

ACADEMY TRUST					
Course Title			Christmas candle holders. A pottery workshop for beginners.		
Course Description	The course aim is for adult students to get a basic understanding of ceramic processes, and to give them the opportunity to explore, create and express ideas in the medium of clay. This course will include mostly practical work, for example - explore hand building techniques in clay: slab building, pinch pots, coiling, - use of a pottery wheel to make thrown pots, - investigation of decorating techniques, - development of skills with ceramic tools, - expansion of vocabulary relating to ceramics. All demonstrated by an experienced tutor in a friendly and relaxing atmosphere.				
Start Date	8 th November 2025	Day & Time	Saturday 10:00-16:00	Venue	Melbourn Village College
Tutor Details	Ewa Pandera studied printing along with ceramics in Poland, is a qualified teacher of visual art, established her own pottery business in 2013 and has taught ceramics for the past 8 years.				
No. of wks	1	Terms	1		
Fee	£62	Concessionary Fee	£47		
Course Level:	Mixed ability		x		
	Level 1, Level 2 (equiv. to GCSE / NVQ2)				
	Level 3 Equivalent GCE A Level				
Skills or qualifications needed for entry into the class		None just a willingness to learn.			
Course aims & objectives					
By the end of the course learners will be able to:					

Perceive and describe formal qualities and expressive content in ceramic products. Demonstrate an open-minded approach towards different forms and styles of clay products. Demonstrate technical skills needed to create products with aesthetic qualities. Demonstrate techniques of forming pottery. Use vocabulary related to ceramics/pottery in making aesthetic judgements about finished products. Use criteria for making judgements about ceramics/pottery. Complete finished items	
Progression – after this course what might you do next?	
The tutor will advise learners.	
Additional course costs (e.g. visits, materials, books, equipment)	
All materials for this session will be provided along with technician time needed to fire your products, the costs for these are included within the fee.	
Materials/equipment required for first class	Apron and/or suitable clothes, a large plastic bag and old fabric cloth.
Contact for further information	Adult Education: 01223 264721 commed@combertonvc.org

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 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** 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.