

Course Calendar 2018

Please note, dates are subject to change. For the latest course dates, please contact our team.



■ Available for booking
 ■ Limited availability
 ■ Fully booked

Workplace Skills

Course Details	Days	Price	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Health and Safety at Work	1	£150			12		14		16		10		12	
First Aid at Work	1	£150				16		11		13		15		10
IOSH	1	£150			13		15		17		11		13	
Paediatric First Aid	1	£150		19	19	23	21	18	23	20	17	22	19	17
Manual Handling	1	£150				17		12		14		16		11
Moving and Positioning	1	£150		20	20	24	22	19	24	21	18	23	20	18
Fire Warden	1	£150			14		16		18		12		14	
CQC Awareness	1	£150		25		30		25		28		29		12
Medication	1	£150		21	21	24	23	20	25	22	19	24	21	19
Skills for Care Employer Workshop	1	£150		26		30		25		28		29		12
Safeguarding	1	£150			5		8		9		13		15	
Data Protection	1	£150			6		9		10		14		16	
Introduction to Customer Service	1	£150		22		18		13		15		17		13

Corporate & Commercial Skills

Course Details	Days	Price	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Assertiveness Training	1	£210		12		9		14		16		18		3
Chairing Meetings	1	£210			1		1		2		3		1	
Decision Making	1	£210		13		10		4		6		1		4
Minute & Note Taking	1	£210			2		2		3		4		2	
Negotiation & Influencing Skills	1	£210		14		11		1		7		2		5
Problem Solving	1	£210			7		3		4		5		5	
Resilience	1	£210		5		3		5		8		8		6
Team Building	1	£210		6		4		6		9		9		7
Time Management	1	£210			8		10		11		6		6	

People Management & Leadership

Course Details	Days	Price	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Appraisal Skills	2	£400			15		17		12		20		7	
Attendance Management	2	£400		27		26		7		7		8		13
Budget Management	2	£400			16		4		5		21		9	
Change Management	2	£400		15		19		21		23		25		14
Coaching & Mentoring Skills	2	£400			26		24		19		24		22	
Delegation Skills	2	£400		16		20		15		10		11		21
Developing Front Line Supervisory	2	£400			27		25		26		25		23	
Discipline & Grievance	2	£400			28		29		20		26		26	
Introduction to Leadership & Management	2	£400			23		27		30		27		27	
Managing Absence Effectively	2	£400		28		12		26		29		30		13
Performance Management	2	£400		15		19		14		17		18		7
Recruitment, Selection & Interviewing Skills	2	£400			15		18		26		14		15	
Senior Leadership	2	£400			22		23		30		24		26	
Staff Motivation	2	£400		26		30		25		28		29		21
Stress Management	2	£400		27		27		26		29		30		14
Tackling Under Performance	2	£400			26		29		20		25		28	
Equality & Diversity	2	£400			28		30		27		26		29	

IT Training

Course Details	Days	Price	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
MOS: Microsoft Office Outlook 2013	2	£350		19		23		18		20		22		17
MOS: Microsoft Office Excel 2013	2	£350			19		14		16		17		19	
MOS: Microsoft Office Advanced Excel 2013	3	£475		20		24		19		21		23		18
MOS: Microsoft Office Word 2013	2	£350			20		15		17		18		20	
MOS: Microsoft Office Advanced Word 2013	2	£350		21		25		20		22		24		19
MOS: Microsoft Office PowerPoint 2013	2	£350			21		16		18		19		21	
MOS: Microsoft Office Access 2013	2	£475		22		26		21		23		25		20

Connect2Class From Office or Home:

Cisco CCNA & CCNP Certifications

Course Details	Days	Price	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
CCENT Interconnecting Cisco Networking Devices (ICND1)	5	£1,595		12		16		11		13		15		10
ICND 2 Interconnecting Cisco Networking Devices (ICND2)	5	£1,595			12		8		9		10		12	
CCNAX - An Accelerated 50 Hour Bootcamp Course	5	£2,095		13		17		12		14		16		11
CCNA SECURITY - Implementing Cisco IOS Network Security (IINS)	5	£1,995			13		9		10		11		13	
CCNP Implementing Cisco IP Switched Networks (SWITCH)	5	£1,995		14		18		13		15		17		12
CCNP Troubleshooting & Maintaining Cisco IP Networks (TSHOOT)	5	£1,995			14		10		11		12		14	

Web Developer

Course Details	Days	Price	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
HTML5 & CSS3, Javascript & jQuery	5	£1,250		5		9		4		6		8		3
PHP & MySQL and WordPress/ Concepts of CMS	5	£1,250			5		17		12		3		5	
Developing Mobile Apps	2	£650		6		10		5		7		9		4
Node JS	2	£650			6		11		13		4		6	
HTML5 & CSS	3	£650		7		3		6		8		10		5
Javascript & jQuery	3	£875			7		21		23		5		7	
PHP & MySQL	2	£650		8		11		7		9		11		6
WordPress / Concepts of CMS	3	£650			8		22		24		6		8	



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