




## CAM ACADEMY TRUST COURSE INFORMATION

<b>Course Title</b>	Silver Jewellery For Beginners				
<b>Course Description</b>	<p>An introduction to working with sterling silver starting with making a simple ring on the first session and then developing on to texturizing, twist rings, pendants, stone setting and saw piercing.</p> <p>Learners will have the opportunity to work on their own projects once they have learnt the basics.</p>				
<b>Start Date</b>	25 <sup>th</sup> Sept 2024 15 <sup>th</sup> Jan 2025 30 <sup>th</sup> April 2025	<b>Day &amp; Time</b>	Wednesday 6.30-8:30pm	<b>Venue</b>	Comberton Village College
<b>Tutor Details</b>	To be Confirmed				
<b>No. of wks</b>	10	<b>Terms</b>	3		
<b>Fee</b>	£155	<b>Concessionary Fee</b>	£117		
<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			
<b>Course aims &amp; objectives</b>					
To learn the basics of working with silver through the skills of soldering, forming, piercing, doming, texturizing, making bezels and stone setting.					
<b>How progress &amp; success will be recorded</b>					
Through making jewellery pieces successfully.					
<b>Additional course costs</b> (e.g. visits, materials, books, equipment)					
£20 materials cost included in the fee per term. Any additional materials to be purchased by the learner with a discussion with the tutor.					
<b>Materials/equipment required for first class</b>		Apron, notebook and pen.			
<b>Contact for further information</b>		Adult Education: 01223 264721 <a href="mailto:commed@catrust.co.uk">commed@catrust.co.uk</a>			

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## 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 can currently accept card payments within our office based in Comberton Village College. We accept cash and cheques made payable to The Cam Academy Trust. We will be available in class to collect contactless card payments in person, at the beginning of each term. We can also send out secure payment requests for fees, via email and text messages. **Please note, we no longer accept payments over the telephone.**

You can contact our office via the following:

By Phone: 01223 264721 – please check our office opening hours

Email: [commed@catrust.co.uk](mailto:commed@catrust.co.uk)

Address: Adult Education, Comberton Village College, Comberton, Cambridgeshire, 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 28<sup>th</sup> Oct – 1<sup>st</sup> Nov 2024

Spring Term Half term 17<sup>th</sup> Feb – 21<sup>st</sup> Feb 2025

Summer Term Half term 26<sup>th</sup> May – 30<sup>th</sup> May 2025

During the summer holiday period our office is open on reduced hours. Please note, 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 2024). 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>