## Wakefield Adult Education Service





# Maths, English and Computer Skills learn for life & work

### You're never too old to learn something new! Why not:

- improve your wellbeing?
- boost your career prospects?
- support your child with their school work?

Call 01924 303302 or email manygates@wakefield.gov.uk to book onto an enrolment workshop where we can help find the right level course for you. Training for Teaching Assistants and SEN

If English is not your first language we will find the right class for you!

Maths and English are FREE and you may be entitled to free ESOL and computer courses, please contact us for more information.



#### We offer the following FREE Level 2 Online Distance Learning Courses.

- Principles of Business Administration
- Principles of Customer Service
- Principles of Team Leading
- Understanding Safeguarding and Prevent
- Information, Advice and Guidance
- Equality and Diversity
- Awareness of Mental Health Problems
- Understanding Autism
- Principles of Dementia Care
- Understanding Specific Learning Difficulties
- Principles of Working with Individuals with Learning
  Disabilities
- Common Health Conditions
- Principles of Care Planning
- Customer Service in Health and Social Care Settings
- Understanding Dignity and Safeguarding in Adult Health & Social Care
- Prevention and Control of Infection

- Understanding the Safe Handling of Medication in Health & Social Care
- Understanding Nutrition and Health
- End of Life Care
- Care & Management of Diabetes
- Understanding Behaviour that Challenges
- Falls Prevention Awareness



# Traineeships

Designed to unlock your potential and prepare you for your future career, a Traineeship could help you to get ready for the world of work and improve your chances of getting an Apprenticeship or employment. Traineeships are an ideal opportunity for people who are motivated to get a job but may lack the skills and experience that employers are looking for.

Wakefield Adult Education Service is helping people aged 19 to 24 into work by offering high quality Traineeship work experience opportunities.

Suitable applicants should have little or no work experience and be motivated to work.



## 01924 302508

🔀 traineeships@wakefield.gov.uk

www.wakefield.gov.uk/adulteducation

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