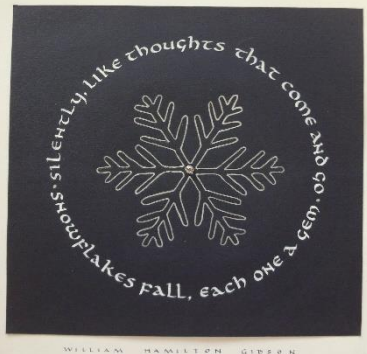


# CAM ACADEMY TRUST COURSE INFORMATION

<b>Course Title</b>	<p style="text-align: center;"><b>Calligraphy Improvers and Intermediate</b></p> <p style="text-align: right; font-size: small;">Example of Student Work</p>				
<b>Course Description</b>	<p>This is a practical and creative class for students who have been learning calligraphy for at least 1-2 years. You will continue to work on individual pieces and will have an opportunity to work towards further Calligraphy and Lettering Arts Society qualifications during the year, if wished.</p>				
<b>Start Date</b>	24 <sup>th</sup> Sep 2024 14 <sup>th</sup> Jan 2025 29 <sup>th</sup> April 2025	<b>Day &amp; Time</b>	Tuesday 11.45-13.45	<b>Venue</b>	Comberton Village College
<b>Tutor Details</b>	<p><b>Liz Barrow</b> holds the Certificate in Calligraphy and Bookbinding from the Roehampton Institute. Liz is a Calligraphy &amp; Lettering Arts Society Accredited Tutor. She has also undertaken the Society of Scribes and Illuminators' Advanced Training Scheme. She provides calligraphic services to the University of Cambridge and also works to commission on projects such as certificates for Quaker and other marriages.</p>				
<b>No. of wks</b>	10	<b>Terms</b>	3		
<b>Fee</b>	£125	<b>Concessionary Fee</b>	£94		
<b>Course Level:</b>	Mixed ability		x		
	Level 1, Level 2 (equiv. to GCSE / NVQ2)				
	Level 3 Equivalent GCE A Level				
<b>Skills or qualifications needed for entry into the class</b>	<p>Intermediate students will normally have completed one or two years in Liz's beginners/improvers class, or have some prior calligraphic/lettering experience, whether with another tutor or self-taught</p>				
<b>Course aims &amp; objectives</b>					
<ul style="list-style-type: none"> <li>• An overview of how today's calligraphy relates to historical scripts</li> <li>• Practical experience of using calligraphic tools</li> <li>• An introduction to various calligraphic scripts and an opportunity to further develop ones already studied</li> </ul> <p style="text-align: right;">Continues...</p>					

- An understanding of how calligraphy can be used to interpret a text
- Practical experience of layout, including line spacing, contrasts of size/colour/script, and the use of paste-up techniques
- The opportunity to work on individual creative projects such as greetings cards and larger pieces.
- The opportunity to develop a critical eye, discussing ideas with other members of the class, learning from each other and offering constructive criticism
- For those who wish, there is the option of working towards further Calligraphy and Lettering Arts Society qualifications (certificates and diploma),

### Progression – after this course what might you do next?

The Calligraphy and Lettering Arts Society offers a “Ladder of Progress” – students may, if they wish, work towards further levels. The Society of Scribes and Illuminators runs a Writing & Design Course, and an Advanced Training scheme, which students may progress to when they reach a good standard of proficiency.

### How progress & success will be recorded

Individual projects, individual discussion with tutor, external qualifications if wished (Calligraphy & Lettering Arts Society)

### Additional course costs (e.g. visits, materials, books, equipment)

Equipment and materials. Optional book. A full list is available on request and will be provided after enrolment.

#### Materials/equipment required for first class

Your usual calligraphy equipment, as well as any projects in progress (optional)

#### Contact for further information

Adult Education: 01223 264721  
[commed@catrust.co.uk](mailto:commed@catrust.co.uk)

### Enrolment and Payment

Please enrol at Comberton Village College for all courses, including those in Cambourne, Melbourn and online. Please assume the class is running once payment has been received unless you hear to the contrary.

We can currently accept card payments within our office based in Comberton Village College. We accept cash and cheques made payable to The Cam Academy Trust. We will be available in class to collect contactless card payments in person, at the beginning of each term. We can also send out secure payment requests for fees, via email and text messages. **Please note, we no longer accept payments over the telephone.**

You can contact our office via the following:

By Phone: 01223 264721 – please check our office opening hours

Email: [commed@catrust.co.uk](mailto:commed@catrust.co.uk)

Address: Adult Education, Comberton Village College, Comberton, Cambridgeshire, CB23 7DU

We can currently accept card payments within our office based in Comberton Village College. We also accept cash and cheques made payable to The Cam Academy Trust. We will also be available to collect payments in person on all sites, at the beginning of each term. However, if that is not possible, we can send out secure payment requests for fees, via a text message and will notify you in advance of this, with an email.

### **Refunds**

Refunds are only available if we close a class or you withdraw at least two weeks before the start. In the latter case there is a £5 administrative charge. Classes cancelled by us due to unforeseen circumstances (e.g. tutor illness/snow) will be replaced with an extra class at the end, wherever possible.

### **Concessionary Fees**

25% discount (excluding materials) is available for those in receipt of JSA/ESA, Universal Credit, Carers Allowance or a social care assessment (EHCP, PIP) evidence to be provided. It is also possible to pay by instalments, please ask for details.

### **Calendar** (Please check start date of specific courses)

Autumn Term    Half term 28<sup>th</sup> Oct – 01<sup>st</sup> Nov 2024

Spring Term    Half term 17<sup>th</sup> Feb – 21<sup>st</sup> Feb 2025

Summer Term    Half term 26<sup>th</sup> May – 30<sup>th</sup> May 2025

During the summer holiday our office is open on reduced hours. We are closed in other school holidays.

### **Equalities statement**

We are fully committed to equality of opportunity and welcome enrolments from all adults aged 19+ (on 31<sup>st</sup> August 2024). We positively encourage all learners with any concerns about specific needs which might affect their learning to discuss their requirements with us in confidence. We believe that everyone is entitled to learn in an environment that is free from discriminatory behaviour so that we build a community based on mutual trust and respect. We will do our best to ensure that resources and equipment are accessible to all and make reasonable adjustments to ensure that all learners can access activities.

Cambridgeshire County Council, Adult Learning and Skills service supports a wide range of other adult learning opportunities across Cambridgeshire to support adults with the lowest level of qualifications or no qualification at all, and so typically find themselves in lower paid, less secure jobs or unemployed. Search our website [www.cambsals.co.uk](http://www.cambsals.co.uk) for details of all our funded courses.

### **Safeguarding Statement**

Arrangements have been made to make sure that you are safe at our Centres. If you feel you are not safe for any reason, for example through verbal or physical abuse or you have been discriminated against, please tell your tutor or the Centre Manager, who will investigate to ensure your safety.

### **How we use your data**

<https://www.gov.uk/government/publications/esfa-privacy-notice>