

# **COURSE INFORMATION**



Course Title	Christma W	as Craft 'orksho					
Course Description	This one-day festive Christmas workshop will get you into the spirts for the seasons. It'll be dedicated to making Christmas decorations, beautiful Christmas themed fabric gift bags, festive stockings and decorative cushions and tote bags.  The workshop is perfect for crafters of all levels in which you will be guided through easy-to-follow techniques to create wonderful, personalised holiday decorations and gifts for family and friends.						
Start Date	Saturday 29 <sup>th</sup> November 2025	Day & Time	10:00pm – 4:00pm	Venue	Cambourne Village College		
Tutor Details	Leonie Rose has been pattern cutting and sewing for 20 years. She studied at clothing manufacturing and Fashion design & illustration at Banfield College and was awarded a City & Guilds Gold Medal for Excellence. Leonie furthered her studies at The University of the Arts, London College of Fashion graduating with a BA Hons Fashion Design Technology. Having worked in the industry as a pattern cutter and Garment Technologist Leonie has since gone on to have her own clothing brand.  With a PTLLS Level 4 qualification Leonie enjoys passing on her knowledge, skills and expertise of her practice to help bring out learner's aspirations and creativity.						
No. of wks	1	Terms		1			
Fee	£42	Concessionary Fee		£32			

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Course Level:	Mixed ability			Х				
	Level 1, Level 2 (equiv. to GCSE / NVQ2)							
	Level 3 Equivalent GCE A Level							
Skills or qualifications needed for entry into the class			Basic hand and sewing machine skills will help but no previous skills or qualifications are required.					
Course aims & objectives								
<ul> <li>Demonstrations and guidance from the tutor.</li> <li>Tips and techniques on how to craft or festive decorations or gift.</li> <li>Support given to helping you work your way through the processes to completing your heart felt Christmas craft.</li> </ul>								
Materials/equipment required for the Christmas Craft Sewing workshop  • Lear peda and • 1 sp • 3-4 s usin • Cam • 2H c • Pape • Fabr • Thre • Sear • Met • Rule • Fine • Christ			Learner's own domestic sewing machine and or domestic overlocker with pedal foot/power cord and accessories such as bobbins and a bobbin case and spare sewing machine needles.  1 spool of sewing thread (if only using a domestic sewing machine) 3-4 spools of thread in your chosen colour to matching your fabric (for using an overlocker) Camera/Smart phone (to record the process) 2H or 2B pencil and sharpener or a mechanical pencil Paper Scissors Fabric Scissors Thread cutting scissors or Snippers Seam unpicker Metric tape Ruler Fine Steel dressmaker pins Christmas themed fabric Christmas themed trimmings (ribbons, bows, embroidery thread, yarn)					
Contact for fu	rther	Community Education: 01223 264721 commed@combertonvc.org						

Enrolments in person, for all our courses, can take place from our office based at Comberton Village College. Please note, the quickest way to enroll onto a class will be to visit our website and follow the online booking links from there. Enquiries can also be made by emailing <a href="mailto:commed@combertonvc.org">commed@combertonvc.org</a> or calling our office on 01223 264721.

We are a cashless school. We accept card and cheque payments (made payable to The Cam Academy Trust), from our office based in Comberton Village College.

Online enrolments can be paid directly in GBP (Sterling) via a secure server over the internet by debit or credit card. Online enrolment will ask for additional information that will enable us to register you, on your chosen course and allocate your payment accordingly.

Your debit/card details will be encrypted via a payment processing company Stripe, payment information is not held on college servers. If you are paying online for a course, you will also be asked for contact information to be provided. This information will be held by the college, so we are able to contact you if required.

For further information on Stripe and its privacy policy <a href="https://stripe.com/gb/privacy">https://stripe.com/gb/privacy</a>

For further information on how we use your data https://www.gov.uk/government/publications/privacy-information-key-stage-4-and-5-and-adult-education

Secure payment links for courses, can also be sent out via emails or text messages. This process would involve you being notified in advance, of a secure link due to be sent shortly afterwards. If required card payments, in person, can also be taken at the beginning of each term, via a portable payment system.

## Refunds

If you choose to withdraw your booking, at least 2 weeks before the start date of a course, a refund will be given, minus a £5 administrative charge. Refunds are only available in the event of course cancellation or early closure from the college.

Classes cancelled by the college due to unforeseen circumstances, will be replaced with an extra class at the end of the course, whenever possible. For comprehensive details, please refer to our fees and refund policy which can be found on our website.

#### **Concessionary Fees**

A 25% discount is available for those in receipt of JSA/ESA, Universal Credit, Carers Allowance or a social care assessment (EHCP/PIP), evidence must be provided on enrolment. Most of our courses display two fees, the concessionary fee is the lower amount advertised. It is also possible to pay the fees for a course by instalments, please contact us directly for details.

### **Equalities statement**

We are fully committed to equality of opportunity and welcome enrolments from all adults aged 19+ (on 31 August 2025). 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 behavior 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 their website **www.cambsals.co.uk** for details of all their 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.

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

Autumn Term Half term 27<sup>th</sup> Oct – 31<sup>st</sup> Oct 2025 Spring Term Half term 16<sup>th</sup> Feb – 20<sup>th</sup> Feb 2026 Summer Term Half term 25<sup>th</sup> May – 29<sup>th</sup> May 2026