



**City College
Peterborough**

Working together, learning together



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

ONLINE QUALIFICATIONS

GAIN A FREE*
LEVEL 2
QUALIFICATION
TO SUPPORT
YOUR CAREER



Did you know you
could train and gain
the valuable skills
you need to improve
your job prospects?

www.citycollegepeterborough.ac.uk

We offer a range of qualifications that you can study through blended learning to support your career development, or give you the first steps into retraining for a new career.

If you are aged over 19 (as of 31st August 2024), are a resident of the Peterborough and Cambridgeshire area, and earning under £30,491, these qualifications are FREE for you to study!

You would typically study towards the qualifications for 8 hours per week, made up of self-research, writing assignments and you will be offered to come into college to attend hub sessions where your tutor is available to help you.

If you would prefer to study through distance learning, your tutor will still meet with you face-to-face or through teams to offer support. As these qualifications are assignment based, you will ideally also hold or be working towards a Level 1 Functional Skills or GCSE A-D equivalent in English.

BUSINESS SKILLS COURSES

NCFE Level 2 Certificate in Principles of Business Admin (14 weeks)

This qualification provides learners with the knowledge that is required to work in a range of environments in a business administration role.

Learners will know how to carry out administrative tasks such as managing information and supporting events and will be able to apply their knowledge in a variety of industries and job roles.



BUSINESS SKILLS COURSES

NCFE Level 2 Certificate in the Principles of Team Leading (14 weeks)

This qualification is designed to provide learners with the knowledge and understanding required to successfully lead a team.



NCFE Level 2 Certificate in the Principles of Customer Service (16 weeks)

This qualification provides the underpinning knowledge required by employees to work in a range of customer service roles. Learners will have essential knowledge of how to carry out tasks such as managing information and supporting events.

NCFE Level 2 Certificate in Information, Advice or Guidance (10 weeks)

This qualification aims to develop the learner's knowledge and understanding of the key principles of information, advice or guidance and applying these within their own context.



HEALTHCARE COURSES

NCFE Level 2 Certificate in Awareness of Mental Health Problems (14 weeks)

This qualification is designed for anyone looking to develop their understanding of mental health and the problems that can cause mental ill health.



NCFE Level 2 Certificate in Understanding Children and Young People's Mental Health (12 weeks)

The purpose of this qualification is to increase learner's knowledge and awareness of children and young people's mental health. By completing the qualification, learners will develop knowledge of mental health problems commonly associated with children and young people, the impact of these and the support available to maintain mental wellbeing in children and young people.



NCFE Level 2 Certificate in the Principles of End of Life Care (12 weeks)

This qualification aims to develop the learner's knowledge and understanding of how to work in end of life care, the impact of dementia in end of life care, the role of the care worker and the loss and grief process.

HEALTHCARE COURSES

NCFE Level 2 Certificate in Understanding Mental First Aid & Mental Health Advocacy in the Workplace (11 weeks)

This qualification is suitable for learners who wish to raise awareness of mental health, creating a culture of care and the promotion of positive mental health. This qualification gives learners the opportunity to understand mental health, its associated care and how this can be applied to learners or colleagues in the workplace.



NCFE Level 2 Certificate in Understanding Autism (13 weeks)

This qualification aims to develop learners' understanding of autism and the principles of supporting autistic individuals - covering the person-centred approach and influence of positive communication methods, how to support positive behaviour, and how autistic individuals can be supported to live healthy and fulfilled lives.



HEALTHCARE COURSES

NCFE Level 2 Certificate in Preparing to Work in Adult Social Care (16 weeks)

This qualification provides an ideal taster for those who may be new to the sector or new to the world of work. It is accessible to learners of all ages who may want to understand more about working in health and social care. It aims to introduce some basic concepts of caring and preparation for employment in the sector. The qualification covers the areas of communication, equality, diversity and inclusion, personal development, role of the social care worker, handling information, health and safety, safeguarding, duty of care and person-centred approaches.



NCFE Level 2 Certificate in Principles of Working with Individuals with Learning Disabilities (13 weeks)

This qualification aims to give learners knowledge and understanding to work with individuals with learning disabilities or difficulties. They will explore the principles of safeguarding and positive risk-taking and gain awareness of the autistic spectrum.



EDUCATION COURSES

City & Guilds Level 2 Award in Support Work in Schools (16 weeks)

This is a knowledge based qualification suitable for all roles in schools, including site staff, administrators etc. as well as those who work directly with children and young people. It seeks to develop the knowledge and understanding that all those working in a school setting will need and covers areas such as safeguarding, communication and understanding the school context. As it is a knowledge based qualification, it can be taken by candidates not yet employed in a school, as well as providing initial training/induction for those new in post.



CHILD CARE COURSES

Level 2 Certificate in Introducing Caring for Children and Young People

This qualification provides an opportunity to study a range of topics from three main areas: childcare and education, babysitting and parenting responsibilities as well as units covering learning, development, and play. This can support you in preparing for your 'next steps' either in training or moving towards work.



ENROL TODAY

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