

Back to Business Project

Course Guide

Co-financed by

**Skills
Funding
Agency**



Back to Business Project

In this booklet you will find available courses for you take part in. Each of the courses have been sorted into the different industry areas listed below.

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If you have any questions regarding the project and/or its courses, please contact your local borough project worker (details can be found at www.centrlondonconnexions.org.uk or contact B2B@rbkc.gov.uk

Business, Accounting & Finance

Business, Accounting & Finance



Course Name

Introduction to Customer Services

What will I do?

You will learn a range of skills for when working face-to-face with the public e.g. at a reception desk.

How long?

1 day

What will I get?

In-house certificate

Provider: Camden Job Train

Course Name

Enterprise - 10 Modules Programme

What will I do?

Based at Fulham FC you will learn engaging and creative ways to the operations of a business and also develop communications and problem-solving skills and working in a team.

How long?

10 hours

What will I get?

OCR Entry Level 3 in Business & Enterprise

Provider: Fulham FC Foundation



Course Name

Office Admin

What will I do?

You will get an introduction to what it's like working in an office, which includes both practical and classroom style learning.

How long?

2 days

What will I get?

NOCN Entry 3 unit Admin

Provider: TBG Learning



Course Name

Certificate in Business and Administration

What will I do?

You will learn the essentials in keeping an office running - using a computer, managing your own learning, handling phones and mail, creating business documents, welcoming visitors on reception and assisting with meetings.

How long?

6 hours per week over 6 months

What will I get?

City & Guilds Certificate in Business & Administration

Provider: London Skills Academy

Business, Accounting & Finance

**Course Name**

Computerised Accounts (Level 2)

What will I do?

You will carry out processing accounting transactions, produce customer and supplier documentation and produce reports.

How long?

2.5 hours per week for 3 months & 1 week

What will I get?

City & Guilds Computerised Accounts (level 2)

Provider: London Skills Academy

Course Name

Computerised Accounts (Level 1 Award)

What will I do?

You will learn to operate computerised accounts software to carry out routine tasks, including how to batch control sheets and being able to produce accounting reports such as a trial balance, customer activity reports and supplier details reports.

How long?

2.5 hours over 3 months and 1 week

What will I get?

City & Guilds Computerised Accounts (level 1 Award)

Provider: London Skills Academy



Childcare

Childcare



Course Name

Intro to Childcare

What will I do?

You learn how to look after children under the age of 5. This will include

- Early years development
- Cleanliness, hygiene and safety in general
- Stimulation and education
- Basics of play
- A range of career opportunities

How long?

1 day

What will I get?

In-house certificate

Provider: Camden Job Train



Construction & Engineering

Construction & Engineering



Course Name

Carpentry and Joinery Awareness Course

What will I do?

You will learn basic skills needed in carpentry & joinery. Covering

- Health & Safety
- Explanation of the main hand tools
- Basic joints
- Review of career options

How Long?

1 day

What will I get?

In-house Certificate

Provider: Camden Job Train

Course Name

Fork Lift Operator Training

What will I do?

You will gain confidence, time keeping skills, team building and social skills and key employment skills.

How long?

5 days a week

What will I get?

RTITB Certificate of Training

Provider: RJB Training Services Ltd



Course Name

Basic Construction Awareness

What will I do?

You will learn basic safety issues when working in a construction industry or building site. Covering

- Safe working environment and safe use of hand tools
- Basic modules in carpentry/joinery, plumbing, painting & decorating and bricklaying.

How long?

1-3 days

What will I get?

In-House Certificate plus CSCS card

Provider: Camden Job Train

Course Name

Bricklaying Awareness Course

What will I do?

You will learn the skills needed in bricklaying, covering:

- Health & Safety
- Explanation of the main tool in bricklaying
- Awareness of materials in bricklaying trade, including: brick, sand, cement, different textures and finishes
- Review of different bricklaying environments - sites - domestic & industrial

How long?

1 day

What will I get?

In-House Certificate

Provider: Camden Job Train

Construction & Engineering



Course Name

Plumbing Awareness Course

What will I do?

You will learn the skills needed in bricklaying, covering:

- Health & Safety
- Explanation of main tools used in the plumbing industry
- Working with pipes, joints, nuts, bolts, valves & taps
- Review of different plumbing environments - sites - domestic & industrial

How long?

1 day

What will I get?

In-House Certificate

Provider: Camden Job Train

Course Name

Introduction to Motor Vehicle skills and industry

What will I do?

You will attend the Job trains Holmes Rd Motor vehicle workshop where you will cover:

- PPE & Health & Safety in the garage
- Car safety
- Basic car maintenance checklist
- Carrying out a service
- Fuel Systems, ignition and compression
- Different makes, types and models
- Industry options and opportunities

How long?

1 day

What will I get?

In-House Certificate

Provider: Camden Job Train



Course Name

Community Improvement Laying Tracks

What will I do?

You will learn how to improve the farm site for the benefit for the local community and will cover:

- Preparing ground
- Brush Removal
- Traditional hedge laying & possibly some coppicing
- Building and installing nest boxes for wildlife

How long?

2 days

What will I get?

ASDAN Volunteering or Environment Award

Provider: Freightliners Farm

Construction & Engineering

Course Name

Community Improvement Building Ramps

What will I do?

You will learn how to improve the farm site for the benefit for the local community and will cover:

- Breaking concrete
- Shuttering
- Mixing, pouring and finishing concrete
- Building and planting beds and head rails

How long?

2 days

What will I get?

ASDAN Volunteering or Activity Award

Provider: Freightliners Farm



Course Name

Motor Vehicle studies

What will I do?

In a purpose built workshop you will:

- Get an idea of basic motor mechanics
- Learn how to risk assess a motorcycle
- Learn how to identify and maintain the basic components on a motorcycle

How long?

5 days

What will I get?

AQA Motorcycle handling and control

AQA Introduction to Motorcycle Safety

AQA Eider & Motorcycle safety checks

Provider: Sparkplug



Course Name

Introduction to Construction

What will I do?

You will be able to:

- Show increased confidence levels
- Work in a team
- Name things employers look for in a person working in construction
- Name jobs in the construction industry and list their duties
- Name tools and describe their use
- Name construction-specific health & safety rules

How long?

2 days

What will I get?

OCN: Unit 1

Provider: Construction Youth Trust

Creative & Media

Creative & Media

Course Name

Multimedia Academy

What will I do?

You will:

- Create a media portfolio
- Learn what your individual role as part of a team
- Develop an insight into creative industries
- Improve Personal, Social & Development skills
- Present ideas and innovations to friends

How long?

6 days for a half term

What will I get?

NOCN - Using Team Work Skills

Provider: Rollina Sound



Course Name

Music Headz

What will I do?

You will work on developing your talent through

- Song-writing
- Studio production
- Live performance

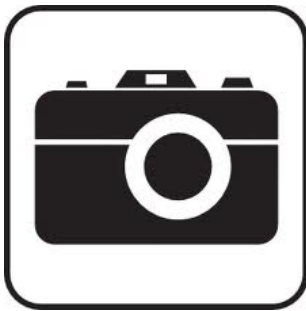
How long?

1-3 days

What will I get?

AQA in creating a music piece for others or ASDAN Expressive Arts Award qualification

Provider: Groundwork



Course Name

Podcast

What will I do?

You will create your own podcast about a subject that is important to you and learn interview skills, microphone techniques, researching, editing and tell the world what you have to say!

How long?

1-3 days

What will I get?

AQA in Communication skills

Provider: Groundwork

Course Name

Video Production

What will I do?

You will be given the opportunity to film in HD, direct, act, write, edit and produce high quality production.

How long?

1-3 days

What will I get?

AQA in making a video film

Provider: Groundwork

Creative & Media



Course Name

Beatbox

What will I do?

You will learn how to:

- Select a tune and stop it on an electric beat box
- Adjust tempo
- Use pitch control
- Select an instrument voice
- Manipulate sounds and create exciting beats by using your voice only.

How long?

1 day

What will I get?

AQA in playing an electric beat box

Provider: Groundwork

Course Name

Drama Zone

What will I do?

You will learn to express yourself through drama, role play and improve on your communication.

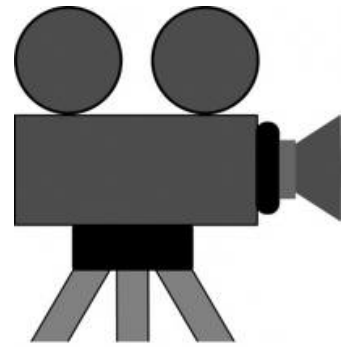
How long?

1 day

What will I get?

AQA Introduction to Drama

Provider: Groundwork



Course Name

Step into Creative Media

What will I do?

You will create:

- Blogs
- photos
- Graphic Design
- Music production
- And learn how your skills can get you into the creative industry

How long?

1 day

What will I get?

NOCN Personal Career Preparation

Provider: Rolling Sound

Creative & Media



Course Name

Art Taster

What will I do?

You will look at different art processing including:

- Painting - a self portrait which you can take away
- Graphics - understanding the world of graphics
- Lino Cutting - etching and prep
- Print Making - sampling different print making processes
- Textiles - what different materials can be used? Making your own T-shirt

How long?

1 day

What will I get?

In-House certificate - units from BTEC Art & Design

Provider: **Camden Job Train**

Course Name

Employability Workshops

What will I do?

You will learn how to create a high level CV and what it should include, how to complete application forms and how to prepare for an interview. You will take part in mock interviews, including types of questions which may be asked, what to wear and how to speak.

How long?

0.5 day

What will I get?

Participation Certificate

Provider: **Fulham FC Foundation**

Course Name

Akademi Awards

What will I do?

You will create your own artistic work whilst developing your leaderships & team working skills including:

- A dance
- Song
- Artwork
- Costume design
- Film
- Photographic portfolio

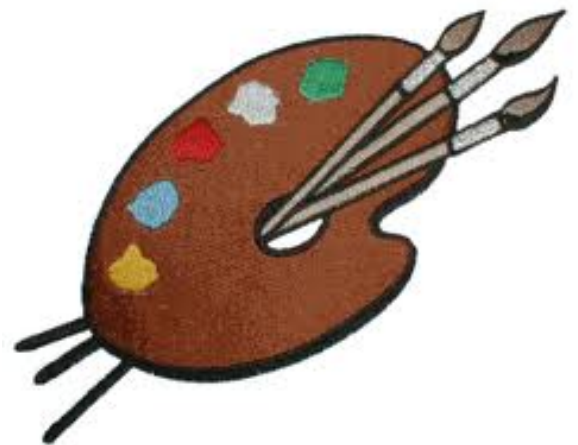
How long?

1-2 days

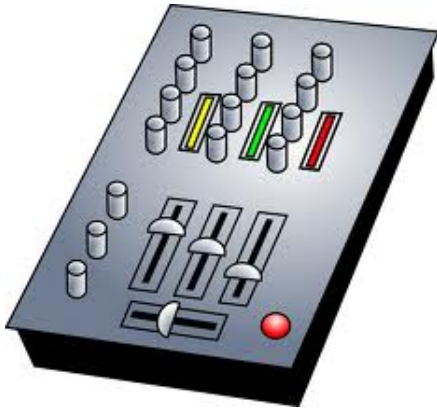
What will I get?

Arts Award Bronze, Silver or Gold (trinity Guildhall)

Provider: **Akademi**



Creative & Media



Course Name

Lyric Drama Course

What will I do?

You will increase:

- Your self-confidence
- Get an understanding of the creative production process
- Improve your team working skills

How long?

1 day a week for 6 weeks

What will I get?

AQA qualification

Provider: Lyric Hammersmith

Course Name

Step into Creative media

What will I do?

You will:

- Create our own media portfolio
- Get an insight into creative industries
- Improve personal, social, & development skills
- Work on Web, Photography & graphics music
- Prepare for a career in Media/Creative

How long?

1 day

What will I get?

NOCN Personal Career Preparation

Provider: Rolling Sound



Hair & Beauty

Hair & Beauty

Course Name

Day, Evening & Special Occasion Make up

What will I do?

You will understand Colour theory, facial structure and appearance and how to enhance with makeup application.

- Long lasting techniques for foundation & concealer
- Natural day make up application
- Glamorous evening styles
- Special occasion party make up techniques

How long?

2 days

What will I get?

LCBT Certificate (accredited by the Beauty Guild)

Provider: London College of Beauty Therapy



Course Name

Indian Head Massage

What will I do?

You will the history of Indian head massage, as well as massage techniques and a range of different movements including deep kneading & compression movements over the neck, shoulder and scalp areas, plus stimulating pressure points on the face.

How long?

3 days

What will I get?

LCBT Certificate (accredited by the Beauty Guild)

Provider: London College of Beauty Therapy



Course Name

Sudo Spray Tanning

What will I do?

You will learn the understanding of application, clean up & maintenance procedures for the tanning machine and be able to complete a full spray tan, and provide aftercare and home care related to the treatment.

How long?

1 day

What will I get?

LCBT Certificate (accredited by the Beauty Guild)

Provider: London College of Beauty Therapy



Course Name

How to do your own make up for interviews

What will I do?

You will learn the basic make up techniques, colour and facial shapes and an understanding of what is appropriate in appearance for interviews.

How long?

1 day

What will I get?

LCBT Certificate (accredited by the Beauty Guild)

Provider: London College of Beauty Therapy

Health & Safety

Health & Safety

Course Name

Emergency Life Support

What will I do?

You will get an introduction to first aid, common causes of Unconsciousness, student practice of Recovery Position, Recovery Position Assessment, CPR demonstration, practice and assessment.

How long?

4 hours

What will I get?

Emergency Life Support - (Adult) certificated/accredited

Provider: British Red Cross



Course Name

Basic First Aid (adult, Child & Baby)

What will I do?

You will get an introduction to first aid, common causes of Unconsciousness, student practice of Recovery Position, Recovery Position Assessment, CPR demonstration, practice and assessment.

How long?

7 hours

What will I get?

Basic First Aid (adult, Child & Baby) Certificated/accredited

Provider: British Red Cross

Course Name

Health & Safety

What will I do?

You will get an overview of Health & Safety and learn how to stay safe.

How long?

1 day

What will I get?

British Safety Council Level 1 Award in Health & Safety

Provider: TBG Learning

Course Name

Health, Safety and Welfare in a Fitness Environment

What will I do?

You will learn how to:

- Understand emergency procedures in a fitness environment
- Understand health and safety requirements in a fitness environment
- Understand how to control risks in a fitness environment
- Understand how to safeguard children and vulnerable adults

How long?

16 hours

What will I get?

QCF T/600/9016

Provider: YourStory

Course Name

Level 1 Award in Active, Healthy Living

What will I do?

You will learn the links between activity and better health and how to analyse your lifestyle, put together a plan to improve nutritional habits and take up opportunities of becoming more active in your daily life.

How long?

60 hours

What will I get?

Active IQ

Provider: YourStory



Hospitality & Catering

Hospitality & Catering

Course Name

Three for the price of one cooking (including food hygiene)

What will I do?

You will gain knowledge and experience of

- Practical recycling, home growing and composting, increase your knowledge of natural environment and the impact it has on people
- Practical skills in home cooking, managing on a budget and basic food safety knowledge.

How long?

2 days

What will I get?

Basic Food Hygiene Certificate

Provider: Freightliners Farm



Course Name

Be a Barista

What will I do?

You will gain knowledge and experience of practical cooking and skills in cafe service and coffee making.

How long?

2 days

What will I get?

ASDAN Activity

Provider: Freightliners Farm



Course Name

Introduction to Food, Drink and Cooking

What will I do?

You will

- Develop an awareness of a range of kitchen utensils and basic kitchen equipment
- Understand the importance of preparing balanced nutritious meals
- Understand the range of hot and cold drinks available
- Recognise fresh foods that do not need to be cooked
- Show a basic knowledge of simple cooked snacks

How long?

30 hours

What will I get?

QCF Entry Level 3

Provider: YourStory

I . T .

I.T.

Course Name

ITQ Level 2/3

What will I do?

You can choose from the following units:

- Office based applications
- I.T. Security
- I.T. Maintenance
- Multimedia based applications
- Video software and audio software

How long?

10 hours per unit

What will I get?

Edexcel ITQ Level 2/3

Provider: Action Acton



Course Name

Certificate Users Level 2

What will I do?

You will

- Develop and practice skills
- Plan your own learning to achieve personal goals
- Build your confidence and improve the skills you need at work or for everyday life
- Prepare for the national tests

How long?

6 hours per week for 9 months

What will I get?

City & Guilds Certificate in I.T. Users Level 2

Provider: London Skills Academy

Course Name

Certificate in I.T. Users Level 1

What will I do?

You will

- Develop and practice skills
- Plan your own learning to achieve personal goals
- Build your confidence and improve the skills you need at work or for everyday life
- Prepare for the national tests

How long?

6 hours per week for 9 months

What will I get?

City & Guilds Certificates in I.T. Users Level 1

Provider: London Skills Academy



Course Name

Certificate in ICT Systems Support

What will I do?

You will

- Develop and practice skills
- Plan your own learning to achieve personal goals
- Build your confidence and improve the skills you need at work or for everyday life
- Prepare for the national tests

How long?

6 hours per week for 9 months

What will I get?

City & Guilds Certificate in ICT Systems Support

Provider: London Skills Academy

Job Readiness & Work Experience

Job Readiness & Work Experience

Course Name

Work Experience programmes

What will I do?

You will experience what it is like to work in the world of work through a range of activities that an employee would do.

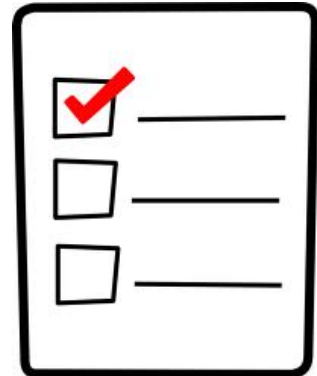
How long?

1 or 2 week block or 1 or 2 days per week for 1 school term

What will I get?

Work experience

Provider: HCS Careers Ltd



Course Name

Wexability - Work experience preparation programme

What will I do?

You will get work experience in a workplace which will cover:

- Setting personal goals - What have I got to offer
- Think Safe 2 B safe
- How to get hired not fired
- The final show

How long?

One day

What will I get?

Evidence to support the achievement of the Edexcel qualification

Provider: HCS Careers Ltd



Course Name

Fulham FC Foundation

What will I do?

You will get a better understanding and knowledge about preparing for a working life and expectations within the workplace. You will focus on managing finance, presenting personal information effectively and a workplaces values and practices.

How long?

2.5 days

What will I get?

OCR Entry Level 3, Level 1 or level 2 in Employability Skills

Provider: Fulham FC Foundation

Job Readiness & Work Experience



Course Name

Employability skills for young people with learning difficulties & disabilities

What will I do?

You will work on what employers want, rights & responsibilities at work, CV writing, interview practice, and support finding work experience placements and job searching.

How long?

5x 0.5 day sessions (over 1 intensive week or spread across more weeks)

What will I get?

OCR Entry Level 3, Level 1 or level 2 in Employability Skills

Provider: Toucan Employment

Course Name

Employability Skills

What will I do?

You will learn what you need to do to look for work successfully.

How long?

2 days

What will I get?

NOCN Level 1 unit Admin - Employability Skills

Provider: TBG Learning

Course Name

Team Working: A key employability skill

What will I do?

You will understand what it means to work as part of a team, what your strengths and weaknesses are and be able to work positively as a team member.

How long?

1.5 days

What will I get?

Edexcel BTEC Work Skills (Entry 3)

Provider: London College of Beauty Therapy



Course Name

Award in Exploring Employability Skills Entry 2

What will I do?

You will have the opportunity to:

- Check your skill level
- Develop and practise skills
- Plan your own learning to achieve personal goals
- Build your confidence and improve the skills you need at work for everyday life
- Prepare for national tests
- Gain a national qualification

How long?

2.5 hours per week over 6 months

What will I get?

NCFE Award in Exploring Employability Skills

Job Readiness & Work Experience

Course Name

Certificate in Exploring Employability Skills Entry 2

What will I do?

- Check your skill level
- Develop and practise skills
- Plan your own learning to achieve personal goals
- Build your confidence and improve the skills you need at work for everyday life
- Prepare for national tests
- Gain a national qualification

How long?

3.5 hours each week for 9 months

What will I get?

NCFE Certificate in Exploring Employability Skills

Provider: London Skills Academy



Course Name

Employability Workshops

What will I do?

You will learn how to create a high level CV and what it should include, how to complete application forms and how to prepare for an interview. You will take part in mock interviews, including types of questions which may be asked, what to wear and how to speak.

How long?

0.5 day

What will I get?

Participation Certificate

Provider: Fulham FC Foundation Ltd

Course Name

Foot in the door - work placements

What will I do?

You will work with an adviser to create/update your CV, attend a Customer service training session, interview techniques training, and basic IT skills including job searching. Then you will be placed in a work placement for 3 weekends in a row.

How long?

3.5 hours each week for 9 months

What will I get?

NCFE Certificate in Exploring Employability Skills

Provider: Southwark Works (JCCS Ltd)



Course Name

Work Experience

What will I do?

You will get a taster of working life by spending time with Fulham FC Foundation, which will include a mix of office tasks and practical experience

How long?

1 week

What will I get?

Work experience

Provider: Fulham FC Foundation Ltd

Other

Other

Course Name

Volunteering

What will I do?

You will get an opportunity to gain new experiences across different Fulham FC Foundation Projects.

How long?

8 hours

What will I get?

Participation Certificate, possible AQA award certificate

Provider: Fulham FC Foundation Ltd

**Course Name**

Caring for Animals

What will I do?

You will get a basic knowledge of the needs of domestic animals and how people provide for these needs.

How long?

2 days

What will I get?

ASDAN Activity

Provider: Freightliners Farm



Personal Development & Basic Skills

Personal Development & Basic Skills



Course Name

Everyday Maths & English

What will I do?

You will develop and build your confidence to solve problems, use numbers and create written pieces of work.

How long?

2 days

What will I get?

NOCN Step Up (Skills towards Enabling Progression) for ages 14 plus
NOCN Entry & Level 1 Award in Progression for ages 16 plus

Provider: Positive Action Pathways

Course Name

Literacy

What will I do?

Learn how to improve your life and employability skills through words

How long?

2.5 hours fortnightly

What will I get?

Edexcel Numeracy E1 – L2

Provider: Action Acton

Course Name

Numeracy

What will I do?

Learn how to improve your life and employability skills through numbers

How long?

2.5 hours fortnightly

What will I get?

Edexcel ITQ L2/L3

Provider: Action Acton

Course Name

ESOL

What will I do?

Learn how to improve your life and employability skills through language

How long?

2.5 hours fortnightly

What will I get?

Edexcel Literacy E1 – L2

Provider: Action Acton

Course Name

Induction Module

What will I do?

You learn new ways of learning so that you can get the best out of education

How long?

8 Days

What will I get?

NOCN Progression Award

Provider: Westminster Kingsway College

Course Name

Numeracy Level 1

What will I do?

You will learn how to

- work out basic calculations and produce tables
- measure shapes & space
- handle data by using graphs and charts

How long?

2.5 hours every week for 6 months

What will I get?

City & Guilds Certificate in Adult Numeracy

Provider: London Skills Academy

Personal Development & Basic Skills

Course Name

Numeracy Level 2

What will I do?

You will:

- develop & practice skills you need for work and everyday life
- plan your own learning to achieve your own goals
- build your confidence
- prepare for nation tests

How long?

2.5 hours every week for 6 months

What will I get?

City & Guilds Certificate in Adult Numeracy

Provider: London Skills Academy

Course Name

Literacy Level 1

What will I do?

You will focus on your reading, writing, speaking and listening skills and learn how to:

- write letters & fill in forms
- give directions
- practice spelling

How long?

2.5 hours every week for 6 months

What will I get?

City & Guilds Certificate in Adult Literacy

Provider: London Skills Academy



Course Name

Survival

What will I do?

You will learn how to

- Build a shelter
- Hunt
- Learn about local wildlife
- Track
- Create a fire

How long?

1 day

What will I get?

AQA introduction to Bushcraft (76706)

Provider: Groundwork

Course Name

Literacy Level 2

What will I do?

You will learn to further demonstrate your speaking, listening, reading and writing skills by Sourcing information from:

- Dictionaries
- Reference books
- The Internet
- Reading
- Practice speaking, writing and listening

How long?

2.5 hours every week for 6 months

What will I get?

City & Guilds Certificate in Adult Literacy

Provider: London Skills Academy

Personal Development & Basic Skills

Course Name

The Apprentice

What will I do?

You will learn how to

- Manage a budget
- marketing
- Project design
- Selling

How long?

2 days

What will I get?

AQA- Business and Enterprise unit 1 (70325)

Provider: Groundwork

Course Name

GOALS

What will I do?

You will learn how to

- Build healthy self esteem
- Understand your personal motivations
- Take responsibility for your future

How long?

2 days

What will I get?

OCN

Provider: Groundwork

Course Name

Campaign Workshops

What will I do?

You will look at

- Campaign styles
- Developing a campaign
- Putting your ideas into a campaign format

How long?

1 day

What will I get?

AQA – Introduction to politics (72125)

Provider: Groundwork

Course Name

Step Up

What will I do?

You will

- Identify your strengths for to move up
- Work out your potential to move up to further /higher education
- Learn progression routes
- Recognise your learning achievements

How long?

2 days a week for 3 months

What will I get?

NOCN Level 1 award-certificate

Provider: Brixton Vox

Course Name

Enterprise Challenge

What will I do?

You will be split into teams and given roles, similar to those within a Football club's ticketing department. Working in your teams you will have to think of ways to solve a real-life problem

How long?

0.5 or 1 day

What will I get?

Participation Certificate

Provider: Fulham FC Foundation Ltd

Personal Development & Basic Skills

Course Name

Double Club

What will I do?

You will improve your literacy & numeracy skills through engaging indoor football related activities

How long?

3 hours per week for 1 term

What will I get?

Participation Certificate

Provider: Fulham FC Foundation Ltd

**Course Name**

Educational Camps

What will I do?

You will look at fun learning experiences in classrooms & be coached by Fulham Coaches

How long?

5 days a week

What will I get?

Participation Certificate

Provider: Fulham FC Foundation Ltd

Course Name

Healthy Living

What will I do?

You will learn:

- The importance of being healthy
- How to be healthy
- How to improve your lifestyle after reflecting on it

How long?

3 hours per week

What will I get?

Life Skills qualification at EL3 or Level 1

Provider: Fulham FC Foundation Ltd

Course Name

IAG

What will I do?

You will learn how to:

- Address & overcome barriers to learning
- Make realistic and well informed choices about your future

How long?

Flexible

What will I get?

Support on Information Advice and Guidance

Provider: Fulham FC Foundation Ltd

Course Name

Bushcraft Re-engage & Uplift I

What will I do?

You will learn how to:

- Reflect on & overcome different environments & challenges
- Work with others in order to reach shared goals
- Face new experiences with confidence
- Take responsibilities for yourself & your team mates
- How to conduct yourself safely and responsibly outside

How long?

3 days

What will I get?

Certificate Level 2

Provider: The Challenger Trust

Personal Development & Basic Skills

Course Name

Entrepreneurial Planning

What will I do?

You will

- Choose an activity
- Cost & promote your enterprise product or service
- Learn skills to promote or plan products in retail

How long?

1.5 days

What will I get?

Edexcel BTEC WorkSkills (Entry 3) Unit 23: Planning an Enterprise Activity

Provider: London College of Beauty Therapy

Course Name

Personal & Social Development Qualification Entry Level 3

What will I do?

You will

- Become confident and physically, emotionally and socially healthy
- Become a responsible citizen, making a positive contribution to society
- Manage risk along with your own well being
- Recognise skills for life

How long?

60 hours

What will I get?

ASDAN

Provider: YourStory

Course Name

Greener Living

What will I do?

You will gain knowledge of

- practical recycling
- home growing
- composting

How long?

2 days

What will I get?

ASDAN Environment Award

Provider: Freightliners Farm



Course Name

Positive Action

What will I do?

You will

- Learn how to resolve conflicts in a positive way
- Explore self and career goals
- Build on your soft/employability skills

How long?

2 days

What will I get?

College Certificate

Provider: Lambeth College

Retail

Retail

Course Name

Introduction to Retail Industry

What will I do?

You will get an introduction to London's vibrant retail sector. Learning the skills and responsibilities involved in working in shops.

How long?

1 day

What will I get?

In-house Certificate

Provider: Camden Job Train

**Course Name**

Introduction to Retail Careers and Skills

What will I do?

You will get an idea of what a retail career is like and the find out how you go about getting into the industry.

How long?

1.5 days

What will I get?

Edexcel BTEC WorkSkills *(entry 3) Unit 11: Career Progression

Provider: London College of Beauty Therapy



S p o r t

Sports



Course Name

Education Stadium Tours

What will I do?

You will learn what is involved in running a football club, learning about the different departments and their roles.

How long?

1 hour

Provider: Fulham FC Foundation Ltd

Course Name

FA Level 1 in Football Coaching

What will I do?

You will understand what being a good coach is, how to deliver a session, importance of planning, preparing and evaluating sessions.

How long?

3 days

What will I get?

FA Level 1 in Football Coaching

Provider: Fulham FC Foundation Ltd



Course Name

Sports Leaders Award

What will I do?

You will learn skills to contribute to making a successful leader, including how to communicate effectively, how to be organised and plan and prepare for sessions in advance.

How long?

Level 1 - 33 hours

Level 2 - 42 hours

What will I get?

Sports Leader Awards Level 1 or Level 2

Provider: Fulham FC Foundation Ltd

Course Name

Introduction to Sports

What will I do?

You will get a taster to see what its like to work in sport including Physio, Coaching, or Sports Journalism.

How long?

1 day

What will I get?

In-house certificate

Provider: Camden Job Train



Course Name

Level 2 Award in Instructing Circuit Sessions

What will I do?

You will

- Learn the safety considerations when teaching circuit training sessions
- Plan and instruct safe and effective circuit training sessions
- Demonstrate a range of communication and evaluation skills appropriate for the circuit training session
- Undertake an evaluation of your own performance and prepare an action plan improvement.

How long?

25 hours

What will I get?

Active IQ

Provider: YourStory