



SOUTH
LEICESTERSHIRE
COLLEGE



North Warwickshire
& Hinckley College

A decorative border of various blue and teal geometric shapes, including triangles, squares, and polygons, surrounds the central text. Some shapes are solid, while others are semi-transparent, creating a layered effect.

DREAM
Believe
ACHIEVE

Distance & Blended Learning
Course Guide

March 2016

Welcome

to our Distance & Blended Learning Course Guide

Federation partners North Warwickshire & Hinckley College and South Leicestershire College are able to provide a range of accredited qualifications at competitive rates and many receive government funding, significantly reducing costs.

This publication details courses which are available through distance or blended learning.

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If you would like to discuss any of our services in more detail, contact us on:

024 7624 3504, bpo@nwbc.ac.uk or visit www.nwbc.ac.uk

Health & Social Care qualifications

Certificate in Counselling Skills

This qualification would be useful for anyone who would like to develop their use of counselling in either a work or personal capacity.

You will explore core counselling skills and how they are practised. In addition, there is an introduction to counselling skills theories - psychodynamic, person-centred and cognitive behavioural therapy, which explore the key differences between these theories and gives an understanding of the significance of counselling theory.

You will gain an understanding of anti-discriminatory practice, discover the key aspects of an ethical framework and discover varied ways to address diversity in counselling skills practice. There is also an opportunity to explore your own personal development, developing and reflecting on your own values and exploring development in the future and potential sources of support.

Certificate in the Principles of Care Planning

Care workers play a key role in ensuring their residents/patients are treated with a friendly and caring approach. Care workers have the ability to relate to people from a variety of backgrounds. After an investigation from the Care Quality Commission revealed that 424 out of 1,357 services in England are rated 'inadequate', the need for high-quality trained care workers has never been greater.

This qualification introduces the principles and practice of person centred care planning. It also explores the principles of supporting an individual to maintain personal hygiene, understanding nutrition & hydration in health & social care settings, understanding continence care and the principles of supporting sleep.

Certificate in Introducing Caring for Children and Young People

There are many factors that impact on children and young people at different stages of their development. Learners will explore safeguarding the welfare of children and young people, and the use of food and nutrition information to plan a healthy diet. Learners will also discover the importance of activities, play and interaction, and learn how to contribute positively to the development of children and young people at different stages.

The qualification is suitable for anyone currently working with or intending to work with children and young people and wishes to expand their knowledge of caring for these age groups. Topics covered are safeguarding, importance of early learning, food and nutrition, the value of play and child development.

Care & Management of Diabetes

Understand treatment, management, prevention and early intervention of Type 2 diabetes. Currently, the number of people diagnosed with diabetes in the UK is estimated to be 3.2 million.

This nationally accredited qualification aims to provide an understanding of the different types of diabetes and how they can occur. The programme covers how the onset of Type 2 diabetes can be delayed with lifestyle changes and aims to develop an understanding of diabetes diagnosis and initial care. The qualification also covers the importance of ongoing care and the correct treatment of diabetes to control blood sugar levels.

Common Health Conditions

Covers a range of conditions and how they affect individuals.

The Certificate in Common Health Conditions develops knowledge and awareness of the various areas within health and social care settings. This qualification provides knowledge in a range of areas to develop their service delivery and care. It covers topics such as understanding how to contribute to monitoring the health of individuals affected by health conditions and the awareness of conditions such as arthritis, stroke, dementia, Parkinson's disease and sensory loss.



Principles of Dementia Care

Provides underpinning knowledge and understanding needed in a Dementia Care role. In 2015 it is estimated there will be 850,000 people with dementia in the UK.

The Certificate in the Principles of Dementia Care provides learners with an appreciation and understanding of the different forms of dementia that may be encountered and how to support individuals with this condition through person-centred care.

The qualification is particularly relevant for learners working within a medical or health and social care environment, as it helps individuals to develop their knowledge and understanding of the principles of caring for those with dementia. It covers areas such as person-centred care, the influence of positive communication methods, issues around the use of medication for those with dementia and the importance of offering appropriate activities.

Dignity & Safeguarding in Adult Health & Social Care

A total of 108,000 safeguarding referrals were reported by vulnerable adults in 2011/12. The responsibilities of care workers involved in protecting the health, well-being and human rights of individuals are far-reaching.

Completing this course will give employees a high standard of learning to support their roles in the workplace, reinforce the importance of recognising and reporting unsafe practice, improve your team's understanding of current legislation and create better preventative care by enabling staff to reduce the likelihood of abuse or harm.

Learners will investigate the principles and how they are applied in everyday work contexts. They will also have an opportunity to examine the dilemmas that can arise and the consequences when these principles are not upheld.

Principles of End of Life Care

Understanding the role of a care worker, loss and grief and how to manage pain and discomfort. End of life care aims to help people live as well as possible and to die with dignity.

This nationally accredited qualification is designed to develop knowledge and understanding relating to end of life care. The programme covers a range of topics including the support needed to manage pain and discomfort, how dementia impacts on end of life care, the role of the care worker at time of death, and the loss and grief process.

Working with People with Mental Health Needs

Raises awareness of the role of the mental health worker and support of those who experience mental ill-health. Mental health presents one of the greatest challenges that current and future generations will face.

This qualification helps develop the support, understanding and techniques that are required for working with individuals that have mental health problems.

The aim of the qualification is to develop the learner's understanding of mental health, mental health illness and regulated legislation, as well as raising the learner's awareness of the processes and approaches involved in the care and support of those who experience mental health issues.

Understanding Nutrition and Health

Appropriate for those working within sport & recreation, exercise & fitness, hospitality & catering and healthcare.

More than 60% of adults in the UK are overweight and without action, experts believe that half of these will be obese by 2050.

This qualification is for individuals wanting to recognise the importance of a healthy lifestyle and enhance their knowledge and understanding of a balanced and nutritious diet.

It will help to identify and develop both knowledge and skills surrounding diet and health, different nutrition's, how to prepare healthy food for different groups of people and food safety awareness, as well as the principles of weight management and the dangers of eating disorders.

Preparing to Work in Adult Social Care

Develops learners' basic knowledge of the adult social care sector.

The nationally accredited Certificate in Preparing to Work in Adult Social Care is designed to increase the professional development and confidence of individuals that are either new to working within a care environment, or are keen to gain the knowledge needed to help them seek employment within the health and social care sector. The learning materials cover a variety of topics fundamental to working in adult health and social care, including a wide appreciation of what to expect within the sector as well as focusing on important areas such as person-centred care, safe working practices, duty of care and safeguarding.

Prevention & Control of Infection in Health Care Settings

The rise of MRSA and resistant infections have brought infection control management to the forefront of care provider responsibilities.

This qualification covers a wide range of topics including the principles of infection prevention and control, the causes and spread of infection and the importance of correct cleaning procedures, decontamination and waste management.



Understanding the Safe Handling of Medicines

Develops an understanding of the importance of responsibility, accountability and confidentiality in handling medicines.

The Certificate in the Safe Handling of Medicines is the ideal programme for individuals wishing to increase their knowledge and understanding relating to the safe handling of medication within a health and social care setting.

The aim of this qualification is to develop the learner's understanding of the different types of medication and the requirements for the safe handling, storage and disposal of them. Learners will also cover the safe administration of medication and the importance of keeping accurate records.

Awareness of Mental Health Problems

Raises awareness of a range of problems including ADHD, PTSD and OCD. Mental health problems are among the most common health conditions, directly affecting about a quarter of the population in any one year.

The Certificate in Mental Health Awareness provides learners with an appreciation and understanding of a number of different mental health issues that are increasingly prevalent in today's society.

This qualification is relevant for learners from almost any employment sector and aims to develop the learner's understanding and appreciation of a wide range of mental health conditions. This includes signs, triggers and symptoms, how mental health can affect an individual's ability to cope and function as well as looking at guidance on how to potentially manage and support them with their illness on a day-to-day basis.

Working with Individuals with Learning Disabilities

Some people with a learning disability do not have the same control over their own lives as the rest of our society and face challenges and prejudice every day.

This qualification is designed to provide an understanding of the principles required to ensure that an individual with learning disabilities is provided with high quality person-centred care. The programme covers a range of topics including understanding supporting individuals with learning disabilities, safeguarding and protection, and positive risk-taking.

Business qualifications

Understanding Autism

How individuals with autism can be supported to live healthy and fulfilled lives

There are around 700,000 people in the UK with autism - that's more than 1 in 100.

The Certificate in Understanding Autism develops knowledge and awareness of Autism. Autism is a spectrum condition that affects how a person communicates with others and how they interpret the world around them. There are around 700,000 people in the UK with autism – more than 1 in every 100. Having a clear understanding of the misconceptions, diagnoses and support surrounding autism are just some of the essential skills needed when working in mental health.

Business & Administration Knowledge

Develops understanding across a range of basic administration concepts and practices.

The nationally accredited Certificate in Business and Administration develops the learner's knowledge and understanding across a broad range of basic administration concepts and practices. This course reviews the essential knowledge required to carry out every day and more complex administration tasks such as managing information and supporting events. This qualification is based on the business and administration national occupational standards and is recognised as the technical certificate component of the Level 2 Apprenticeship in Business and Administration.

Principles of Customer Service

Designed for those working or wishing to work in a customer service related role.

The nationally accredited Certificate in Customer Service covers topics fundamental to the delivery of excellent customer service. The course helps to increase awareness of understanding and meeting customers' needs, giving a great customer experience, learning from feedback and promoting products and services. It is suitable for all sectors and can help develop the learner's understanding of the importance of excellent customer service to both colleagues and external contacts.



Knowledge in Team Leading

Provides learners with the knowledge they'll need to work in a team leading role.

The nationally accredited Certificate in Team Leading gives practising or potential team leaders the foundation for their formal development in this role. The course helps to develop a wide range of team leading skills covering a number of aspects including establishing the team, motivation, communication, reporting structures and the relevant legislation required for the individual to progress confidently within their role.



Understanding Retail Operations

Qualification designed for those new to or seeking employment in the Retail Industry.

This qualification will provide you with a thorough understanding of retail operations. You will gain a wide range of knowledge such as effective customer service, teamwork and understanding key aspects of what to expect when working in the retail sector.

Other certificate qualifications

Information, Advice & Guidance

Understand IAG in practice and develop interaction skills.

This nationally accredited qualification is designed to develop interaction skills for information, advice and guidance and learn how to put those skills into practice. It is designed to explore communication techniques and how values, attitudes and beliefs can affect interactions. This qualification aims to develop interaction and interpersonal skills to help positively develop service delivery. The qualification covers how information, advice or guidance can be explored and how group interaction can be utilised. It also covers ways of managing information, including storage and retrieval and how to comply with the law.

Equality & Diversity

Covers rights and responsibilities, prejudice and discrimination in society, the community and the workplace.

The updated version of this qualification has been developed in order to address legislation, reinforcing the importance of equality and diversity within different contexts and ensuring that all learners gain an understanding of the different issues affecting equality and diversity in today's society, the community and the workplace.

English & Maths

Contact us to learn more about our new English & Maths learning materials.



Face to face delivery and assessment

We are able to offer blended learning qualifications to employers where there are eight or more candidates enrolling. Smaller groups may be negotiable.

This method of gaining a qualification is particularly advantageous in the work setting where flexibility is required and several candidates need to improve their knowledge of a subject area without incurring the additional costs associated with releasing staff for training off site.

Learners are provided with learner support materials that provide the knowledge and understanding required to complete end of unit assessments. The learning materials are flexible and can be completed at times convenient to the learner. A dedicated assessor will provide initial impartial advice and guidance to all candidates being enrolled and support them throughout the duration of the qualification.

Our assessment team have relevant expertise and vocational experience in their specialist subjects. Assessors will usually arrange to visit students at pre-arranged times on the employer's premises and will agree an achievable study schedule. Tutorial support is a combination of one to one tutorials, email and/or telephone contact.

E-Assessor

All of our courses are approved by our Awarding Body to use our on-line E-Assessor platform, which allows learners to complete their assessments via any internet-enabled device, as well as receiving hard copy resources. This method of distance learning has proved extremely popular and successful since its launch in 2012 due to its ease of use and flexibility.

Remote delivery and assessment

We may be able to offer the courses on a purely "distance learning basis" in certain circumstances through the on-line E-Assessor platform or postal delivery. As above, learners are provided with all the materials, flexibility and convenience to the learner, as well as a dedicated assessor to support the learner throughout the course, but contact throughout the duration is via E-Assessor, post, telephone and email. There is no face-to-face contact with an assessor and delivery is purely remote.

Important details

Information is correct at the time of going to press. Every effort is made to ensure accuracy. The College reserves the right to withdraw or amend courses, entry requirements, fees and details included in this publication.

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