


CAM ACADEMY TRUST COURSE INFORMATION

ACADEMY TRUST

Course Title	Woodwork for DIY Beginners				
Course Description	The course will consist of the installation (using mock ups) of doors and windows and the different joints and materials that are used. Use of hand tools and safety will be included in different aspects of the installations. Repair and maintenance will also be addressed and how installations can be modified to incorporate new Hinges, Door Handles, Locks and other aspects of woodworking designs.				
Start Date	27 th Sep 2022	Day & Time	Tuesday 7.00pm-9.00pm	Venue	Melbourn Village College
Tutor Details	Stephen Reynolds is a full-time teacher at Melbourn Village College in the Design Technology department and has taught adult education classes for the past 4 years.				
No. of wks	8	Terms		1	
Fee	£123	Concessionary Fee		£100	
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			No previous skills required.		
Course aims & objectives					
It is planned that the course will be heavily practical in nature, with all standard repairs looked at and different methods of repair explored and practiced, to ensure that a competent level of skill is achieved.					
Progression – after this course what might you do next?					
There are many options of progression such as a choice of looking at other DIY courses, such as our Electronics for beginners, starting 17 th Jan 2023 at Melbourn VC or our one day Bricklaying workshop on Saturday 15 th October, also at Melbourn VC.					
How progress & success will be recorded					
Each element of repair/maintenance will be tested for a pass/fail result. Many attempts can be taken for each element.					

Additional course costs (e.g. visits, materials, books, equipment)	
None – all materials are included in the fee.	
Materials/equipment required for first class	Notebook and pen. Good footwear, no open-toed footwear such as sandals.
Contact for further information	Adult Education: 01223 264721 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 would appreciate payment of fees by debit card, however, if that is not possible then we will accept cheque or cash.

By Phone: 01223 264721
 Email: commed@combertonvc.org
 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.

Equalities statement

We are fully committed to equality of opportunity and welcome enrolments from all adults aged 19+ (on 31 August 2022). 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** 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>