

Courses

Distance Learning Online

The following **Level 2** Distance Learning courses are currently **FREE** for anyone looking to get back into learning or improve their CV. A tutor will support all students throughout the length of their course and will support them in completing their online workbook. Students can learn at their own pace, in their environment of choice when studying for the course, however a **maximum of 16 weeks** is allowed for course completion. Upon successfully passing the course, a **Level 2 Certificate** is awarded.

Employability and Business Skills

Title	Course Details	Start Date	Duration (weeks)	Area	Cost
Information, Advice and Guidance	This qualification is designed for learners' who work in, or are looking to work in an information, advice or guidance role as for example a: Careers Advisor; Counsellor; Customer Service Advisor; Debt Advisor; Employment Advisor; Help-desk Advisor; Housing Support Worker; Learning Support Worker; Legal Services Support Workers; Peer Mentor, with a range of employers including: local authorities, careers advice services, voluntary sector organisations, student services, citizen advice services, housing associations, etc.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free
Understanding Safeguarding and Prevent	This qualification is to increase a learner's knowledge and awareness of the Prevent Duty and safeguarding; which includes online safety. By completing the qualification, a learner will develop knowledge of safeguarding for an environment where they have a duty of care.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free
Creating a Business Start Up	This qualification is designed for learners' seeking the skills and knowledge needed to develop a business start-up. It will give learners an understanding of the initial processes and requirements of a business start-up; knowledge of the first steps in creating a business start-up, including the marketing, legal and financial requirements, and an understanding of how to write a business plan. This qualification will focus on the study of starting a business and support a learner in creating a business plan. The objective of this qualification is to: gain an understanding of the steps of creating and developing a business start-up; develop an awareness of business skills; increase self-awareness and aid personal development.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free

Mental Health

Title	Course Details	Start Date	Duration (weeks)	Area	Cost
Awareness of Mental Health Problems	This qualification is designed for learners' to develop their understanding of mental health and the problems that can cause mental ill-health. It aims to raise awareness of mental health and a range of mental health problems and to develop the learners' understanding of a range of mental health problems, which could be used to support their role in the workplace or where they may work or interact with individuals with mental health problems. The learner will gain an understanding of: mental health; stress; anxiety; phobias; depression; post-natal depression; bipolar disorder; schizophrenia; dementia; eating disorders; attention deficit hyperactivity disorder (ADHD); obsessive compulsive disorder (OCD) and post-traumatic stress disorder (PTSD).	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free
Understanding Mental Health First Aid and Mental Health Advocacy in the Workplace	This qualification is to give learners' the skills to support colleagues with mental health problems. These skills will be gained by increasing a learner's knowledge and understanding of mental health conditions and the principles of mental health first aid and how this can be implemented in the workplace.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free
Understanding Behaviour That Challenges	This qualification is designed to increase learners' awareness and understanding of behaviour that challenges and its effects this behaviour has. Gaining in-depth knowledge of behaviour that challenges could support progression onto other appropriate qualifications and into relevant employment in the health and social care sector. It could be useful to a learner working in education settings.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free
Understanding Autism Certificate	This qualification aims to develop learners' understanding of autism and the principles of supporting individuals with autism. The course will cover: the person-centred approach and influence of positive communication methods; how to support positive behaviour, and how individuals with autism can be supported to live healthy and fulfilled lives.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free
Understanding Specific Learning Difficulties	This qualification will be suitable for teaching staff, care staff or anyone looking to build their knowledge of dyslexia and other learning difficulties. It is suitable for learner's working within healthcare, social care and education contexts. The course will cover specific learning difficulties including: ADHD/ADD; Dyslexia; Developmental Coordination Disorder and Dyscalculia, how they affect the individual and those around them; the process of diagnosis and how to support individuals.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free

Understanding Children and Young People's Mental Health	This qualification aims to increase the learner's knowledge and awareness of children and young people's mental health by developing the learner's knowledge of mental health in children and young people. This qualification would support progression onto further qualifications and into relevant employment in the health and social care or education sectors.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free
Understanding Working with People with Mental Health Needs	This qualification aims to raise awareness of the role of the mental health worker and the process and approaches involved in the care and support of those who experience mental ill health. This qualification is designed for a wide range of learners who wish to understand the approaches to care and support of those with mental health problems.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free
Counselling Skills	This qualification aims to introduce learners to the use of counselling skills in everyday life and work and some of the approaches that underpin the use of these skills. This qualification gives learners the opportunity to investigate the knowledge and skills needed to use counselling skills and engage in a helping interaction appropriately, it does not however qualify learners to practise as a counsellor. The qualification is useful for those learners who wish to progress towards further counselling qualifications, or to study this programme in order to complement other programmes, for example: health and social care; children's care; learning and development; voluntary and community work, etc. The course covers: using counselling skills; introduction to counselling skills theories; diversity and ethics in the use of counselling skills and counselling skills and personal development. The course includes a short practical activity to complete, to demonstrate use of counselling skills.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free

Caring for Children and Young People

Title	Course Details	Start Date	Duration (weeks)	Area	Cost
Introduction to Caring for Children and Young People	This qualification provides an opportunity to study a range of topics from the following three main areas: child care and education; babysitting and parenting responsibilities. It contains all the units included in the Level 2 Award in Babysitting and the Level 2 Award in Preparation for the Responsibilities of Parenting. The course will help a learner to make an informed choice about working with children and young people.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free

Understanding Common Childhood Illnesses	The purpose of this qualification is to increase learners' knowledge and understanding of common childhood illnesses to enable them to support the development and wellbeing of infants and children they support/care for.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free
Understanding Adverse Childhood Experiences	This qualification will provide learners with an opportunity to develop an understanding of adverse childhood experiences (ACEs). This knowledge could be relevant to a learners current or future roles and will equip them with basic understanding of techniques for preventing and addressing adverse childhood experiences (ACEs) in practice.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free

Adult Social Care

Title	Course Details	Start Date	Duration (weeks)	Area	Cost
Preparing to Work in Adult Social Care	This qualification provides an ideal taster for those who may be new to the adult social care sector or new to the world of work. It is ideal for learners who 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 course covers: communication; equality, diversity and inclusion; personal development; the role of the social care worker; handling information; health and safety; safeguarding; duty of care and person-centred approaches.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free
Customer Service for Health and Social Care Settings	This qualification will help learners to: develop an awareness of customer service in health and social care; understand how to communicate effectively in a health and social care setting; understand the needs of customers who access health and social care services; understand teamwork in health and social care settings. This qualification is designed for learners who want to develop an understanding of how to deliver effective customer service in health and social care settings.	Your start day/date is flexible to meet your needs.	You can take up to 16 weeks to complete this course.	Online	Free

Understanding Dignity and Safeguarding in Adult Health and Social Care	<p>This qualification aims to give learners knowledge and understanding of the key principles of dignity, duty of care and safeguarding as applied to adult health and social care. Learners will investigate the safeguarding principles and how they are applied in everyday work contexts. Learners will have an opportunity to examine the dilemmas that can arise and the consequences when these principles aren't upheld.</p>	<p>Your start day/date is flexible to meet your needs.</p>	<p>You can take up to 16 weeks to complete this course.</p>	<p>Online</p>	<p>Free</p>
Principles of Care Planning	<p>This qualification aims to develop learners' knowledge and understanding of: the principles and processes of person-centred thinking, planning and review; how to work with individuals to carry out activities specified in their care or support plan, including person-centred assessment, planning, implementation and review; the promotion of health and well-being through nutrition and hydration; supporting individuals to maintain personal hygiene; supporting individuals to manage continence and the use of continence equipment; supporting individuals with sleep. This qualification will help learners to: understand their role in supporting the preferences and needs of individuals in relation to their care or support; the development and implementation of care plans; contributing to care plan reviews by observing, monitoring and reporting on the care activities they are responsible for.</p>	<p>Your start day/date is flexible to meet your needs.</p>	<p>You can take up to 16 weeks to complete this course.</p>	<p>Online</p>	<p>Free</p>
Principles of the Prevention and Control of Infection in Health Care Settings	<p>This qualification aims to help learners to understand: the meaning and importance of infection control; the causes of infections; the conditions in which infections thrive and the ways that they can be spread; methods used to prevent and control the spread of infection.</p>	<p>Your start day/date is flexible to meet your needs.</p>	<p>You can take up to 16 weeks to complete this course.</p>	<p>Online</p>	<p>Free</p>
Safe Handling of Medication in Health and Social Care	<p>This qualification aims to help learners develop: a general understanding of different types of medication and their use; knowledge of the procedures for obtaining, storing, administering and disposing of medication; an understanding of legislation and the audit process related to medication and issues of responsibility and accountability; an understanding of the record-keeping process for medication. This is a knowledge-based qualification; achievement will not allow learners to be considered occupationally competent in the administration of medication.</p>	<p>Your start day/date is flexible to meet your needs.</p>	<p>You can take up to 16 weeks to complete this course.</p>	<p>Online</p>	<p>Free</p>
Common Health Conditions	<p>This qualification aims to develop the learner's knowledge and understanding of various common health conditions and monitoring the health of individuals affected by these conditions. The purpose of this qualification is to give learners currently working in, or intending to work in, adult health and social care an awareness of a range of common health conditions. Upon completion of the course a learner may then progress to additional qualifications to gain a more in-depth understanding of specific health conditions.</p>	<p>Your start day/date is flexible to meet your needs.</p>	<p>You can take up to 16 weeks to complete this course.</p>	<p>Online</p>	<p>Free</p>

Principles of Dementia Care	<p>This qualification aims to assist learners to develop their knowledge and understanding of the principles of caring for those with dementia. The course covers areas such as person-centred care; the influence of positive communication methods; issues relating to the use of medication for those with dementia and the importance of providing appropriate activities. The qualification doesn't infer competence in the work role, but can be used to support the underpinning knowledge and understanding needed for those working in or towards a dementia care role.</p>	<p>Your start day/date is flexible to meet your needs.</p>	<p>You can take up to 16 weeks to complete this course.</p>	<p>Online</p>	<p>Free</p>
Principles of End of Life Care	<p>This qualification is designed for a wide range of learners who wish to gain an understanding of end of life care. The course may suit learners who wish to access this training with a view to progress to further qualifications or employment within health and social care. It can complement other qualifications in apprenticeship frameworks within health or health and social care. It can also assist learners to develop in their current job role within the health and social care setting.</p>	<p>Your start day/date is flexible to meet your needs.</p>	<p>You can take up to 16 weeks to complete this course.</p>	<p>Online</p>	<p>Free</p>

Any potential participants that are interest in undertaking an adult learning course should be referred to your Aspire Sussex Partnerships Team, email: partners@aspireSussex.org.uk