



Course Guide 2011 - 2012

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Welcome



Thank you for your interest in studying at Greenbank College. It is important that you gather as much information as you can before making a decision about your future. Choosing the right course at the right College is vital.

Reading this guide is the first step towards making an informed choice and it should cover what you need to know before making a decision about your future. Our Guidance team can also help by offering an opportunity to discuss your situation and what you want to achieve and the options open to you.

All our staff, including teachers, tutors and learning support staff, are dedicated to providing you with an experience which helps you meet your ambition and potential.

We recognise that every learner is different; with differing needs and learning styles, and we do our utmost to ensure that your time at Greenbank College is happy, fulfilling and rewarding. We are here to help you to achieve your learning ambitions.

Good luck!

Anne Kinsella
Education and Curriculum Manager

Key facts about Greenbank College

How big is it?

There are approximately 430 learners enrolled on courses. Classes are taught in small groups, usually between 8 and 10 people.

How old are our learners?

During 2011/12 we have places for 156 learners aged 16 to 18 with the remainder of places offered (approximately 250) to people aged 19+. Some classes have people aged between 16 and 85!

Who goes to the College?

All sorts of people from all sorts of backgrounds which is what makes the College such a good place to be. The College is not just for disabled people although 38% of our learners are disabled and we offer support for those who need it.

When inspected by Ofsted in November 2010 Greenbank College was awarded Grade 1 'Outstanding' for Equality and Diversity.

Who runs it?

The College is run by Greenbank, a registered charity whose mission statement is:

"To enhance the opportunities and status of people with disabilities through education, training, employment, transport, sport and recreation"

What's on offer?

Introductory courses such as basic computers, work related courses, fun courses eg wine appreciation, a link to Higher Education via Foundation Degree Inclusive Sport Development course, courses to improve English and Maths skills and more.

How can I find out more?

Open Days are held regularly and will take place 10am and 12; 2pm and 6pm on:

Wednesday 9 November 2011

Wednesday 29 February 2012

Wednesday 16 May 2012

Wednesday 11 July 2012

Open Evenings for School Leavers will be held between 4 and 6pm on:

Monday 14 November 2011

Tuesday 29 November 2011

Thursday 26 January 2012

Or contact Guidance – 0151 733 7255 or greenbankiag@greenbank-project.org.uk to arrange a free one-to-one interview to develop your action plan for learning or work.



"With my course being part time, it means I can continue to work and train for boxing. I enjoy all the different aspects that the course covers. I want to become a Sports Development Officer. Greenbank is a great environment to learn in."

Kayleigh Hayes – Sports - Higher Education Learner

Support for Learning

Greenbank College has a number of services available to support people while they learn, including:

Learning Support

The following support is available for all learners:

- The assistance of a Learning Coach to help people on a one-to-one basis (subject to assessment and availability).
- Accessible furniture and equipment in classrooms, including height adjustable desks.
- Specialist IT equipment including screen reader software, large screens and IT technical support to offer specific advice as needed.
- Help with transport and independent travel (subject to assessment and availability).

Library

Greenbank College operates a small library service offering books related to vocational courses, fiction and non-fiction and large print material.

The library also has a number of computers for personal study and access to the internet.

Health and Wellbeing

Learning and the ability to learn is about much more than what happens in the classroom. Greenbank College is inspected by Ofsted; the organisation responsible for ensuring the quality of education provision in England. Ofsted assess the College's ability to achieve the

following outcomes for learners; being healthy, staying safe, enjoying and achieving, making a positive contribution and achieving economic wellbeing. These outcomes are taken seriously at Greenbank College and it has contacts with a wide range of specialist agencies to refer learners to as required.

Welfare Rights

Learners can access help and information about their benefits and other financial matters at welfare rights sessions offered at College in partnership with Merseyside Welfare Rights from 9.30 to 12pm on 1st and 3rd Tuesdays of the month.

Telephone advice is available via the Liverpool Advice Alliance - 0844 848 7700
10am – 4pm Monday to Thursday or
10am to 1pm Friday
or via their website at
www.liverpooladvicealliance.org



"I study Maths (Entry 3) and English Level 1 and a Sports Coaching Course. I want to be a Wheelchair Football Coach and have just received my FA Level 1 badge. I get treated like an adult at Greenbank."

Matthew Anderson
- Sports Learner

Guidance

Greenbank College's Information, Advice and Guidance (IAG) service helps people make clear, informed choices about career and learning opportunities.

The free service enables clients to access a one-to-one interview with an experienced and qualified Guidance Officer. Clients are assisted in creating an action plan, focusing on achieving short and long term goals.

The service is Matrix accredited and has a contract with Next Step - the national adult careers service.

Information, Advice and Guidance includes access to:

- Comprehensive and current information on learning opportunities and training providers.
- Entry requirements, assessment and accreditation information.
- Referrals for in-learning benefits advice.
- Careers and occupational information and software.

- Support in writing or updating a CV.
- Job search support.
- Advice on completing application forms.
- Mock interviews.

All learners who want to access courses will have a one-to-one guidance appointment before enrolment.

Once enrolled, learners can access IAG services at any point.

Next Step guidance services are also available to non-learners aged 19+ who wish to access learning and work.



Help to Find Work

Greenbank College acknowledges that qualifications alone may not be enough to secure work and further supports learners by:

- Offering a guidance service to develop individual action plans with the aim of securing employment.
- Offering work placement opportunities as part of vocational courses where possible through established links with local employers.
- Offering employment related training courses for learners on vocational courses. Courses on offer include: City & Guilds Entry Level 3 Award in Employability and Personal Development and City & Guilds Level 1 Award in Employability and Personal Development.
- Offering work based projects on a contracted basis. Please check www.greenbankemployment.org.uk for details of current programmes.

Services for Young People



Greenbank College offers a supportive and friendly learning environment and has places for 156 learners aged 16 to 18 for 2011/12.

A limited number of places are available for young people under the age of 16, as an alternative to school. This must be with the approval of the young person's school (or LEA) and parent or guardian.

16 to 18 year old learners are offered a learning package for up to 4 days per week which includes a choice of vocational training - business administration & customer services, catering & hospitality, fashion & textiles, hairdressing, IT, sport and exercise & fitness. Also a relevant work experience placement for 3 to 6 hours per week and an employability course covering important personal development issues which are vital for success in the workplace.

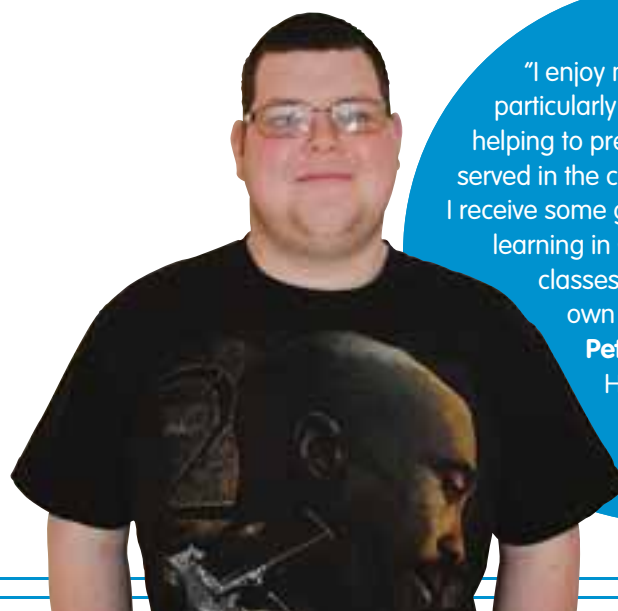
Young people who have not already achieved a Level 2 qualification in English, Maths or IT must also

include these subjects in their timetable.

Greenbank College has also secured funding from Children in Need for the 'Move On' programme. This project offers lunch time / after College activities for young people under the age of 19. The exact programme is decided upon by learners according to interests but has included photography, football, gaming, dance and drama.

'Move On' also offers an opportunity for second year learners to support those who are new to Greenbank College by acting as a 'buddy', whilst people get used to the differences between college and school.

Young people starting their course in September are invited to a barbecue before term starts as a chance to get to know other people at college.



"I enjoy my course particularly baking bread and helping to prepare food to be served in the canteen for lunch. I receive some great support for my learning in Catering and Maths classes. I would like to run my own restaurant one day."
Peter Welsh – Catering & Hospitality Learner

Functional Skills

Greenbank College's Functional Skills Department provides support for people who would like to improve their standard of English, Maths and IT.





Improving functional skills can help to:

- Manage money.
- Get a job.
- Assist children with their homework.
- Fill in forms.
- Increase confidence.

English (or Literacy) courses cover speaking, listening, reading and writing.

To complete the course a learner must pass final Functional Skills assessments in speaking and listening, reading and writing.

Maths (or Numeracy) courses cover fractions, using whole numbers, decimals and percentages to solve problems; calculations with money, time and measurements; information in graphs and charts and finding out about 2D and 3D shapes.

Learners undertake a final Functional Skills assessment task.

IT courses show learners how to use technology effectively, confidently and for a range of purposes. Assessments are based on ability in the following areas:

- Using IT systems.
- Finding and selecting information.
- Developing, presenting and communicating information.

Courses can be done independently or combined with study in another College department and are offered from Entry Level up to Level 2.

English and Maths courses are compulsory for 16 to 18 year old learners who have not already achieved a Level 2 qualification in these subjects.

Courses offered are:

English

- NOCN Entry Level 2 Award in Functional Skills - English
- NOCN Entry Level 3 Award in Functional Skills - English
- NOCN Level 1 Award in Functional Skills - English
- NOCN Level 2 Award in Functional Skills - English

Maths

- NOCN Entry Level 2 Award in Functional Skills - Maths
- NOCN Entry Level 3 Award in Functional Skills - Maths
- NOCN Level 1 Award in Functional Skills - Maths
- NOCN Level 2 Award in Functional Skills - Maths

IT

- NOCN Entry Level 3 in Functional Skills - IT
- NOCN Level 1 in Functional Skills - IT

Money Matters

Course Fees

Not everyone pays course fees. Courses are free for all learners aged 16 to 18 on 1 September 2011 and for adults aged 19 and above meeting the following criteria:

- Studying a full NVQ Level 2 qualification for the first time.
- Studying a full NVQ Level 3 qualification for the first time and aged 19 – 25.
- Studying a full NVQ Level 1 qualification for the first time without holding a Level 2 or equivalent qualification.
- Studying English and Maths courses.
- Aged 19-25 with a S139A Learning Difficulty Assessment Report.
- In receipt of certain benefits (JSA or ESA in Work Related Activity Group).

Financial support is available for some people taking courses:

For young learners

Education Maintenance Allowance (EMA)*

From September 2011, EMA will be replaced with a new £180m national bursary scheme. Those aged between 16 and 19 years facing financial hardship whilst in full-time education may receive a bursary.

Greenbank College will be responsible for awarding bursaries for eligible learners. Those most in need, such as those in care, care leavers or those claiming income support will be guaranteed a bursary of £1,200. All other learners aged between 16 and 19 who face financial hardship can apply for a bursary through Greenbank College (details on request).

Arrangements in 2011/12 for previous EMA applicants

Previous EMA applicants will continue to receive payments whilst studying in 2011/12 if:

- Application was made for EMA in 2009/10 (same weekly payment will be received).
- Application was made for EMA in 2010/11 and the maximum EMA payment of £30 was received (this will be reduced to £20 a week in 2011/12).

Care to Learn

Care to Learn is available for learners under 20 with one or more children, to help with the cost of childcare whilst undertaking learning. Childcare up to the value of £160 per child per week is available

To qualify learners must:

- Be under 20 at the start of the course.
- Be caring for own child or children.
- Use a childcare provider that's registered with Ofsted.

Additional conditions also apply.

For adult learners (aged 19+)

Adult Learners Grant (ALG)

ALG offers an allowance of up to £30 per week (dependent upon household income) for adults aged 19 and above (learners must be over 19 years old on 1st September 2011), subject to regular attendance at College.

To be eligible for ALG:

- The course must lead to a first full Level 2 or first full Level 3 qualification.

- Studied full time - at least 12 hours a week (equivalent to 450 hours of 'guided learning' a year, or 150 hours a term).

The size of ALG awarded is dependent upon earnings in the previous tax year.

Fifty Plus In-work Training Grants

For those starting a new job at 50 or over, help may be available for work-related training costs through the Fifty Plus In-work Training Grant. To be eligible applicants must:

- be currently working (including self-employment).
- have previously claimed at least one benefit (from a specified list available at direct.gov.uk), continuously for at least 26 weeks.
- no longer claiming any of the specified benefits, a
- aged 50 or over when claim stopped.
- apply for the grant no longer than 52 weeks after the relevant benefit claim ends.

Professional and Career Development Loan (PCDL)

PCDL is a personal loan available for learners wanting to gain the experience, training and qualifications to improve job skills. Applications for a loan can be made by those who are employed, self employed or unemployed.

The key points about the loan are:

- between £300 and £10,000 can be borrowed to help fund up to two years of learning (or up to three years if the course includes one year of relevant practical work experience)

- The Young People's Learning Agency (YPLA) pays the interest on the loan whilst recipients are studying – and for one month afterwards. After this, interest is payable at the rate fixed when the loan was taken out. Interest rates on the loans are set so they're competitive with other 'unsecured' personal loans that are commercially available.

There are three areas that a PCDL can cover:

- Course fees - 80% of course fees, or 100% for those who have been out of work for three months or more at the time of application.
- Other course costs, like books, travel and childcare.
- Living expenses, like rent, food and clothing (for unemployed people or those working less than 30 hours per week).

Educational Grants Advisory Service

Some charities and trusts offer financial help, but their eligibility rules vary. The Educational Grants Advisory Service (EGAS) provides information and advice on sources of funding through their Directory, helpline and website.

For further details for support visit www.direct.gov.uk or contact the Learner Support Helpline on 0800 121 8989

* Subject to Government approval following Department for Education consultation which ends on 20 May 2011.

** Information correct at time of going to print May 2011. May change due to Government funding decisions.



About Vocational Qualifications

The vocational qualifications on offer at Greenbank College are work-related qualifications. They're designed to allow people to learn in a flexible way and give them the skills that employers are looking for.

All vocational qualifications are grouped together in different Levels on the Qualifications and Credit Framework (QCF). The Level shows how difficult each qualification is – at Greenbank College courses are offered from entry level up to Level 4.

Vocational qualification levels can be compared to other qualifications. Entry level qualifications build

confidence and help people prepare for further learning and work. Level 2 qualifications are the equivalent of grades A* to C at GCSE and Level 3 qualifications are equivalent to A Levels.

When choosing a course it is important that learners enrol at the correct level.

The table below shows how the different qualifications compare:

Level	Academic Qualifications	Vocational Qualifications	Entry Requirements
Entry			For learners with no formal qualification
1	GCSE grade D – G	NVQ Level 1	For learners with few or no qualifications
2	GCSE grade A* - C	NVQ Level 2	For learners with less than 5 GCSE at grade A* - C or an equivalent Level 1 qualification
3	AS / A Level	NVQ Level 3	For learners with more than 5 GCSE at grade A* - C or an equivalent Level 2 qualification
4	Foundation Degree		For learners with AS / A Levels or equivalent Level 3 qualification



The names of all the qualifications in the QCF are set out the same and indicate 3 things – how difficult it is, how long it takes and what it is about.

- The level – there are 9 levels, from entry to Level 8 (although at Greenbank College the highest level offered is Level 4).
- The size – showing how long it takes to complete. Every qualification in the QCF comes in 3 sizes – Award, Certificate or Diploma. An Award is made up of 1 to 12 credits (10 to 120 hours of learning). A Certificate is made up of 13 to 36 credits (130 to 360 hours of learning) and a Diploma is made up of 37 credits or more (370 or more hours of learning).
- Content – indicating what the qualification is about eg OCR Level 2 NVQ Award in Business and Administration. This is suitable for learners with less than 5 GCSEs at grade A* - C or an equivalent NVQ Level 1, is made up of a minimum of 9 credits in the subject of Business and Administration.

Correct at the time of going to print (May 2011)



The Vocational areas on offer at Greenbank are:

Business Admin & Customer Services

Catering & Hospitality

Fashion & Textiles

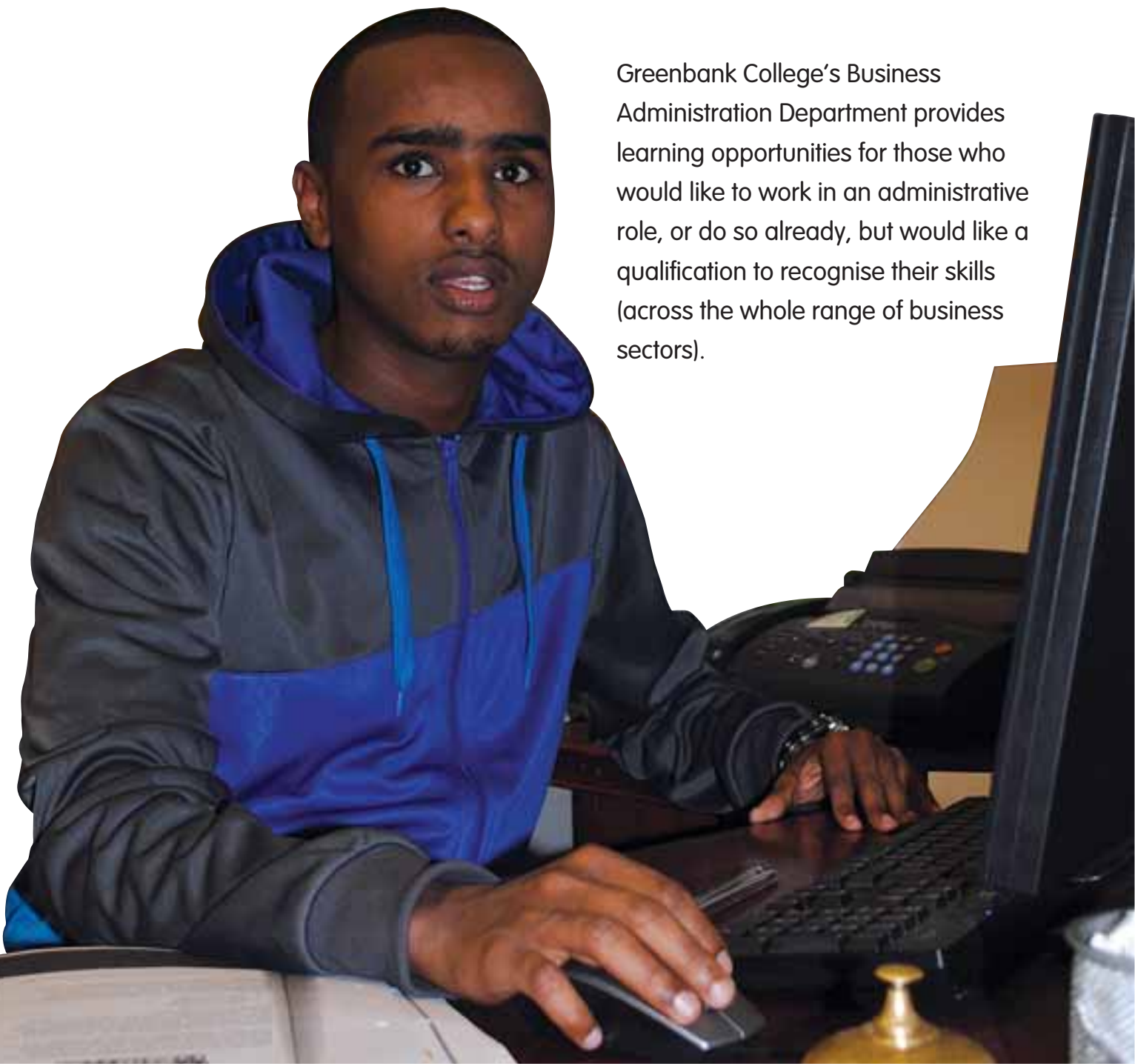
Hairdressing

Information Technology

Sport and Exercise & Fitness

Sport - Higher Education

Business Administration & Customer Services



Greenbank College's Business Administration Department provides learning opportunities for those who would like to work in an administrative role, or do so already, but would like a qualification to recognise their skills (across the whole range of business sectors).



The Level 1 qualification is aimed at people new to administration and the department caters for progression up to NVQ Level 3.

Skills taught include handling the mail, using office equipment, meeting and welcoming visitors and word processing.

Learners may either use 'on the job' experience, combining work and study (to demonstrate to their employer the extent of their knowledge). Alternatively learners can gain real work experience by supporting staff on the campus with a range of administrative tasks as required.

There is also an opportunity for learners to do a work placement whilst studying. This maximises on the skills gained with the aim of securing employment at the end of the course.

The Business and Administration qualification is complemented by an opportunity to study Customer Service NVQ Level 1 to 3.

This course develops interpersonal skills needed for those working, or intending to work within a customer service environment and having direct or indirect contact with internal or external customers. Learners are shown how to present a good impression and image, improve customer service delivery, handle problems and develop and improve customer service.

Courses offered are:

- OCR Level 1 NVQ Award or Certificate in Business and Administration
- OCR Level 1 NVQ Certificate in Customer Service
- OCR Level 2 NVQ Certificate or Diploma in Business and Administration
- OCR Level 2 NVQ Certificate in Customer Service
- OCR Level 3 NVQ Certificate or Diploma in Business and Administration
- OCR Level 3 NVQ Diploma in Customer Service



"The things I like about the course are the people I work with and meeting new people. I would recommend coming to Greenbank because the course is enjoyable and it's a nice place to learn."

Alex McGowan – Business Administration & Customer Services Learner

Catering & Hospitality



Greenbank College's
Catering & Hospitality
Department offers a
range of accredited
courses from Entry to
NVQ Level 2.



Courses are practical and prepare learners for employment. The NVQ Level 1 provides an introduction to working in a kitchen and restaurant and covers the basic skills required in food preparation, cooking and serving food and drink. The NVQ Level 2 builds on the skills developed at Level 1 or through actual work experience in the catering industry.

Both qualifications cover kitchen health, safety and hygiene, preparing a range of foods, food safety certificate and giving customers a positive impression.

Practical sessions take place in the kitchen of Greenbank College's canteen and supervised learners provide the canteen facility for other learners and staff, whilst gaining valuable work experience of a catering workplace. The department also has classroom facilities for theory work.

NVQ learners are expected to gain additional workplace experience through placements in the kitchen at Timeout Café at Greenbank Sports Academy or The Doorstop Café, Hanover Street, Liverpool City Centre. Learners may also arrange placements in other suitable catering facilities (as agreed with their tutor).

Time Out Café also holds regular 'Catering Training Evenings' on the first Thursday of the month during term times.

Courses offered are:

- Highfield Awarding Body for Compliance Level 2 Award in Food Safety in Catering
- City & Guilds Certificate in Introduction to the Hospitality Industry (Entry 3)
- City & Guilds Level 1 NVQ Hospitality Food Preparation and Cooking
- City & Guilds Level 2 NVQ Diploma in Professional Cookery

"I've learnt a variety of skills in the kitchen to gain experience around food and have had help to perfect baking cakes and bread. I love the range of recipes we get to work on. I hope to work as a professional chef in a high end restaurant."

Katie Martin – Catering Learner



Fashion & Textiles

Greenbank College's Fashion & Textiles Department offers three accredited courses suitable for complete beginners up to Level 2.





Accredited courses offer opportunities for people interested in moving on to further or higher education; considering self-employment or wanting employment in the Fashion/Textiles industry.

Art Design and Creative Studies (Fashion) Level 1 covers a basic introduction to materials used in fashion and the exploration of some simple techniques; how to plan, research and develop creative ideas for original designs and working on a set project to create a decorative fashion item (garment or accessory).

The Creative Techniques Certificate in Textiles Level 1 qualification is suitable for beginners to learn the basics of design, explore different textile decoration techniques and create a collection of simple decorative textiles. Level 2 progresses to cover all aspects of design – from research, exploring dyeing and printing techniques, through to the planning and creation of original decorative textiles.

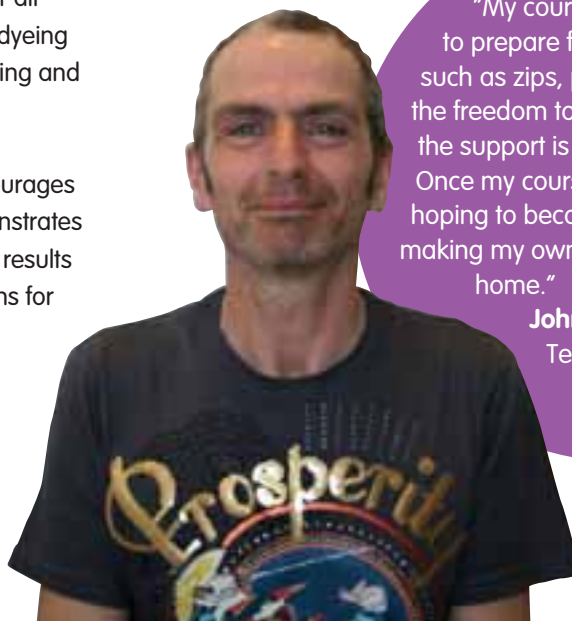
A relaxed, friendly learning environment encourages learners to meet their full potential and demonstrates how simple techniques can achieve amazing results e.g. translating artwork into impressive designs for textiles.

As confidence grows learners are able to progress to higher level qualifications and produce high quality work for recreational or employment related purposes.

Also on offer are a wide range of leisure courses which are suitable for people who don't want to link their learning to the workplace (see page 30 for details).

Courses offered are:

- ABC Art, Design & Creative Studies (Fashion) Level 1
- City & Guilds Creative Techniques Certificate in Textiles Level 1
- City & Guilds Creative Techniques Certificate in Textiles Level 2



"My course includes how to prepare fabric for sewing such as zips, pleats, etc. I'm given the freedom to express myself and the support is always there if needed. Once my course is completed, I am hoping to become self-employed making my own soft furnishings at home."

John Jensen – Fashion & Textiles Learner

Hairdressing





Greenbank College's Hairdressing department is based at Salon HQ; a standalone building on the edge of the College campus.

Newly built and completed in 2011 the salon is well equipped and offers learners the opportunity to experience a 'real' salon environment. The salon is open to the public and offers cutting, colouring, perming and styling.

Learners on the Level 1 course will learn the skills needed to work as an assistant in a salon. This qualification enables learners to work on a range of practical and theoretical hairdressing skills plus real work activities. These include shampooing, conditioning and blow drying hair, supporting reception duties and assisting more experienced staff with salon services. To be successful learners need to accept personal responsibility and enjoy working as part of a team.

The Level 2 course requires learners to demonstrate a board range of varied work activities as required by the hairdressing industry. These include basic cutting, colouring and styling and learners are required to produce a portfolio of evidence of these skills to successfully complete the course.

Courses offered are:

- City & Guilds Level 1 NVQ Certificate in Hairdressing and Barbering
- City & Guilds Level 2 NVQ Diploma in Hairdressing



"I am studying Level 1 Hairdressing and get lots of help from my tutor who is fantastic. All the equipment I need is provided. My favourite part of the course is learning about the science of hair which is really interesting. My aim is to become a hairdressing tutor myself in the future."

Leah Caddick -
Hairdressing Learner

Information Technology

Greenbank College's Information Technology Department offers a wide range of courses suitable for learners at all levels of experience and knowledge.





Good IT skills are vital in the work place and Greenbank College courses allow the learner to build on skills and demonstrate ability through the completion of a range of accredited qualifications.

iTQs demonstrate to employers that learners have achieved a recognised, national standard in IT and are a good way to make sure that IT skills are up to date. iTQ's are flexible and experience and previous IT qualifications may count towards achievement.

ECDL Extra covers units such as word processing and spreadsheets and any credits obtained can be transferred to higher level iTQ qualifications.

Learners on iTQ courses are encouraged to demonstrate their skills through work place examples, particularly by undertaking work experience placement or combining the course with employment.

As well as general IT qualifications the department also offers a number of subject specific courses including E-Safety, which gives learners the knowledge and understanding needed to protect themselves online by covering potential risks, protecting personal information and legal issues.

Courses offered are:

- BCS Digital Skills
- BCS E-Safety
- OCR iTQ Level 1 Award in IT User Skills
- OCR iTQ Level 1 Certificate in IT User Skills
- NCFE Level 1 Award In Podcasting
- BCS Level 1 Digital Creator
- OCR iTQ Level 2 Award in IT User Skills
- OCR iTQ Level 2 Certificate in IT User Skills
- BCS ECDL Extra Level 2 (NS)
- OCR iTQ Level 3 Award in IT User Skills
- OCR iTQ Level 3 Certificate in IT User Skills

NS - Nightschool Option,
Wednesday 6 - 8.30pm



"The staff at Greenbank are very supportive and there is a very friendly atmosphere. I receive lots of support from my tutors in all my classes."

Elham Khalil –
Information Technology
Learner

Sport and Exercise & Fitness

Greenbank College's sports learners benefit from the superb sports facilities available at the Greenbank Sports Academy including gym and sports hall, which offer the opportunity to gain work experience whilst studying.





Sport Courses

Courses are ideal for people interested in working or volunteering within the sports sector, for example as a coach, facility manager or gym instructor.

For those interested in developing sports coaching skills, Greenbank College offers Level 2 Award in Community Sports Leadership. The course covers:

- Plan, lead and evaluate a sport/activity session.
- Developing leadership skills.
- Lead a session to improve fitness.
- Adapting sports activities.
- Establish and maintain a safe sport/activity session.
- Organise and deliver a sports event or competition.
- Pathways in sport and recreation.

Learners can then progress to the Level 3 Certificate in Higher Sports. Subjects are studied more in depth and also include:

- Organise and lead a sports event or competition
- Legal and ethical responsibilities when working with others and a choice of 2 units from:
 - Lead sport/activity sessions for children
 - Lead sport/activity sessions for older people
 - Lead sport/activity sessions for disabled people

Exercise & Fitness Courses

The Level 2 NVQ Diploma Instructing Exercise and Fitness is suitable for people interested in a career in exercise and fitness. Units covered include anatomy and physiology for exercise; principles of exercise, fitness and health; plan and prepare gym-based exercise and instruct and supervise gym-based exercise.

Following completion learners may then progress to Level 3 Diploma in Personal Training. Learners are expected to work with clients in a gym environment to design and manage physical activity programmes and apply nutrition principles to support clients.

Courses offered are:

- Sports Leaders UK Level 2 Award in Community Sports Leadership
- Sports Leaders UK Level 3 Certificate in Higher Sports Leadership
- City & Guilds Level 2 NVQ Diploma Instructing Exercise and Fitness
- City & Guilds Level 3 NVQ Diploma in Personal Training



"Studying at Greenbank is the best thing I've done to improve my life and career. My goal is to become a fitness instructor or a personal trainer. I've received lots of help including a Hardship Grant to help buy my kit and travelling expenses."

Carla White – Exercise & Fitness Learner

Sport - Higher Education



Foundation Degree Inclusive Sport Development

The Inclusive Sport Development Foundation Degree is a 3 year part time higher education course accredited by Liverpool John Moores University. The course offers the opportunity to progress onto the Bachelor of Arts Honours Sport Development Degree.

The course is designed for those seeking to combine a degree qualification with continued employment, professional training or sports athlete/player.

The programme provides educational and vocational opportunities to learners from a wide range of backgrounds and experiences, wishing to or presently participating / working within the sports industry.

Duration and Attendance

- The qualification is part time over 3 years.
- Lecturing takes place over 1 day per week.
- The academic year is from September - December and January - May.

Course Structure

Learners concentrate on developing a range of knowledge and understanding, intellectual, key/transferable and practical



skills that will enable them to develop within a coaching, sports development/management role.

Level 1 Modules

1. Developing Employability Skills in a Sports Development context
2. Personal Development Planning in Sport Development and Coaching
3. Understanding Organisations
4. Sports Development Principles
5. Coaching Children
6. The Organisation of Sport
7. Physical Activity, Exercise & Health

Level 2 Modules

1. Work Based Research Project
2. Current Policy & Practice Issues
3. Managing Sport
4. Sport & Social Inclusion
5. Research Methods
6. Individually Negotiated Module

Option Modules are:

- Event Management
- Analysis of Coaching (Work Based)
- Health and Lifestyle Promotion
- Marketing and the Media in Sport

Admissions

Candidates should have appropriate experience of working with children, young people or a specified client group that is suitable for the Sport Development or Coaching profession.

Applicants of 18 years of age (by the 31 August in the year of entry) need to have studied level 3 or above (A Levels, GCSE in applied subjects, International Baccalaureate, Key Skills Level 2/3, BTEC Awards, Certificates, Diplomas at Level 3, BTEC Nationals, OCR Nationals, NVQs at Level 2/3) for a minimum of two academic years. Mature entrants (21+ years) are required to demonstrate evidence of recent study, relevant vocational or work experience and an interest in developing their career in sport.

All applicants should have GCSE English and Mathematics grade A - C or equivalent (such as access courses, key skills qualifications, etc) however, if not they will be encouraged through courses at Greenbank College and the university learner support network, to gain this within the period of the FDA.

Applications can be made online at:

<http://activeweb2.ljmu.ac.uk/universalApplicationForm/enquiryform.aspx>

Funding advice can be obtained at:

<http://www.ljmu.ac.uk/feesandfunding/117531.htm>

Courses offered are:

- Liverpool John Moores University Foundation Degree in Inclusive Sport Development



Apprenticeships

An apprenticeship at Greenbank College gives participants an opportunity to work alongside experienced staff to gain job specific skills whilst completing a relevant accredited qualification.

Apprentices also complete a Technical Certificate covering matters such as Health and Safety and Employment Rights and Responsibilities and English and Maths qualifications (if not already achieved at Level 2 (GCSE A* - C)).

Apprentices are paid a wage during the programme, which lasts for up to 2 years, of no less than £4.50 per hour for up to 25 hours per week.

Funding restrictions mean that initially Greenbank College apprenticeship opportunities are only available for those aged 19 and above.

During 2011/12 Greenbank College will advertise up to 20 apprenticeship opportunities at Level 2 and 3 including:

Exercise Fitness and Sport

Intermediate Level Apprenticeship in Instructing Exercise and Fitness (Level 2)

Pathway 1 – Exercise and Fitness

This is suitable for those already employed in the fitness industry or looking to enter the industry and further develop knowledge and skills to gain employment. The pathway is also suitable for those wishing to change career after having worked in a different sector.

Advanced Level Apprenticeship in Sports Development (Level 3)

Pathway 1 – Sport Development

Which provides a vocational pathway for those interested in a career in sport development and could





Apprenticeships

be particularly useful for apprentices who have been former recipients of sports development services and become leaders or coaches before wishing to progress to a sports development role

Hospitality and Catering

Intermediate Level Apprenticeship in Hospitality and Catering (Level 2)

Pathway 2 – Food and Beverage Services

Covering:

- Safe, hygienic and secure working environments in hospitality
- Effective teamwork
- Giving customers a positive impression
- Food safety in catering
- Principles of customer service in hospitality, leisure, travel and tourism

and other units more specific to the apprentice's job role.

Pathway 4 – Professional Cookery

Covering:

- Safe, hygienic and secure working environments in hospitality
- Effective teamwork
- Principles of maintaining, handling and cleaning knives
- Food safety in catering

There are further units that are required to be taken dependent upon the job role and organisation the apprentice is in.

Hairdressing

Intermediate Level Apprenticeship in Hairdressing (Level 2)

Pathway 1 – Hairdressing

This pathway develops skills to foundation level and employment as a Junior Stylist, carrying out treatments including basic cutting, styling, drying and finishing.

Greenbank College apprenticeship opportunities are advertised via the National Apprenticeship Service – visit www.apprenticeships.org.uk for details.



Learning for Fun

Learning isn't just about progressing in the workplace; it can offer lots of other benefits including, a chance to meet new people, discover new talents, learn new skills and have fun.

Greenbank College has developed a range of short leisure based courses which are aren't linked directly to the workplace but offer learners an opportunity to develop their skills

Catering

Fun to Cook
Baking for Beginners (NS)

Fashion & Textiles

Fashion

Basics
Introduction to a Sewing Machine

Soft Furnishings

Soft Furnishings for Beginners
Introduction to Creative Cushion Covers
Advanced Soft Furnishings

Machine Embroidery

Machine Embroidery for Beginners
Sampling Machine Embroidery Techniques
Make a Machine Embroidered Wall Hanging



Creative Accessories

Creative Gift Making Using a Sewing Machine
Introduction to Bag Making
Make & Embellish a Shopper
Design and Make a Handbag

Creative Household Accessories

Simple Household Accessories
Advanced Household Accessories

Garment Making

Introduction to Garment Making – Simple Trousers
Make and Embellish a Simple Skirt or Waistcoat
Make and Embellish a Dress

Textiles

Felt Making

Felt Making for Beginners
Simple Felted Accessories
Advanced Felt Making

Simple Fabric Printing

Introduction to Fabric Printing
Make a Printed Wall Hanging
Print Your Own Household Textiles

Creative Knitting & Crochet

Introduction to Basic Creative Knitting
Creative Knitted Accessories
Advanced Creative Knitting
Crochet for Beginners

Advanced Textile Decoration

Experimental Textiles – Silk Painting & Batik
Experimental Textiles – Stencilling and Screen Printing
Experimental textiles – Block and Transfer Printing
and Fabric Manipulation

General Crafts

Clay Crafts
Paper Crafts
Fabric Crafts
Seasonal Crafts (week commencing Monday
31 October 2011)

Hairdressing & Beauty

Introduction into Hairdressing, Make Up and Nails
(NS)

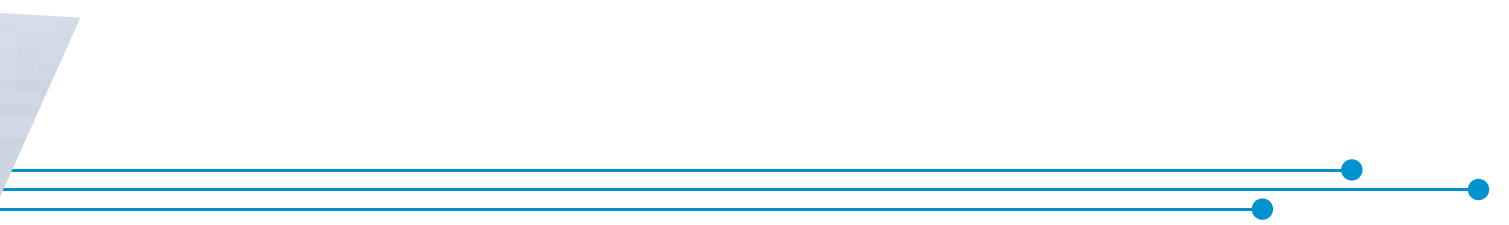
Information Technology

Me And My Computer
My Guide drop-in session

Miscellaneous

Wine Appreciation (NS)

NS - Nightschool Wednesday 6 - 8.30pm



2011 - 2012 Term Dates

Enrolment Week

Tuesday 30 August 2011 - Friday 2 September 2011

Autumn

Monday 5 September 2011 -
Wednesday 14 December 2011

Review week

Monday 24 October 2011 - Friday 28 October 2011

Spring

Monday 9 January 2012 - Friday 30 March 2012

Review week

Monday 13 February 2012 - Friday 17 February 2012

Summer

Monday 16 April 2012 - Friday 13 July 2012

Review week

Monday 4 June 2012 - Friday 8 June 2012



How to find us

Greenbank College is situated close to Sefton Park, Liverpool

Getting Here

By Bus

173 / 174 / 699 / 60 / 75 / 80 / 86

(* Plus 10 minute walk from Smithdown Road)

For more information visit www.merseytravel.gov.uk

By Car

Postcode is L17 1AG for sat nav and route planners or call 0151 733 7255 for help with directions.



How to contact us

Postal Address

Greenbank College
Greenbank Lane
Liverpool L17 1AG

Telephone

0151 733 7255

Fax

0151 284 2644

Email

greenbankiag@greenbank-project.org.uk

Opening Hours

Monday, Tuesday, Thursday, Friday: 9am - 4pm;
Wednesday: 9am - 8.30pm

Facilities

Greenbank College offers:

- Onsite parking (subject to availability)
- Lifts / wide corridors / accessible toilets
- On-site canteen
- Library



Greenbank Sports Academy

Greenbank Sports Academy is open to the public and offers a range of services on a fee paying basis. Learners receive a discount for the Gym and Timeout Café Bar.

Facilities include:

- Double sports hall
- Gym
- Conference rooms
- Accommodation
- Time Out Café Bar

Time Out Café Bar

Time Out Café Bar is a spacious fully licensed, family friendly restaurant which is available for private parties, individual meals or just a casual drink.

Opening times are 8.30am – 11.00pm daily and food is served till 9pm Monday to Saturday. There is also a limited menu on a Sunday.

Learners are eligible for discount on selected meals and drinks.

Time Out Café Bar in partnership with the College Catering Department also holds regular 'Catering Training Evenings' on the first Thursday of the month during term times.

During 2011 to 2012 these will take place on Thursdays between 5 and 9pm on:
6 October 2011, 3 November 2011, 1 December 2011, 2 February 2012, 1 March 2012, 3 May 2012, 14 June 2012 and 5 July 2012.

Everyone is welcome!

Gym

A fully equipped fitness gym which includes a range of cardio-vascular as well as specialised lifting equipment eg a wheelchair accessible chest press, vertical row and tricep press and specialist disability equipment such as Moto med and standing frame is available on site.

The gym is open from 8.15am – 9.30pm Monday to Saturday and 8.15am – 9pm on a Sunday.

Learners are eligible to join the gym for just £10 per month.

Visit www.greenbanksportsacademy.co.uk for more information



Salon HQ

The salon is open to the public and offers cutting, colouring, perming and styling with prices from just £8 for colouring, Salon HQ offers exceptional value for money.

Opening Times (Term times only)

Monday 1pm – 4pm

Tuesday 1pm – 4pm

Wednesday 9am – 4pm

Friday 1pm – 4pm

visit www.salonhq.org.uk for more information.



The Doorstop Café

Greenbank College operate The Doorstop Café at Merseyside Youth Association's 'The Door' building on Hanover Street.

The café is open Monday – Friday from 8.30am – 4pm and offers a range of food and drinks including, breakfasts, soups, sandwiches, paninis, jacket potatoes, salads, hot/cold drinks and freshly baked cakes.

A full menu is available to download from the website (currently under construction) – www.thedorstopcafe.org.uk

Learners are eligible for 10% discount off menu prices.





Greenbank College, Greenbank Lane, Liverpool L17 1AG
Tel: 0151 733 7255 · Fax: 0151 733 6861

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The information contained in this Course Guide is available from www.greenbankcollege.org.uk
Also available in braille, large print and audio format on request.