



ACADEMY TRUST					
Course Title			Woodwork  A summer garden workshop		
Course Description	The single day course will allow you to learn new skills and at the same time manufacture a product that can be used in the garden, or given as a present.				
Start Date	25 <sup>th</sup> April 2026	Day & Time	Saturday 10am – 4pm	Venue	Cambourne Village College
Tutor Details	Mark Bennett: I have been a Design and Technology teacher for 26 years and for the last 17 years a Head of Department. I have taught both GCSE and A level which has included Product Design, Engineering and Graphics. I have also taught in adult education for 6 years.				
No. of wks	1	Terms	X		
Fee	£62	Concessionary Fee	£49		
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.		An interest in woodwork.			
Course aims & objectives.					
To include <ul style="list-style-type: none"><li>- Use a variety of resistant materials.</li><li>- Learn how to shape, form and join materials.</li><li>- Gain confidence in a workshop and a greater understanding of Technology</li></ul>					
Progression – after this course what might you do next?					
Join an 8-week beginner or a development woodwork course.					
How progress & success will be recorded					
Success by outcome both with confidence and physical outcomes					

<b>Additional course costs</b> (e.g., visits, materials, books, equipment)	
Materials are included in the fee for the basics of the course.	
<b>Materials/equipment required for first class</b>	You may wish to bring an apron. There are no catering facilities on site so please bring food and drink with you.
<b>Contact for further information.</b>	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 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 [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 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](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 Centers. 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