



**Providing high-quality
full-time study programmes
for 16-18 year olds.**



Contents page

Welcome	3
Full-time study programme courses.....	4 - 5
Level 1 Certificate Caring for Children	6
Level 2 Diploma Early Years Practitioner	7
Level 1 Certificate Customer Service	8
Level 1 Certificate Construction	9
Level 1 Certificate Animal Care	10
Level 2 Certificate Animal Care	11
Level 1 Certificate Health and Social Care.....	12
Why choose Access Training?	13
Frequently asked questions.....	14 - 15



Welcome

Corrina Hembury,
Managing Director



Thank you for your interest in joining Access Training and embarking on a journey of learning and growth. We're dedicated to helping young people reach their full potential through training, support and guidance.

We strongly believe that every person deserves the opportunity to success, which is why we're committed to providing the necessary resources and support to help you develop the skills and knowledge you need to have a fulfilling career.

Our track record speaks for itself. 98% of our learners recommend us, we have consistently high learner achievement rates which are above the national average, and we have a 'Good' rating from Ofsted.

Our personal development program will help you grow and strengthen your self-assurance, give you the opportunity to try new things, meet new people, and develop essential skills that will benefit you in both your personal and professional life. You'll have the chance to discover your passions and gain the confidence to pursue job opportunities.

As someone who began my own career as an apprentice, I am proud to be able to support and guide so many learners in building their own careers. I am excited to see you start your learning journey with us and look forward to watching you grow and succeed.

Full-time study programme courses

Are you looking for a change from traditional sixth form education? If so, a full-time study programme may be the perfect fit for you. At Access Training, we offer courses for 16-18 year olds who are ready to gain a recognised qualification and hands-on work experience.

Our study programmes provide further education in your chosen career path and also offer the opportunity to obtain English and maths qualifications if needed. We offer a variety of courses to cater to different interests and career goals.



Level 1 Certificate Caring for Children

For people interested in working with children and young people, this is the ideal course. It provides a head-start in this fulfilling sector and prepares you for working in early years or education settings.

Level 2 Diploma Early Years Practitioner

This course delves into the development of children and covers important topics such as play, safeguarding, and health and safety. We also assist you in securing a work placement to fulfill the requirements of the course.

Level 1 Certificate Customer Service

This course is designed to allow you to learn, develop and practise the skills and knowledge required by you to deliver quality customer service in any environment.

Level 1 Certificate Construction

For people interested in the construction industry, our Level 1 Certificate in Construction is a perfect starting point. It familiarises you with the industry and prepares you for higher level qualifications in the construction sector.

Level 1 Certificate Animal Care

If your passion lies in working with animals, this course offers a great introduction to the sector. You will learn about caring for small animals and even help out at a local farm to gain work experience.

Level 2 Certificate Animal Care

This course is perfect for anyone looking to enter the animal care industry. It will provide the essential skills and knowledge to succeed. Plus, this course includes a work placement, giving you valuable hands-on experience.

Level 1 Certificate Health and Social Care

This course builds knowledge, confidence and transferable skills, supporting entry-level employment for anyone considering a career working in adult health and social care.

Level 1 Certificate Caring for Children

Do you dream of a career in childcare? This course is designed for individuals like you who are eager to gain the necessary skills to achieve their goals.

This course covers various topics, such as the growth and development of young children, and how to provide engaging activities that aid in a child's development. Additionally, you will acquire personal learning skills, an understanding of equality, health and safety measures, and effective communication techniques.

Course Details

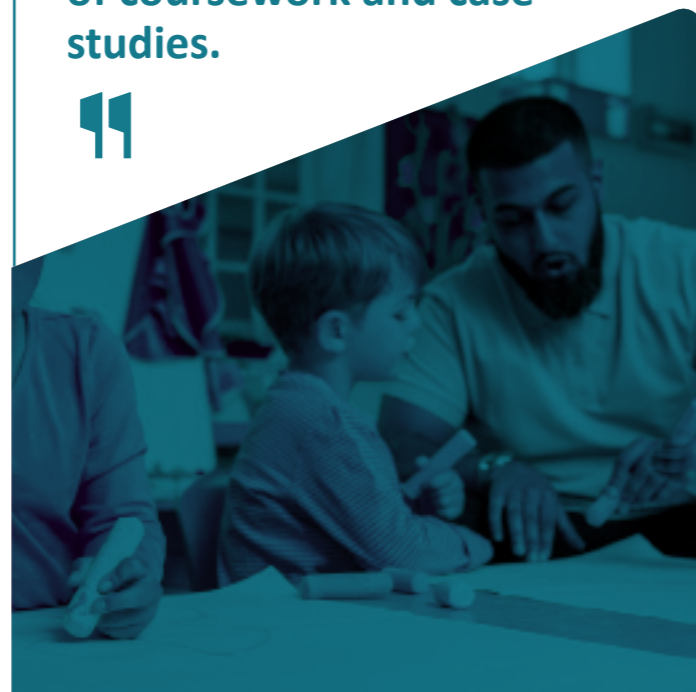
Location:	Nottingham city centre
Duration:	Three days a week. The course will last one academic year and take place during term time only.
Teaching and assessments:	Case studies and coursework

You will cover the following topics:

- Confidence building for young children through play
- Growth and development of young children
- Sharing learning experiences with children
- Human growth and development
- Respecting and valuing children
- Children's play and leisure activities in the community
- Supporting babies to play
- Craft activities for young children
- Musical activities for young children
- Practical health and safety when with young children
- Finding out about Forest Schools
- Understanding learning and development through play
- Contribute to healthy living
- Healthy eating for families
- Exploring a vocational area for own development
- Maths and English (if required)
- Preparing for your next steps.



You can expect to receive great tuition and support throughout the course, which will include a variety of coursework and case studies.



Level 2 Diploma Early Years Practitioner

This is a comprehensive program aimed at enhancing your growth, expertise, and abilities in caring for and fostering the learning and development of children between the ages of 0 and 5. This course explores the various stages of child development and includes subjects such as children's play, safeguarding, and promoting health and safety. We'll assist you in securing a work placement to fulfill the course's requirements.

You will cover the following topics:

- Exploring roles and development
- Child development
- Safeguarding
- Health and safety
- Promoting health and wellbeing
- Effective communication
- Supporting activities
- Understanding SEN
- Working with others
- Maths and English (if required).

Work placement and DBS check

During the course, learners are required to demonstrate proficiency in both practical skills and theoretical knowledge. As such, you will complete a work placement in a school or early years setting to gain hands-on experience. Access Training will assist you to find a suitable placement and will cover the cost of a Disclosure and Barring Service (DBS) check, which is necessary for safeguarding purposes.

Access Training will fund DBS checks when needed to work with children.

These childcare courses could lead to the following employment opportunities:

- Early years assistant
- Preschool assistant
- Playgroup assistant
- After school assistant
- Childminder assistant
- Childminder.



We'll assist you in securing a work placement.



Level 1 Certificate Customer Service

The Level 1 Certificate in Customer Service aims to equip you with the necessary skills and knowledge to provide quality customer service in any setting. Through this course, you will have the opportunity to learn, improve and apply your customer service skills.

Course Details

Location:	Nottingham city centre
Duration:	Three days a week including a work placement. The course will last one academic year and take place during term time only.
Teaching and assessments:	Case studies and coursework

You will cover the following topics:

- Legislation, regulation and procedures to follow in customer service
- Working in customer service
- Understand how to deal with queries and requests
- Communicate customer problems with others
- Handle telephone calls from customers
- Communicate effectively with customers
- Maths and English (if required).

You will attend classes for three days a week to study customer service theory, and maths and English (if required). During the course, you will also have the opportunity to attend a suitable work placement, depending upon your attitude and performance.

What careers can this course lead to?

This qualification is generic to any industry in customer service and could lead to the following jobs:

- Customer service employee
- Telephone call centre operator
- Retail or leisure centre customer contact.

Entry requirements are flexible although students are expected to be able to read and write.



Level 1 Certificate Construction

The Level 1 Certificate in Construction is an ideal course for individuals aged 16 to 18 who wish to acquire a diverse range of skills and gain a comprehensive understanding of different trades.

This program aims to provide a fundamental understanding of the construction industry and develop the necessary skills to pursue advanced qualifications in the field. Our team of experienced trainers, combined with hands-on practical training and valuable work experience opportunities, will equip you with the knowledge and skills to jumpstart your career in construction.

Course Details

Location:	Nottingham city centre
Duration:	Three days a week. The course will last one academic year and take place during term time only.
Teaching and assessments:	Coursework and practical within the workshop

You will cover the following topics:

- Introduction to health and safety in construction
- Introduction to the construction industry
- Fixing architraves and skirtings
- Constructing block walling
- Painting and wallpapering
- Applying decorative effects
- Painting a panelled door
- Tiling a plain wall
- Constructing a half brick wall
- Constructing half brick return corner
- Constructing one brick walling of six courses
- Laying block paving
- Maths and English (if required).



All of our trainers are experienced in the construction industry and will pass on a wealth of information and knowledge to get you work ready.



Level 1 Certificate Animal Care

This course is designed for individuals who have a strong interest in animals and aspire to have a career in this field. It provides a broad overview of the animal care industry and teaches students how to care for small animals. Students will also have the opportunity to visit a farm regularly as part of the course.

Course Details

Location:	Nottingham city centre
Duration:	Three days a week. The course will last one academic year and take place during term time only.
Teaching and assessments:	Case studies and coursework

You will cover the following topics:

- Assist with animal accommodation
- Assist with feeding and watering animals
- Assist with the care of animals
- Principles of the care of animals
- Check that a small animal is healthy
- Maintain the safety of self and others in the workplace
- Maths and English (if required).



You will have the opportunity to visit a farm regularly to gain work experience and build your confidence.



Level 2 Certificate Animal Care

The Level 2 Certificate in Animal Care is perfect for anyone looking to enter the animal care industry. Whether you want to work in kennels, pet shops, animal rescue centres or zoos, this course provides the essential skills and knowledge to succeed. Plus, this course includes a work placement, giving you valuable hands-on experience in a real animal care setting.

Course Details

Location:	Nottingham city centre
Duration:	Three days a week including a work placement. The course will last one academic year and take place during term time only.
Teaching and assessments:	Case studies and coursework.

You will cover the following topics:

- Animal health and welfare
- Feeding and nutrition
- Safe handling and restraint techniques
- Animal accommodation and enrichment
- Workplace health and safety
- Employment skills for the animal care sector.

Work placement

During the course, learners are required to demonstrate proficiency in both practical skills and theoretical knowledge. As such, you will complete a work placement in an animal care setting to gain hands-on experience. Access Training will assist you to find a suitable placement.



We'll assist you in securing a work placement.



Level 1 Certificate Health and Social Care

This Level 1 Certificate introduces the Health and Social Care sector, exploring care settings, key roles, principles and values. It builds knowledge, confidence and transferable skills, supporting entry-level employment or progression for anyone considering a career working in adult health and social care.

Course Details

Location:	Nottingham city centre
Duration:	Three days a week. The course will last one academic year and take place during term time only.
Teaching and assessments:	Case studies and coursework

You will cover the following topics:

- Understand the range of service provision and roles
- Introductory awareness of person-centred support
- Understand the principles and values
- Introductory awareness of equality and inclusion
- Awareness of protection and safeguarding
- Introduction to communication
- Introductory awareness of health and safety
- Introductory awareness of working with others
- Introductory awareness of the importance of healthy eating and drinking for adults
- Maths and English (if required).



We limit class sizes to a maximum of 12 learners.



Why choose Access Training?

Established in 1983 in Nottingham, Access Training has emerged as the leading independent training provider in the East Midlands. Our track record of successfully guiding learners towards apprenticeships or employment speaks for itself.

We strive to create a welcoming and nurturing learning atmosphere for our learners. To ensure individual attention and quality training, we maintain small class sizes.

Life skills

We have designed a Personal Development Programme which will boost your confidence and prepare you for the diverse world we live in.

Developing life skills is important for our growth and happiness. It not only helps us in personal development, but also in maintaining good health and wellbeing.

We understand the importance of trying new experiences and activities in building confidence and developing life skills. Therefore, we encourage our learners to engage in a variety of activities that will help them in their personal growth. To further support this, we organise trips and events to enhance the learning experience.



Frequently asked questions

Age requirements

You must be under 19 on 31st August and not in full-time education.

Entry requirements

Entry requirements are flexible although students are expected to be able to read and write.

Can I apply if I have an EHCP plan?

We would assess your application to ensure we can meet your level of requirements.

Where are the courses delivered?

All lessons are delivered face-to-face at our training facility in Nottingham City Centre.

Access Training, Cawley House, 96 Cliff Road, Nottingham, NG1 1GW.

How long are the courses?

Most of the full-time courses last one academic year and take place during term time only.

When do I enrol?

Courses begin in September.

Do I get paid?

No, but bursary support may be available.

Am I entitled to any other financial support?

You may be entitled to a bursary of £1,200 if you complete 30 weeks of study in one year.

Are these courses free?

Yes, you will not be expected to pay for the course.

Can I be in full-time employment at the same time?

No, but you will be able to have a part-time job as long as it doesn't interfere with your study or work placement timetable.

What options are available to me after completion?

Opportunities may be available to progress to an apprenticeship. We will be able to assist in matching you with a suitable employer.

For more information about our services, contact us to speak to our Engagement team

 **0330 002 6266**

 **info@atem.co.uk**

 **www.atem.co.uk/full-time-courses**



**98% Learner
recommended rate**



**94% Learner
success rate**



**1,000+ Learners
supported every year**