

Children and Young People's Workforce Certificate

For people

- working in this area
- looking to enter the workforce *

* You will need access to a work placement



Award in Emergency First Aid at Work Level 2



Develop your First Aid skills so you can take initial action to deal with health emergencies that might occur at work.

Award in Paediatric First Aid Level 2



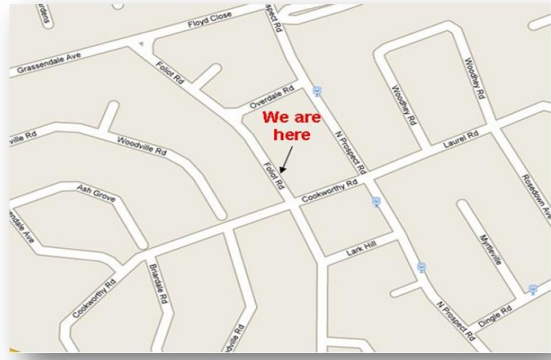
A qualification designed for

- people working with children
- parents

Providing you with the knowledge, understanding and skills to provide first aid and longer term care.

NEW FROM SEPT 2011

**CPD for teachers & trainers — Level 4
Using Technology in Teaching & Learning**



North Prospect Community Learning Ltd.
North Prospect Community Centre,
Foliot Road, North Prospect,
Plymouth. PL2 2JS
01752 551862



One day accredited courses

Courses leading to a National Award

- Principles of COSHH L2
- Risk Assessment L2 /3
- Manual Handling Principles & Practice L2
- Food Safety in Catering L1/2
- Supervising Food Safety
- Healthier Foods & Special Diets L2
- Fire Safety Awareness L1/2

Personal Development Courses:

Marketing Chairing Meetings Minute Taking
Community Development Project Management

North Prospect Community Learning



Bringing brighter community prospects

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Plymouth. PL2 2JS



We offer courses and activities for everyone

Call us on 01752 551862

UK **onlinecentres**



FREE Computing Courses



- ❑ take your first steps with computers and the internet



we make getting online easy

Individual Advice and Guidance (IAG)



Career guidance can help you to make choices about work, education and training.

Business and Administration Levels 1/2

There are NVQs in Business and Administration to suit everyone.*

*you will need a work placement



FREE Literacy Courses

Study at a level to suit you – improve your reading and writing and gain a qualification.

FREE Numeracy Courses

Learn about numbers, measures and shape. Study at a level to suit you and gain a qualification.

Join our Work Club

- ❑ develop your skills and confidence
- ❑ get help with all aspects of finding work

We can help with:

online searches, applications, your CV and interviews.



ITQ Levels 1/2/3

Your chance to learn new computer skills and gain a valuable qualification.

The ITQ course is the perfect way to

- ❑ improve your job prospects
- ❑ feel more comfortable using a computer at home



IT Short Courses—using Microsoft Office

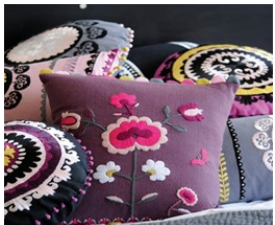
These qualifications in IT assess skills in

- ❑ using ICT systems
- ❑ finding and selecting information
- ❑ developing, presenting and communicating information



Craft Courses

- ❑ learn basic sewing and make a cushion cover
- ❑ alter and mend clothes and learn how to make your own
- ❑ learn cross stitch, crochet embroidery and knitting



Health and Safety in the Workplace Level 2

- ❑ gain knowledge and understanding of health and safety issues
- ❑ play your part in promoting a health and safety culture
- ❑ suitable for a wide range of vocational areas



We also offer courses in card making and more