Improving Education Together.

Academy Transformation Trust Further Education

ATTFE College

Be the best you can be

North Nottinghamshire 16-19 Course Guide 2020/2021

Courses available at;

Ransom Wood

Sutton Community Academy

THE DUKERIES ACADEMY

Retford College of Vehicle Technology

OFSTED Rated 'GOOD' 2017

Welcome to ATTFE College

Value our people and the people we support

We're really pleased that you are considering studying a course with ATT Further Education College (ATTFE College). If you've studied with us or one of our partner schools before, you'll know that community is at the core of everything we do, and we are so excited at the prospect of welcoming you in to our community.

We have taken huge steps to ensure that the courses we offer meet the needs of our local communities and to help people become even more engaged in the communities they are part of.

We are proud of our personalised approach towards learning, delivered in a friendly environment. We have a range of support and assistance available to help you if you need it; see pages 4-6 for more information!

Our campuses are based at the heart of our communities.

Site Code	Location
DUK	Dukeries Academy - Ollerton, NG22 9TD
SCA	Sutton Community Academy - Sutton-In-Ashfield, NG17 1EE
RWS	Ransom Wood - Mansfield, NG21 0HJ
RCV	Retford College of Vehicle Technology - Retford, DN22 6JR

Our subject areas

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OFSTED - June 2017

"This is a GOOD provider."

"Outcomes for learners are good."

"Tutors are enthusiastic about their subject and encourage learners to reach their potential."

Learner life

Finance

If you are aged 16-19 and study a course with ATTFE College you may be eligible for a bursary!

A bursary is an amount of money that doesn't have to be paid back, its aim is to help you pay for things you need to complete your course, including;

- Specialist clothing, books and other equipment required for your course
- Transport to college
- Lunch on the days you study

For more information, call us on 01623 860304

Careers Education, Information, Advice and Guidance

As a student with ATTFE College you will take part in sessions to help you develop a wide range of key employability skills, and develop your understanding of the world of work. You'll also take part in a variety of different events and activities to develop your understanding of working within the industry for which you are training. These activities may include group activities, visits to workplaces and workshops with external speakers from industry. During your time studying at ATTFE College, you will have the opportunity to attend a one-to-one personal guidance appointment with a careers advisor, who will help you plan and prepare for your next steps, whether you're looking to progress on to the next level of qualification either with us or elsewhere, or if you're planning to move in to employment.

Celebrating Success

We love to celebrate our Learners, their fantastic work and their individual achievements. We regularly recognise Learners' contributions and reward those students who have shown continuous commitment with a certificate of excellence as part of our end of term celebrations!

Enrichment

Throughout the year we run various activities to help you develop holistically. You will have the opportunity to take part in a range of visits and trips to different places. These may include industry specific workplaces and events, as well as other events such as the Skills Show. You'll also take part in different sessions and activities to develop your personal skills and help you to build a detailed understanding of our society and the wider world in which we live. Although these activities don't lead to a formal qualification, they will allow you to develop vital skills and knowledge needed for life. Where possible, you should also use the events as an opportunity to network with potential future employers.

English and Maths

To help make sure you leave ATTFE College with all of the skills and knowledge required to help you be successful in the future, if you haven't got GCSE English and/or Maths at a Grade 4 or higher, we'll help you to study for and complete these qualifications as they are vital skills for all areas of work and study in the future.

Learner Support

If you choose to study with ATTFE College there is plenty of support available for you. If you have any additional needs or require support with any aspect of your learning, please make sure you speak to us. You can tell us when registering for your course, or you can let your tutor know at any time throughout your time studying with us. We have a wide range of resources available to support all our learners at every stage of their learning, so please don't be afraid to talk to us and ask for help!

Our Ethos

We strive to raise the aspirations and achievements of the communities that we serves providing high quality, innovative education and training for learners who are aged 16+. You can find out more about our Vision and Ethos on our website; www.attfe.org.uk

Foundation Courses

It's the best way to learn!

Our foundation courses are assessed entirely by portfolio and practical work. We have no set requirements, but will work closely with the learner and their family to ensure the course is suitable. Contact us to arrange a meeting with a member of the team.

Course content

These courses allow learners to develop 'Independent Living Skills' such as building confidence and social skills through a range of fun and engaging projects and activities as well as learning practical work skills.

Who are Foundation courses for?

We understand that not everyone feels comfortable moving from school to a large college setting and we pride ourselves on being smaller than most local colleges and more friendly. We recognise that this could be an ideal way of supporting learners with taking the step from the school environment into the college or work environment they may be aiming for in the future.

Progression

You can continue on to any of our courses, move on to an apprenticeship or enter supported employment when you are ready.

Business Administration

Want to develop key skills needed to work in business?

It is predicted that between 2019 and 2024 there will be 262,600 job vacancies advertised in business and administrative roles. Will you have the skills to apply?

Available courses	Sites
Level 1	SCA/DUK
Level 2	SCA/DUK
Level 3	SCA/DUK

Possible Career directions

Further training may be required

- Admin Assistant
- HR Officer
- Business Advisor
- Marketing Manager
- HR Manager
- Business owner
- Merchandiser

It's the best way to learn!

Our courses in Business Administration will open doors for you to work in any industry in an administrative role, and it will give you essential skills for working in the business sector. Our tutors are dedicated to helping you develop the skills, knowledge and professionalism required for you to succeed!

Scan me to apply now!

Apply online now; https://tinyurl.com/ATTFEapply

Email us for more information; college.info@attfe.org.uk

Level 1 Diploma Business Administration – 1 year

Entry requirements

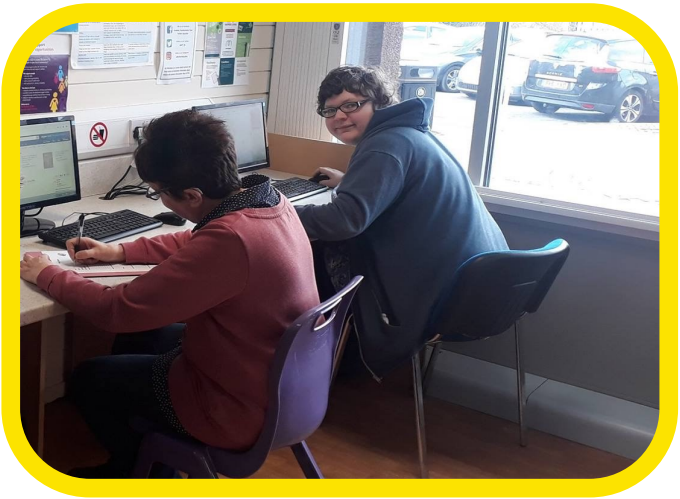
No formal entry requirements. You will be required to undertake a skills assessment prior to an offer being made.

Progression

Level 2 course in Business Administration or an intermediate apprenticeship.

Course content

You'll learn the basics of what it's like to work in a business environment. You'll learn the differences between roles such as sales, finance, HR and more.



Level 2 Diploma Business Administration – 1 year

Entry requirements

Three GCSEs at grade 3 or above, including English and Maths, or a relevant Level 1 qualification.

Course content

You'll develop your understanding of how businesses work, including topics such as how to finance a business, how to promote a brand and more.

Progression

Level 3 course in Business Administration or an intermediate/ advanced apprenticeship.

Level 3 Diploma Business Admin – 1 or 2 years

Entry requirements

Five GCSE's at grade 4 or above, including English and Maths, or a relevant Level 2 qualification.

Thinking about University?

If you study the two-year option you'll be able to use your qualification to go on and study at university level. This might be with a local provider or you may want to move away. You could also complete a Higher Apprenticeship.

Employment

After completing the Level 3 Diploma, you may want to go directly into employment as an administrative assistant, or undertake training to enter another business related role. You may get into this work through an apprenticeship.

Course content

You'll develop a deeper understanding of how businesses work and what it's like to work in the business sector. You'll learn about roles such as administration, sales, finance, HR and more, and you'll learn how they all work in collaboration to ensure the business runs smoothly. You'll not only learn the theory of how businesses operate successfully, you'll also have opportunity to experience this first hand through visits to businesses and insight talks from local employers.

Construction

Available courses	Site
Bricklaying Level 2 and 3	DUK
Fitted Interiors Level 2	DUK
Maintenance Operations Level 2 and 3	DUK
Painting & Decorating Level 2 and 3	DUK
Site Carpentry Level 2 and 3	DUK

It's the best way to learn!

Our construction courses are practical and allow you to develop your skills in a hands-on environment. You'll be taught by trained, experienced, and skilled professionals in our fantastic facilities on site at our Dukeries campus. These courses will give you a great foundation to start your career in construction, no matter what area you want to specialise in! If you're unsure which area you want to do, contact us to discuss your options.

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Level 2 Bricklaying – 1 year

Entry requirements

No formal entry requirements. You will be required to undertake a skills assessment prior to an offer being made.

Course content

This course will introduce you to the basics of bricklaying. You'll gain practical skills and learn how to work safely. You'll learn how to interpret different elements in technical drawings to set out structures.

Progression – Level 3 course in Bricklaying or entry into an apprenticeship.

Level 3 Bricklaying – 1 year

Entry requirements

GCSE Maths and English at Grade 4 plus a relevant level 2 qualification in Bricklaying. You may be required to complete a skills assessment.

Progression

Employment in the construction industry or entry into an apprenticeship. You may decide to progress into further study in another specialism.

Course content

During this course you'll develop complex job related skills and knowledge. You'll learn different techniques, gain insight from industry experts and prepare for a professional career in bricklaying.

Level 2/3 Maintenance Operations – 1 year each

Level 2 Fitted Interiors – 1 year

Entry requirements

No formal entry requirements for level 2. You will be required to undertake a skills assessment prior to an offer being made.

Progression

After studying Level 2 Maintenance operations you can progress on to Level 3 Maintenance operations or you can choose to move on to a Level 2 course in a specific trade area. These courses will also prepare you to enter in to employment or pursue an apprenticeship.

Maintenance Operations Course content

This course will introduce you to the basics of maintenance operations. You'll gain practical skills and learn how to use key pieces of equipment. You'll be able to carry out minor repairs to buildings including brickwork, plumbing, painting and carpentry. You'll also be aware of safe workplace practices to ensure you comply with health and safety rules.

Fitted Interiors Course content

You'll learn specialist skills to allow you to install fitted furniture and develop your knowledge to ensure you understand and comply with health and safety in the workplace.

Level 2 Painting and Decorating – 1 year

Entry requirements

No formal entry requirements. You will be required to undertake a skills assessment prior to an offer being made.

Course content

This course will allow you to study a range of units to equip you to pursue a career in Painting and Decorating. You'll learn specialist techniques and how to use spray equipment.

Progression

Level 3 course in Painting and Decorating or an apprenticeship.

Level 3 Painting and Decorating – 1 year

Entry requirements

GCSE Maths and English at Grade 4 plus a relevant level 2 qualification in Painting and Decorating. You may be required to complete a skills assessment.

Progression

Employment in the construction industry or entry into an apprenticeship.

Course content

This course will prepare you for a professional career in Painting and Decorating. You'll learn practical skills including specialist decorative finishes and architectural feature work, as well as learning more about specialist painting and decorating equipment

Level 2 Site Carpentry – 1 year

Entry requirements

No formal entry requirements. You will be required to undertake a skills assessment prior to an offer being made.

Course content

This course will introduce you to the basics of site carpentry. You'll gain practical skills and learn how to use key pieces of equipment. You'll also learn about materials and their differences.

Progression

Level 3 course in Site Carpentry or an apprenticeship.

Level 3 Site Carpentry – 1 year

Entry requirements

GCSE Maths and English at Grade 4 plus a relevant level 2 qualification in Carpentry and Joinery. You may be required to complete a skills assessment.

Course content

During this course you'll develop complex skills and job related knowledge. You'll study the differences between first and second fix components and learn about the safe operation of different machinery used on site.

Progression

Employment in the construction industry or entry into an apprenticeship.

Hair and Beauty

It's the best way to learn!

Studying a course in Hair and Beauty with us will give you the best opportunities within the sector. The majority of our courses are delivered at our Dukeries site, where we have newly refurbished facilities including a massage centre, hair salon and nail technician room. We have recently been able to set up some of our beauty equipment at our Sutton campus allowing us to deliver a number of courses in the heart of Sutton in Ashfield. We have a range of courses to suit everyone's interests and plenty of opportunities for you to gain industry insights too!

Available full time courses	Site
Level 1 Hair and Beauty	DUK/SCA
Level 2 Hair and Beauty	DUK
Level 2 Barbering	DUK
Level 2 Hair and Media Makeup	DUK/SCA
Level 2 Nail Technology Enhancement	DUK/SCA
Level 3 Beauty Therapy - Massage	DUK
Level 3 Nail Technology	DUK/SCA
Level 3 Barbering	DUK
Level 3 Hair and Media Makeup	DUK/SCA

Scan me to apply now!

Apply online now; https://tinyurl.com/ATTFEapply

Email us for more information; college.info@attfe.org.uk

Can't see the course you want?

You can also study elements of hair, beauty and nails in a blended way at level 1, 2 and 3 to suit your level of learning. These are great stepping stones into a career in hair and beauty, and allow you to study a bespoke course suitable to your interests and career goals. Contact us to discuss creating your bespoke course.

Entry Requirements

Entry requirements for all of our hair and beauty courses are different., and we don't want anyone to feel that they can't study with us! If you're interested in studying any of our courses, complete an application online using the link at the bottom of page 14, and we will contact you to discuss your interests and let you know which course we think is best for you based on your predicted grades.

Progression

You can continue on to any of our courses in Hair and Beauty, move on to an apprenticeship or enter employment when you are ready.

Health and Social Care

Available courses	Sites
Level 1	DUK/SCA
Level 2	DUK/SCA
Level 3	DUK/SCA

Possible Career directions

Further training may be required

Care Worker
Social Worker
Health Visitor
Residential Worker
Health Care Assistant
Support Worker
Community-based Support

Want a job that allows you to help people?

Gaining Health and Social Care qualifications opens up a variety of areas for future work. The Health and Social Care workforce will have an estimated 355,200 job vacancies between 2019 and 2024, with 6.6% more jobs in the sector in 5 years time!

It's the best way to learn!

Our courses in Health and Social Care will open doors for you to work in a wide variety of Health and Social Care roles. The courses will also give you essential skills for working in a range of roles in the sector. Our tutors are dedicated to helping you develop the useful skills, knowledge and professionalism required to succeed in the sector.

Scan me to apply now!

Apply online now; https://tinyurl.com/ATTFEapply

Email us for more information; college.info@attfe.org.uk

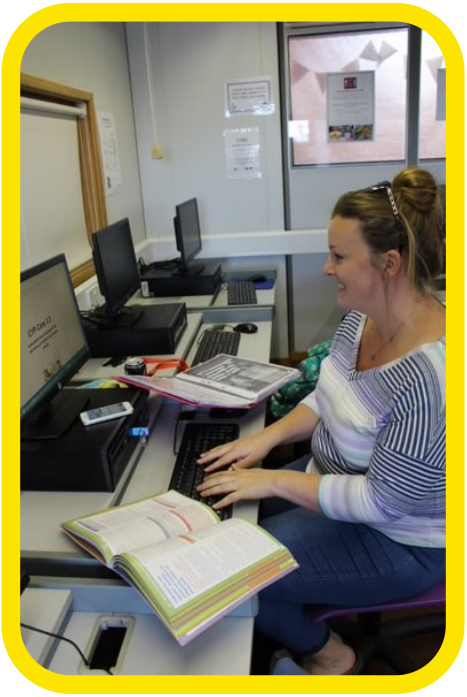
Level 1 Diploma Health and Social Care – 1 year

Entry requirements

No formal entry requirements. You will be required to undertake a skills assessment prior to an offer being made. You may require a DBS check.

Course content

This course will help you to learn about basic care principles, the importance of safeguarding, healthy eating, equality and inclusion and how to support people with disabilities.



Progression

Level 2 course in Health and Social Care or an apprenticeship.

Level 2 Diploma Health and Social Care – 1 year

Entry requirements

Three GCSEs at grade 3 or above, including English and Maths, or a relevant Level 1 qualification. You may require a DBS check.

Course content

You'll develop a deeper understanding of the wider health and social care sector. You'll learn about the roles available in the sector, the importance of professionalism and how to support service users. You'll be encouraged to develop your own skills and knowledge on work placement.

Progression

Level 3 course in Health and Social Care or an apprenticeship. You may be able to enter employment.

Level 3 Diploma Health and Social Care - 1 year

Entry requirements

Five GCSE's at grade 4 or above, including English and Maths, or a relevant Level 2 qualification. A place on this course may also be subject to a DBS check.

Thinking about University?

You may have the option to study this course for a second year. You'll then be able to use your qualification to go on and study at university level, either with a local provider or at a university.

Course content

You'll study key policies and legislation, and gain an understanding of how these documents impact on practitioners working within the Health and Social Care sector. You'll develop your understanding of how to support different client groups. You'll study a range of topic areas including; infection prevention and control, and human growth and development. You'll consider a range of theoretical perspectives in Health and Social Care and you may have the opportunity to put these into practice as part of a work placement.

Employment

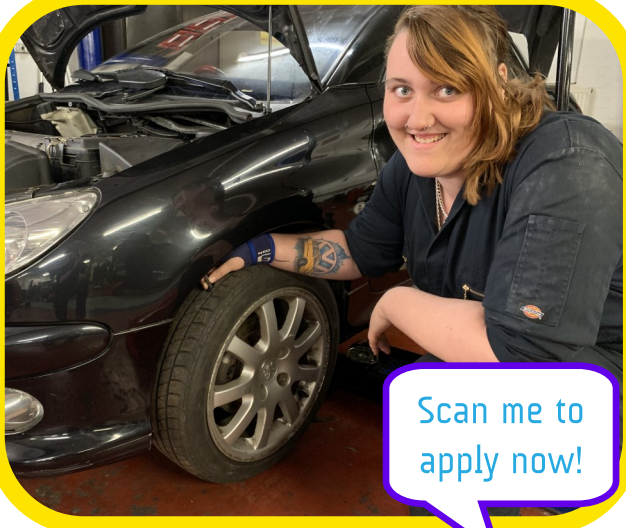
After completing the Level 3 Diploma, you may want to go directly into employment possibly in a health or care setting. You may get into this work through an apprenticeship, or through a trainee position.

Motor Vehicle Mechanics

Available courses	Site
Level 1 Motor Vehicle Mechanics	RCV
Level 2 Motor Vehicle Mechanics	RCV
Level 3 Motor Vehicle Mechanics	RCV

It's the best way to learn!

Our courses in Motor Vehicle Mechanics will help you to develop your technical skills and prepare you for work in the motor vehicle repair industry. You'll gain essential knowledge needed for service technicians working on cars and vans in all types of garages, dealerships and maintenance depots. We have excellent facilities at our Retford Campus that will allow you to use industry standard equipment to support your training and gain an industry recognised qualification! You'll also have the opportunity to retake English and Maths GCSE or study Functional skills if required.



Apply online now; https://tinyurl.com/ATTFEapply

Email us for more information; college.info@attfe.org.uk

Level 1 Diploma Motor Vehicle – 1 year

Entry requirements

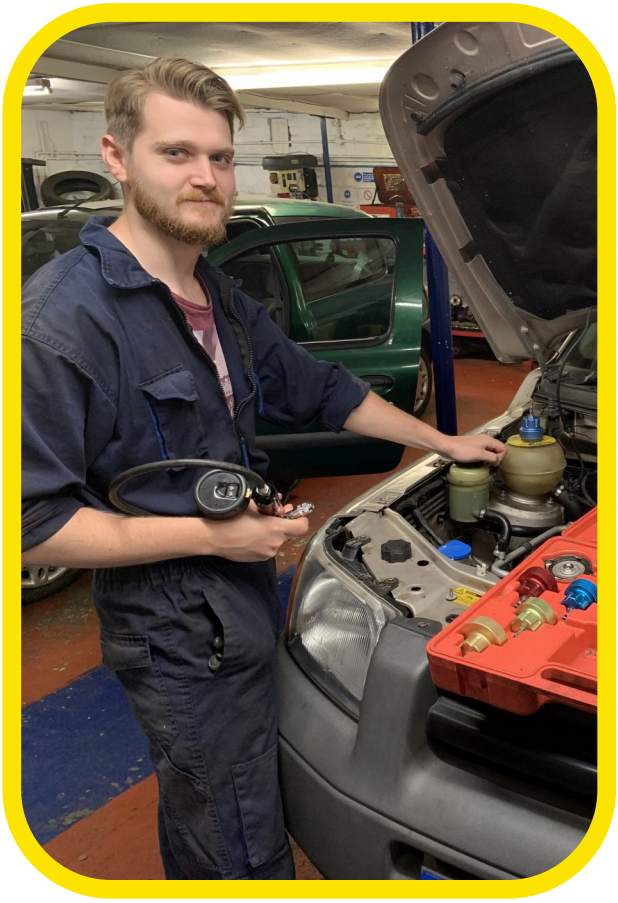
No formal entry requirements. You will be required to undertake a skills assessment prior to an offer being made.

Course content

This course is the perfect introduction to the motor vehicle industry. You'll learn about health and safety and the importance of this when working with vehicles. You'll become competent in the removal and replacement of wheels & tyres, steering, suspension, engine components, brakes, exhausts, electronics and valeting.

Progression

Level 2 course in Motor Vehicle Mechanics or an apprenticeship.



Level 2 Diploma Motor Vehicle – 1 year

Entry requirements

Three GCSEs at grade 3 or above, including English and Maths are desirable, a relevant Level 1 qualification is recommended.

Course content

You'll develop key skills needed for the motor vehicle industry and you'll work alongside highly skilled staff. You'll learn about chassis, engines, transmissions and more!

Progression

Level 3 course in Motor Vehicle Mechanics or an apprenticeship.

Level 3 Diploma Motor Vehicle – 1 year

Entry requirements

You must have a relevant Level 2 qualification. Having GCSEs at grade 4 or above, including English and Maths would be an advantage.

Course content

On this course you will develop your skills further and study complex engines and systems in detail. You will develop your understanding of health and safety in the workplace to a greater level, to help ensure that you are following safe working practices required in the motor vehicle industry. You'll learn about detailed fault detection and rectification and be able to enter the industry as a skilled and competent professional.

Employment

After completing the Level 3 Diploma, you may want to go directly into employment in the motor vehicle industry. You may get into this work through an apprenticeship.

Progression

If you want to train in a specialist area of vehicle repair after completing this course, you may chose to pursue further study in an area to develop your chosen skill set.

Uniformed Public Services

Possible Career directions

Further training may be required

Fire Fighter
Police Officer
Community Support Officer
Various roles in the;
Army
RAF
Royal Navy

Available courses	Site
Level 1	DUK/SCA
Level 2	DUK/SCA
Level 3	DUK/SCA

It's the best way to learn!

Our courses allow you to gain practical skills and develop the key attributes required to enter into the Uniformed and Public Services. Whether you're looking for a career as a Fire Fighter or you're looking to join the Army, you'll gain vital knowledge during your time studying Uniformed Public Services with ATTFE College.

Scan me to apply now!

Apply online now; https://tinyurl.com/ATTFEapply

Email us for more information; college.info@attfe.org.uk

Level 1 Diploma Uniformed Services - 1 year

Entry Requirements

No formal entry requirements. You will be required to complete a skills and physical activity assessment

Course Content

This course is the perfect introduction to the Uniformed Public Services. You'll develop your personal health and fitness ready for entry into a Uniformed Public Services role. You'll also learn about practical teamworking and self-development.

Level 2 Diploma Uniformed Services - 1 year

Entry Requirements

No formal entry requirements. You will be required to complete a skills and physical activity assessment

Course Content

You'll gain insight into all aspects of the Uniformed Public Services and complete physical fitness activities. You'll learn key skills such as map reading, navigation and how to communicate and work effectively with other services.

Level 3 Uniformed Services - 1 or 2 years

Entry Requirements

Five GCSEs at Grade 4 or above, including English and Maths, or a Level 2 Uniformed Public Services qualification. You will be required to complete a skills and physical activity assessment.

Course Content

You'll further develop your skills and knowledge in preparation for entry into employment in a variety of Uniformed Public Services roles. You could progress onto Higher Education study.

Working with Children

Looking for a career where no day will be the same?

A course in Working with Children could be perfect for you! Childcare is an ever growing sector, with an estimated 14,300 new jobs being created by 2024.

Available courses	Sites
Level 1	SCA/DUK
Level 2	SCA/DUK
Level 3	SCA/DUK

Possible Career directions

Further training may be required

- Nursery Practitioner
- Nursery Manager
- Early Years Teacher
- Au Pair (Live-in Nanny abroad)
- Teaching Assistant
- Early Years Practitioner

It's the best way to learn!

Our courses in Working with Children are delivered by our passionate and dedicated staff, who have a wealth of experience in various childcare settings. We believe in hands-on, practical learning wherever possible, so don't be afraid to get involved in messy play and other activities in the classroom! You'll also take part in placement to help you gain first-hand experience.

Scan me to apply now!

Apply online now; https://tinyurl.com/ATTFEapply

Email us for more information; college.info@attfe.org.uk

Level 1 NCFE CACHE Diploma – 1 year

Entry requirements

No formal entry requirements. You will be required to undertake a skills assessment prior to an offer being made. A place on this course is also subject to a DBS check.

Course content

This course is the perfect introduction to Working with Children. You'll look at key policies on topics such as Safeguarding and Child development. You'll learn about how children play and different ways to support their development.

Progression

Level 2 course in Working with Children or an apprenticeship.

Level 2 NCFE CACHE Diploma – 1 year

Entry requirements

Three GCSEs at grade 3 or above, including English and Maths, or a relevant Level 1 qualification. A place on this course is also subject to a DBS check.

Course content

You'll learn about key government legislation and develop key skills and knowledge to support your career in working with children. This qualification is nationally recognised.

Progression

Level 3 course in Working with Children or an apprenticeship.

Level 3 NCFE CACHE Diploma – 1 or 2 years

Entry requirements

Five GCSE's at grade 4 or above, including English and Maths, or a relevant Level 2 qualification. A place on this course is also subject to a DBS check.

Thinking about University?

If you study the two-year option for this course, you'll be able to use your qualification to go on and study at university level. This might be with a local provider or you may want to move away.

Course content

You'll study key policies and legislation, and gain an understanding of how these documents impact on practitioners working with children. You'll have the opportunity to develop yourself to become a skilled practitioner, helping you to stand out to employers or Higher Education providers. You'll undertake placement where you will gain valuable experience working with children and start to see the things you learn in the classroom being put to use in a work environment.

Employment

After completing the Level 3 Diploma, you may want to go directly into employment as an Early Years practitioner, possibly in a Nursery or Foundation stage setting. You may get into this work through an apprenticeship.

There's more!

Community Outreach

We love getting involved in projects to support our local communities, that's why there will be lots of opportunities for you to get involved with fundraising activities, charitable events and much more!

We are always looking for new ideas too, so if you know about an event that we might be able to support, get in touch and let us know; college.info@attfe.org.uk

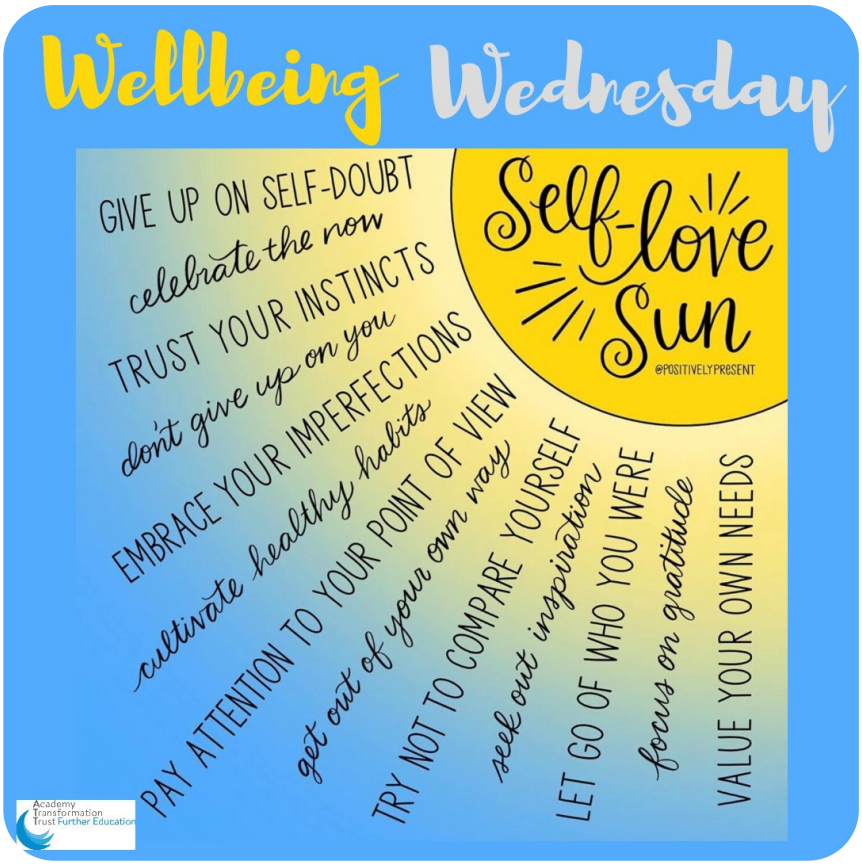
Courses

This brochure gives you an overview of our courses for 16-19 year olds. There's plenty more on offer for anyone over the age of 19 too! Check out our website for more information; www.attfe.org.uk

We are always on the look out for ways to improve, so if there's a course you'd like to see offered but you can't see it listed, send us an email; college.info@attfe.org.uk

Wellbeing

We are firm believers in supporting the wellbeing of all of our learners and our staff. During your time studying with us you'll take part in a wide range of activities and events designed to help improve wellbeing. If you ever need support, we have an in-house counselling service available to all learners.



Notes...

Notes

5 REASONS TO STUDY WITH ATTFE COLLEGE

Develop your skills

You'll develop understanding and learn skills relevant for your subject area, as well as having plenty of opportunities to develop English, Maths and IT skills, along with key employability skills!

Make yourself stand out

There is more competition than ever before for jobs, apprenticeships and places on Higher Education courses. Studying a course with ATTFE College will help you gain the knowledge, skills and experience needed!

All-round support

We don't just focus on your academic achievement,; we are passionate about holistic development and wellbeing—we want to help you become the best person you can be, allowing you to achieve your best and BE your best!

Real world learning

Studying a course with ATTFE College isn't all about classroom learning. We aim to get you learning in real world environments wherever possible. We also have fantastic onsite facilities allowing you to train with industry standard equipment!

Support local communities

We are passionate about supporting and giving back to our local communities, where our campuses are based at their very hearts. You'll have plenty of opportunity to get involved in community outreach projects, all whilst studying right on your doorstep!

Apply online now

SCAN ME