



# WELCOME



Following such a difficult year it is great to be able to launch our curriculum for 21/22 to local learners.

Our tutors are looking forward to welcoming you all back into the college at Brampton Road in a Covid safe way.

We know that we all still must be careful and stick to the current government guidelines and restrictions, but I hope that we are beginning to see light at the end of the tunnel.

With that in mind now is the ideal time to make changes!

In a year that has changed how we work, shop and travel why not change career? Change your hobby, change how you learn or make a change to your health and wellbeing.

**This short brochure gives just a flavour of what is on offer at our wonderful LECB campus. We have the perfect building, an amazing staff and bright and airy classrooms and studios just waiting for you.**

Throughout these pages you will see some quotes from our past learners as well as feedback from our most recent learner survey. Their positive comments join the 100s of others we receive each term. So have a look online and see what takes your fancy.

Sign up online or by phone today and start your future with us.

**Cabinet Member for Education, Cllr John Fuller**

## Covid secure

LECB takes the health, safety and welfare of our learners seriously and has implemented a range of safety measures to ensure the college is Covid secure.

The majority of courses are now face to face and where necessary classes are smaller and online resources are available.

LECB will continue to follow Government guidance and will make any necessary changes where needed.

Follow the signs around the buildings to keep yourself and others safe.

Please sign up to our newsletter [www.bexley.gov.uk/newsupdates](http://www.bexley.gov.uk/newsupdates) to keep up to date of any changes.

Please do not come to college if you have Covid symptoms.



## Why choose LECB?

The college has great facilities designed to support you with your learning – whatever subject you choose. There is parking on site and good transport routes close by.

Ofsted judged us to be 'good' at our inspection last year, reporting that 'Learners enjoy their subjects and learn much during their studies, from teachers who are knowledgeable and enthusiastic'.

### Support

If you have a learning difficulty, a physical disability or a health need, we can support your learning.

We have a free welfare and counselling service to support you if you have any emotional difficulties during your course.

Some courses attract additional funding to assist learners on low incomes to access accredited courses. Financial help can be given with childcare, equipment and travel.

The college can also loan out equipment, such as a laptop, if the learner is deemed eligible.

Please contact [learnersupport@lecb.ac.uk](mailto:learnersupport@lecb.ac.uk) for further information.

Our 2020 LECB learner survey found that –

- ▶ 95% of learners said that they like how their course is presented
- ▶ 95% of learners said the course content met their needs
- ▶ 93.5% of learners said they received enough feedback and support to progress
- ▶ 95% of learners star rated the support they received 4.5 out of 5!

## How to enrol on your course

**Online** - the easiest way to enrol is online. Visit [www.lecb.ac.uk](http://www.lecb.ac.uk) where you will find detailed information about the course you are interested in. You can enrol using your debit or credit card online.

**By phone** – call 020 3045 5176 to speak to an adviser, Monday to Thursday 8.45am – 7.45pm and Friday 8.45am – 5pm. Please quote the course code from the website.

**In person** – Following government guidance you can enrol in person at the college from Monday 21 June.

Advisers are available Monday to Thursday 8.45am – 7.45pm and Friday 8.45am – 5pm during term time and Monday to Friday 8.45 – 5pm at other times.

Learners may need to take an 'Initial assessment' (IA) before enrolling on certain courses. The IA process will identify your current level in English and maths along with your subject knowledge.



## Course fees

Individual course fees are available from our website along with the course details.

Some accredited courses are free for eligible learners.

You may be eligible for a free course if you are –

- ▶ Unemployed and in receipt of an income-based benefit (for example JSA, ESA or Universal Credit)
- ▶ Employed and earning less than £21,157.50 (London residents) or £17,374.50 (non-London residents)
- ▶ Aged 19-23 and studying for your first full Level 2 or Level 3
- ▶ qualification on an eligible legal entitlement course

Learners in receipt of some benefits may be eligible for half price discount for some non-accredited courses. Visit our website for more details.

## Advanced learner loan

Many of our adult learners pay for their Level 3 and above courses with an Advanced Learner Loan.

If a loan is available this is indicated in the course details.

**It's easy to apply**, your household income isn't taken into account and there are no credit checks. You only need to start paying back your Advanced Learner Loan when you are earning more than £27,295 per year.

For details of fees, loans and a full list of Terms and Conditions please refer to our website.

## Take a course with Time Credits

LECB regularly offer a number of courses that can be paid for using Tempo Time Credits.

Tempo Time Credits are offered by organisations to volunteers as recognition for their valuable contribution.

Find out more about how to claim or offer Tempo Time Credits at [www.wearetempo.org](http://www.wearetempo.org)



# Learning for work

LECB run a range of courses aimed at anyone wanting to start, change or progress their career.

From short introductory courses to industry recognised qualifications there are many options to help you up-skill, get into work and support your career goals.

These are some of our 'Learning for work' courses available. Visit the website for more details.

## Accountancy and Business Administration

Accounting Software, Bookkeeping, Business Skills, Accounting, Computerised Accounts, Business Administration

## ICT

Digital Skills

ICT Workshops (various topics)

## Facilities

Cleaning and Support Services Skills

Property Caretaking and Facilities Services

Exploring a Career in Facilities Services

## Horticulture

Plant Growth Propagation and Development

Practical Horticulture

Garden Planning Establishment and Maintenance

## Child Care

Caring for Children

Early Years Practitioner

Childcare and Education

Childhood Studies (Entry level to Degree)

## Teaching and Teaching Support

Level 3 Education and Training

Preparing to Work in Schools

Supporting Teaching and Learning

Meeting the Needs of Learners with ADHD / Autism in the Mainstream Classroom

## Learning Difficulties

Working with Individuals with Learning Disabilities

Understanding Autism

## Counselling

Counselling Studies (levels 2 - 4)

## First Aid

Paediatric First Aid

First Aid at Work

Emergency First Aid

Adult Mental Health First Aid

## Health and Social Care

Health and Social Care (levels 1 - 3)

## Employability

Employability Skills

**Book online or by phone. Have your course code from the website ready to quote.**

## Free career advice and guidance

Our experienced advisors can help you choose the right course for you and your career.

Our team can help you:

- ▶ identify your skills
- ▶ find the right course
- ▶ job search
- ▶ Create or update your CV
- ▶ with advice on filling out application forms

with interview techniques

The careers information, advice and guidance team are part of the National Careers Service network with Matrix accreditation so you can be sure of a high-quality service.

To find out more email

[careers.advice@lecb.ac.uk](mailto:careers.advice@lecb.ac.uk) or call 020 3045 5176

## Business and Enterprise Skills Training

Our Business and Enterprise Skills Training (BEST) offer provides training courses to support local businesses.

This includes -

- ▶ Bespoke training programmes
- ▶ Online training
- ▶ Training at your site or our college.
- ▶ Skills analysis and upskill support

For more information call 020 3045 5176 or email [wfd@lecb.ac.uk](mailto:wfd@lecb.ac.uk)



# English and maths courses

## English

- ▶ Functional Skills
- ▶ GCSE
- ▶ AS Level English Language

## Non-accredited English courses

- ▶ Academic writing
- ▶ Writing for Work
- ▶ Writing for Business

## Maths

- ▶ Functional Skills
- ▶ GCSE
- ▶ Core Maths: a level 3 qualification - similar to AS level
- ▶ AS maths

To help you find the most suitable English and maths course we ask you to take a short initial assessment.

## Did you know?

Adults who do not have a GCSE grade 4/C or above in either English or maths are entitled to study up to GCSE level for free.

## ESOL

Our ESOL (English for speakers of other languages) courses from Pre-Entry level to Level 2 will prepare you for the English you need to live and work in the UK and better integrate in your local community.

Our courses cover grammar, pronunciation, vocabulary, reading, writing, speaking and listening skills development.

Maths and ICT courses for ESOL learners are also available at the college.

All ESOL course fees depend on the eligibility criteria.

An ESOL learner at LECB gets -

- ▶ A free initial assessment
- ▶ Free and impartial Information, Advice and Guidance from our National Careers Service team
- ▶ An interview with one of our Employment Advisors
- ▶ Access to study resources online

Find out more about the different level of courses online [www.lecb.ac.uk](http://www.lecb.ac.uk) or contact [ESOL@lecb.ac.uk](mailto:ESOL@lecb.ac.uk)



## Progress with LECB

When taken together many of our courses can set you on the path to a promotion, a new career or starting your own business.

The supporting courses complement the core courses providing additional skills that are attractive to potential employers or useful to have in these careers.

The below examples give a taste of what we can offer.

### Working in Health and Social Care

#### Core course

Level 1 Award in Preparing to Work in Adult Social Care

Level 2 Certificate in Preparing to Work in Adult Social Care

Level 3 Certificate in Health and Social Care

#### Supporting courses

Adult Mental Health First Aid

Functional Skills

Digital Skills

Reducing Anxiety and Improving Mental Wellbeing

Improving Resilience Confidence and Motivation to Achieve Your Goals

Working with Individuals with Learning Disabilities

Health and Safety

First Aid

**Book online or by phone. Have your course code from the website ready to quote.**

Visit our website to find out more about these courses or call 020 3045 5176

### Working in Business, Administration and Accountancy

#### Core course

City and Guilds Level 1 Award in Computerised Accounts

Gateway Level 1 Award in Skills for Business and Administration

AAT Level 1 Access Award in Accounting Software

AAT Level 1 Access Award in Bookkeeping

AAT Level 1 Access Award in Business Skills

City and Guilds Level 2 Award in Computerised Accounts

Gateway Level 2 Award in Skills for Business and Administration

Accounting: Level 2 Foundation Certificate in Accounting

#### Supporting courses

Functional Skills

Digital Skills

Understanding Employment Business and Enterprise

Creating a Business Start-Up

*“ Thank you for your help and encouragement. My course with you has led to me being employed as a teaching assistant. - Sonya ”*



## Working with children

### Core course

Entry 3 Award/Certificate in Caring for a Child/Children

Level 1 Award/Certificate in Caring for Children

Level 2 Diploma for the Early Years Practitioner

Level 3 Diploma in Childcare and Education

Foundation Degree Childhood Studies  
BA Hons Childhood Studies

### Supporting courses

Paediatric First Aid

Functional Skills

Digital Skills

Working with Individuals with Learning Disabilities, Understanding Autism

Health and Safety

Improving Resilience Confidence and Motivation to Achieve Your Goals

## Becoming a Teaching Assistant

### Core course

Level 1 Award in Preparing to Work in Schools

Level 2 Award/Certificate in Supporting Teaching and Learning

Level 3 Certificate in Supporting Teaching and Learning

### Supporting courses

First Aid

Functional Skills

Digital Skills

Supporting Teaching and Learning, Meeting the Needs of Learners with ADHD / Autism in the Mainstream Classroom

Improving Resilience Confidence and Motivation to Achieve Your Goals

## Becoming a Counsellor

### Core course

Level 2 Award in Introduction to Counselling Skills

Level 2 Certificate in Counselling Skills

Level 3 Certificate in Counselling Studies

Level 4 Diploma in Therapeutic Counselling

### Supporting courses

Adult Mental Health First Aid

Functional Skills

Digital Skills

Reducing Anxiety and Improving Mental Wellbeing

Improving Resilience Confidence and Motivation to Achieve Your Goals

Working with Individuals with Learning Disabilities

# Creative industries

Fancy dabbling in the arts? Or amaze friends and families with new cooking or musical skills? Thinking about joining a friendly singing group or picking up the guitar?

Start a new hobby, pick up an old one or find a new skill that could lead to a career change.

We have so much going on at LECB you'll find it difficult to make a decision.

Visit [www.lecb.ac.uk](http://www.lecb.ac.uk) for more details on any of our courses to book your place.

## Food

- ▶ Brampton Bake-Off Cookery School
- ▶ Healthy 'Take-aways' from Scratch
- ▶ Ultimate Cooking for Vegans and Vegetarians
- ▶ Edible Gifts for Christmas
- ▶ Traditional Easter Baking
- ▶ Food Safety qualifications

## History

- ▶ London Comes Alive
- ▶ History of Art

## Languages

- ▶ Spanish and French from beginner to advanced

## Music

- ▶ Brampton Singers
- ▶ Guitar

## Arts

- ▶ Psychology
- ▶ Painting & Drawing
- ▶ Learn to Draw
- ▶ Life Drawing
- ▶ Mosaic
- ▶ History of Art
- ▶ Printmaking
- ▶ Botanical Drawing
- ▶ Drawing from the Imagination
- ▶ Drawing en Plein Air
- ▶ Mixed Media
- ▶ Watercolour
- ▶ Creative Writing



## Digital Art

- ▶ Digital Photography
- ▶ Digital Imaging
- ▶ Digital Video Editing
- ▶ Design your own Webpage

## Crafts

- ▶ Christmas Crafts
- ▶ Embroidery
- ▶ Clothesmaking
- ▶ Introduction to Using a Sewing Machine
- ▶ Pattern Cutting
- ▶ Sewing for Beginners
- ▶ Pottery

## Glass

- ▶ Stained Glass
- ▶ Fusing and Slumping



## DIY

- ▶ Practical Home Improvements and Repairs

## Floristry

- ▶ Seasonal flower arranging
- ▶ Flower Crown Workshop
- ▶ Festive Workshop
- ▶ Christmas designs
- ▶ Learn the basics.

**Book online or by phone.  
Have your course code from  
the website ready to quote.**

*I'm signing up for another term  
of Learn to Draw - and also  
the Watercolour course.*  
- Annette

*Making lots of progress.  
Loving the course.*  
- Caroline



# Health and wellbeing

Our huge range of Health and Wellbeing courses includes something for everyone.

We offer gentle exercise classes, dance sessions, line and ballroom dancing, self defence classes and much more.

If you are keen to relax your mind and body then our Yoyalates or relaxation classes may suit you more.

Below is a flavour of what comes under this heading at our college.

Visit the [www.lecb.ac.uk](http://www.lecb.ac.uk) and see what would suit you best.

- ▶ Zumba
- ▶ Come Alive with Dancercise
- ▶ Strictly Come Brampton
- ▶ Line Dancing
- ▶ Introduction to Ballroom
- ▶ Move to the Music and Exercise
- ▶ Pilates

- ▶ Yoyalates
- ▶ Self Defence
- ▶ Tai Chi
- ▶ Step into the World of Nutrition
- ▶ Mindfulness and Relaxation
- ▶ Adult Mental Health First Aid
- ▶ Improving Resilience
- ▶ Confidence and Motivation to Achieve Your Goals
- ▶ Reducing Anxiety and Improving Mental Wellbeing

**Book online or by phone.  
Have your course code from  
the website ready to quote.**

*I have loved this course!  
It has been very relaxing.*  
- Grace

*I found the course very  
interesting and learnt a lot.*  
- Carly



# Free family learning courses

Our free Family Learning classes are run in partnership with schools, nurseries, children's centres, libraries and community venues. Some courses are online, and others are held at our Brampton Road site.

Courses give family members the opportunity to develop knowledge, skills and creativity together.

Fun includes -

- ▶ Painting and drawing
- ▶ Science
- ▶ Cooking
- ▶ Maths

All courses are suitable for all learners. Visit our website to enrol on our family learning courses.

**Book online or by phone.  
Have your course code from  
the website ready to quote.**

*The whole course  
has been very  
interesting and  
really enjoyable.*  
- Wendy

*The support I received  
has been fantastic.  
I'm very grateful.*  
- Nicola



# Supported learning

LECB offer a range of supported courses for adults with learning difficulties or disabilities.

Our specialist tutors work with students to progress their interests and strengths across a variety of creative courses.

While at LECB, tutors support students to develop their independence, choice making and self-advocacy skills.

We also offer full time study programmes for learners who have an Education Health and Care Plan.

Our courses include -

- ▶ Singing
- ▶ Pottery
- ▶ Online safety
- ▶ Move to the beat
- ▶ Building Robots
- ▶ Drama
- ▶ Maths in the Kitchen
- ▶ Wild Painting
- ▶ My Rights, My Health, My Safety
- ▶ Make a Movie

To find out more about the Supported Learning programmes available please contact [enquiries@lecb.ac.uk](mailto:enquiries@lecb.ac.uk) or 020 3045 5176



## The Grow Project

The supported learning and community outreach teams at LECB have been working with partners, volunteers and students to transform a Bexley allotment space. LECB took on the site in November 2019. Since then, thanks to donations from the Alyers Road allotment site members and College staff, the site now has two sheds, a greenhouse and a full range of gardening equipment. The site is currently used by the College's supported learning students, our partners from Bexley Mencap and other college departments.

Please contact [outreach@lecb.ac.uk](mailto:outreach@lecb.ac.uk) for more information on the Grow Project.



## Community outreach

Our community outreach courses are bespoke and designed around the needs of the most vulnerable groups of residents. They can be set up within a range of community venues across the Borough, making them relevant to learners needs. We aim to help them to engage in further learning that they otherwise may not be able to access.

Courses can include –

- ▶ Gentle Exercise and Yoga
- ▶ First Aid
- ▶ Customer Service Skills & Money Handling
- ▶ Healthy Eating & Making Simple Meals
- ▶ Confidence Building & Self-Advocacy
- ▶ Arts & Crafts
- ▶ Employability, IT & Digital Skills
- ▶ Mindfulness
- ▶ Grow your own veg

We are proud to work in partnership with - Bexley Mencap, Age UK Bexley, Headway, Peabody homes, Oxleas NHS, Inspire Community Trust, Smerdon Day Centre , Carlton Day Centre and Advocacy For All.

Email [outreach@lecb.ac.uk](mailto:outreach@lecb.ac.uk) or call 020 3045 5176 or email [shelley.richardson@lecb.ac.uk](mailto:shelley.richardson@lecb.ac.uk)





Learning & Enterprise College Bexley

Changing futures

Contact us to explore your options and ensure you have all the information you need.

Call 020 3045 5176 or email [enquiries@lecb.ac.uk](mailto:enquiries@lecb.ac.uk) to arrange a telephone appointment with one of our tutors or you can find further information and apply online at

[www.lecb.ac.uk](http://www.lecb.ac.uk)

Make sure you have the course code from the website to hand when you call.



5 Brampton Road, Bexleyheath DA7 4EZ

#### Disclaimer

*Please Note: All information contained within this prospectus was correct at the time of going to press. However, some details may change as we review and update our provision. Although every effort is made to provide the teaching, examination, assessment and other services detailed in this publication, the Learning and Enterprise College Bexley cannot guarantee the provision of such programmes, services, facilities and fees.*

*The Learning and Enterprise College Bexley reserves the right to amend, withdraw, alter or amalgamate any of the courses, locations and facilities detailed within at any time. Should circumstances require such amendments, the Learning and Enterprise College Bexley undertakes to use all reasonable steps to minimise the resultant disruption to those services and most importantly to learners.*



@LECBexley