



**City College
Peterborough**

Working together, learning together



COURSE GUIDE 2026 - 27

PRINCIPAL'S WELCOME

At City College Peterborough, we believe learning is for everyone.

Whether you're looking to gain new skills, boost your confidence, change career, return to work, meet new people, or simply take some time to do something for yourself, we're here to help.

We know that coming back to learning can feel like a big step, especially if it's been a while. That's why we've created a friendly, supportive environment where you'll feel welcome from day one. Our tutors are approachable, our courses are designed to fit around busy lives, and there's always someone on hand to support you along the way.

Everyone has their own reason for learning, and whatever yours is, we're here to help you achieve it. You might be taking the next step in your career, learning a new hobby, improving your wellbeing, or simply discovering something you've always wanted to try.

So why not take that first step?
We can't wait to welcome you.

Working together, learning together.

Tasha Dalton, BEM
Principal



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LEISURE COURSES

At City College Peterborough, our leisure courses enrich your life through enjoyable, inspiring learning. With over 100 options - from arts and crafts to history, languages, music, and cookery - there's something for everyone.

Enjoy learning in a friendly, welcoming environment and connect with others who share your interests. Please note these are fee-paying courses and not eligible for government funding or fee remission (see pages 29 - 31 for details).

Start your learning journey with us.

HOW TO ENROL



Call 01733 761361 to speak to one of our Customer Experience Staff



City College Peterborough, Brook Street,
Peterborough PE1 1TU



Online at www.citycollegepeterborough.ac.uk



Scan QR
code



Discover the wonders of the night sky.

Learn to identify stars, constellations and planets visible to the naked eye and explore the universe through the use of a telescope. Suitable for beginners and those looking to build their astronomy knowledge.



ASTRONOMY COURSES : TERM 1

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
The Stargazer's Path - A Practical Journey to the Stars	9130102	8th Sept	Tues	18:30 - 20:30	6	£102
The Stargazer's Path - A Practical Journey to the Stars	9130104	11th Sept	Fri	10:00 - 12:00	6	£102
The Stargazer's Path - Next Steps	9130103	3rd Nov	Tues	18:30 - 20:30	6	£102
The Stargazer's Path - Next Steps	9130105	6th Nov	Fri	10:00 - 12:00	6	£102

ASTRONOMY COURSES : TERM 2

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
Learn How To Use Your Telescope	9130106	5th Jan	Tues	18:30 - 20:30	6	£102
Introduction To Astromonical Imaging	9130108	8th Jan	Fri	10:00 - 12:00	6	£102
The Stargazer's Path - A Practical Journey To The Stars	9130107	23rd Feb	Tues	18:30 - 20:30	6	£102
The Stargazer's Path - A Practical Journey To The Stars	9130109	26th Feb	Fri	10:00 - 13:00	4	£102

ASTRONOMY COURSES : TERM 3

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
The Stargazer's Path - Next Steps	9130110	20th Apr	Tues	18:30 - 20:30	6	£102
The Stargazer's Path - Next Steps	9130112	23rd Apr	Fri	10:00 - 12:00	6	£102
Introduction To Astromonical Imaging	9130111	8th Jun	Tues	18:30 - 20:30	6	£102
Learn How To Use Your Telescope	9130113	11th Jun	Fri	10:00 - 12:00	6	£102

Transform, Restore, Create

Bring a piece of furniture to life with expert guidance and hands-on learning. Master restoration techniques including repairs, polishing, painting and upholstery, with projects tailored to your skill level. Beginners are welcome, with tools provided and storage available between sessions.



UPHOLSTERY COURSES : TERM 1

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
Upholstery Workshop	9130003	14th Sept	Mon	09:30 - 12:00	10	£302
Upholstery Workshop	9130004	14th Sept	Mon	12:30 - 15:00	10	£302
Upholstery Workshop	9130005	14th Sept	Mon	15:30 - 18:00	10	£302
Upholstery Workshops	9130006	14th Sept	Mon	18:30 - 20:30	10	£282

UPHOLSTERY COURSES : TERM 2

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
Upholstery Workshop	9130007	11th Jan	Mon	09:30 - 12:00	10	£302
Upholstery Workshop	9130008	11th Jan	Mon	12:30 - 15:00	10	£302
Upholstery Workshop	9130009	11th Jan	Mon	15:30 - 18:00	10	£302
Upholstery Workshops	9130010	11th Jan	Mon	18:30 - 20:30	10	£282

UPHOLSTERY COURSES : TERM 3

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
Upholstery Workshop	9130011	19th Apr	Mon	09:30 - 12:00	10	£302
Upholstery Workshop	9130012	19th Apr	Mon	12:30 - 15:00	10	£302
Upholstery Workshop	9130013	19th Apr	Mon	15:30 - 18:00	10	£302
Upholstery Workshops	9130014	19th Apr	Mon	18:30 - 20:30	10	£282



Discover the joy of working with clay.

Explore hand-building and decorating techniques, including slip, sgraffito and mark making, as you create your own unique ceramic pieces. Ideal for beginners, with expert guidance, demonstrations and support throughout.

POTTERY COURSES : TERM 1

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
The Art Of Pottery Beginner's Guide	9130024	15th Sept	Tues	09:30 - 12:00	10	£289
Pottery & Sculpture Workshop	9130025	15th Sept	Tues	13:00 - 15:30	10	£289
Pottery For All	9130026	15th Sept	Tues	17:30 - 20:00	10	£289
A Taste of Pottery	9130033	1st Dec	Tues	09:30 - 12:00	1	£28.90
A Taste of Pottery	9130034	1st Dec	Tues	13:00 - 15:30	1	£28.90

POTTERY COURSES : TERM 1

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
A Taste of Pottery	9130035	1st Dec	Tues	17:30 - 20:00	1	£28.90
A Taste of Pottery	9130036	8th Dec	Tues	09:30 - 12:00	1	£28.90
A Taste of Pottery	9130037	8th Dec	Tues	13:00 - 15:30	1	£28.90
A Taste of Pottery	9130038	8th Dec	Tues	17:30 - 20:00	1	£28.90

POTTERY COURSES : TERM 2

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
The Art Of Pottery Beginner's Guide	9130027	12th Jan	Tues	09:30 - 12:00	10	£289
Pottery and Sculpture Workshop	9130028	12th Jan	Tues	13:00 - 15:30	10	£289
Pottery For All	9130029	12th Jan	Tues	17:30 - 20:00	10	£289

POTTERY COURSES : TERM 3

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
The Art of Pottery - Beginner's Guide	9130030	20th Apr	Tues	09.30 - 12:00	10	£289
Pottery and Sculpture Design Workshop	9130031	20th Apr	Tues	13:00 - 15:30	10	£289
Pottery for All	9130032	20th Apr	Tues	17:30 - 20:00	10	£289

Explore your creativity through art

Develop your painting skills in a relaxed and supportive environment. Learn techniques such as colour mixing, brushwork and composition while experimenting with acrylics, oils and watercolours. Perfect for beginners and those looking to build their confidence.



PAINTING COURSES : TERM 1

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
A Taste of Painting	9130114	20th July	Mon	09:45 - 12:00	2	£46
A Taste of Painting	9130116	31st July	Mon	13:00 - 15:15	2	£46
A Taste of Painting	9130115	10th Aug	Mon	09:45 - 12:00	2	£46
Painting For Pleasure Workshop	9130015	14th Sept	Mon	09:45 - 12:00	10	£230
Painting For Pleasure Workshop	9130016	14th Sept	Mon	13:00 - 15:15	10	£230

PAINTING COURSES : TERM 1

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
Creating Art Workshop	9130039	14th Sept	Mon	18:00 - 20:15	10	£230
Painting For Pleasure Workshop	9130017	18th Sept	Fri	13:00 - 15:15	10	£230

PAINTING COURSES : TERM 2

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
Painting For Pleasure Workshop	9130020	8th Jan	Fri	13:00 - 15:15	10	£230
Painting For Pleasure Workshop	9130018	11th Jan	Mon	09:45 - 12:00	10	£230
Painting For Pleasure Workshop	9130019	11th Jan	Mon	13:00 - 15:15	10	£230
Creating Art Workshop	9130040	11th Jan	Mon	18:00 - 20:15	10	£230

PAINTING COURSES : TERM 3

Course	Course Code	Start Date	Day	Time	No. of Weeks	Cost
Painting for Pleasure Workshop	9130021	19th Apr	Mon	09:45 - 12:00	10	£230
Painting for Pleasure Workshop	9130022	19th Apr	Mon	13:00 - 15:15	10	£230
Creating Art Workshop	9130041	19th Apr	Mon	18:00 - 20:15	10	£230
Painting for Pleasure Workshop	9130023	23rd Apr	Fri	13:00 - 15:15	10	£230



Grow your sewing skills

Whether you're new to using a sewing machine or want to build on your skills, our sewing courses are a great way to learn new techniques, create handmade projects and grow your confidence in a friendly, supportive environment.

DRESSMAKING & SEWING COURSES : TERM 1

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
Dressmaking For Intermediates	9130042	15th Sept	Tue	10:00 - 12:00	6	£128
Dressmaking For Beginners	9130044	15th Sept	Tue	18:30 - 20:30	6	£128
Dressmaking For Intermediates	9130046	18th Sep	Fri	10:00 - 12:00	6	£128
Sewing Techniques	9130048	25th Sept	Fri	14:00 - 16:00	4	£85.32
Dressmaking For Intermediates	9130043	3rd Nov	Tue	10:00 - 12:00	6	£128
Dressmaking For Intermediates	9130045	3rd Nov	Tue	18:30 - 20:30	6	£128
Dressmaking For Intermediates	9130047	6th Nov	Fri	10:00 - 12:00	6	£128
Get To Know Your Sewing Machine	9130049	6th Nov	Fri	14:00 - 16:00	3	£64
Create Your Own Cushions	9130117	4th Dec	Fri	14:00 - 16:00	2	£64

DRESSMAKING & SEWING COURSES : TERM 2

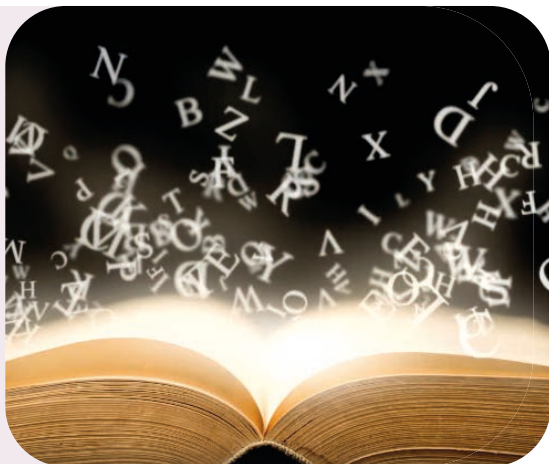
Course	Course Code	Start Date	Day	Time	No. of Weeks	Cost
Dressmaking For Intermediates	9130050	5th Jan	Tue	10:00 - 12:00	6	£128
Dressmaking For Beginners	9130052	5th Jan	Tue	18:30 - 20:30	6	£128
Dressmaking For Intermediates	9130054	8th Jan	Fri	10:00 - 12:00	6	£128
Get To Know Your Overlocker	9130056	8th Jan	Fri	14:00 - 16:00	6	£128
Dressmaking For Intermediates	9130051	23rd Feb	Tue	10:00 - 12:00	6	£128
Dressmaking For Intermediates	9130053	23rd Feb	Tue	18:30 - 20:30	6	£128
Dressmaking For Intermediates	9130055	26th Feb	Fri	10:00 - 12:00	6	£128
Create Your Own Cushions	9130057	26th Feb	Fri	14:00 - 16:00	3	£64

DRESSMAKING & SEWING COURSES : TERM 3

Course	Course Code	Start Date	Day	Time	No. of Weeks	Cost
Dressmaking For Intermediates	9130058	20th Apr	Tue	10:00 - 12:00	6	£128
Dressmaking For Beginners	9130060	20th Apr	Tue	18:30 - 20:30	6	£128
Dressmaking For Beginners	9130064	23rd Apr	Fri	14:00 - 16:00	6	£128
Dressmaking For Intermediates	9130062	30th Apr	Fri	10:00 - 12:00	6	£128
Dressmaking For Intermediates	9130059	8th Jun	Tue	10:00 - 12:00	6	£128
Dressmaking For Intermediates	9130061	8th Jun	Tue	18:30 - 20:30	6	£128
Get To Know Your Sewing Machine	9130065	11th Jun	FRI	14:00 - 16:00	6	£128
Dressmaking For Intermediates	9130063	18th Jun	Fri	10:00 - 12:00	6	£128

Find your voice through writing

Whether you enjoy writing for fun or have a story to tell, our creative writing courses will help you develop your skills, build confidence and bring your ideas to life in a supportive and inspiring environment.



LITERATURE COURSES : TERM 1

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
Literature For Pleasure	9130091	11th Sep	Fri	10:00 - 11:30	5	£88
Let's Get Writing!	9130090	11th Sep	Fri	14:00 - 15:30	5	£88
Literature For Pleasure	9130093	6th Nov	Fri	10:00 - 11:30	5	£88
Let's Get Writing!	9130092	6th Nov	Fri	14:00 - 15:30	5	£88

LITERATURE COURSES : TERM 2

Course	Course Code	Start Date	Day	Time	No. of Weeks	Cost
Literature For Pleasure	9130095	8th Jan	Fri	10:00 - 11:30	5	£88
Let's Get Writing!	9130094	8th Jan	Fri	14:00 - 15:30	5	£88
Literature For Pleasure	9130097	12th Feb	Fri	10:00 - 11:30	5	£88
Let's Get Writing!	9130096	12th Feb	Fri	14:00 - 15:30	5	£88

LITERATURE COURSES : TERM 3

Course	Course Code	Start Date	Day	Time	No. of Weeks	Cost
Literature For Pleasure	9130099	16th Apr	Fri	13:00 - 14:30	5	£88
Lets Get Writing!	9130098	16th Apr	Fri	14:00 - 15:30	5	£88
Lets Get Writing!	9130100	11th Jun	Fri	14:00 - 15:30	5	£88
Literature For Pleasure	9130101	11th Jun	Fri	10:00 - 11:30	5	£88



Discover a new language

Whether you're planning a holiday or trying something new, our language courses will help you build confidence and explore new cultures.

LANGUAGES COURSES : TERM 1

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
Italian For Beginners	9130072	21st Sept	Mon	18:30 - 20:30	10	£192.00
French For Beginners	9130074	21st Sept	Mon	18:30 - 20:30	10	£192.00
Spanish For Beginners	9130076	21st Sept	Mon	18:30 - 20:30	10	£192.00
Italian Next Steps	9130073	22nd Sept	Tues	18:30 - 20:30	10	£192.00
French Next Steps	9130075	22nd Sept	Tues	18:30 - 20:30	10	£192.00
Spanish The Next Steps And Beyond	9130077	22nd Sept	Tues	18:30 - 20:30	10	£192.00

LANGUAGES COURSES : TERM 2

Course	Course Code	Start Date	Day	Time	No. of Weeks	Cost
Italian For Beginners	9130078	11th Jan	Mon	18:30 - 20:30	10	£192.00
French For Beginners	9130080	11th Jan	Mon	18:30 - 20:30	10	£192.00
Spanish For Beginners	9130082	11th Jan	Mon	18:30 - 20:30	10	£192.00
Conversational Italian	9130079	12th Jan	Tues	18:30 - 20:30	10	£192.00
French Next Steps	9130081	12th Jan	Tues	18:30 - 20:30	10	£192.00
Spanish The Next Steps And Beyond	9130083	12th Jan	Tues	18:30 - 20:30	10	£192.00

LANGUAGES COURSES : TERM 3

Course	Course Code	Start Date	Day	Time	No. of Weeks	Cost
Italian For Beginners	9130084	19th Apr	Mon	18:30 - 20:30	10	£192.00
French Next Steps	9130086	19th Apr	Mon	18:30 - 20:30	10	£192.00
Spanish For Beginners	9130088	19th Apr	Mon	18:30 - 20:30	10	£192.00
Italian Next Steps	9130085	20th Apr	Tues	18:30 - 20:30	10	£192.00
French For Beginners	9130087	20th Apr	Tues	18:30 - 20:30	10	£192.00
Spanish The Next Steps And Beyond	9130089	20th Apr	Tues	18:30 - 20:30	10	£192.00



Explore the stories of the past

Discover the people, places and events that have shaped our world.

Our engaging history courses bring the past to life in a friendly and welcoming environment.

HISTORY COURSES : TERM 1

Course	Course Code	Start Date	Day	Time	No. of weeks	Cost
Alexander The Great	9130066	14th Sept	Mon	10:00 - 12:00	5	£83.00
The American War Of Independence	9130067	2nd Nov	Mon	10:00 - 12:00	5	£83.00

HISTORY COURSES : TERM 2

5 Cities IV	9130068	11th Jan	Mon	10:00 - 12:00	5	£83
The Crimean War	9130069	22nd Feb	Mon	10:00 - 12:00	5	£83

HISTORY COURSES : TERM 3

The Crusades	9130070	12th Apr	Mon	10:00 - 12:00	5	£83
The Russian Revolution	9130071	7th Jun	Mon	10:00 - 12:00	5	£83

THE COLLEGE CUP CAFE



BREAKFAST

8:30am – 10:30am

Choose from:

Cereal and yogurts

Freshly baked croissants

Fresh fruit

Hot breakfast favourites, including

Bacon & sausage baps

LUNCH

12:00 – 2:00pm

Choose from:

Large salad bar

Range of sandwiches/toasties

Hot snacks

Dish of the day



Open Monday to Thursday
from 8:30am – 2:30pm
and Friday 8:30am – 2:00pm
for breakfast and lunch.

Hot food is available
until 1:45pm each day.

**The College Cup Café,
City College Peterborough,
Brook Street PE1 1TU**



FIRST AID

Equip yourself with essential life-saving skills.

We believe that everyone should have the skills and confidence to respond effectively in an emergency.

Our training, will help you to be prepared to handle a variety of situations with competence and calm.

Tailored for workplace safety, our courses prepares you to respond to medical emergencies in a professional setting. It includes training on managing injuries, sudden illnesses, and understanding workplace-specific risks.

FIRST AID COURSES						
Course	Course Code	Start Date	Day	Time	No. of Weeks	Cost
Highfield Level 3 Emergency First Aid at Work	15151169	8th Sept	Tues	09:30 - 17:00	1	£90
Highfield Level 3 Emergency First Aid at Work	15151170	15th Dec	Tues	09:30 - 17:00	1	£90
Highfield Level 3 Emergency First Aid at Work	15151172	15th April	Tues	09:30 - 17:00	1	£90

ENROL TODAY



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TAILORED LEARNING

Our Tailored Learning courses help adults build confidence, improve wellbeing and develop practical skills to achieve their personal goals.

Whether you're looking to learn something new, support your family or return to education, we offer flexible courses at the College, and in schools and community venues across Peterborough.

Our programmes include Family Learning, Community Learning and Supported Adult Learning (SAL), with opportunities to progress into further learning, volunteering or employment.



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*FREE QUALIFICATIONS

Would you like to learn part-time to achieve a qualification to support your job or career prospects?

Our courses offer you the flexibility you need to fit learning around your family, work and social commitments.

We offer a wide range of courses to meet your needs, whether distance learning, classroom based or a mix of the two.

- **HEALTHCARE**
- **BUSINESS SKILLS**
- **CHILDCARE**
- **CUSTOMER SERVICE**
- **EARLY YEARS**
- **EDUCATION**
- **DIGITAL SKILLS**

*SUBJECT TO ELIGIBILITY

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INFORMATION, ADVICE & GUIDANCE (IAG)

Here to Support You on Your Journey

At City College Peterborough, we're committed to helping every learner succeed - not just in the classroom, but in life. Our Information, Advice and Guidance (IAG) service is here to support you throughout your learning journey and help you plan for the future.

Whether you're aiming for employment, further study or personal development, our IAG team offers free, confidential, and impartial support tailored to your goals.

How Can IAG Help You?

- Explore your career options and next steps in education or training
- Get help with CV writing, job searches and interview techniques
- Identify your strengths and build confidence
- Set clear, achievable goals for your future
- Access local opportunities including apprenticeships and volunteering
- Receive advice on overcoming barriers to learning or employment



Who Can Use This Service?

This service is only available to learners currently enrolled on a course with City College Peterborough. It is not available to the general public.

How to Book an Appointment

If you're a current learner and would like to speak with a member of the IAG team, you can book an appointment at reception. Our friendly staff will help arrange a suitable time for you to meet with one of our advisors.

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WORKPLACE TRAINING

Train for free and boost your career

Looking to boost your job prospects? If you're 19 or over, live in England, and don't already have A Levels (or equivalent), you could be eligible to study your first full Level 3 qualification for free. Already have a Level 3? You may still qualify if you're earning under a certain amount.

Our funded courses are designed to help you gain in-demand skills and progress in your current role or move into a new sector with better pay and opportunities.

Courses include:

- ✓ Leadership & Management
- ✓ Early Years Educator
- ✓ Teaching & Learning Support
- ✓ Adult Care
- ✓ Education & Training (PTLLS)
- ✓ Assessing Vocational Achievement

We also offer **bespoke training** packages for employers.

Get in touch to discuss how we can support you and your team's development.

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HEALTH & SOCIAL CARE

Flexible Health & Social Care Courses – Level 1 to 3

Kickstart or advance your healthcare career with our flexible courses combining online and in-person learning. Gain essential knowledge and practical skills to succeed in the healthcare sector - perfect for beginners or those looking to upskill.

Bite-Sized Healthcare Training

You can boost your professional development with our short courses in key areas like Dementia Awareness and End of Life Care.

Learn at your own pace and take the next step in your healthcare journey.



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SKILLS FOR LIFE

Build Your Skills in English, Maths, IT & Digital Skills

Strong English, maths, and computer skills are essential for work and everyday life—from budgeting and shopping to filling in forms, applying for jobs, or tackling DIY projects.

If you'd like to boost your confidence, improve your skills, and gain a recognised qualification, we're here to help.

Our friendly courses range from basic to GCSE level, helping you refresh what you know or start from scratch.

Learn at your pace and take a step towards better opportunities in life and work.



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ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL)

Is English your second language? Would you like to speak, read, and write better English?

Maybe you would like to talk to your child's teacher at school or help your child with their homework. Perhaps you would like to improve your English for work purposes or to take a different course in college or at university.

City College Peterborough is the ideal place to improve your English language skills. Our tutors are experienced, helpful, and friendly.

We will help you to find new ways to improve your education, career, and personal skills.

Come study with us!

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**City College
Peterborough**
Working together, learning together
Jean Hunt Building



**City College
Peterborough**
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John Mansfield Campus

STUDY SKILLS 16–19

City College Peterborough has a long-standing reputation of helping young people continue with their education and help them explore their future options within a strong infrastructure of support, work related activity and enrichment opportunities.



Our range of study skills programmes are designed to help them enhance their basic skills whilst providing a solid foundation within a qualification framework:

- Animal Care
- Beauty
- Business Administration
- Childcare
- Construction
- Creative Craft
- Customer Services
- Functional Skills (English & Maths)
- Hairdressing
- Health & Social Care
- Hospitality & Catering
- ICT
- Motor Vehicle
- Sport & Leisure
- Uniformed Service

Alternative pathways are a great way for young people to learn transferable skills and explore their next steps:

- Occupational Studies for the Workplace
- Step Up (Skills for Education and Further Learning)
- Skills for Independence Programmes
- English for Speakers of Other Languages
- Work Skills Enrichment
- Work Experience
- S.E.A. (Support Educate Autism)



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IMPORTANT INFORMATION

Fees & Payments

How to Pay for Your Course

Option 1: Course Fee £100 and below (after concession)

- Pay 50% at the time of enrolment.
- Pay the remaining 50% before the course begins.

Option 2: Course Fee £101 and above (after concession)

- Pay 40% at the time of enrolment.
- Pay the remaining balance in agreed instalments set with the learner and the department manager.

Important: Payment deadlines must be met to secure your place on the course. In some cases, we may ask for full payment at enrolment.

1 day taster courses are exempt from concessionary discounts..

If you are unable to pay a large amount in one go, please speak to our Customer Service team for support. Call us on (01733) 761361 or visit reception at City College Peterborough, Brook Street.

Refunds

Refunds are automatically issued if:

- The College cancels a course.
- You cancel with at least 14 days' notice before the course starts.
- You withdraw due to illness and can provide medical evidence.

Note: No refunds are given for short courses (less than 2 sessions), unless cancelled by the College. Refunds will be returned via the original payment method within 14 working days.

If you need to request a refund outside of the reasons above, this must be in writing to the Curriculum Manager and authorised by the Principal.

Full Cost Courses (Personal Interest – Not Government Funded)

These courses are not eligible for government funding. Fees are set by City College Peterborough and may change to reflect market rates.

No concessions are available unless you are aged 60+ and your take home earnings are under £21,364 (National Living Wage) a year, in which case you will receive an 18% discount. Evidence of earnings will be required to secure your place. A minimum number of learners is required for these courses to run.

We will confirm course viability up to 2 weeks before the start date.

If the course is cancelled due to low numbers, a full refund will be issued.

Learners on full-cost courses are responsible for 100% of the fee and are not eligible for any government-funded support (e.g. travel, childcare, additional learning support).

You must be aged 18 or over to enrol.

Funding for Government-Funded Courses

Funding eligibility is based on rules set by the Cambridgeshire and Peterborough Combined Authority (CPCA) or the Department for Education (DfE). You can request a copy of the full funding rules at reception.

There are three funding routes:

- Fully Funded: If eligible, you will not need to pay for your course.
- Co-Funded: If eligible, 50% part of your course is funded. You or your employer must pay the remaining 50%.
- Self-Funded: If you are not eligible for funding, you or your employer must pay the full course fee.

In some cases, managers may waive co-funded fees to widen access to learning, including for sub-contracted provision.

Repeat Qualifications: Funding is not usually available to repeat a qualification you have already passed, unless:

- Required by funding rules.
- It is a GCSE where you have not yet achieved a grade C or 4.

Withdrawal and Non-Attendance Charges - (Funded courses only – excludes leisure courses)

You may be charged a £125 withdrawal fee if you:

- Do not start your course and fail to give 2 weeks' notice.
- Withdraw from your course without giving 2 weeks' notice.
- Are withdrawn due to poor attendance or low exam attendance.

Exceptions may apply in cases of illness, bereavement, redundancy or major life changes - subject to supporting evidence and approval from the Department Manager.

Equality, Diversity & Inclusion

We take equal opportunities, diversity and inclusion very seriously here at City College Peterborough. We pride ourselves on offering equality of access and opportunity to all learners and employees regardless of ability, age, sexual orientation, marital status, disability, ethnic origin, race, gender, health, offender background or previous education. If you would like to know more about City College Peterborough's Equal Opportunities Policy, please contact us to request a leaflet dedicated to the subject.

Safeguarding and the Prevent Duty

The College has a statutory and moral duty to ensure that all learners and supported people are safeguarded and protected from all types of harm, abuse and radicalisation.

The College has a Safeguarding Policy reviewed annually by the Advisory Board and Tasha Dalton, Principal, who oversees the College's Safeguarding & Prevent duty. If you have any worries about your own or another person's welfare or safety or wish to report abuse, you can speak in confidence to one of the College's designated people for Safeguarding.

Contact (01733) 761361 and ask to speak to a Designated Person.

If you have any concerns about your safety or someone else's, please contact a Designated Safeguarding Person in confidence by calling (01733) 761361.

Learning Support

We offer learning support for eligible learners on government-funded courses. This includes help with:

- Transport or equipment costs (subject to available funds).
- Adaptive classroom tools (e.g. hearing loops, enlarged materials, coloured overlays).
- Learning Support Assistants, volunteers or signers.
- Adjustments for exams where evidence is provided.

For more details, ask for our Learning Support Policy at reception.

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PE1 1TU

John Mansfield Campus
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Dogsthorpe
Peterborough
PE1 4HX

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