

Courses: June/July 2022

Art & Hospitality

Course Title	Day	Times	Starts	Finish	Costs		Centre	Delivery
					Full Discount			
Mixed Media	Fri	13:00 - 15:30	10/06/22	15/07/22	£68	£34	Northfield	OS
Art Appreciation - Interwar Modern Art	Sat	10:00 - 12:30	11/06/22	16/07/22	£68	£34	Brasshouse	OS
Art - Paint Techniques - Introduction	Tue	18:00 - 20:30	07/06/22	12/07/22	£68	£34	Erdington	OS
Cake Baking - Personal Favourites	Mon	09:30 - 12:30	06/06/22	11/07/22	£81	£41	Erdington	OS
Digital Photography - Beginners	Fri	12:00 - 14:30	10/06/22	15/07/22	£68	£34	Brasshouse	OS
Digital Photography - Intermediate/Advanced	Mon	18:00 - 20:30	06/06/22	11/07/22	£68	£34	Brasshouse	OS
Floristry - Contemporary Skills - Beginners/Intermediate	Thu	12:30 - 15:00	09/06/22	14/07/22	£68	£34	Erdington	OS
Floristry - Create It, Make It, Sell It - Intermediate	Tue	10:00 - 12:30	07/06/22	12/07/22	£68	£34	Erdington	OS
How To Become a Florist - Beginners/Intermediate	Thu	09:30 - 12:00	09/06/22	14/07/22	£68	£34	Erdington	OS
Asian Fashion - Cutting & Stitching - Intermediate	Thu	12:30 - 15:00	09/06/22	14/07/22	£68	£34	Sparkhill	OS
Basic Sewing & Preparations	Tue	13:00 - 15:30	07/06/22	12/07/22	£68	£34	Saltley	OS
Garment Making/Accessories - Intermediate	Fri	10:00 - 12:30	10/06/22	15/07/22	£68	£34	Sparkhill	OS
Garment Making/Accessories - Intermediate	Sat	10:00 - 12:30	11/06/22	16/07/22	£68	£34	Erdington	OS
Woodwork - Basic Skills	Wed	18:30 - 21:00	08/06/22	13/07/22	£68	£34	Erdington	OS

Foreign Languages

Arabic - Beginners - Part 2	Mon	18:30 - 20:30	13/06/22	11/07/22	£60	£30	Brasshouse	OS
French - Beginners - Part 2	Wed	18:30 - 20:30	15/06/22	13/07/22	£60	£30	Brasshouse	OS
German - Beginners - Part 2	Mon	18:30 - 20:30	13/06/22	11/07/22	£60	£30	Brasshouse	OS
Italian - Beginners - Part 2	Tue	18:30 - 20:30	21/06/22	19/07/22	£60	£30	Brasshouse	OS
Make language learning a habit	Thu	16:30 - 18:00	09/06/22	09/06/22	Free Course		Brasshouse	OS
Mandarin - Beginners - Part 2	Fri	17:30 - 19:30	10/06/22	08/07/22	£60	£30	Brasshouse	OS
Spanish - Beginners - Part 2	Wed	18:30 - 20:30	08/06/22	06/07/22	£60	£30	Brasshouse	OS
Spanish - Beginners - Part 2	Fri	17:30 - 19:30	10/06/22	08/07/22	£60	£30	Online	VC

English

Course Title	Day	Times	Starts	Finish	Costs	Centre	Delivery
Functional Skills Taster - Entry Level	Wed	12:30 - 15:00	15/06/22	29/06/22	Free Course	Online	VC
Functional Skills Taster - Entry Level	Wed	12:30 - 15:00	29/06/22	13/07/22	Free Course	Erdington	OS
Functional Skills Taster - Level 1 & 2	Tue	18:00 - 20:30	14/06/22	28/06/22	Free Course	Online	VC
Functional Skills Taster - Level 1 & 2	Thu	09:30 - 12:00	16/06/22	30/06/22	Free Course	Online	VC
GCSE Taster	Mon	09:30 - 12:30	13/06/22	27/06/22	Free Course	Online	VC
GCSE Taster	Mon	18:00 - 21:00	13/06/22	27/06/22	Free Course	Online	VC
GCSE Taster	Tue	09:30 - 12:30	14/06/22	28/06/22	Free Course	Saltley	OS
GCSE Taster	Tue	12:30 - 15:00	14/06/22	28/06/22	Free Course	Northfield	OS
GCSE Taster	Wed	09:30 - 12:30	15/06/22	29/06/22	Free Course	Erdington	OS
GCSE Taster	Tue	12:30 - 15:30	15/06/22	29/06/22	Free Course	Erdington	OS
GCSE Taster	Wed	18:00 - 21:00	15/06/22	29/06/22	Free Course	Online	VC
GCSE Taster	Thu	12:30 - 15:00	16/06/22	30/06/22	Free Course	Aston	OS
English - Reading for Wellbeing	Tue	12:00 - 15:00	12/07/22	12/07/22	Free Course	Online	VC
English - Story Telling	Thu	10:30 - 13:30	07/07/22	07/07/22	Free Course	Northfield	OS

Maths & Science

Course Title	Day	Times	Starts	Finish	Costs	Centre	Delivery
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Science

Biology GCSE Taster	Thu	09:30 - 12:00	16/06/22	30/06/22	Free Course	Sparkhill	OS
Biology GCSE Taster	Thu	18:00 - 20:30	16/06/22	30/06/22	Free Course	Online	VC

Maths

Functional Skills Taster - Beginners	Mon	12:30 - 15:00	13/06/22	27/06/22	Free Course	Erdington	OS
Functional Skills Taster - Beginners	Tue	09:30 - 12:00	21/06/22	05/07/22	Free Course	Online	VC
Functional Skills Taster - Intermediate	Mon	09:30 - 12:00	20/06/22	04/07/22	Free Course	Online	VC
Functional Skills Taster - Intermediate	Tue	12:30 - 15:00	14/06/22	28/06/22	Free Course	Northfield	OS
Maths - Preparation for GCSE	Mon/Tue	18:00 - 20:30	06/06/22	12/07/22	Free Course	Online	VC
GCSE Taster	Mon	12:30 - 15:00	27/06/22	11/07/22	Free Course	Selly Oak	OS
GCSE Taster	Tue	09:30 - 12:00	28/06/22	12/07/22	Free Course	Sparkhill	OS
GCSE Taster	Wed	09:30 - 12:00	29/06/22	13/07/22	Free Course	Online	VC
GCSE Taster	Wed	12:30 - 15:00	29/06/22	13/07/22	Free Course	Online	VC
GCSE Taster	Wed	18:00 - 20:30	29/06/22	13/07/22	Free Course	Online	VC
GCSE Taster	Thu	12:30 - 15:00	30/06/22	14/07/22	Free Course	Erdington	OS

Bitesize Maths Courses

Capacity conversion - litre or pint	Mon	12:30 - 15:30	11/07/22	11/07/22	Free Course	Online	VC
Handling Ratios	Mon	09:30 - 12:30	18/07/22	18/07/22	Free Course	Online	VC
Interest Calculation	Wed	09:30 - 12:30	13/07/22	13/07/22	Free Course	Online	VC
Learn Timestables	Mon	12:30 - 15:30	18/07/22	18/07/22	Free Course	Online	VC
Length conversion - metre or yard	Tue	09:30 - 12:30	19/07/22	19/07/22	Free Course	Online	VC
Mental Arithmetic	Wed	12:30 - 15:30	20/07/22	20/07/22	Free Course	Online	VC
Money conversion - pound or euro	Thu	09:30 - 12:30	14/07/22	14/07/22	Free Course	Online	VC
Real world baking	Tue	09:30 - 12:30	12/07/22	12/07/22	Free Course	Sparkhill	OS
Real world shopping	Tue	12:30 - 15:30	12/07/22	12/07/22	Free Course	Online	VC
Understanding loan sharks	Mon	12:30 - 15:30	11/07/22	11/07/22	Free Course	Online	VC
Understanding tax and NI deductions	Wed	12:30 - 15:30	13/07/22	13/07/22	Free Course	Online	VC
Weight conversion - gram or ounce	Fri	09:30 - 12:30	15/07/22	15/07/22	Free Course	Online	VC

Food & Beverage Assistants

Kitchen Porters

Stores Assistants

Food Preparation Assistants

Distributions Crew

Cleaning Crew



June Course

Recruiting for Hospitality jobs NOW!

With jobs available from 3 weeks to 3 months, make **Birmingham 2022** work for you

Do you want to take advantage of the great employment opportunities that the Commonwealth Games will be bringing to Birmingham?

Join our two week course and meet the companies who are looking to recruit staff. We will make sure you have the skills and qualifications you need to get noticed.

Course details

As part of the training course you will complete the following:

Qualifications: Award in Food Safety - Level 2

Workskills: Customer Service, Food Hygiene **Soft skills:** Employability & Communication skills

Venue: Brasshouse Language Centre,

1st Floor Library of Birmingham, Centenary Square, B1 2ND

Initial Assessments: Wednesday 15 June 2022, 09:30 – 12:00

Course Dates: Monday 20 June - Friday 1 July 2022

Days & Times: Monday – Friday, 09:30 – 15:00

Interested? Want to book your place?

For more information and to book an assessment

call Jo Gayle on 07892 785231 or email information@baes.ac.uk

Eligibility

Aged over 19 (on 31/08/21)

Lived in the UK / EU for 3 years

Available to attend all of the course

English for Speakers of Other Languages (ESOL)

Course Title	Day	Times	Starts	Finish	Costs		Centre	Delivery
					Full	Discount		
Pre-Entry (My Community Project)	Wed/Thu	09:15 - 11:45	08/06/22	14/07/22	£135	£68	Sparkhill	OS
Pre-Entry (My Community Project)	Wed/Thu	12:30 - 15:00	08/06/22	14/07/22	£135	£68	Selly Oak	OS
Entry 1 (My Community)	Mon/Tue	12:30 - 15:00	06/06/22	11/07/22	£248	£124	Aston	OS

I.T. & Business

Course Title	Day	Times	Starts	Finish	Costs		Centre	Delivery
					Full	Discount		
Accounts								
AAT - Foundation Award in Accounting Software - Level 2 (Award)	Mon/Tue	09:30 - 15:00	06/06/22	04/07/22	£203	Free	Brasshouse	OS

Essential Digital Skills

Stepping Stones								
to Essential Digital Skills	Thu	12:30 - 15:00	09/06/22	28/07/22	Free Course		Selly Oak	OS
Entry 3 Award	Mon	09:30 - 12:30	06/06/22	27/06/22	Free Course		Online	VC
Entry 3 Award	Tue	12:30 - 15:30	07/06/22	28/06/22	Free Course		Online	VC
Entry 3 Award	Tue	09:30 - 15:00	07/06/22	26/07/22	Free Course		Northfield	OS
Entry 3 Award (ESOL Friendly)	Thu	09:30 - 12:00	09/06/22	14/07/22	Free Course		Aston	OS
Entry 3 Award (ESOL Friendly)	Thu	09:30 - 12:00	09/06/22	14/07/22	Free Course		Brasshouse	OS
Entry 3 Award (ESOL Friendly)	Thu	09:30 - 12:00	09/06/22	14/07/22	Free Course		Saltley	OS
Entry 3 Award (ESOL Friendly)	Thu	09:30 - 12:00	09/06/22	14/07/22	Free Course		Sparkhill	OS
Level 1 Certificate	Mon	18:00 - 21:00	06/06/22	27/06/22	Free Course		Online	VC
Level 1 Certificate	Tue	15:30 - 18:30	07/06/22	28/06/22	Free Course		Online	VC
Level 1 Certificate	Wed	12:30 - 15:30	08/06/22	29/06/22	Free Course		Online	VC
Essential Digital Skills - Level 1	Thu	09:30 - 12:30	09/06/22	30/06/22	Free Course		Online	VC
How to Set Up Your Own Business	Tue Sat	18:00 - 20:30 10:00 - 12:00	21/06/22	16/07/22	£90	£45	Online	VC

Bitesize IT courses

BRUM Account	Wed	09:30 - 12:30	06/07/22	13/07/22	Free Course		Saltley	OS
BRUM Account	Thu	09:30 - 12:30	14/07/22	14/07/22	Free Course		Northfield	BL
How to Keep Safe Online	Mon	14:00 - 16:45	06/06/22	06/06/22	Free Course		Yardley Wood Library	OS
Find Offers Online	Thu	15:15 - 18:15	09/06/22	09/06/22	Free Course		Online	VC
How to Succeed at Interviews	Wed	15:15 - 18:15	08/06/22	08/06/22	Free Course		Online	VC
Rock Your LinkedIn Profile	Tue	09:30 - 12:30	05/07/22	05/07/22	Free Course		Online	VC

Horticulture

Course Title	Day	Times	Starts	Finish	Costs		Centre	Delivery
					Full	Discount		
Sow & Grow – Summer	Tue	13:00 - 15:30	05/07/22	23/08/22	£90	Free*	Kings Heath Park	OS
Sow & Grow – Summer	Wed	10:00 - 12:30	06/07/22	24/08/22	£90	Free*	Dolphin	OS
Sow & Grow – Summer	Fri	10:00 - 12:30	08/07/22	26/08/22	£90	Free*	Martineau Gardens	OS

*If you are Unemployed and on Income Based Benefits and you have not previously done a Sow & Grow gardening course with BAES



**JUNE
COURSE**



Train to be a Bus Driver

National Express: Recruiting NOW

National Express are working in partnership with Birmingham Adult Education Service to recruit and train bus drivers.

There are 200 full and part-time driving vacancies currently available across nine depots in the West Midlands. On successful completion of our training course there is a guaranteed job interview.

Course details

You will need to attend our course to make sure you have the skills you'll need. As part of the training course you will gain the following qualifications and knowledge:

Qualifications: Health & Safety - Level 1 (NCFE), Customer Service - Entry 3 (Pearson)

Workskills: Completing a job application form, organisational, time-keeping and employability skills.

Working for National Express - Pay rates / Incentives

Salary starts at £9.90 p/h during your training period (this lasts between 8-10 weeks). When qualified the salary is £10.87 for two years then will increase to £12.16.

Free travel on buses for each person and wife or partner. Free National Express coach trips for you and 50% discount for your wife or partner. DBS checks will be carried out and paid for by National Express.

Venue: Brasshouse Language Centre,

1st Floor Library of Birmingham, Centenary Square, B1 2ND

Initial Assessment: Wednesday 1 June 2022, 09:30 – 12:00

Course Dates: Monday 6 June 2022 - Friday 17 June 2022

Days & Times: Monday – Friday, 09:30 – 15:00

Interested? Want to book a place

For more information and to book an assessment

call Jo Gayle on **07892 785231** or email information@baes.ac.uk

Eligibility

Aged over 19 (on 31/08/21)

Full Driving Licence and have no more than 6 points, or have ever been banned from driving.

Lived in the UK / EU for 3 years

Available to attend all of the course

Birmingham Adult Education Service

Route to Work: **Employment Workshops**

Do you need a bit of help to find your way into employment?

Looking for work? Keep missing out at job interviews? Or not even getting your foot in the door? Our Route to Work programme is our exciting new initiative to help you get the skills and know-how to return to employment or change career.

Our workskills team have developed a comprehensive range of workshops that will help you to fill any gaps you may have in the application process and build your confidence to help you be successful at interview.

How do I book a place?

Course information about our latest workshops is available on our website. Please go to the *Route to Work* page at https://bit.ly/BAES_RTW_web

You can book a place by going to https://bit.ly/BAES_RTW_if and filling in an Expression of Interest form. You will be emailed back on the same email address you gave us to confirm your place. This may take a few days.

Deciding on the Right Job and Identifying Skills - 1hr Course

Not sure what you want to do? Then this workshop will help you look at what type of work best suits you and your situation.

We don't always recognise our skills and qualities. We can help you identify the skills and qualities that you have gained through daily life and work-related experience. This workshop will highlight the top skills employers want today and how all these skills relate to a typical job description.

Day	Time	Date	Method of Delivery	Day	Time	Date	Method of Delivery
Monday	09:00 - 10:00	06/06/22	Virtual Classroom	Monday	09:00 - 10:00	04/07/22	Virtual Classroom
Thursday	09:00 - 10:00	09/06/22	Virtual Classroom	Thursday	09:00 - 10:00	07/07/22	Virtual Classroom
Monday	09:00 - 10:00	13/06/22	Virtual Classroom	Monday	09:00 - 10:00	11/07/22	Virtual Classroom
Thursday	09:00 - 10:00	16/06/22	Virtual Classroom	Thursday	09:00 - 10:00	14/07/22	Virtual Classroom

Looking for Work - 1hr Course

Need some help navigating all the different job-search websites? Not sure where to begin? Then we will help you to search job websites quickly by using key words to make your search more targeted. We will help you think about other ways to find work, particularly if you want to be self-employed.

Day	Time	Date	Method of Delivery	Day	Time	Date	Method of Delivery
Thursday	10:15 - 11:15	09/06/22	Virtual Classroom	Thursday	10:15 - 11:15	07/07/22	Virtual Classroom
Thursday	10:15 - 11:15	16/06/22	Virtual Classroom	Thursday	10:15 - 11:15	14/07/22	Virtual Classroom

Curriculum Vitae (CV) Writing - 2hr Course

Your CV is the document that could get you that all-important interview. We will help you to develop a brand-new CV or to amend your existing one ensuring it is short and focussed. The workshop will support you to include the correct information which highlights your achievements and experience effectively.

Day	Time	Date	Method of Delivery	Day	Time	Date	Method of Delivery
Monday	09:30 - 12:30	06/06/22	Northfield	Friday	18:00 - 21:00	10/06/22	Northfield
Monday	12:15 - 14:15	06/06/22	Virtual Classroom	Monday	12:15 - 14:15	13/06/22	Virtual Classroom
Wednesday	13:15 - 15:15	08/06/22	Brasshouse	Monday	12:15 - 14:15	04/07/22	Virtual Classroom
Tuesday	09:30 - 12:30	07/06/22	Northfield	Wednesday	13:15 - 15:15	06/07/22	Brasshouse
Monday	13:00 - 17:00	09/06/22	Brasshouse	Monday	12:15 - 14:15	11/07/22	Virtual Classroom



Application Forms, Covering Letters and Emails - 1.5hr Course

The key to being considered for a role is so often a good application form and an accurate covering letter or email. In this workshop, we will help you think about what information is relevant and how to express yourself using good, accurate English and in the correct style. We will focus on what to include and what to leave out and how to use the job advert to structure your content.

Day	Time	Date	Method of Delivery	Day	Time	Date	Method of Delivery
Monday	10:15 - 11:45	06/06/22	Virtual Classroom	Monday	10:15 - 11:45	04/07/22	Virtual Classroom
Wednesday	11:15 - 12:45	08/06/22	Brasshouse	Wednesday	11:15 - 12:45	06/07/22	Brasshouse
Thursday	11:45 - 13:15	09/06/22	Virtual Classroom	Thursday	11:45 - 13:15	07/07/22	Virtual Classroom
Monday	10:15 - 11:45	13/06/22	Virtual Classroom	Monday	10:15 - 11:45	11/07/22	Virtual Classroom
Thursday	11:45 - 13:15	16/06/22	Virtual Classroom	Thursday	11:45 - 13:15	14/07/22	Virtual Classroom

Personal Statements - 1hr Course

Did you realise that the personal statement is the first thing a potential employer will see if they open your CV? It is the deciding factor in whether they keep reading. This workshop will support you to make an impact when creating a personal statement that showcases your skills and achievements.

Day	Time	Date	Method of Delivery	Day	Time	Date	Method of Delivery
Monday	14:30 - 15:30	06/06/22	Virtual Classroom	Monday	14:30 - 15:30	04/07/22	Virtual Classroom
Wednesday	15:30 - 16:30	08/06/22	Brasshouse	Wednesday	15:30 - 16:30	06/07/22	Brasshouse
Monday	14:30 - 15:30	13/06/22	Virtual Classroom	Monday	14:30 - 15:30	11/07/22	Virtual Classroom

Interview Techniques - 2hr Course

Interviews can sometimes be stressful, whether face-to-face or virtually. However, while each interview is individual, most employers ask the same questions and you can prepare for many of them in advance. We will assist you to answer them effectively, using professional language and showing enthusiasm for the role.

Day	Time	Date	Method of Delivery	Day	Time	Date	Method of Delivery
Wednesday	09:00 - 11:00	08/06/22	Brasshouse	Thursday	13:30 - 15:30	07/07/22	Virtual Classroom
Thursday	13:30 - 15:30	09/06/22	Virtual Classroom	Thursday	13:30 - 15:30	14/07/22	Virtual Classroom
Thursday	13:30 - 15:30	16/06/22	Virtual Classroom	Wednesday	09:00 - 11:00	06/07/22	Brasshouse

Workskills (20 hour courses)

Completing a Job Application Form	Mon	13:00 - 15:00	06/06/22	04/07/22	Free Course	Sparkhill	OS
Completing a Job Application Form	Tue	12:00 - 15:00	07/06/22	05/07/22	Free Course	Brasshouse	BL
Completing a Job Application Form	Tue	15:30 - 17:30	07/06/22	05/07/22	Free Course	Brasshouse	OS
Completing a Job Application Form	Mon	09:30 - 12:30	13/06/22	11/07/22	Free Course	Shard End	OS
Completing a Job Application Form	Thu	10:00 - 14:30	16/06/22	14/07/22	Free Course	Erdington	BL
Completing a Job Application Form	Thu	10:00 - 14:30	16/06/22	14/07/22	Free Course	Erdington	BL
Completing a Job Application Form	Mon	09:30 - 12:30	20/06/22	04/07/22	Free Course	Aston	BL
Completing a Job Application Form	Mon	10:00 - 14:30	20/06/22	18/07/22	Free Course	Erdington	BL
Completing a Job Application Form	Wed	09:15 - 13:45	22/06/22	13/07/22	Free Course	Dolphin	OS
Completing a Job Application Form	Mon	13:00 - 15:00	27/06/22	18/07/22	Free Course	Aston	OS
Completing a Job Application Form	Tue	09:30 - 12:30	28/06/22	12/07/22	Free Course	Erdington	BL
Completing a Job Application Form	Tue	09:30 - 12:30	28/06/22	12/07/22	Free Course	Erdington	BL
Taking Part in an Interview	Wed	09:30 - 12:30	08/06/22	06/07/22	Free Course	Online	VC



Preparing for work

Birmingham Adult Education Service is working in partnership with Erdington Job Centre Plus to offer Pre-Employment Training for unemployed adults.

This classroom-based training programme is especially designed to support adults with health conditions / learning needs.

During this course participants will complete the following modules:

- IT Fundamentals
- Developing Resilience for Work
- Customer Service and Communication Skills
- Mock Interviews

On completion of the course a short work placement may be available. This course can also lead onto our **Route to Work** employment workshops.

Course Venue: Erdington Adult Education Service
101 Sutton New Road, Birmingham B23 6ER

Assessment / Discussion Date: 10:00- 12:00 on Wednesday 8 June 2022

Course Details: When: Fridays, 10 am - 2 pm

Starts: Friday 10 June Ends: Friday 1 July 2022 (4 weeks)

For more information or to book an assessment call Jo Gayle on 07892 785231

Birmingham Adult Education Service

Pre Employment Training

Course Title	Day	Times	Starts	Finish	Costs	Centre	Delivery
Commonwealth Games							
Housekeeping & Cleaning	M/Tu/W/Th/F	09:30 - 15:00	06/06/22	17/06/22	Free Course	Brasshouse	OS
Hospitality	M/Tu/W/Th/F	09:30 - 15:00	20/06/22	01/07/22	Free Course	Brasshouse	OS
Construction							
Pathway to Construction	M/Tu/W/Th	09:30 - 15:00	20/06/22	01/07/22	Free Course	Brasshouse	OS
Driving Jobs (National Express)							
Train to be a bus driver	M/Tu/W/Th/F	09:30 - 15:00	07/06/22	17/06/22	Free Course	Brasshouse	OS
Train to be a bus driver	M/Tu/W/Th/F	09:30 - 15:00	28/06/22	08/07/22	Free Course	Brasshouse	OS
Train to be a bus driver	M/Tu/W/Th/F	09:30 - 15:00	19/07/22	29/07/22	Free Course	Brasshouse	OS
Horticulture							
Sow & Grow – Summer	Tue	13:00 - 15:30	05/07/22	23/08/22	£90 Free*	Kings Heath Park	OS
Sow & Grow – Summer	Wed	10:00 - 12:30	06/07/22	24/08/22	£90 Free*	Dolphin	OS
Sow & Grow – Summer	Fri	10:00 - 12:30	08/07/22	26/08/22	£90 Free*	Martineau Gardens	OS
<i>*If you are Unemployed and on Income Based Benefits and you have not previously done a Sow & Grow gardening course with BAES</i>							
SEND Employment Skills							
Preparing for Work	Fri	10:00 - 14:00	10/06/22	01/07/22	Free Course	Erdington	OS

How to join a course

Contact the Admissions Team

The quickest and easiest way to get in touch with our admissions team is to fill in the Course Enquiry Form on our website at www.learnbaes.ac.uk

You can go directly to the form by using the weblink https://bit.ly/BAES_Enquiry

If you prefer to ring us, please call **0121 303 4318**, or contact your local centre.

Whichever method you choose, one of the admissions team will be able to arrange and book an initial assessment or, if appropriate, enrol you directly onto the course of your choice.

For the latest information please check our fees, times and venue location in this course brochure. Please note course details may need to change. Up-to-date information on when, where and how your course will be delivered and how to access your course on our Virtual Learning Environment will be confirmed with you during the assessment and enrolment process.

Careers Education, Information, Advice and Guidance (CEIAG)

If you would like to book an appointment for careers guidance, or general course information, advice and guidance - please use the online form at www.learnbaes.ac.uk/learner-services/iag-request. Alternatively, you can contact the Careers and Courses Team directly at learnerservices@baes.ac.uk

Disclaimer

BAES is committed to delivering the courses and programmes of study as described in our course brochures and website. We ensure that information contained on our website and in our publications is correct and up to date.

Every effort is taken to provide the programmes and services described, however BAES cannot always guarantee the provision of any course or service and we may need to make variations to the contents or methods of delivery of courses, to merge or combine courses, or in some circumstances discontinue courses if such action is considered to be necessary.

Should we need to discontinue any courses, we will use all reasonable endeavours to provide a suitable alternative.



June Course

Housekeeping and Cleaning

Not just any Summer job! Recruiting NOW

With jobs available from 3 weeks to 3 months, make **Birmingham 2022** work for you.

Do you want to take advantage of the great employment opportunities that the Commonwealth Games will be bringing to Birmingham?

Join our two week course and meet the companies who are looking to recruit staff. We will make sure you have the skills and qualifications you need to get noticed.

Course details

As part of the training course you will learn and develop the following:

Workskills: Cleaning Techniques, Health & Safety

Soft Skills: Communication, Customer Service, Organisational & Employability skills

Venue: Brasshouse Language Centre,

1st Floor Library of Birmingham, Centenary Square, B1 2ND

Initial Assessment: Wednesday 1 June 2022, 09:30 – 12:00

Course Dates: Monday 6 June - Friday 17 June 2022

Days & Times: Monday - Friday, 09:30 – 15:00

Interested? Want to book your place?

For more information and to book an assessment

call Jo Gayle on 07892 785231 or email information@baes.ac.uk

Eligibility

Aged over 19 (on 31/08/21)

Lived in the UK / EU for 3 years

Available to attend all of the course

Birmingham
Adult
Education
Service



West Midlands
Combined Authority



Birmingham
City Council





Pathway to Construction

June Course

Gain the knowledge required to get your Construction Skills Certification Scheme (CSCS) card.

This course will include: CSCS revision support, touch-screen test and work placement, Health & Safety in a Construction Environment, Solving Work Related Problems

Where: Brasshouse Centre at the Library of Birmingham, 1st Floor
Centenary Square, off Broad Street, Birmingham B1 2ND

Initial Assessment: Wednesday 15 June 2022

Starts: Monday 20 June 2022 **Ends:** Friday 1 July 2022

When: Monday to Friday

Time: 09:30 - 15:00

Costs: FREE (you must be 19+ and unemployed)

Find out more by calling Jo Gayle on 07892 785231

Birmingham
Adult
Education
Service


West Midlands
Combined Authority

 Birmingham
City Council

 **matrix**
quality standard for information
advice and guidance services
approved by the matrix Accreditation Body

 **Ofsted**
Good
Provider

Birmingham Adult Education Service

Centres

Aston Learning Centre

99 Whitehead Road,
Aston, B6 6EJ
Tel: 0121 675 5921

Brasshouse Languages at the Library of Birmingham

1st floor, Centenary Square,
Birmingham, B1 2ND
Tel: 0121 303 0114

Erdington Centre

101 Sutton New Road,
Erdington, B23 6RE
Tel: 0121 464 6190

Northfield Centre

45 Church Road,
Northfield, B31 2LB
Tel: 0121 464 8272

Saltley Learning Centre

80 Anthony Road,
Saltley, B8 3AA
Tel: 0121 303 9219

Selly Oak Centre

33b Hubert Road,
Selly Oak, B29 6DX
Tel: 0121 675 5933

Shard End Learning Centre

Heathway Shopping Centre,
Shard End, B34 6QU
Tel: 0121 675 3485

Sparkhill Centre

477 Stratford Road,
Sparkhill, B11 4LE
Tel: 0121 464 1893

Stone Hall Centre

1083 Warwick Road,
Acocks Green, B27 6QT
Tel: 0121 464 9150

Yardley Wood Library

Highfield Road,
Yardley Wood, B14 4DU
Tel: 0121 464 8272