


Course Title	Beginners' English English Speakers of other Languages (ESOL) Mixed Level 1&2				
Course Description	This 10-week course is for non-native speakers who are aiming to improve their basic level of English. The course will be tailored towards students' needs to a certain extent but will also cover basic functional language needed in everyday life.  Although there will be a large element of mainly speaking and listening, lessons will also incorporate work on grammar, vocabulary and pronunciation.				
Start Date	22 <sup>nd</sup> Sep 2025 12 <sup>th</sup> Jan 2026 20 <sup>th</sup> April 2026	Day & Time	Monday 14.00-16.00	Venue	Cambourne
Tutor Details	Liz Nicolay has 40 years' experience teaching English to all age groups and abilities - but never tires of it and is always looking for new ideas and techniques to share the passion with students.				
No. of wks	10	Terms	3		
Fee per term	FREE*/£122 <small>See eligibility criteria below</small>	Concessionary Fee	FREE*/£92 <small>See eligibility criteria below</small>		
Course Level:	Mixed ability				
	Level 1, Level 2 (equiv. to GCSE / NVQ2)		x		
	Level 3 Equivalent GCE A Level				
Skills or qualifications needed for entry into the class		Basic knowledge of the English language, both spoken and written. No entry qualifications are required to attend this course.			
Course aims & objectives					
To increase students' confidence when using English to communicate.  To improve students' abilities to use grammar and vocabulary correctly.  To introduce language which will be useful for everyday life through topics such as shopping, telling the time and giving directions, work, money and transport.  Students will also learn about British culture as well as having the opportunity to learn and talk about each other's native countries.					
Progression – after this course what might you do next?					

Learners may wish to progress onto an Entry Level Functional Skills English qualification, please contact the Adult Education Office for further details.

### How progress & success will be recorded

Students will have a record of progress through written tasks completed throughout the course and discussions with the tutor. You will also be required to write a weekly diary, known as an individual learning plan.

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

Workbooks are not compulsory; however, your tutor may suggest purchasing one to help with your studies.

#### Materials/equipment required for first class

**You must bring photographic ID to the first class and attend an enrolment & assessment session before the start date of the course.** Please contact our office for further details

A notebook or a ring binder and paper to file handouts and pen for recording new language.

#### Contact for further information

Adult Education: 01223 264721  
[commed@combertonvc.org](mailto:commed@combertonvc.org)

### Funding

This course is funded through the Adult Education Budget allocated by the Cambridgeshire and Peterborough Combined Authority (CPCA) or the Education and Skills Funding Agency (ESFA) and part financed by the European Social Fund (ESF) programme. This funding is managed by Cambridgeshire County Council, Adult Learning and Skills. A short video covering the background of ESF, what it does, how it helps and who benefits is available on the European Union website: <http://ec.europa.eu/esf/home.jsp>

### Eligibility criteria \*

To qualify for a FREE place on this course, you must be eligible for us to claim funding to cover the costs. The eligibility criteria are as follows:

- Aged 19 or older on 31 August 2025
- You are a citizen of a country within the European Economic Area (EEA) or other countries determined within the EEA, including those with bilateral agreements such as Switzerland, or have settled status or the Right of Abode in the UK **AND**
- have been ordinarily resident in the EEA or other countries determined within the EEA, including those with bilateral agreements such as Switzerland, for at least the previous 3 years on the first day of learning (currently does not apply to Afghanistan, Hong Kong and Ukraine)
- You must attend regularly, more than 75% of the classes
- You must complete an enrolment form to join the course in the first instance and an individual learning plan (ILP) on a weekly basis

If you do not qualify for a free course, then you can attend by paying the relevant fee. Please note, we can arrange a payment schedule of instalments for this course.

## **Enrolment and payment**

Enrolments in person, for all our courses, can take place from our office based at Comberton Village College. Please note, the quickest way to enrol onto a class will be to visit our website and follow the online booking links from there. Enquiries can also be made by emailing [commed@combertonvc.org](mailto:commed@combertonvc.org) 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

<https://stripe.com/gb/privacy>

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 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 their website [www.cambsals.co.uk](http://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