



Opportunities for 14 –16 year olds in Lambeth schools

Additional Learning Programmes 2006 – 2008



Additional Learning Programmes 2006 – 2008



Contents

Page

- ▶ 2 Introduction
- ▶ 4 Business Administration and Finance
- ▶ 5 Construction and the Built Environment
- ▶ 7 Creative and Media
- ▶ 9 Engineering
- ▶ 12 Hair and Beauty
- ▶ 13 Health and Social Care
- ▶ 16 Hospitality and Catering
- ▶ 17 Information and Communication Technology
- ▶ 18 Public Services
- ▶ 19 Retail
- ▶ 20 Sport and Leisure
- ▶ 22 Travel and Tourism
- ▶ 23 Other categories
- ▶ 24 Teachers' notes





Dear student

This guide contains information on courses that are being made available to all 14-16 year old school students in Lambeth, in addition to those courses being offered to you in school. This means that for most of the week you will be studying at school, but you may supplement your school curriculum with programmes being offered by other learning providers.

The programmes offered in this guide generally last for one or two years and lead to a qualification recognised by employers. You will spend 3-6 hours a week on a chosen programme.

What are the advantages?

- a greater choice of subjects to choose from
- opportunities to gain vocationally relevant skills and qualifications
- find out about further education or training opportunities in your chosen area

This guide tells you about:

- the different programmes available
- qualifications you may gain
- content of the teaching programmes
- when and where they take place
- how you may progress on successful completion of a course

Who are they for?

Each programme has its own entry criteria, which describe the skills and attitudes required for that course. In general however, you should:

- have a genuine interest in the area you have chosen
- be prepared to work hard
- be mature enough to cope with being in an environment other than your school

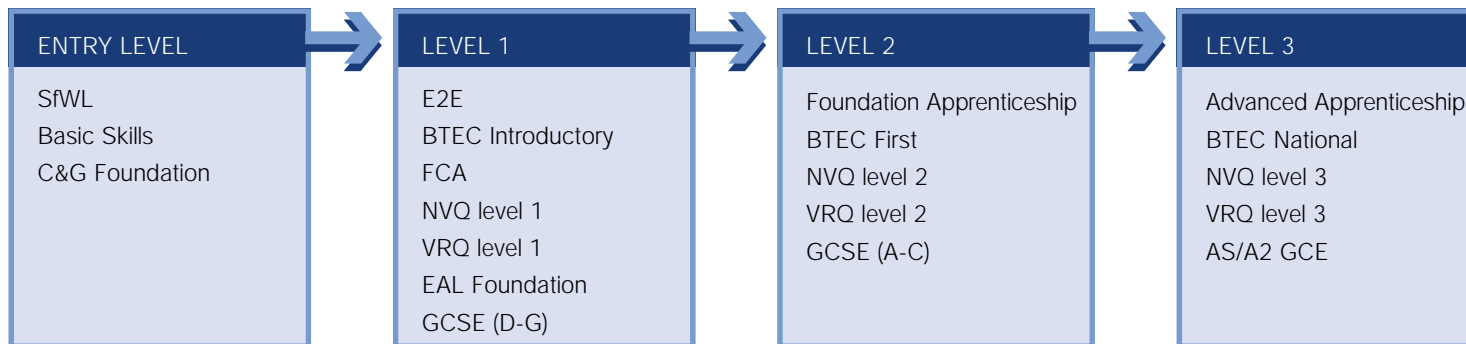
You may be asked to sit tests or undertake activities for some providers to demonstrate that you are working at a level required by the course.

Making your choice

Discuss your options with your parents and teachers. For the latest information on courses available, go to:

www.lambeth14-19.org

► Progression Routes



The levels are not linked to age. **Each individual progresses through the levels at a rate that suits them.**

You do not need to stay in one subject area, throughout. You may decide to change the areas you are studying, although you may sometimes have to stay down a level to do this.

► Glossary

ABC = Awarding Body Consortium	GCE = General Certificate of Education
BTEC = Business and Technician Education Council	GCSE = General Certificate of Secondary Education
C&G = City and Guilds	NCFE = Northern College of Further Education
CIEH = Chartered Institute of Environmental Health	NVQ = National Vocational Qualification
E2E = Entry to Employment	OCN = Open College Network
EAL = EMTA Awards Ltd	OCR = Oxford and Cambridge and RSA
EDI = Educational Development International	SfWL = Skills for Working Life
e-quals = IT qualifications	VRQ = Vocationally Relevant Qualification
FCA = Foundation Construction Award	VTCT = Vocational Training Charitable Trust

► Business Administration and Finance

On gaining a qualification

students may sign up for an apprenticeship or enrol for courses at the next level in the same or related area, eg from business administration, you could progress into book-keeping and accountancy.

You could work in

virtually any employment sector in public, private or voluntary organisations, helping to manage IT-based information and dealing with all kinds of correspondence. You could also go into retail, working in shops, markets, mail order or internet companies.

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Business Administration and Keyboarding</p> <ul style="list-style-type: none"> ■ Office organisation ■ Use of commercial documents ■ Internal and external communication ■ Storage and retrieval of information ■ Basic keyboarding skills 	<p>Business Administration EDI</p> <p>Keyboarding ABC</p> <p>LEVEL 1</p>	<p>3.5 hrs per week</p> <p>36 wks per year</p> <p>1 year</p>	<p>Friday 9.00am – 1.00pm</p> <p>TBG Learning, Lyham Road SW2</p>	<ul style="list-style-type: none"> ■ Literacy and numeric ability at entry level 2/3 ■ Willing to learn ■ Keen to develop IT skills
<p>Business, Retail and Administration</p> <ul style="list-style-type: none"> ■ Starting work in business, retail and administration ■ Introduction to customer service ■ Personal effectiveness ■ Introduction to retail 	<p>BTEC Introductory Certificate in Business, Retail and Administration</p> <p>LEVEL 1</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>1 year</p>	<p>Wednesday 1.00pm – 4.00pm & Friday 9.00am – 12.00pm</p> <p>Southwark College, Waterloo Centre</p>	<ul style="list-style-type: none"> ■ Interest in chosen subject ■ Capable of achieving level 1 qualification ■ Literacy and numeric ability at entry level 2/3

► Construction and the Built Environment

www.lambeth14-19.org ►

On gaining a qualification

students may sign up for an apprenticeship or enrol for courses at the next level in the same or related area, eg from plumbing you could progress into engineering or the creative industries.

You could work in

the construction of new buildings, maintenance and repair of existing buildings, furniture production, interior design, conservation of very old buildings or construction of sets for theatre, film, television or fashion. You could work for a company, or as many in this industry do, be self-employed.

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Building Crafts</p> <ul style="list-style-type: none"> ■ Handling and storing materials and components ■ Removing and replacing fixtures and fittings ■ Cutting, laying and fixing components ■ Mixing materials ■ Applying finishing materials 	<p>C & G Foundation Certificate in Building Craft Occupations</p> <p>ENTRY LEVEL</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>1 year</p>	<p>Any day 9.00am – 3.00pm</p> <p>Newstart, Ilderton Road, SE15</p>	<ul style="list-style-type: none"> ■ Good practical skills ■ Interested in construction



► Construction and the Built Environment

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Carpentry and Joinery</p> <ul style="list-style-type: none"> ■ Handling and storing resources ■ Contributing to work relationships ■ Preparation and use of portable power tools ■ Maintenance and use of woodworking hand tools ■ Use of basic wood jointing techniques 	<p>C & G Foundation Certificate in Carpentry and Joinery</p> <p>ENTRY LEVEL</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>1 year</p>	<p>Any day 9.00am – 3.00pm</p> <p>Newstart, Ilderton Road, SE15</p>	<ul style="list-style-type: none"> ■ Good practical skills ■ Interested in construction
<p>Construction</p> <ul style="list-style-type: none"> ■ Carpentry and joinery ■ Brick-laying and cement-mixing ■ Painting and decorating ■ Knowledge and understanding of building crafts 	<p>C & G Construction Foundation Award</p> <p>LEVEL 1</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>2 years</p>	<p>Friday 10.00am – 4.00pm</p> <p>Lambeth College, Vauxhall Centre</p>	<ul style="list-style-type: none"> ■ KS3 SATs at level 4 or above ■ Good numeric ability ■ Good practical skills ■ Interested in construction

► Creative and Media

On gaining a qualification

students may sign up for an apprenticeship or enrol for courses at the next level in the same or related area, eg from art & design, you could progress into textiles or engineering.

You could work in

fashion, theatre, film, video, advertising, manufacturing, museums and art galleries, graphic design, website design, interior design, art and drama therapy, education, youth and community work.

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
Art and design <ul style="list-style-type: none"> Exploring visual language in art, design and media Exploring materials, techniques and processes in art, design and media Graphics, 2-D and 3-D product design 	BTEC Introductory Certificate in Art and Design LEVEL 1	5 hrs per week 36 wks per year 1 year	Wednesday 1.00pm – 4.00 pm & Friday 9.00am – 12.00pm Southwark College, Waterloo Centre	<ul style="list-style-type: none"> Interest in chosen subject Skilled in art and design 2-D work Capable of passing a level 1 qualification Literacy and numeric ability at entry level 2/3



► Creative and Media



Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Performing Arts</p> <ul style="list-style-type: none"> ■ Performance in dancing, acting, singing ■ Writing plays ■ Choreography 	<p>BTEC Introductory Certificate in Performing Arts</p> <p>LEVEL 1</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>1 year</p>	<p>Wednesday 1.00pm– 4.00pm & Friday 9.00am – 12.00pm</p> <p>Southwark College, Bermondsey Centre</p>	<ul style="list-style-type: none"> ■ Interest in chosen subject ■ Physical fitness ■ Ability to take constructive criticism and to work on improving skills ■ Capable of passing a level 1 qualification ■ Literacy and numeric ability at entry level 2/3

► Engineering

On gaining a qualification

students may sign up for an apprenticeship or enrol for courses at the next level in the same or related area, eg from engineering you can go into electronics, media or construction.

You could work in

garages, transport organisations, manufacturing, computer maintenance and repair, domestic and office equipment maintenance, construction, electronics, sound engineering, medical engineering and product design.

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
Electronics <ul style="list-style-type: none"> ■ Starting work in engineering ■ Developing engineering skills ■ Personal effectiveness ■ Electronic assembly and electrical wiring 	BTEC Introductory Certificate in Engineering (Electronics) LEVEL 1	5 hrs per week 36 wks per year 1 year	Wednesday 1.00pm – 4.00pm & Friday 9.00am – 12.00pm Southwark College, Bermondsey Centre	<ul style="list-style-type: none"> ■ Capable of achieving a level 1 qualification ■ Numeric ability at entry level 3 – must be able to measure and do basic arithmetic ■ Good creative design and practical aptitude
Electronics <ul style="list-style-type: none"> ■ Electronic fundamentals ■ Electronic circuit construction and testing ■ Electronics maintenance ■ Computer technology 	BTEC First Certificate in Engineering (Electronics) LEVEL 2	5 hrs hrs per week 36 wks per year 1 year	Wednesday 1.00pm – 4.00pm & Friday 9.00am – 12.00pm Southwark College, Bermondsey Centre	<ul style="list-style-type: none"> ■ Interest in chosen subject ■ Capable of achieving a level 2 qualification ■ Numeric ability at level 1 ■ Good creative design and practical skills

► Engineering

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Electronics</p> <ul style="list-style-type: none"> ■ Essential knowledge about electrical circuits ■ Understanding of electronic systems ■ Using components and tools ■ Use of block diagrams to describe electronic systems 	<p>ABC EAL Foundation Certificate in Electronics</p> <p>LEVEL 1</p>	<p>3.5 hrs per week</p> <p>36 wks per year</p> <p>2 years</p>	<p>Friday 9.00am – 1.00pm</p> <p>TBG Learning, Lyham Road, SW2</p>	<ul style="list-style-type: none"> ■ Literacy and numeric ability at entry level 2/3 ■ Willing to learn ■ Good practical skills ■ Interested in electronics
<p>Motorcycle Maintenance and Repair</p> <ul style="list-style-type: none"> ■ Working of brakes, tyres, wheels and cables ■ Working of batteries, light bulbs and wiring ■ Working with colleagues and the public ■ Health and safety in the workplace 	<p>NVQ in Motorcycle Maintenance and Repair</p> <p>LEVEL 1</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>2 years</p>	<p>Friday 10.00am – 4.00pm</p> <p>Lambeth College, Vauxhall Centre</p>	<ul style="list-style-type: none"> ■ KS3 SATs at least to level 4 ■ Appropriate practical skills ■ Interest in working with motorbikes

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Engineering</p> <ul style="list-style-type: none"> ■ Using and interpreting engineering information ■ Electronic devices and communication applications ■ Electronic circuit construction and testing ■ Engineering workshop techniques for project work ■ Computer aided drawing 	<p>BTEC First Certificate in Engineering</p> <p>LEVEL 2</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>2 years</p>	<p>Friday 10.00am – 4.00pm</p> <p>Lambeth College, Vauxhall Centre</p>	<ul style="list-style-type: none"> ■ KS3 SATs at level 5 or above ■ Numerically competent ■ Good practical and problem-solving skills ■ Interest in engineering



► Hair and Beauty

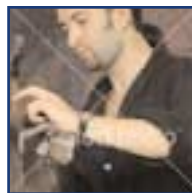
On gaining a qualification

students may sign up for an apprenticeship or enrol for courses at the next level in the same or related area, eg from beauty therapy you could progress into health-related occupations.

You could work in

hairdressing or beauty salons, hotels, holiday resorts, spas, cruise ships, fashion styling, theatre and film make-up and special effects.

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Hairdressing and Beauty Therapy</p> <ul style="list-style-type: none"> ■ Shampooing, conditioning and drying hair ■ Assisting with perming, relaxing and colouring services ■ Functions of the body and use of beauty products ■ Facials, manicures and pedicures ■ Customer care and service 	<p>Edexcel BTEC Certificate in Hairdressing</p> <p>VTCT VRQ in Personal Therapies</p> <p>LEVEL 1</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>2 years</p>	<p>Friday 9.00am – 3.00pm</p> <p>Lambeth College, Vauxhall Centre</p>	<ul style="list-style-type: none"> ■ KS3 SATs at level 4 or above ■ Presents a neat, tidy appearance ■ Willing to learn ■ Interested in hairdressing and beauty therapy



On gaining a qualification

students may sign up for an apprenticeship or enrol for courses at the next level in the same or related area, eg from health and social care you could go into nursing or the hospitality industry.

You could work in

nurseries, day centres, hospitals, hostels or in local government, providing care for babies, children, young people, the ill, elderly and disabled. A science qualification would provide a good starting point for a career in health services, fitness and leisure.

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Care</p> <ul style="list-style-type: none"> ■ Health and safety at work ■ Core skills ■ Caring for children ■ Caring for the elderly ■ Health emergencies 	<p>SfWL in Care</p> <p>ENTRY LEVEL</p>	<p>2.5 hrs per week</p> <p>36 wks per year</p> <p>2 years</p>	<p>Wednesday 1.00pm – 4.00pm or Friday 9.00am – 12.00pm</p> <p>Southwark College, Bermondsey Centre</p>	<ul style="list-style-type: none"> ■ Interest in chosen subject ■ Ability to achieve an entry level 3 award
<p>Working with Children</p> <ul style="list-style-type: none"> ■ Creating a safe environment for children ■ Working as part of a team ■ Ensuring equal opportunity ■ Child development, play and practical activities 	<p>NCFE Award in Working with Children</p> <p>LEVEL 1 and 2</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>1 year</p>	<p>Wednesday 1.00pm – 4.00pm & Friday 9.00am -12.00pm</p> <p>Southwark College, Bermondsey Centre</p>	<ul style="list-style-type: none"> ■ Interest in chosen subject ■ Capable of achieving a level 1 with progression toward level 2 in one year ■ Literacy and numeric ability at entry level 2/3

► Health and Social Care

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Health and Social Care</p> <ul style="list-style-type: none"> ■ Working in health and social care ■ Developing skills for working in the sector ■ Personal effectiveness ■ Social responsibility 	<p>BTEC Introductory Certificate in Health and Social Care</p> <p>LEVEL 1</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>1 year</p>	<p>Wednesday 1.00pm – 4.00pm & Friday 9.00am – 12.00pm</p> <p>Southwark College, Bermondsey Centre</p>	<ul style="list-style-type: none"> ■ Interest in chosen subject ■ Capable of passing a level 1 qualification ■ Literacy and numeric ability at entry level 2/3
<p>Health and Social Care</p> <ul style="list-style-type: none"> ■ Health, social care and early years provision ■ Communication and individual rights ■ Individual needs in health sectors ■ Understanding personal development and relationships 	<p>BTEC First Certificate in Health and Social Care</p> <p>LEVEL 2</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>1 year</p>	<p>Wednesday 1.00pm – 4.00pm & Friday 9.00am -12.00pm</p> <p>Southwark College, Bermondsey Centre</p>	<ul style="list-style-type: none"> ■ Interest in chosen subject ■ Capable of passing a level 2 qualification ■ Literacy and numeric ability at entry level 3 / level 1

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Applied Science</p> <ul style="list-style-type: none"> ■ Developing science skills ■ Science for the needs of society ■ Understanding of biology, physics and chemistry in relation to work 	<p>BTEC First Certificate in Applied Science</p> <p>LEVEL 2</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>1 year</p>	<p>Wednesday 1.00pm – 4.00pm & Friday 9.00am -12.00pm</p> <p>Southwark College, Waterloo Centre</p>	<ul style="list-style-type: none"> ■ Interest in chosen area ■ Capable of passing a level 2 qualification ■ Literacy and numeric ability at entry level 3/ level 1



► Hospitality and Catering

On gaining a qualification

students may sign up for an apprenticeship or enrol for courses at the next level in the same or related area, eg from hospitality and catering go into leisure and tourism or the health industry.

You could work in

restaurants, bars, cafés, hotels, holiday resorts, schools, hospitals and catering companies.

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Hospitality and Catering</p> <ul style="list-style-type: none"> ■ Health and safety at work ■ Core skills ■ Introduction to food hygiene and safe practice ■ Developing food preparation and cooking skills ■ Developing food service skills 	<p>SfWL in Hospitality and Catering</p> <p>ENTRY LEVEL</p>	<p>2.5 hrs per week</p> <p>36 wks per year</p> <p>2 years</p>	<p>Wednesday 1.00pm – 4.00pm or Friday 9.00am – 12.00pm</p> <p>Southwark College, Bermondsey Centre</p>	<ul style="list-style-type: none"> ■ Interest in chosen subject ■ Ability to achieve an entry level 3 award
<p>Hospitality and Catering</p> <ul style="list-style-type: none"> ■ Food preparation techniques ■ Cooking techniques ■ Restaurant service ■ Skills in use of cooking utensils and food hygiene ■ The role of the chef and practical skills 	<p>ABC in Hospitality & Catering</p> <p>CIEH in Basic Food Hygiene</p> <p>Junior Chef Award</p> <p>LEVEL1</p>	<p>3 hrs per week</p> <p>36 wks per year</p> <p>2 years</p>	<p>Wednesday 1.00pm – 4.00pm or Friday 9.00am – 12.00pm</p> <p>Southwark College, Bermondsey Centre</p>	<ul style="list-style-type: none"> ■ Interest in chosen subject ■ Keen on team-working and working with people ■ Literacy and numeric ability at entry level 2/3

► Information and Communication Technology

On gaining a qualification

students may sign up for an apprenticeship or enrol for courses at the next level in the same or related area, eg from ICT you could progress into administration or graphic design.

You could work in

the administration section of any organisation, managing IT-based communications. If you developed your expertise further you could produce software for a number of different applications, collect and analyse information, design and maintain websites or work in printing and publishing.

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
Using ICT <ul style="list-style-type: none"> ■ Word processing ■ Internet use and web page creation ■ File management ■ Creating spreadsheets, graphs and charts ■ Databases ■ Creating an e-presentation 	OCR Using ICT City & Guilds e-quals ENTRY LEVEL/ LEVEL 1	3.5 hrs per week 36 wks per year 1 year	Friday 9.30am – 1.00pm TBG Learning, Lyham Road, SW2	<ul style="list-style-type: none"> ■ Keen to learn ■ Interested in developing IT skills



► Public Services

On gaining a qualification

students may sign up for an apprenticeship or enrol for courses at the next level in the same or related area, eg from public services you could go into the leisure sector or follow a management route.

You could work in

any local government department, such as leisure, social services, youth and community services or in the services such as fire, police ambulance or the army. You could also follow a career into the management or administration of these areas.

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
Business Administration and Keyboarding <ul style="list-style-type: none"> ■ Office organisation ■ Use of commercial documents ■ Internal and external communication ■ Storage and retrieval of information ■ Basic keyboarding skills 	Business Administration EDI Keyboarding ABC LEVEL 1	5 hrs per week 36 wks per year 1 year	Friday 9.00am – 3.00pm TBG Learning, Lyham Road SW2	<ul style="list-style-type: none"> ■ Literacy and numeric ability at entry level 2/3 ■ Willingness to learn ■ Keen to develop IT skills
Public Services <ul style="list-style-type: none"> ■ Public service skills ■ Fitness, sports and outdoor activities ■ Citizenship ■ Community and cultural awareness 	BTEC First Certificate in Public Services LEVEL 2	2.5 hrs per week 36 wks per year 2 years	Wednesday 1.00pm – 4.00pm or Friday 9.00am – 12.00pm Southwark College, Waterloo Centre	<ul style="list-style-type: none"> ■ Interest in chosen area ■ Keen on sports, fitness and outdoor activities ■ Capable of achieving a level 2 qualification ■ Literacy and numeric ability at entry level 3/ level 1

► Retail

On gaining a qualification

students may sign up for an apprenticeship or enrol for courses at the next level in the same or related area, eg from retail you could progress to business studies or marketing.

You could work in

shops, markets, telephone sales, internet or mail order selling, doing window displays, advertising, or more generally in business.

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
Retail <ul style="list-style-type: none"> ■ Introduction to retail services ■ Retail selling and customer service ■ Merchandising and display ■ Advertising and sales 	BTEC First Certificate in Retail LEVEL 2	5 hrs per week 36 wks per year 1 year	Wednesday 1.00pm– 4.00pm & Friday 9.00am – 12.00pm Southwark College, Waterloo Centre	<ul style="list-style-type: none"> ■ Interest in chosen area ■ Capable of achieving a level 2 certificate ■ Literacy and numeric ability at entry level 3/ level 1



► Sport and Leisure

On gaining a qualification

students may sign up for an apprenticeship or enrol for courses at the next level in the same or related area, eg from sport and leisure you could go into the health sector or tourism.

You could work in

leisure centres, gyms, play groups, holiday resorts, hotels, social services, youth or community settings.

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Sports and Recreation</p> <ul style="list-style-type: none"> ■ Health and safety at work ■ Core skills ■ Sports and recreation practice ■ Investigating the sports and recreation sector ■ Working in a sports or leisure centre 	<p>SfWL in Sports and Recreation</p> <p>ENTRY LEVEL</p>	<p>2.5 hrs per week</p> <p>36 wks per year</p> <p>2 years</p>	<p>Wednesday 1.00pm – 4.00pm or Friday 9.00am – 12.00pm</p> <p>Southwark College, Bermondsey Centre</p>	<ul style="list-style-type: none"> ■ Interest in chosen area ■ Ability to achieve an entry level 3 award



Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Career Development Programme</p> <ul style="list-style-type: none"> ■ Organising and facilitating sports activities in a community setting ■ Keeping fit and healthy through sports activities, eg football, tennis, boxing training ■ Healthy eating, food preparation and catering ■ Self-awareness through drama activities ■ Script-writing, filming and editing ■ Development of core skills 	<p>Sports UK – Junior Sports Leaders Award</p> <p>British Red Cross First Aid Certificate</p> <p>Open College Network Certificate in Drama</p> <p>LEVEL 1</p>	<p>5.5 hrs per week</p> <p>36 wks per year</p> <p>2 years</p>	<p>Wednesday or Thursday 9.30am – 4.00pm</p> <p>YourStory Ltd. ADI Youth Centre, Lambeth Road, SE1</p>	<ul style="list-style-type: none"> ■ A keen interest in developing skills in these areas ■ Prepared to try new activities



► Travel and Tourism

On gaining a qualification

students may sign up for an apprenticeship or enrol for courses at the next level in the same or related area, eg from travel and tourism you could go into public services or hospitality.

You could work in

holiday resorts, hotels, travel agencies, airlines, tourist attractions or for tourism organisations.

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
Hospitality, Travel and Tourism <ul style="list-style-type: none"> Starting work in hospitality, travel and tourism Introduction to customer service, personal effectiveness or financial management Work-related study of one of hospitality, travel or tourism 	BTEC Introductory Certificate in Hospitality, Travel and Tourism LEVEL 1	5 hrs per week 36 wks per year 1 year	Wednesday 1.00pm – 4.00pm & Friday 9.00am – 12.00pm Southwark College, Waterloo Centre	<ul style="list-style-type: none"> Capable of achieving a level 1 qualification Literacy and numeric ability at entry level 2/3
Hospitality, Travel and Tourism <ul style="list-style-type: none"> The UK travel and tourism industry Exploring customer service in travel and tourism Developing business links for travel and tourism Scope of local sports and recreation activities Demonstration of skills and leadership in sports 	Certificate in Hospitality, Travel and Tourism LEVEL 2	5 hrs per week 36 wks per year 1 year	Wednesday 1.00pm – 4.00pm & Friday 9.00am – 12.00pm Southwark College, Waterloo Centre	<ul style="list-style-type: none"> Interest in chosen area Capable of achieving a level 2 qualification Literacy and numeric ability at entry level 3/level 1

Title and content	Qualification and level	Hours of learning	Day and venue	Entry requirements
<p>Career Development Programme</p> <ul style="list-style-type: none"> ■ Organising and facilitating sports activities in a community setting ■ Keeping fit and healthy ■ Sports activities, eg football, tennis, boxing training ■ Healthy eating, food preparation and catering ■ Self-awareness through drama activities ■ Script-writing, filming and editing ■ Development of core skills 	<p>Sports UK – Junior Sports Leaders Award</p> <p>British Red Cross First Aid Certificate</p> <p>OCN Certificate in Drama</p> <p>LEVEL 1</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>2 years</p>	<p>Wednesday or Thursday 9.30am – 4.00pm</p> <p>YourStory Ltd. ADI Youth Centre, Lambeth Road, SE1</p>	<ul style="list-style-type: none"> ■ A keen interest in developing skills in these areas ■ Prepared to try new activities
<p>Applied Science</p> <ul style="list-style-type: none"> ■ Developing science skills ■ Science for the needs of society ■ Understanding of biology, physics and chemistry in relation to work 	<p>BTEC First Certificate in Applied Science</p> <p>LEVEL 2</p>	<p>5 hrs per week</p> <p>36 wks per year</p> <p>1 year</p>	<p>Wednesdays 1.00am – 4.00pm & Friday 9.00am – 12.00pm</p> <p>Southwark College, Waterloo Centre</p>	<ul style="list-style-type: none"> ■ Interest in chosen area ■ Capable of passing a level 2 qualification ■ Interest in chosen area ■ Literacy and numeric ability at entry level 3/ level 1

Additional Learning Programmes 2006 – 2008



Teachers' notes

This is a guide to additional learning programmes for 14-16 year olds in Lambeth schools. Schools and learning providers in Lambeth and Southwark are working collaboratively to facilitate a greater range of opportunities for young people and to streamline the procedures for exchange of information.

Extension of the school curriculum:

- This joint programme represents the first step in building a framework to make available to young people in the two boroughs the specialised vocational diplomas proposed in the 14 – 19 Education and Skills white paper. The courses have therefore been grouped as far as possible according to specialised learning areas.
- To fit in with school timetables, the aim has been to provide one or two year programmes that allow students to gain a recognised qualification at the end of their period of study. If students are accepted onto a one-year programme in year 10, they may commence a new one-year programme in year 11.
- Most of the programmes offered are vocational courses that lead to qualifications such as vocational GCSEs, NVQs or BTECs. Some of these programmes place an emphasis on improving employability and core skills.
- Learning generally takes place in workshop facilities managed by the learning provider, with an emphasis on learning through practical activities and coursework. Some providers will be experienced in providing for learners with specific needs.

► Quality criteria

Providers comply with the following conditions:

- FE colleges and training providers are monitored by OFSTED, ALI and the LSC to ensure they provide a safe environment for learners - a risk assessment is undertaken by Trident of all other premises
- Risk assessments for programmes are available on the website
- Centres have gained Approved Centre status from an awarding body to deliver relevant qualifications
- Staff are CRB checked and approved for working with young people
- Programme outlines/schemes of work are available on the website
- A *Student Handbook* provides information on the organisation's rules / regulations and describes programmes of study
- Abide by agreed protocols for admissions and exclusions of students onto programmes
- Online registers available on the website are completed on the day of attendance by students

► Using the website

A website has been developed for use by participating organisations in Lambeth and in Southwark. The purpose is to facilitate the process of information exchange as increasing numbers of schools work with local learning providers. The website has the following functions:

- Contains up-to-date information on all programmes offered, including course outlines and risk assessments
- Carries copies of all documentation required by schools and providers, including agreements, consent forms and student information forms
- Providers can complete registers electronically, and schools access the information relating to their students
- System allows providers to flag up issues arising, both positive and negative
- Termly data is summarised to provide an overview of group or individual's performance

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► Additional information for schools

Name of programme	Further info on page	Level	Point score equiv (max)	Group size min – max	GLH	Cost per year	Lunches	Other arrangements
Applied Science (Southwark College)	15 & 23	2	110	8-15	180	£1250 - £1500	Canteen on the premises	Support assistant provided by school
Art & Design (Southwark College)	7	1	112	8-15	180	£1250 - £1500	Canteen on the premises	Support assistant provided by school
Building Crafts (Newstart)	5	Entry	75	24	by negotiation	£1260 (£35 per student per day, invoiced monthly)	Drinks on site	None
Business Administration and Keyboarding (TBG Learning)	4 & 18	1	68	10-12	180	£882	Voucher provided for canteen	None
Business, Retail and Administration (Southwark College)	4	1	68	8-15	180	£1250 - £1500	Canteen on the premises	Support assistant provided by school
Care (Southwark College)	13	Entry	14	8-15	180	£1250 - £1500	Canteen on the premises	Support assistant provided by school
Career Development Programme (YourStory)	21 & 23	1		10-15	360	£800 - £1500	No facilities on site	None

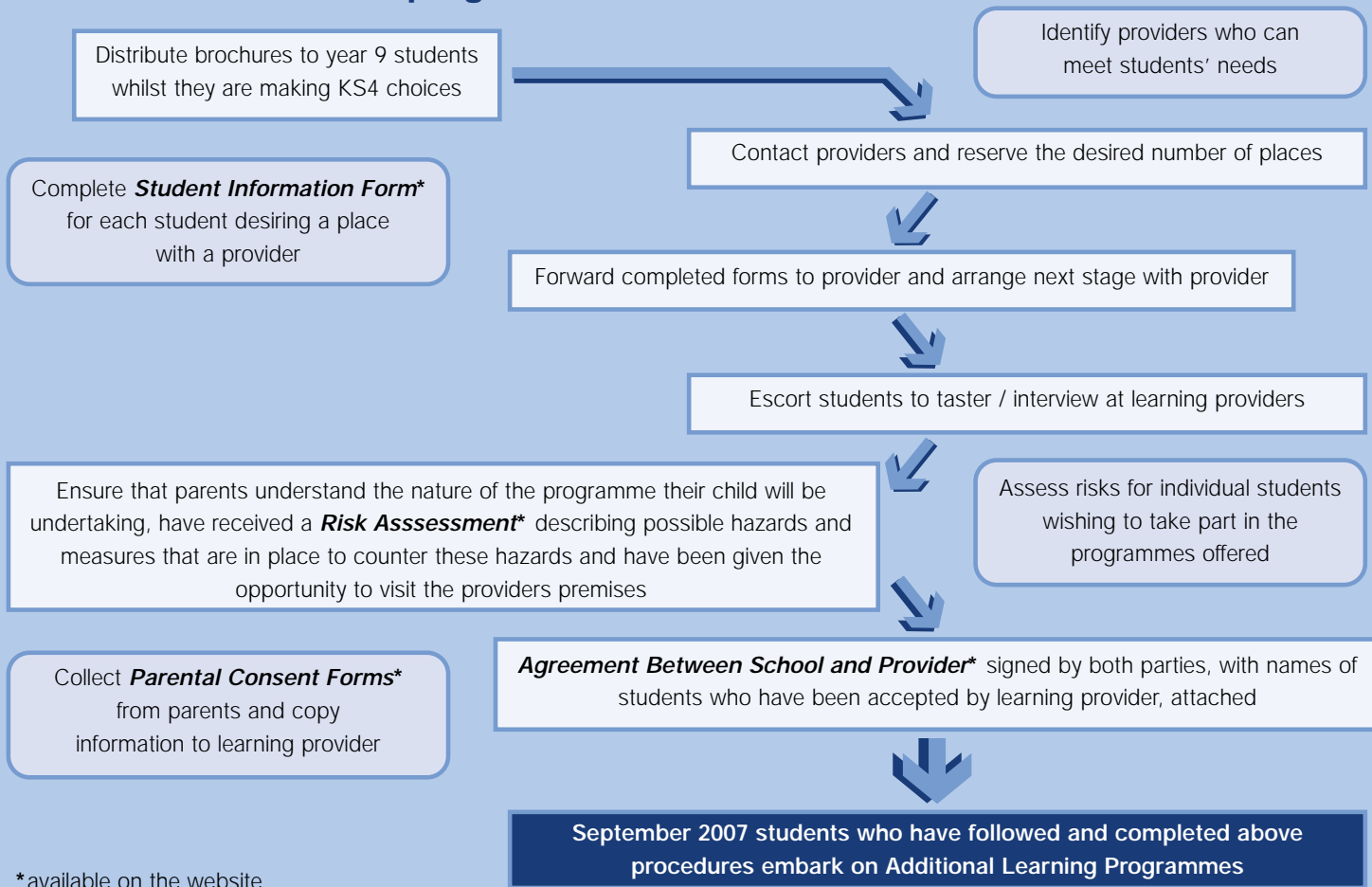
Name of programme	Further info on page	Level	Point score equiv (max)	Group size min – max	GLH	Cost per year	Lunches	Other arrangements
Carpentry and Joinery (Newstart)	6	Entry	75	24	by negotiation	£1260 £35 per student per day, (invoiced monthly)	Drinks on site	None
Construction (Lambeth College)	6	1	100	12	360	£1500 - £1750	Canteen on the premises	Support assistant provided by school
Electronics (Southwark College)	9	1	68	8-15	180	£1250 - £1500	Canteen on the premises	Support assistant provided by school
Electronics (Southwark College)	9	2	112	8-15	180	£1250 - £1500	Canteen on the premises	Support assistant provided by school
Electronics (TBG Learning)	10	1	46	5-12	240	£1553	Voucher provided for canteen	None
Engineering (Lambeth College)	11	2	110	15	360	£850	Voucher provided for canteen	Cost of support assistant included in price
Hairdressing and Beauty Therapy (Lambeth College)	12	1	140	12	360	£850	Voucher provided for canteen	Cost of support assistant included in price

► Additional information for schools

Name of programme	Further info on page	Level	Point score equiv (max)	Group size min – max	GLH	Cost per year	Lunches	Other arrangements
Health and Social Care (Southwark College)	14	1	68	8-15	180	£1250 - £1500	Canteen on the premises	Support assistant provided by school
Health and Social Care (Southwark College)	14	2	110	8-15	180	£1250 - £1500	Canteen on the premises	Support assistant provided by school
Hospitality and Catering (Southwark College)	9	Entry	14	8-15	180	£1250 - £1500	Canteen on the premises	Support assistant provided by school
Hospitality and Catering (Southwark College)	16	1	50	8-15	180	£1250 - £1500	Canteen on the premises	Support assistant provided by school
Hospitality, Travel and Tourism (Southwark College)	22	1	68	8-15	180	£1250 - £1500	Canteen on the premises	Support assistant provided by school
Hospitality, Travel and Tourism (Southwark College)	22	2	110	8-15	180	£1250 - £1500	Canteen on the premises	Support assistant provided by school

Name of programme	Further info on page	Level	Point score equiv (max)	Group size min – max	GLH	Cost per year	Lunches	Other arrangements
Motorcycle Maintenance & Repair (Lambeth College)	10	1	112	15	240	£850	Voucher provided for canteen	Cost of support assistant included in price
Public Services (Southwark College)	18	2	110	8-15	180	£1250-£1500	Canteen on the premises	Support assistant provided by school
Retail (Southwark College)	19	2	110	8-15	180	£1250-£1500	Canteen on the premises	Support assistant provided by school
Sports and Recreation (Southwark College)	20	Entry	14	8-15	180	£1250-£1500	Canteen on the premises	Support assistant provided by school
Using ICT (TGB Learning)	17	Entry/1		6-12	120	£726	Voucher provided for canteen	None
Working with Children (Southwark College)	13	1/2	40	8-15	180	£1250-£1500	Canteen on the premises	Support assistant provided by school

► How to access these programmes



*available on the website

► Matching students

The programmes in this brochure offer a different environment to the school environment. They can be beneficial to a variety of students in your school community. They offer students the opportunity:

- To engage in learning, where the emphasis is on practical activities and active engagement with tasks
- To work in a less formal environment than that of a secondary school, requiring the student to accept a greater degree of responsibility for their learning
- To acquire the social skills required to work with a new set of fellow students and adults
- To develop the self-organisation skills necessary to produce coursework for vocational qualifications

The following guidelines should be observed in matching students to programmes:

- Programmes to be made available to all students
- Students embark on the courses by choice and through interest in the chosen subject area
- Parents are supportive of the choice made
- Students meet the entry requirements specified by the learning provider
- Students understand that they undertake formal literacy and numeric ability test prior to acceptance on the programmes
- Students can be relied on to attend regularly and punctually and to behave in accordance with the health and safety requirements of the learning provider

► Schools' responsibilities

- Become familiar with nature of providers and programmes offered
- Discuss choices with students and parents and advise appropriately
- Complete all necessary paperwork for provider including parental consent, emergency contact details, information on medical conditions and educational background of students including any special needs
- Ensure that other studies are not adversely affected through participation in these programmes
- Escort students on initial visits and ensure they are comfortable in their new environment
- Communicate to provider changes in the students' circumstances, factors that may impinge on their learning and advance warning of planned absences
- Check electronic registers regularly and follow up concerns
- Work with provider in the event of problems arising
- Visit students on the programmes at least twice a year

Locations



- 1 ▶ Lambeth College,
Vauxhall Centre
Belmore Street,
Wandsworth Road,
SW8 2JY.
- 2 ▶ TBG Learning
13 – 14 Ellerslie Square,
Lyham Road,
Clapham,
SW2 5DZ
- 3 ▶ YourStory
218 Lambeth Road
London SE1 7JY
- 4 ▶ Newstart
Ilderton Road
London SE15
- 5 ▶ Southwark College,
Waterloo Centre
The Cut,
London, SE1 8LE
- 6 ▶ Southwark College,
Bermondsey Centre
Keetons Road,
London, SE16 4EE



Opportunities for 14 -16 year olds in Lambeth schools

www.lambeth14-19.org

▶ Lambeth EBP
2nd Floor
Hopton House
243a Streatham High Road
London SW16 6EY
Telephone 7926 9840
Facsimile 020 7926 9537