 9.30am – 12 noon
  - 9
  - Gosforth Library and Learning Centre
  - Yes
  - 72.00
  - 5.00
  - G1A2425B
  - 29/04/19

- **Improve your Drawing**
  - Improvers 1
  - Th
  - 6 – 8pm
  - 11
  - Gosforth Library and Learning Centre
  - Yes
  - 70.40
  - 5.00
  - G4E2523B
  - 25/04/19

- **Progress your Drawing**
  - Improvers 2
  - Mo
  - 6 – 8.30pm
  - 9
  - Westgate College
  - Yes
  - 72.00
  - 5.00
  - G1E2444B
  - 29/04/19

- **Get started with Landscape Sketching**
  - Beginners 1
  - We
  - 3 – 5pm
  - 9
  - Gosforth Library and Learning Centre
  - No
  - 57.60
  - 5.00
  - G3P2486Y
  - 01/05/19

- **Improve your landscape sketching**
  - Improvers 1
  - We
  - 12 noon – 2pm
  - 11
  - Gosforth Library and Learning Centre
  - No
  - 70.40
  - 5.00
  - G3P2482B
  - 01/05/19

**Painting**

- **Get started with Art**
  - Beginners 1
  - We
  - 10.15am -12.15pm
  - 11
  - Laing Art Gallery
  - Yes
  - 70.40
  - 5.00
  - G3A2481Y
  - 01/05/19

- **Get started with Watercolour**
  - Beginners 1
  - Mo
  - 12.15 – 2.15pm
  - 3
  - Gosforth Library and Learning Centre
  - Yes
  - 19.20
  - 5.00
  - G1A2435B
  - 29/04/19

- **Get started with Watercolour**
  - Beginners 1
  - Su
  - 2.30 – 4.30pm
  - 3
  - Laing Art Gallery
  - Yes
  - 19.20
  - 5.00
  - G7P2535B
  - 05/05/19

- **Get started with Watercolour – follow-on**
  - Beginners 1
  - Mo
  - 12.15 – 2.15pm
  - 6
  - Gosforth Library and Learning Centre
  - No
  - 38.40
  - 5.00
  - G1A2436B
  - 03/06/19

- **Get started with Watercolour – follow-on**
  - Beginners 1
  - Su
  - 2.30 – 4.30pm
  - 6
  - Laing Art Gallery
  - No
  - 38.40
  - 5.00
  - G7P2536B
  - 26/05/19

- **Next Steps with Watercolour**
  - Beginners 2
  - Mo
  - 10am – 12 noon
  - 10
  - Heaton Centre
  - Yes
  - 64.00
  - 5.00
  - I1A2646Y
  - 29/04/19

What’s your ambition? Newcastle City Learning can help you achieve it.
<table>
<thead>
<tr>
<th>Key</th>
<th>Course Title</th>
<th>Level</th>
<th>Day</th>
<th>Time</th>
<th>Weeks</th>
<th>Venue</th>
<th>Enrol Online</th>
<th>Full Fee £</th>
<th>Conc £</th>
<th>Course Code</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Improve your Watercolour</td>
<td>Improvers 1</td>
<td>We</td>
<td>6.15 – 8.15pm</td>
<td>11</td>
<td>Heaton Centre</td>
<td>No</td>
<td>70.40</td>
<td>5.00</td>
<td>I3E2494B</td>
<td>01/05/19</td>
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<tr>
<td></td>
<td>Painting with Acrylics</td>
<td>Mixed</td>
<td>Tu</td>
<td>10am – 12 noon</td>
<td>11</td>
<td>Gosforth Library and Learning Centre</td>
<td>No</td>
<td>132.00</td>
<td>132.00</td>
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**Sculpture**

- **Come and try Sculpture**
  - Beginners | Th | 6 – 8pm | 1 | Gosforth Library and Learning Centre | Yes | 6.40 | 5.00 | G4E2537Y | 25/04/19 |
- **Get started with Sculpture**
  - Beginners 1 | Th | 6 – 8pm | 9 | Gosforth Library and Learning Centre | Yes | 57.60 | 5.00 | G4E2517Y | 02/05/19 |

**Textiles and Needlecraft**

- **Come and try Sewing**
  - Beginners | Th | 10am – 12 noon | 1 | Gosforth Library and Learning Centre | Yes | 6.40 | 5.00 | G4A2541B | 25/04/19 |
- **Get started with Sewing**
  - Beginners 1 | Th | 10am – 12 noon | 3 | Gosforth Library and Learning Centre | Yes | 19.20 | 5.00 | G4A2503B | 02/05/19 |
- **Get started with Sewing - follow-on**
  - Beginners 1 | Th | 10am – 12 noon | 6 | Gosforth Library and Learning Centre | No  | 38.40 | 5.00 | G4A2504B | 23/05/19 |

“I have signed up for the next module and am looking forward to it. It’s great to find quality face-to-face ‘can-do’ teaching so locally.”

What’s your ambition? Newcastle City Learning can help you achieve it.
The course is very well taught using a variety of methods and resources. We are given very good feedback from weekly assignments. The teacher is very supportive and there is a warm, friendly atmosphere in the class.

<table>
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<tr>
<th>Course Title</th>
<th>Level</th>
<th>Day</th>
<th>Time</th>
<th>Venue</th>
<th>Enrol</th>
<th>Full Fee £</th>
<th>Conc £</th>
<th>Course Code</th>
<th>Start Date</th>
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What’s your ambition? Newcastle City Learning can help you achieve it.
### Creative Writing

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<th>Day</th>
<th>Time</th>
<th>Weeks</th>
<th>Venue</th>
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<th>Full Fee £</th>
<th>Conc £</th>
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### Digital Photography

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<th>Weeks</th>
<th>Venue</th>
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<th>Start Date</th>
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“I'm very happy with the course. The tutor has made it very interesting.”

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What’s your ambition? Newcastle City Learning can help you achieve it.

Enrol online at www.newcastlecitylearning.ac.uk
Education and Training

- L2 Award in Supporting Teaching and Learning in Schools
  - Level: Intermediate 3
  - Day: Th
  - Time: 9.30am – 12.30pm
  - Weeks: 10
  - Venue: Westgate College
  - Enrol Online: No
  - Full Fee £: 96.00
  - Conc £: 5.00
  - Course Code: Q4A9135B
  - Start Date: 25/04/19

- L3 Award in Education and Training
  - Level: Advanced 1
  - Day: Mo
  - Time: 6 – 8.30pm
  - Weeks: 10
  - Venue: Westgate College
  - Enrol Online: Yes
  - Full Fee £: 150.00
  - Conc £: 150.00
  - Course Code: Q1E9133G
  - Start Date: 29/04/19

English – see page 25

ESOL (English for Speakers of Other Languages) – see page 26

Family Learning – see page 27

First Aid

- HABC Level 3 Emergency First Aid at Work
  - Level: Advanced 1
  - Day: Mo
  - Time: 9am – 5pm
  - Weeks: 1
  - Venue: Westgate College
  - Enrol Online: No
  - Full Fee £: 60.00
  - Conc £: 60.00
  - Course Code: Q1A3062G
  - Start Date: 18/03/19

- HABC Level 3 Emergency First Aid at Work
  - Level: Advanced 1
  - Day: Tu
  - Time: 9am – 5pm
  - Weeks: 1
  - Venue: Westgate College
  - Enrol Online: No
  - Full Fee £: 60.00
  - Conc £: 60.00
  - Course Code: Q2A3070G
  - Start Date: 19/03/19

“I would recommend this course to my colleagues.”

What’s your ambition? Newcastle City Learning can help you achieve it.
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<th>Venue</th>
<th>Enrol Online</th>
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<th>Conc £</th>
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“An extremely well organised course – not only delivered with professionalism but also extremely interesting/enjoyable.”

What’s your ambition? Newcastle City Learning can help you achieve it.
Information and Communication Technology

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“I’ve enjoyed the time that I’ve had attending the course and I regard this as a firm basis on which to build up my computer literacy, both on the internet and word processing.”

What’s your ambition? Newcastle City Learning can help you achieve it.
“A very enjoyable course which has helped me to make further progress in my learning and encouraged me to continue with my learning experience.”

We also have a number of programmes to help learners with ICT skills for job searching. You can get help with using Universal JobsMatch or gaining ICT qualifications. We will arrange an initial assessment with you.

We can also arrange customised ICT private tuition – prices vary. See our Digital skills Courses advert on page 24 too.

For any of the above please email garry.nicholson@newcastle.gov.uk or call any of our contact numbers for more details.

What’s your ambition? Newcastle City Learning can help you achieve it.
“Silvia is brilliant, and works very hard. She understands us as individuals, and tailors her support to our particular needs.”

Languages

Bengali
- Get started with Bengali – Sylheti and culture
  Beginners 1  Mo  9.45 – 11.45am  9  Westgate College  Yes  57.60  5.00  Q1A2420Y  29/04/19

Chinese Mandarin
- Get started with Chinese Mandarin
  Beginners 1  Mo  4.30 – 6.30pm  3  Gosforth Library and Learning Centre  Yes  19.20  5.00  G1E2437B  29/04/19
- Get started with Chinese Mandarin – follow-on
  Beginners 1  Mo  4.30 – 6.30pm  6  Gosforth Library and Learning Centre  No  38.40  5.00  G1E2438B  03/06/19
- Progress your Chinese Mandarin
  Improvers 2  Mo  6.45 – 8.45pm  11  Gosforth Library and Learning Centre  No  70.40  5.00  G1E2449Y  29/04/19

French
- Get started with French
  Beginners 1  Tu  12.30 – 2.30pm  3  Heaton Centre  Yes  19.20  5.00  I2P2459B  30/04/19
- Get started with French – follow-on
  Beginners 1  Tu  12.30 – 2.30pm  6  Heaton Centre  No  38.40  5.00  I2P2460B  21/05/19
- Next Steps in Reading and Writing in French
  Beginners 2  Fr  10 – 11.30am  11  Gosforth Library and Learning Centre  No  52.80  5.00  G5A2529B  03/05/19
- Enhance your French Conversation
  Improvers 3  Tu  6.30 – 8pm  8  Gosforth Library and Learning Centre  No  38.40  5.00  G2P2633B  30/04/19
- Enhance your French
  Improvers 3  Fr  10 – 11.30am  11  Gosforth Library and Learning Centre  No  52.80  5.00  G5A2532Y  03/05/19
- Intermediate French
  Intermediate 3  We  12.30 – 2pm  10  Gosforth Library and Learning Centre  No  90.00  90.00  G3P2483G  01/05/19
- Intermediate French
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“I began the language classes before my recent retirement but now have more time to focus on the learning. It is challenging but also very enjoyable. It is also good to have such facilities in the local community.”

What’s your ambition? Newcastle City Learning can help you achieve it.

Summer Term 2019

Enrol online at www.newcastlecitylearning.ac.uk
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“Valentina went out of her way to be supportive and ensured we understood what we were aiming for and how to achieve it.”

What’s your ambition? Newcastle City Learning can help you achieve it.
Learning for those with Learning Difficulties and Disabilities (LLDD)  
- see pages 32 – 36

Maths – see page 25

Provision for Young People – see page 40

“This college believes in you and I can’t thank them enough.”

What’s your ambition? Newcastle City Learning can help you achieve it.
What do our learners say?

Holly Ling – Preparation for Work and Life
“I enjoy my Preparation for Life course. It has taught me team working skills. I have worked with people I haven’t worked with before and have made new friends. I have also learned Enterprise Skills and how to work with money which will help me get a job.”

Deborah Henderson – Beauty
“I was 50 and recovering from chemo so had to leave my previous job. Then feeling very lost, unable to physically do my old job, I needed to find something I could do but my confidence was low. Then it was suggested that I try a sugar craft course as I made my daughter’s wedding cake. I loved this course and my confidence grew, so I decided to try the Hair and Beauty course, Level 1; it was brilliant. So I am now doing Beauty at Level 2 and my experience has now helped me learn how to study. As I am 52 and had not studied since school, I had never even heard of a bibliography! I have learned how to use a computer, never having used Word before. My tutor is the best, without her encouragement sometimes because of my lack of knowledge and confidence I would struggle, but Paula has kept me on the right track and I love it. I am hoping to do the next level and who knows, I may be working in a beauty salon soon! Thanks to Paula and Westgate College.”

Shamsul Haque – LLDD Art and Craft
“I enjoy drama and art, I get to learn how to make different things.”

Wali Rostami – English for Speakers of Other Languages
“I love living in the United Kingdom and studying at Westgate College because I want to learn how to communicate well in English and learn many new skills which will help me find a good job.”

Georgia Parmley – Level 3 Apprentice with St Anthony’s Medical Centre in Walker
“My apprenticeship in Business Admin has been great and I’m excited to move onto Level 3. I have received amazing support especially from my colleagues; it’s raised my confidence and it has taught me new skills I can use for life.”

Tahar Tufail – Preparation for Work and Life
“My Preparation for Life and Work course is great. I have learned how to sew things with thread to sell for our Enterprise Skills event. I have enjoyed working with money.”

Jill Bittle – Counselling
“I’d wanted to get into Counselling for a long time, as I wanted a career that I’d find rewarding...I’m now in the first year of my Diploma in Therapeutic Counselling with Louise. I’m loving the course. It’s a great mix of practising counselling skills and in-class discussions and learning. The rest of the group are lovely and so supportive too. I’m looking forward to starting my Counselling Placements this year.”
Rahman Rasoul Hama – English for Speakers of Other Languages
“My future plan is to be self-employed. I want to own some barber shops and restaurants but first I want to improve my English and Maths.”

Jessica Whalen – Level 3 Apprentice with Newcastle City Council
“I feel that doing this apprenticeship has opened many doors for me because of employers desiring those who have business/administration skills and knowledge, and the extra experience that comes with it. I never really understood business before taking this apprenticeship and now I feel I have learnt so much. It’s not just the course that has benefitted me, but actually working in the Council has given me first-hand experience of working full time in a demanding environment and has given me the work experience to take with me to other jobs in future. I am lucky to have gained a permanent contract whilst doing this apprenticeship and I know I wouldn’t have had the opportunity if it wasn’t for this apprenticeship.”

Megan Jones – LLDD Art and Craft
“I like College because I feel like I have a sense of purpose in life, to do something with myself in life.”

Michael Watson – LLDD Art and Craft
“I like seeing new friends. I have learned about different patterns and lines in Art.”

Jessica Jones – LLDD Art and Craft
“I like College because I feel like I have a sense of purpose in life, to do something with myself in life.”

Leslie Stephenson – LLDD ICT
“I enjoy coming to College as I like making new friends. I also enjoy learning new skills such as how to use PowerPoint and how to add images, using Microsoft Word, shapes to make posters and Christmas cards.”

Eliseu da Silva – Preparation for Work and Life
“College is good for me. I feel safe.”

Samina Kosar – English for Speakers of Other Languages
“I’m a single mother and I want to help my children with schoolwork. I want to learn more English to pass my driving test.”

Andy Hardy – Counselling
“Progress not perfection! Excellent way to describe this course, each lesson I feel more confident in my abilities and genuinely look forward to class every week!”

Harjit Singh – LLDD ICT
“I have learnt how to use a computer and the internet. I have made new friends, made Christmas cards, posters. I have learnt how to use PowerPoint and Microsoft Word. I can now write formal letters, I have researched recipes to cook different foods and made a recipe. I have learnt about E-safety.”

Michael Watson – LLDD ICT
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Support for our learners

Help with your learning
When you sign up for a class, you are asked to fill in an enrolment form. This gives us all the information we need to contact you and the details we need for our funding body (the cost of your course is subsidised by them). But it is also an opportunity for you to tell us about the support you may need to help you with your course.

You will be asked if you consider yourself to have a disability, learning difficulty or health problems. The information you give us, if you say yes, will only be shared with those who need to know, like your tutor. They can then discuss your needs with you, and put things in place, where possible, to make it easier for you to succeed. Disclosing this information to us as soon as possible also gives us the best chance of getting these arrangements in place for the start of your course.

We also ask everyone if they would find learning easier with support such as help with English and maths, careers guidance and course expenses and have specialist tutors who can help. By giving us as much information as you can, we will work with you in confidence to give you the best possible chance to do well. If at any time on your course you need assistance please talk to your tutor.

Financial assistance
We have limited funds available to help you study if you have a low income. ‘Discretionary Learner Support’ (DLS) may be available to help with your course fees, travel costs, childcare, books and equipment. This applies to red and blue banded courses only.

To qualify you must:
• claim an income based benefit and/or
• have a household income of less than £15,000 if you have no dependants, or less than £22,000 if you have one or more dependants.

To claim assistance with your childcare costs your child or children must be under 15 years of age, and being cared for by a registered childminder or nursery. If you get financial assistance but decide to leave before the course ends you may have to repay the money. Check with your centre to see if you can get support as there are other conditions too.

The Advanced Learner Loan Bursary Fund may be available to help learners who take out Advanced Learner Loans with childcare and other costs. Please ask for details.

Telephone counselling
Our learners can now access a free 24 hour confidential telephone counselling hotline. Please ask any member of staff for details, or refer to your learner handbook which you will receive when studying with us.

Safeguarding
Our learners can log into our safeguarding app, Tootoot, on a computer, tablet or mobile and report any worries or concerns you might be having directly to the staff in the college, in a safe and anonymous way. Tootoot is completely confidential and your concerns will be dealt with quickly. You will be given a log on and user name during the first week of your course.

We can help our learners to:
• develop a career plan
• search and apply for jobs
• write CVs, covering letters, application forms
• improve interview techniques
• gain work experience and volunteering opportunities in the local area
• meet with employers, universities and training providers
• attend careers fairs and events

We also work with employers and curriculum managers to coordinate, provide and deliver courses to local workforces in order to meet their training needs.

Newcastle City Learning Careers Service

We are here to help you succeed!

Our Careers team offer all of our learners the opportunity to receive confidential and impartial information, advice and guidance. We want to encourage you to identify your career goals so that you can meet your full potential. We use the latest labour market information to help you make informed decisions on your learning, training and employment.

We can help our learners to:
• develop a career plan
• search and apply for jobs
• write CVs, covering letters, application forms
• improve interview techniques
• gain work experience and volunteering opportunities in the local area
• meet with employers, universities and training providers
• attend careers fairs and events

We also work with employers and curriculum managers to coordinate, provide and deliver courses to local workforces in order to meet their training needs.

“We can advise on courses and funding, to help you achieve the skills you need to further your career.”
Michelle, Careers Coordinator

If you would like to contact a member of the careers team, you can find us based at Westgate College, or please contact us on 0191 211 6464 or email NCLCareersservice@newcastle.gov.uk

www.newcastlecitylearning.ac.uk  Summer Term 2019
Attend to Achieve

Did you know if you miss college you may be missing out?

- You are more likely to succeed and achieve your qualification or learning goal if you attend consistently.
- You will get full value for money if you attend every session of your course.
- You can only ask questions in class if you are here!
- Attending regularly can help you feel more connected to your class, the college community, and develop important social skills and friendships.
- Good attendance shows potential employers that you are reliable, and may be vital if you are looking for a job reference. It also reinforces other important behaviour patterns like reliability, being on time and good time management skills.
- You need to be here to take advantage of the opportunities on offer; you can speak to our careers team, and participate in our markets, charity and fundraising events.
- By coming to every session you not only get all the benefits of being in class but you will be entered into our attendance prize draws too.
- If your attendance is poor you may be withdrawn from your course and unable to return to class, as you won’t be able to receive public funding to do the course again. Most fees are subsidised with public funding.
- It impacts on the rest of the class if you are absent, as it diverts the tutor’s attention and resource when they have to help you to catch up.

If you are struggling for any reason, speak to your tutor. We have staff who may be able to help you. You can also call our free 24 hour telephone counselling helpline if you have concerns outside of college that are impacting on your attendance (ask us for details).
Digital Skills Crash Courses

- Learn key digital skills needed for the workplace
- Gain a qualification and build confidence
- Four week course Weds – Thurs 9.15am – 3.15pm
- Available at two venues in the city
- Free course *

Pre-course assessment: 45 minute sessions Weds – Thurs 10am -3pm

Westgate College 0191 277 3520 / Heaton Centre at Tregawitt Road 0191 278 2818. Contact the Gateway Team on the numbers above to book a place, or for more information contact garry.nicholson@newcastle.gov.uk

*Qualifying conditions apply. See www.newcastlecitylearning.ac.uk for more details.

Newcastle City Learning has been accredited by AAT (Association of Accounting Technicians) to deliver its accounting qualifications.

The AAT Accounting Qualifications provide practical, internationally recognised finance and accountancy skills that can open doors for you in any industry across the world.

AAT is open to everyone – you don’t need previous qualifications or experience, and you can work at a pace that fits in with your lifestyle. Whether you’re looking for your first job in accountancy, or simply want to enhance your existing accounting skills, AAT will give you the training you need.

AAT offers a range of benefits for student members (including study support, career advice to help find the perfect job and exclusive discounts), as well as a route into chartered accountancy. If you choose to further your studies with one of the leading chartered professional bodies, such as ACCA, CIPFA or CIMA, your AAT qualification will give you generous exemptions.

See our AAT courses on page 7

- Available to all, whatever your age, previous qualifications or experience.
- Students are required to have a basic level of literacy and numeracy.
- AAT qualifications are ideal for those just starting out in the workplace.

For more information contact garry.nicholson@newcastle.gov.uk
English and Maths

Functional Skills are the skills you require for everyday life in English and Maths. These courses are delivered in a friendly, relaxed adult environment and will help you develop new skills which you can use in a variety of contexts: at home, work, college or further study.

Courses are free unless you already have a Level 2 or equivalent qualification in the subject already or you have previously studied the qualification before.

Qualifications are available at a variety of levels:

- Brush up your English and maths – develop your spelling, reading and writing or your basic maths in our Entry Level 2 and 3 courses
- Improve your English and maths – improve the skills you need to achieve a qualification equivalent to a GCSE in our Level 1 and 2 courses. You will be working at a higher level and will gain a qualification equivalent to a GCSE
- Dyslexia Support – develop your reading and writing skills by working towards a structured phonics programme

“Very satisfied with the tutor; makes lessons enjoyable and interesting, she is very helpful and presents lessons well and produces excellent work sheets.”

Free morning, afternoon and evening English and maths courses for learners at Heaton Centre and Westgate College.

For learners we can:

- Update your skills for work, college or university
- Offer nationally recognised qualifications at various levels
- Improve your CV
- Offer learning in friendly, local venues

“Before my English course I felt embarrassed about going back to ‘school’. However, after a few weeks I was progressing quicker than I thought I would. I gained confidence after realising that every person in my class is intelligent, we just had areas that we had forgotten from school. The course is a great refresher in areas I cannot remember.”

Kayleigh Henderson

“Maths has always been my worst subject but I am now making progress with it. My tutor always makes me feel welcome and she is there to support me – I never feel like a question is stupid and she does not judge me. If I ask her something, she will go over and over it until I understand it and it sinks into my brain.”

Kim Hardy

If you would like to learn with us – don’t delay, call today on 0191 278 2818 (Heaton) or 0191 277 3520 (Westgate).

All Functional English and maths courses require a pre-course interview. During this interview, we will assess your skills; work with you to identify your personal needs and the most appropriate classes and qualifications for you, based on your eligibility.

All of our English and Maths courses are roll on roll off. This means that you can start learning at any time. Typically it takes 60-90 hours to achieve your qualification but you can negotiate this with your tutor. Enrolment on some courses may be subject to the outcome of your pre-course interview and availability within the classes.
ESOL

English for speakers of other languages

Do you need help improving your English?

We offer English classes at Westgate College and at our centre in Heaton. We can help you with reading, writing, speaking and listening. All our teachers are qualified and we offer Skills for Life ESOL qualifications at all levels, from beginner to advanced.

We provide:
- assessments
- information about courses
- help looking for work
- courses for international students

“I feel my confidence has grown in looking for work, particularly job interviews.”

Most courses are free. If you are interested, contact us on: 0191 277 3520 (Westgate) / 0191 278 2818 (Heaton) or come and see us at: Westgate College, West Road, NE4 9LU or Heaton Centre, Trewhitt Road, NE6 5DY

Are you an ESOL learner and want to work, or need additional support to help you to move successfully towards the labour market. Do not know where to start?

JET is a registered charity who work in Newcastle City Learning to support their ESOL learners and others from an ethnic minority background. We can give you support to help you to move nearer to finding work, and we may also be able to help you to address additional issues which you are currently facing, at home or personally, which may affect you looking for work now and in the future.

JET is a FREE service that can help you by:
- Providing 1:1 support from our advisors who speak a variety of community languages
- Helping you to know how to look for work more effectively
- Discussing opportunities for further training and qualifications
- Finding work placements and volunteering opportunities to learn relevant work skills
- Join in community activities and find more services to support you and your family
- Confidence building activities
- Support you to find the right help when you need it most

JET (Jobs, Education and Training), 81 Adelaide Terrace, Newcastle upon Tyne, NE4 8BB. Tel: 0191 273 5761. Email: julie22@jetonorth.org.uk Website: www.jetonorth.org.uk

Company Number: 5775686 | Charity Number: 1117026
Family Learning

Family Learning aims to raise the confidence of adult family members, by equipping them with the skills and knowledge needed to become more involved in their children’s learning and social development.

Courses include:
• Story Sacks and Number Sacks
• Developing Early Literacy and Numeracy Through Stories and Rhymes
• Learning Through Play
• Healthy Eating for Families
• Family Science Club
• Phonics
• Keeping up with the Children Key Stage 1 + 2
• Supporting your Child’s Reading
• SAT Boot Camp for Parents Key Stage 1 + 2
• Family Maths
• Family English
• Family Language for parents

If you would like to join a family learning course, please ask your child’s school for details of the courses we are currently delivering.

Do you want to offer Family Learning Courses and have a real impact on the lives of families in Newcastle?

If you work in a school or community based setting and you would like us to deliver some family learning courses in 2018/19, please contact Anna Brown on 0191 278 2825 or anna.brown@newcastle.gov.uk.

There are a wide range of learning opportunities available from: taster workshops (2-3 hours), short courses (6-19 hours) or long courses (20+ hours). All courses are currently funded by the Education and Skills Funding Agency, so there is no cost to the host venue or the individual learners.

“The teachers are brilliant, very understanding and committed.”
Who is the course for?

The Access to HE Diploma has been designed for those adults who want to access Higher Education. It offers an alternative route into Higher Education for learners without the appropriate qualifications. It will help to build your confidence and develop your social and communication skills as well as increasing your knowledge of particular subject areas. Most learners go on to take further study at university or college while others simply want to improve their job prospects. Whatever your reason for starting, you will find that you will be learning with other adults who all want to learn. Over the years we have progressed hundreds of learners into universities all over the country.

You will require good communication skills and literacy and numeracy at Level 2. We will ask you to undertake an initial assessment so that we can determine your best route into the Diploma. It may be that you will need to do something different before you start, and your initial assessment and interview will help us to determine this.

After your initial assessment, you must attend one of our free introductory courses in English and Maths to brush up on skills you may have forgotten, so that you are ready and confident to start your Diploma.

How does the course work?

There are 3 diplomas to choose from. Your choice of diploma will be determined by the degree course or future career you wish to follow. Sometimes it will be determined by the subjects that you need to study.

If you are unsure, further details and advice on diplomas will be given during your initial interview.

Our current diplomas are:
- Health (full time and part time options available)
- Science
- Humanities and Social Sciences (full time option only)

Important Note

Many undergraduate degree courses require GCSEs in addition to your Diploma. If you do not have these, you may have to study them separately.

It is your responsibility to research your degree course and university requirements before starting your Access to HE programme. This will ensure that your subject choices and previous qualifications meet the universities’ entry requirements.

Who can I ask for advice?

Our staff are available throughout the term:
- Sabine Gretsch
  Access to HE Coordinator
- Maria Hawthorne
  Adult Learning and Skills Manager

For enquiries and to arrange an interview, please contact:
0191 277 3520 or newcastlecitylearning@newcastle.gov.uk

You can also find general information at: www.accesstohe.ac.uk
“Attending Westgate College to complete the Access to Higher Education Diploma course allowed me to realise my life goals of graduating university and studying social work, a career path I was dreaming about for years. The Access to Higher Education Diploma course provided an excellent foundation for university and my career as a social worker. The tutors were very helpful and the resources I was able to access while studying were excellent. I wouldn’t be where I am today without the support of the college. Thank you!”

Ave Joesar, Social Worker

Access to HE Diploma – Course Fees 2019-20
(Prices are correct at time of going to print, but may be subject to change).

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<th>Learners starting the full Diploma</th>
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<td>Access to HE Health</td>
</tr>
<tr>
<td>Aged 19+ £3022.00</td>
<td>Access to HE Science</td>
</tr>
<tr>
<td></td>
<td>Aged 19+ £3384.00</td>
</tr>
<tr>
<td></td>
<td>£450 per unit</td>
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<td>(£50 per credit)</td>
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</tbody>
</table>

Advanced Learner Loans

Payment options available including instalments and Advanced Learner Loans. Please ask for further information. Student Finance England will ‘write off’ any outstanding Advanced Learner Loan balances you owe for an Access to HE course once you complete a higher education course. This means you do not have to repay it.

Bursary funds are available to help with the cost of resources, travel and childcare – these funds are limited (for those taking out an Advanced Learner Loan only).

Important Note:
Full course fees are payable if you withdraw from your course, unless the reason for your withdrawal would result in a refund.

Advanced Learner Loan

Thinking of taking a college or training course?

If you are aged 19 or over and want to take a course with Newcastle City Learning, you may now qualify for an Advanced Learner Loan.

These loans help you pay the fees charged by approved colleges and training organisations in England.

Most learners aged 19 and over, studying at Level 3 to 6, will qualify for these loans from the UK Government. It’s easy to apply, your household income isn’t taken into account and there’s no credit check. You won’t have to pay anything back until your income is over £25,000 a year.

Eligible courses include the Access to HE Diploma, Level 3 and Level 4 Certificates and Diplomas, and study up to Level 6.

For more information about the Advanced Learner Loan and the courses on offer at Newcastle City Learning, visit www.newcastlecitylearning.ac.uk, or call 0191 277 3520.
Don’t know where to start with finding a job or just tired of getting disappointed?

Why not come and have a chat with one of our Newcastle Futures Advisers. They can help find the job that’s right for you!

They know about:
• How to find jobs
• How to sell your skills and experience through a CV and covering letter
• The practical and effective ways to apply online
• Universal Credit and how it could help you
• The practical Interview tips that will help you do better in the future
• The right training or apprenticeship for you to get the career you want

Newcastle Futures know how hard it is to find the right job but they also know it can be done! Don’t give up or struggle to do it by yourself – the right help could be just one phone call away.

To meet one of our Advisers call: 0800 587 0478 or 0191 230 2970 (eligibility applies)
or Email: info@newcastlefutures.co.uk
Further information can be found on www.newcastlefutures.co.uk

The Skills Hub offers a one-stop shop for support with training, career and job advice. Based on Level 2 in Newcastle City Library, anyone can access this free service for help in getting into employment and training, and support to develop the necessary skills.

Bringing together a range of partners with a breadth of experience, the Skills Hub has experts on hand to provide support and guidance where it’s needed. A programme of free events is available, providing workshops and practical advice, delivered by partners as well as local employers.

The partnership includes Connexions, National Careers Service, Newcastle Futures, Generation North East, JET Supported Employment and Newcastle City Learning, with the Skills Hub providing an efficient and streamlined service to customers in a single location.

For more information
visit www.newcastle.gov.uk/skillshub
like our Facebook page Skills Hub Newcastle for updates on events and the latest news
follow us on Twitter @SkillsHubNCL
phone 0191 277 4125 or simply call into Newcastle City Library to speak to an adviser.

A partnership between:
Learning for your community

Hi, I’m Donna Stokes, the Adult Learning and Skills Coordinator for Community Learning.

Do you work with a local charity or community group, or are you looking to help a specific group of Newcastle residents develop their skills? Did you know that we work with a wide variety of community-based groups and services, to organise free courses throughout the city? We may be able to help you.

Contributing to stronger, healthier and more socially active communities, from all backgrounds, we strive to help community based groups and services promote positive mental health, social inclusion and positive, enjoyable experiences for the residents of Newcastle.

There are various types of courses we can offer your groups: arts, including painting, drawing and sculpture; instrumental music and singing; history, including local history and family tree research; textiles and crafts; modern foreign languages, photography, creative writing and cookery, including healthy eating and world cuisines.

With a focus on developing the skills of individual groups and attendees, we work directly with you to ensure that we tailor our course content and delivery to suit your group’s requirements. For example, if some residents would like to learn a particular history topic or sewing technique, we have skilled and experienced tutors, who work flexibly, to create a course to suit their needs.

Catering for all abilities, we can plan course lengths and times to suit your group, and help them progress their knowledge and skills with follow-on programmes if required.

If you have a group you’d like us to work with, you can contact me directly: Email donna.stokes@newcastle.gov.uk or phone 0191 277 3593

Newcastle City Learning hold regular markets where our learners can sell their arts, crafts, gifts and food from across the world and gain the skills to set up their own business.

We invite you to come along to Westgate College to pick up a bargain or enjoy a tasty treat and support our learners.

Our next markets are Thursday 4 April and Thursday 20 June 11am – 3pm

Everybody welcome
Learning Difficulties

LDD Provision

We offer a variety of programmes from Pre-entry to Level 2 in a variety of qualifications focusing on Independent living skills, community involvement and work experience:

- Art
- Employability
- Foundations for life
- Functional Maths
- Functional English
- ICT for Users
- Performing Arts
- Preparation for Work and Life
- Sports

Pictured top left: Dan Percival, Shamsul Haque, Brian Johnson.
Pictured top right: Terence Lamming, Omar Mohammed, Koyer Miah, Audrey Nettleton.
and Disabilities

Find out more about our programmes

Art:
On this non-accredited programme, you will have the opportunity to sample different art forms such as painting, sculpture and printmaking. The final unit will give you the opportunity to work towards your own interests and produce artwork using your chosen media on a theme of your choice. You will also work towards personal goals and targets which will be recorded and reviewed regularly.

Employability:
On this non-accredited programme, you will be able to create or update your CV, fill in job application forms, research for jobs applicable to you, answer typical interview questions and take part in ‘mock’ interviews.

The course aim is for you to learn the skills to prepare for a work placement, volunteering role, or paid employment.

You will also work towards personal goals and targets which will be recorded and reviewed regularly and you have the opportunity to attend Independent Living, Functional Maths and English classes too.

Performing Arts:
On this non-accredited programme, you will be able to explore different types of performance including movement, mime, character and story-telling. The course aim is for you to learn the skills to plan and organise a performance in front of an audience. You will also work towards personal goals and targets which will be recorded and reviewed regularly.

Preparation for Work and Life:
On this non-accredited programme, you will attend for 2 days per week and you will also work towards Maths and English for 1 day per week. The course aim is for you to develop your personal and social skills and apply these to employability related tasks through project based work. The course will be split into three projects and may include:

- Volunteering
- Charity fundraising
- Enterprise events

For more information
Please contact: Samantha J Riley, Adult Learning and Skills Manager, Newcastle City Learning, Westgate College, West Road, NE4 9LU. Tel: 0191 277 3574. Email: samantha.riley@newcastle.gov.uk
Our New Venture supported internship programme provides individuals with Learning Difficulties and Disabilities real work experience with many different employers in and around Newcastle. You will be fully supported within employment and have the opportunity to gain a recognised qualification. Last year 7 out of 8 interns secured permanent paid employment!

As an intern with New Venture you will:
• develop employability skills in real work environments
• improve your confidence and independence
• develop social skills
• expand your CV

Criteria for application:
• 16–24 years old
• Newcastle resident*
• EHC if aged over 19 years old

* residents outside of Newcastle will be considered on a case by case basis

For more information or to apply contact:
Dianne Holliday, New Venture Coordinator, Westgate College, West Road, Newcastle upon Tyne, NE4 9LU. Telephone: 0191 277 3611. Mobile: 07785 458 531. Email: dianne.holliday@newcastle.gov.uk
The New Venture Supported Internship Programme was first introduced in September 2016, and has proved hugely successful. Newcastle City Learning work in partnership with employers from in and around the Newcastle area. We introduce employment to people with Learning Difficulties and Disabilities (LDD) who are a little further away from the job market, but by no means unable to reach their goal of finding and sustaining work.

This is Nathan’s story:

When we first met Nathan he was extremely anxious and nervous. On his first visit to his placement at Newcastle University Castle Leazes, which provides accommodation for up to 1200 students, he needed a lot of support from the New Venture Staff. However, in just a couple of short weeks, Nathan settled in extremely well and his confidence grew rapidly. His main duty was to sort the post, he took great pride in this and ensured each parcel was in the correct alphabetised order to ensure it was where it should be when the owner came to collect it. Nathan also helped with stock checks and retrieving the parcels when they were being collected.

Nathan says his favourite part of working at Castle Leazes was feeling part of the team and in his words “the banter I had with Imran”. Nathan said this experience has enabled him to improve his memory skills as he memorised names so he knew where to go to find each parcel, he also said it has helped a lot with his self-confidence.

Nathan has now been successful in gaining part time paid employment at Advance Adhesives, his second work placement on the New Venture Supported Internship, where he works within the warehouse, counting and packing stock which is then delivered to customers.

Without our employers the programme would not be able to support the young people we work with. The staff at Castle Leazes and Advanced Adhesives have played such a huge part in Nathan’s success and on behalf of the New Venture team, we would like to thank them all, and look forward to working with them in the future. And a huge congratulations to Nathan!
New Trax is a bespoke study programme for 16-25 year olds who have learning difficulties and/or disabilities which focuses on preparing you for adulthood.

The course will enable learners to develop skills in preparing for adulthood and these will include:

- Employment
- Confidence
- Independent Living
- Problem Solving
- Teamwork
- Communication
- Travelling
- Social and community

For more information or to apply contact:
Dianne Holliday, New Trax Coordinator, Westgate College, West Road, Newcastle upon Tyne, NE4 9LU.
Telephone: 0191 277 3611. Mobile: 07785 458 531. Email: dianne.holliday@newcastle.gov.uk
READY TO FEEL BETTER?

NEWCASTLE TRAMPOLINE PARK AND GYM

Our gym only membership costs just £22.95 per month, so you can get fitter, feel healthier and be better off too when you take out a Better Gym membership.

To find out more visit
www.better.org.uk/trampoline-gym

Our gym only membership costs just £22.95 per month. Even Better news is if you then want to add a swim or fitness class to your routine at any of our Better Leisure Centres in Newcastle, you only pay an additional £3 per activity.*

Join today and make the most of:
- Inclusive access to your home gym
- Access to group exercise classes and swimming pools at any Better Newcastle Leisure Centre* (£3 fee applies)
- No contract
- Convenient monthly payments
- And much, much more...

To find out more visit
www.better.org.uk/trampoline-gym

Newcastle Trampoline Park and Gym
West Road
Newcastle Upon Tyne
NE4 9LG

Registered office: Milledge House, The Royal Arsenal, London, SE18 6SX IPS No: 27793, Inland Revenue Charity No: XR43398
Terms and conditions apply, visit www.better.org.uk/terms. Better is a registered trademark of GL (Greenwich Leisure Limited), a charitable social enterprise.

Summer Term 2019
Enrol online at www.newcastlecitylearning.ac.uk
Calling all Employers; we can make apprenticeships work for you!

ewcastlecitylearning.ac.uk #ApprenticeshipsWork

How can the apprenticeships programmes from Newcastle City Learning benefit your business?

Newcastle City Learning provides a full end to end apprenticeship service, to help your business get the most from apprenticeships. From recruitment and candidate selection, to on-going support, our experienced team will help you every step of the way. We can support you in many ways, for example financially or with advertising and role development. Apprenticeships can help engage your staff, make the workplace more productive and continuously provide an upskilled workforce.

Your requirements

With our comprehensive training needs analysis, we can help you to identify which areas of your organisation could benefit from training or development. This could be through developing your existing employee skills or taking on new apprentices. All businesses have different goals and therefore different needs. We look at the skills, behaviours and knowledge required by the business and develop our training plans with those in mind.

Your training provider

Whether you are new to apprenticeship training or have an existing relationship with a training provider, we can help you to establish whether we could give you best value for your money. We will work with you to understand your specific business needs and establish the appropriate apprenticeship programmes for your business.

Why choose Newcastle City Learning?

We are an experienced provider, working with both large and small employers and have a proven track record of high standard training and development. Our business support is second to none! Contact our team of experts who will help you understand the benefits of apprenticeships and to help you plan, develop and deliver your apprenticeship programmes.

Newcastle City Learning can train apprentices and your current staff in:

- Agriculture, Horticulture and Animal Care
  - Horticulture
- Business, Administration and Law
  - Business and Administration
  - Customer Service
  - Management
- Education and Training
  - Learning and Development
  - Learning Support
  - Professional Development for WBL Practitioners
  - Supporting Teaching and Learning in Schools
- Health, Public Services and Care
  - Children and Young Peoples Workforce
  - Healthcare Support Worker
  - Youth Work
- Information and Communications Technology
  - IT Application Specialist
- Retail and Commercial Enterprise
  - Facilities Management
  - Hospitality
  - Warehousing

Want to find out more?
Get in touch with Elaine or Dan on 0191 277 3506
newcastlecitylearning.ac.uk
What will you get from an apprenticeship?

newcastlecitylearning.ac.uk
#ApprenticeshipsWork

Looking to kick start or further your career?

Whatever your background an apprenticeship is a fantastic opportunity not to be missed!

Apprenticeships are not only for new starters. You can do an apprenticeship qualification whilst in employment to help develop your skills and progression opportunities.

- Great on-the-job training
- A nationally recognised qualification
- A step ahead on your career ladder

“...The apprenticeship has had a tremendous impact on my life. It has not only given me knowledge of the working world and hands on experience, but also the ambition to go on and achieve something great in my career.”

Jamie Smith  PROPS North East

Want to find out more?
Get in touch with Elaine or Dan on 0191 277 3506
newcastlecitylearning.ac.uk
New Direction is now offering a range of Pre-Apprenticeship programmes for those aged 16-18 years

“Really well paced and engaging course.”

New Direction is a programme that provides young people with real work experience as well as developing skills and gaining qualifications. Our programmes offer high quality work placements combined with in-depth industry knowledge from dedicated and experienced teaching staff.

Our programme will equip you with the skills and knowledge to move into employment, an apprenticeship or continue onto higher education. Continuous support will be provided, and a wide range of subjects are available including:

- Beauty
- Health and Social Care
- Childcare, Children and Young People’s Workforce and Support Teaching and Learning in Schools
- Warehousing
- Caretaking
- Sport
- Construction
- Business Administration
- Vehicle Mechanics
- Other areas will be available so you’re sure to find something for you!

Why choose Newcastle City Learning?

- Free courses for 16-18 year olds
- We offer a more individualised study experience
- Work experience is built into all of our programmes
- A huge range of employers support our courses
- Take part in a range of extra-curricular activities to build self-esteem, confidence and independence which can improve health and well-being
- Develop your CV

For more information or to apply contact:
Matt Crow, Westgate College, West Road, Newcastle upon Tyne, NE4 9LU.
Telephone: 0191 277 3604.
Email: matthew.crow@newcastle.gov.uk