


<p><b>Course Title</b></p>	<p style="text-align: center;">Make a Unique Stained Glass Piece in a Day</p> 				
<p><b>Course Description</b></p>	<p>Spend a day working with glass, and immerse yourself in selecting from an inspiring and wide choice of vibrant glass colours to make a finished glass panel to take home at the end of the day. With the guidance of your tutor, you will start by choosing or creating your own design, and glass. You will then learn how to cut and shape glass pieces, and attach them together, using copper foil and soldering techniques. By the end of the beginners day, you will have made a panel sized roughly 15 x 15 cm. or 2 or 3 smaller hanging pieces. Instruction will also be given on how to adapt your work for use as a light holder, hanging or free standing ornaments or decorations.</p> <p><i>Copper Foiling is a method of assembling differently coloured glass pieces used in the making of Tiffany lampshades.</i></p> <p>If you are returning as an improver the tutor is happy to discuss ideas and material costs with you if you wish to make a more complicated design.</p>				
<p><b>Start Date</b></p>	<p>2nd Oct 2021 16th Oct 2021 19th Mar 2022</p>	<p><b>Day &amp; Time</b></p>	<p>Saturday 10.00am-4.00pm</p>	<p><b>Venue</b></p>	<p>Comberton VC Melbourn VC Cambourne VC</p>
<p><b>Tutor Details</b></p>	<p><b>Jill Fordham</b> is a local stained glass artist, who has been running a stained glass business in Cambridge for 25 years. She has been a community education stained glass tutor for 20 years.</p>				
<p><b>No. of wks</b></p>	<p>1 day</p>	<p><b>Terms</b></p>	<p>1</p>		

<b>Fee</b>	£40 Plus £12 materials paid directly to tutor	<b>Concessionary Fee</b>	£30 Plus £12 materials paid directly to tutor
<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>	None. However, if you have <b>sensitive skin, any respiratory problems</b> , or any concerns about <b>hand strength</b> , please discuss this with the tutor.		
<b>Course aims &amp; objectives</b>			
<ul style="list-style-type: none"> <li>• Learn how to make patterns for a small stained glass panel</li> <li>• Learn and develop basic glass cutting techniques</li> <li>• Learn how to copper foil</li> <li>• Learn how to solder</li> </ul>			
<b>Progression – after this course what might you do next?</b>			
A variety of other craft-based classes are available – please contact the Adult Education Office for more details.			
<b>How progress &amp; success will be recorded</b>			
By completing a piece to take home at the end of the day, unless an alternative agreement has been discussed with the tutor.			
<b>Additional course costs</b> (e.g. visits, materials, books, equipment)			
Tools are provided, however in addition to the course fee of £40/£0, there will be a charge of £12 payable on the day directly to the tutor for materials. Please note that card payments will not be possible for this.			
<b>Materials/equipment required for first class</b>	<b>Please bring lunch, including drinks, closed toed shoes and an apron.</b>		
<b>Contact for further information</b>	Community Education: 01223 264721 <a href="mailto:commed@catrust.co.uk">commed@catrust.co.uk</a>		

## **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 would appreciate payment of fees over the telephone by debit card to avoid contact, however, if that is not possible then we will accept cheques.

By Phone: 01223 264721  
Email: [commed@catrust.co.uk](mailto:commed@catrust.co.uk)  
Cheques: The Cam Academy Trust  
Address: Adult Education, Comberton Village College  
Comberton, Cambridge, CB23 7DU

## **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) will be replaced with an extra class at the end.

## **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 25<sup>th</sup> – 29<sup>th</sup> Oct 2021  
Spring Term Half term 14<sup>th</sup> – 18<sup>th</sup> Feb 2022  
Summer Term Half term 30<sup>th</sup> May – 3<sup>rd</sup> June 2022

During the summer holiday period a member of staff will pick up messages each week and return calls and emails. 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 August 2021). 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>