



experience
is everything



The
Growth
Company

Pre-Apprenticeships,
Apprenticeships,
Courses & Degrees

gceducationandskills.ac.uk

experience more
with GC Education & Skills

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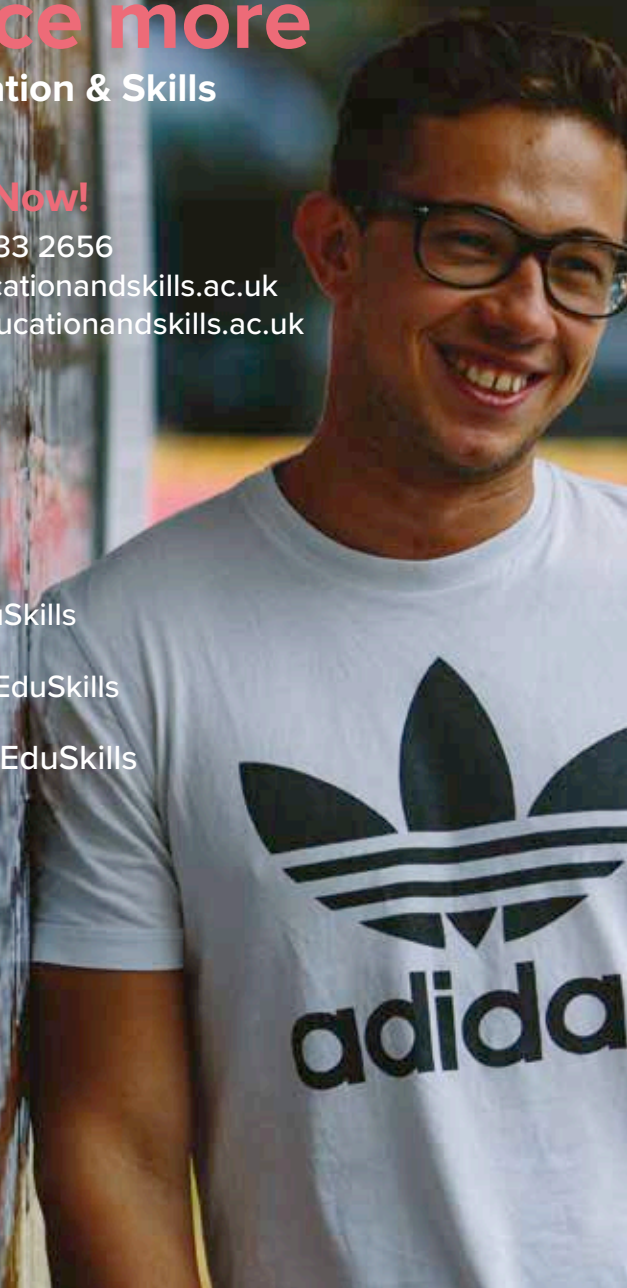
GC EduSkills



@GC_EduSkills

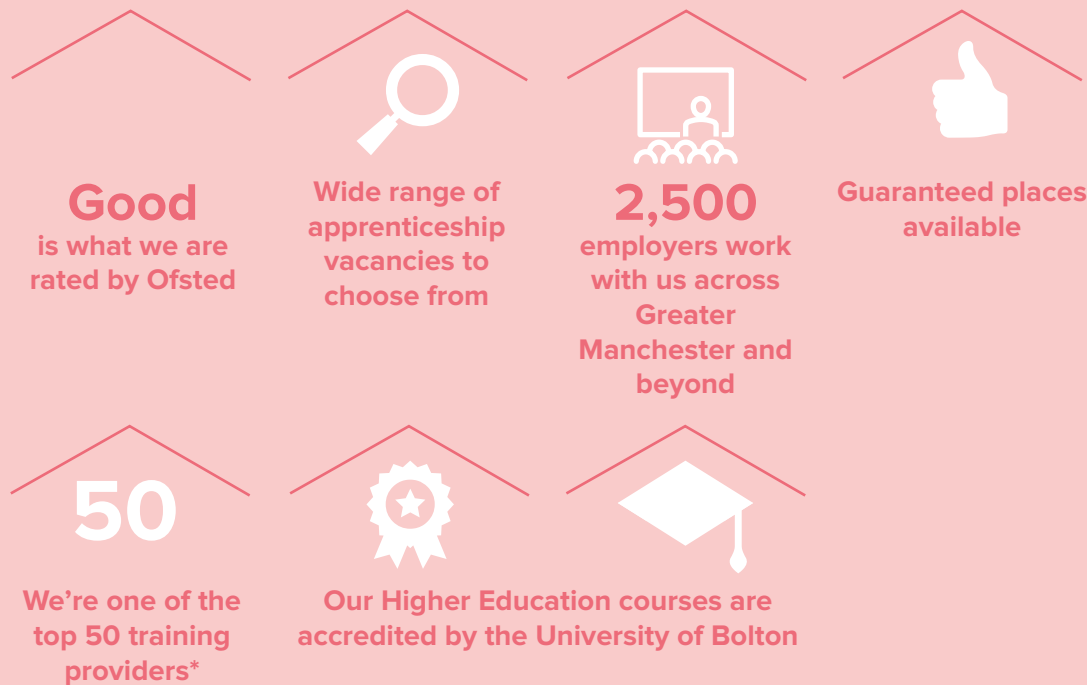


@GC_EduSkills



WHY CHOOSE US

We want you to get the best experience that will help you to get ahead in your chosen career. Not only that, we want to help you make friends, boost your confidence and realise your full potential.



* From RateMyApprenticeship Awards



Your place is guaranteed

Have peace of mind that your place is secure with our guaranteed places*. Each year, we give hundreds of school and college leavers guaranteed offers for when they finish full-time education. This means no more worrying about your next steps.

Low grades? No problem

We understand that you don't always get the grades you hope for - so our focus is on you, not what your results say. However well you perform in your GCSEs or A-Levels, we'll help you find the right course for you.

Proud to be part of the Growth Company

As part of a not-for-profit organisation that delivers £60m of skills, employment and recruitment services, we're in a great position to put your needs, and career, first. Any money that we make is reinvested into helping people like you to achieve their goals.

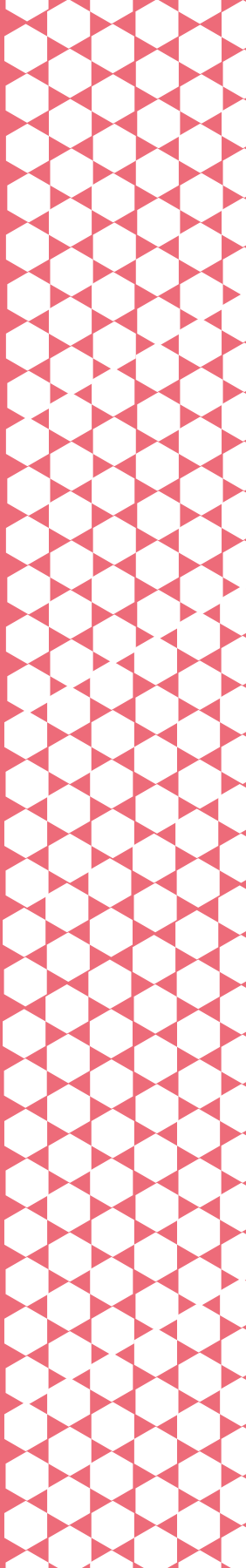
*Guaranteed offers are subject to the individual achieving any agreed qualifications and attending all appropriate job preparation workshops.





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WHAT WE CAN OFFER YOU



Apprenticeships

Whatever industry you're looking to work in, apprenticeships will give you real experience that will help you to go far in your career. Best of all, an apprenticeship is a real job that pays a wage - so you'll be earning while you learn.

Pre-apprenticeships and study programmes

Aged 16 to 18? If you want to progress onto an apprenticeship but don't feel quite ready, then a pre-apprenticeship (Study Programme) could be the ideal option for you - you'll gain hands-on experience that employers are looking for.

We have ten training centres across Greater Manchester and St Helens that offer an alternative route to college after you leave school.

We have courses available in these vocational areas:

- Accountancy
- Automotive (Trafford Park only)
- Business Administration
- Childcare
- Construction (in Tameside, Rochdale and Trafford Park only)
- Customer Service and Retail
- Employability
- Engineering and Manufacturing
- Functional Skills in English and Maths
- GCSEs in English and Maths
- Hairdressing (Longsight Training Centre only)
- Health & Social Care
- Work experience in an area of your choice



Gain
valuable
experience

Boost
your CV

Improve
your confidence

Develop
your skills

Experience is Everything

Unsure about what you want to do in the future? Don't worry - a work placement could help you to make your mind up.

You'll spend two days a week on placement, and two days a week learning at one of our training centres for a total of 12 weeks. All our placements are designed around you - so you'll get the most out of your experience.

Skills Support for Growth

Would you like a dedicated learning mentor to help you unleash your potential?

As part of our Skills Support for Growth programme, you'll receive one-to-one support based around your needs and aspirations. Your mentor will work with you to plan out your career and help you gain the skills and qualifications you need to get there.

APPRENTICESHIPS

Why choose an apprenticeship?

One of the best things about apprenticeships is that you get the practical experience that employers value, and the chance to earn a salary whilst doing so.

What exactly is an apprenticeship?

An apprenticeship is a real job within a company, lasting for at least one year. You'll spend the vast majority of your time learning the skills you need to succeed in the role and develop in your career long after your apprenticeship is finished. You'll work as part of a team, and will report to a supervisor or manager.

Our apprenticeship vacancies cover a range of sectors and industries, and wages depending on the role and company.

How much will I earn?

This very much depends on the level of apprenticeship that you're looking for, with higher level programmes naturally paying a higher salary. There are also salary variations between industries.

However, as an apprentice you will earn a minimum of £4.15 per hour if you are aged 16-18 or if you are 19 or over and in your first year of an apprenticeship. If you are aged 19 and over and have completed your first year you will receive the National Minimum Wage or National Living Wage for your age.

What levels are available?

Check out our levels below. Whatever stage you're at, there'll be something to suit you. The right level of apprenticeship will depend on your existing qualifications and the type of job that you're going for - but don't worry, we can help you to figure that out.



HOW YOU WILL LEARN ON YOUR APPRENTICESHIP

Whichever apprenticeship you choose, we want to make sure you're not only getting the most out of your time with us, but that you are ready to achieve your future goals. Take a look at how we help you get career ready.



HIGHER EDUCATION DEGREE LEVEL COURSES

Once your apprenticeship is over, you'll no doubt be wondering what your next step will be. Higher education is just one of the options that you can consider.

We can offer you a number of higher education and access courses in partnership with the University of Bolton and Staffordshire University. All of our degree courses are delivered on a part-time basis, meaning you'll be able to fit in your studies around your employment and personal life.

Degree programmes provide a great progression route from an advanced apprenticeship, and can help you to work your way up the career ladder.

You'll be taught by highly skilled and experienced tutors, who will be with you every step of the way - from enrolment right through to graduation.

You'll have the freedom to work and study your way. You'll be given access to our own in-house e-learning platform, online course materials and additional support modules, so you have that flexibility to complete the programme around your lifestyle.

Pick from one of the following higher education courses and take your career to the next level:

- BA (Hons) Business Management
- Foundation Degree in Healthcare Studies
- BSc (Hons) Health and Social Care (Top up)
- Foundation Degree in Early Years Childhood Studies
- BA (Hons) Professional Development in Early Years (Top up)
- BA (Hons) Professional Development in Education (Top up)
- Certificate in Education 14+
- Professional Graduate Certificate in Education (PGCE 14+)
- Chartered Manager Degree Apprenticeship

All our higher education courses are accredited by the University of Bolton.



ADULT COURSES

At GC Education and Skills, we offer a wide range of adult and professional courses to help you enhance your skills, improve your job prospects and increase your confidence. Whether you are looking to progress in your current role, have been impacted by redundancy, or you are looking for a career change, we can help.

Access to Higher Education

Our Access to HE courses are for people who are wishing to return to education, looking for a career change or don't have the required qualifications to be accepted on to a university course.

- Access to Higher Education Diploma in Business
- Access to Higher Education Diploma in Nursing and Midwifery
- Access to Higher Education Diploma in Counselling and Psychology
- Access to Higher Education Diploma in Health and Social Care Professions

Construction

At our purpose-built SkillCentre in Trafford Park, you can enrol onto a number of traditional trade courses which run throughout the year - so you can start studying whenever you're ready.

- Level 2 Diploma in Site Carpentry
- Level 2 Diploma in Painting and Decorating
- Level 2 Diploma in Plastering
- Level 1 Health and Safety in Construction (CSCS Card Preparation)

Education

If you have a passion for transforming lives through education, take a look at our range of course to help you get your career started.

- Preparing to Teach in the Lifelong Learning Sector (PTLLS)
- Level 3 Certificate in Assessing Vocational Achievement (CAVA)
- Level 4 Internal Quality Assurance (IQA) Courses (TAQA)

Online learning

We also offer a range of fully funded online training courses to help you enhance your skills, improve your job prospects and increase your confidence.

- Business Administration
- Care
- Contact Centre
- Customer Service
- Facilities
- Finance and Accounting
- IT & Digital
- Infection Control
- Retail
- Team Leading

For more information about all our adult and professional courses, and how to apply, visit www.gceducationandskills.ac.uk

SUPPORTING YOU EVERY STEP OF THE WAY

If you have specific learning requirements such as dyslexia, dyscalculia, autism, dyspraxia - or anything else - then getting advice and help from us is easy. After all, nothing should hold you back from achieving your dreams.

We can provide:

- Assistive technology
- Exam concessions
- Signposting to other areas of support or agencies if needed
- Individual education plans to support your own learning style

We are there for you

We understand that life can be complicated, and that you might be experiencing a range of worries and challenges in your personal life. Perhaps you're in foster care, or are a carer for a family member? Are you struggling with your mental health, or concerned about becoming homeless? Whatever's on your mind, just let us know and we will be able to help.

Our Pass

Aged 16-18? Our Pass is a new, free bus pass* that gives you the freedom to travel around Greater Manchester. Whether you're off to your apprenticeship or meeting up with friends, the pass will help you to save money on travel expenses. You can get yours at ourpass.co.uk, but if you need help with placing your order, just let us know.

* £10 admin charge



“ALL I HAVE TO WORRY ABOUT IS TURNING UP AND DOING A GOOD JOB!”

EXPERIENCE MORE WITH AN APPRENTICESHIP



£132b
contributed to
the UK
economy*

ACCOUNTING & FINANCE

If you like the thought of working in one of the most challenging and exciting sectors, then a career in accounting and finance could be for you. There are a wide range of opportunities available in roles such as financial planning and insurance to investments and pensions. Plus, with the industry consistently growing, you can be assured that there will be opportunities well into the future.

BE AN
ACCOUNTANCY
ASSISTANT

BE AN
INSURANCE
PROFESSIONAL

BE A
CLIENT ADVISOR

APPRENTICESHIPS

AREA	QUALIFICATION
Accounting	Accounts/Finance Assistant Level 2
Accounting	AAT Assistant Accountants Level 3
Financial Services	Financial Services Customer Service Advisor Level 2
Financial Services	Compliance/Risk Officer Level 3
Financial Services	Investment Operations Technician, Insurance Practitioner, Senior Financial Services Customer Advisor, or Workplace Pensions Consultant Level 3
Financial Services	Insurance Professional Level 4
Financial Services	Investment Operations Specialist Level 4
Financial Services	Professional Accounting Taxation Technician Level 4
Financial Services	Financial Services Professional Level 6
Financial Services	Senior Insurance Professional Level 6
Financial Services	Senior Compliance and Risk Specialist Level 6

PRE-APPRENTICESHIPS

AREA	QUALIFICATION
Accounting	AAT Level 2 Diploma in Accounting

* Rhodes C, 'Financial services: contribution to the UK economy,' (House of commons library, 2019)
<https://researchbriefings.files.parliament.uk/documents/SN06193/SN06193.pdf> > accessed 31 july 2019.

Accounting
Apprentice
£10k

Accounting
Technician
£18-30k

Management
Accountant
£25-80k

**“BEING ABLE TO SHOP
WITH MY OWN MONEY FEELS
REALLY GOOD.”**

EXPERIENCE MORE WITH AN APPRENTICESHIP

ACCOUNTING

PRE-APPRENTICESHIP

AAT Diploma in Accounting & Business Level 2

What's involved?

You will learn a wide range of accountancy skills and techniques including bookkeeping, inventory management and control, and how to use accounting software. Plus, you will be introduced to business law, understanding contracts, and payroll.

Entry Requirements

5 GCSEs A*-C/4-9 including English and maths

Duration

8 months

Centre

Lee House

APPRENTICESHIP

Accounts/Finance Assistant Level 2

What's involved?

You will support the accounting function with basic bookkeeping activities, working with sales and purchase ledgers, running calculations, and recording of cash and data entry.

Entry Requirements

5 GCSEs A*-C/4-9 including English and maths

Duration

1 year

Centre

Lee House

APPRENTICESHIP

Assistant Accountant Level 3

What's involved?

Enhance your accounting knowledge and discover more about processing year-end adjustments, producing a set of accounts, and costing out products and services to name just a few areas. You will also learn more about ethics for accounting and the principles, safeguards and threats.

Entry Requirements

AAT Level 2 Diploma in Accounting & Business or A-Level Accounting

Duration

15 - 18 months

Centre

Lee House

APPRENTICESHIP

Professional Accounting Taxation Technician Level 4

What's involved?

From preparing financial statements and consolidating limited company accounts to preparing budgets and dealing with inventory, you will gain a wide range of skills and knowledge. There is also a variety of professional accounting subjects covered to help advance your career.

Entry Requirements

AAT Level 3 Diploma in Accounting or Assistant Accountant Apprenticeship

Duration

15 - 18 months

Centre

Lee House

1.1m
financial
services jobs in
the UK*



APPRENTICESHIP

Financial Services Customer Advisor Level 2

What's involved?

This apprenticeship has been designed for use in a customer service role in financial services, but may have a wider application across financial services. Typical activities could include: branch cashier, dealing face-to-face with customer enquiries, helping customers use new digital services, dealing with enquiries by phone, email or post and administering customer accounts.

Entry Requirements

5 GCSEs grades A*-C/4-9 including English and maths

Duration

12-15 months

Centre

Workplace

APPRENTICESHIP

Compliance/Risk Officer Level 3

What's involved?

Completion of an industry recognised technical qualification, along with building your competence across a range of defined knowledge, skills and behaviours linked to your role within a compliance or risk function of a financial services organisation.

Entry Requirements

5 GCSEs grades A*-C/4-9 including English and maths

Duration

15-18 months

Centre

Workplace

APPRENTICESHIP

Investment Operations Technician Level 3

What's involved?

Completion of the industry recognised level 3 technical qualification (CISI Investment Operations Certificate), along with building your competence across a range of defined knowledge, skills and behaviours linked to your role within an investment operations function.

Entry Requirements

5 GCSEs grades A*-C/4-9 including English and maths

Duration

16-20 months

Centre

Workplace

APPRENTICESHIP

Insurance Practitioner Level 3

What's involved?

The insurance practitioner apprenticeship is an entry-level role into the industry, and can lead into a variety of careers with supporting professional qualifications. Future career paths could include underwriting, client relations, insurance claims, loss adjusting, broking, reinsurance and account management.

Entry Requirements

5 GCSEs grades A*-C/4-9 including English and maths

Duration

15-18 months

Centre

Workplace

APPRENTICESHIP

Senior Financial Services Customer Advisor Level 3

What's involved?

This apprenticeship has been designed for use in a team leader role in financial services, but may have wider application across financial services, including life insurers. Typical activities could include: understanding customer needs and meeting those needs with the right products and services, promoting new digital services to encourage customers to use these channels, and proactively calling customers to deepen relationships.

Entry Requirements

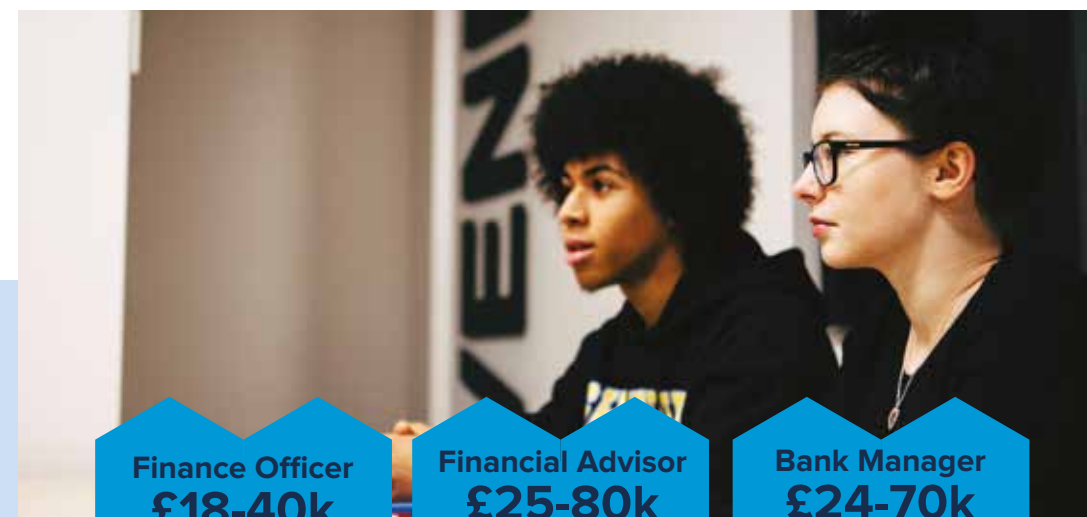
5 GCSEs grades A*-C/4-9 including English and maths

Duration

15-18 months

Centre

Workplace



Finance Officer
£18-40k

Financial Advisor
£25-80k

Bank Manager
£24-70k

APPRENTICESHIP

Workplace Pensions (Administrator or Consultant) Level 3

What's involved?

Workplace pensions administrators play a critical role in managing the day-to-day operation of workplace pension schemes. A workplace pensions administrator is likely to be involved in a variety of tasks supporting more senior administrators.

Entry Requirements

5 GCSEs grades A*-C/4-9 including English and maths

Duration

18-30 months

Centre

Workplace

APPRENTICESHIP

Insurance Professional Level 4

What's involved?

As an insurance professional, you could work in various areas of insurance, such as broking, client management, underwriting, claims, operations and loss adjusting.

Entry Requirements

Relevant level 3 qualification

Duration

24-30 months

Centre

Workplace

APPRENTICESHIP

Investment Operations Specialist Level 4

What's involved?

Completion of an industry recognised technical qualification, along with building your competence across a range of defined knowledge, skills and behaviours linked to your role within an investment operations function. You will develop your expertise by undertaking complex tasks as well as possibly starting to take on leadership responsibilities.

Entry Requirements

Relevant level 3 qualification

Duration

18-24 months

Centre

Workplace

APPRENTICESHIP

Financial Services Professional Level 6

What's involved?

The apprenticeship covers a wide range of businesses in the financial services industry such as investment management, investment banking and life and pensions. Depending on the role there are a number of core modules to complete with specialist pathways that are role specific.

Entry Requirements

Employers often look for good A-level grades as a minimum

Duration

36-40 months

Centre

Workplace - National

APPRENTICESHIP

Senior Compliance and Risk Specialist Level 6

What's involved?

This apprenticeship is likely to see applicants in roles such as Senior Compliance Specialist and/or Senior Risk Specialist and may include dealing with complex problems, implementing new legal / regulatory requirements, working with senior managers in the organisation, and demonstrating a deep understanding of risk and compliance frameworks.

Entry Requirements

Employers often look for good A-level grades as a minimum

Duration

36-40 months

Centre

Workplace - National

APPRENTICESHIP

Senior Insurance Professional Level 6

What's involved?

This requires individuals to have and be working towards gaining a very strong technical competence with the ability to demonstrate this across a variety of situations, depending on the risk and specialism. Such roles may include operational management and externally focused client management, which can vary depending on the business model of the company.

Entry Requirements

Relevant level 4 qualification

Duration

36-40 months

Centre

Workplace - National

£82b
industry
turnover*

856,000
people employed across the
automotive industry*

AUTOMOTIVE

If you have a passion for vehicles and want to turn it into a career, we can help. Whether you're looking to work in small, independent garages, or you would like to work for large international manufacturers, we can help develop your skills and knowledge.

**BE A
LIGHT VEHICLE
MECHANIC**

**BE A
VEHICLE PAINT
REFINISHER**

APPRENTICESHIPS

AREA	QUALIFICATION
Automotive Maintenance & Repair	Auto Care Technician Level 2
Automotive Maintenance & Repair	Vehicle Paint Standard Level 3
Automotive Maintenance & Repair	Light Vehicle Service & Maintenance Technician Level 3
Automotive Maintenance & Repair	Heavy Vehicle Service & Maintenance Technician Level 3

PRE-APPRENTICESHIPS

AREA	QUALIFICATION
Automotive Paint & Repair	Level 1 Diploma in Vehicle Accident Repair Paint
Automotive Maintenance & Repair	Level 1 Diploma in Vehicle Maintenance & Repair

* SMMT. 2019. UK Automotive. [ONLINE] Available at:
<https://www.smm.co.uk/industry-topics/uk-automotive/>. [Accessed 6 August 2019].

AUTO BODY & PAINT REPAIR

WORK EXPERIENCE	
Vehicle Repair	
What's involved? You'll develop new skills, increase your confidence and get a taste of what it's like to work in the industry.	
Entry Requirements No formal grade requirements	
Duration Variable	Centre Various

PRE-APPRENTICESHIP	
Level 1 Diploma in Vehicle Accident Repair Paint	
What's involved? This course will help you to learn the basics, so you have the skills and knowledge needed to go onto a full apprenticeship in vehicle repair.	
Entry Requirements No formal grade requirements, but you will be assessed in literacy and numeracy.	
Duration 34 weeks	Centre GM SkillCentre



AUTO MAINTENANCE & REPAIR

WORK EXPERIENCE	
Vehicle Maintenance & Repair	
What's involved? You'll develop new skills, increase your confidence and get a taste of what it's like to work in the industry.	
Entry Requirements No formal grade requirements	
Duration Variable	Centre Various

PRE-APPRENTICESHIP	
Level 1 Diploma in Vehicle Maintenance & Repair	
What's involved? This course will help you to learn the basics, so you have the skills and knowledge needed to go onto a full apprenticeship in vehicle maintenance and repair.	
Entry Requirements No formal grade requirements, but you will be assessed in literacy and numeracy.	
Duration 34 weeks	Centre GM SkillCentre



12%
of UK exports
are vehicles*

Automotive
Apprentice
£10k

Vehicle Body
Repaier
£15-30k

Paint Technician
£18-30k



APPRENTICESHIP

Auto Care Technician Level 2

What's involved?

In this course, you'll discover how to carry out a range of repairs and services.

Entry Requirements

Ideally, GCSE grade 3/C or above in above in English and maths or equivalent

Duration

2 years

Centre

GM SkillCentre

APPRENTICESHIP

Light Vehicle Service & Maintenance Technician Level 3

What's involved?

Expect lots of hands-on work and the chance to learn how to conduct a wide range of vehicle repairs.

Entry Requirements

Ideally, GCSE grade 3/C or above in above in English and maths or equivalent

Duration

3 years

Centre

GM SkillCentre

APPRENTICESHIP

Vehicle Paint Level 3

What's involved?

This apprenticeship is for anyone who works or wishes to work in the vehicle body repair sector of the motor industry. The role is to prepare, spray and finish vehicles that have been involved in collisions and other incidents in an efficient manner.

Entry Requirements

Ideally, GCSE grade 3/C or above in above in English and maths or equivalent

Duration

3 years

Centre

GM SkillCentre

APPRENTICESHIP

Heavy Vehicle Service & Maintenance Technician Level 3

What's involved?

Ideal if you want to work with bigger vehicles, this apprenticeship will teach you various elements of vehicle maintenance - including replacing engines and electrical units.

Entry Requirements

Ideally, GCSE grade 3/C or above in above in English and maths or equivalent

Duration

3 years

Centre

GM SkillCentre



5.7m
new businesses
in the UK since
2000*

* <https://researchbriefings.files.parliament.uk/documents/SN06152/SN06152.pdf>

BUSINESS & PROFESSIONAL

Are you looking to excel in the world of business? Whether you're looking to take your first steps, or you're already within a business environment, we have a range of pre-apprenticeships and apprenticeships to help you to achieve your career goals.

BE A
BUSINESS
ADMINISTRATOR

BE A
PROJECTS
ASSISTANT

BE A
HR ASSISTANT

APPRENTICESHIPS

AREA	QUALIFICATION
Business	Business Administrator Level 3
Customer Service	Customer Service Practitioner Level 2
Customer Service	Customer Service Specialist Level 3
Digital Marketing	Digital Marketer Level 3
Digital Marketing	Marketing Executive Level 4
HR	HR Support Level 3
HR	HR Consultant/Partner Level 5
Management	Team Leader/Supervisor Level 3
Management	Associate Project Manager Level 4
Management	Operations/Departmental Manager Level 5
Management	Chartered Manager Degree Apprenticeship Level 6

PRE-APPRENTICESHIPS

AREA	QUALIFICATION
Business	Business Administration Level 1
Business	Business Skills Level 2
Retail	Retail Level 1
Customer Service	Customer Service Level 1

PRE-APPRENTICESHIP

Business Administration Level 1

What's involved?
Discover the basics of accounting including using accounting systems and processes, and key employability skills.

Entry Requirements
No formal grade requirements

Duration Variable	Centre All Training Centres
-----------------------------	---------------------------------------

PRE-APPRENTICESHIP

Business Skills Level 2

What's involved?
Demonstrate your skills in communication, using systems and processes, personal effectiveness and attention to detail. Helping you develop your transferable skills, teamwork and professionalism.

Entry Requirements
Minimum of a GCSE grade 4 or above in maths and English (or equivalent)

Duration 22 weeks	Centre Lee House
-----------------------------	----------------------------

63%
UK businesses
have grown



APPRENTICESHIP

Business Administrator Level 3

What's involved?
Discover how to monitor administrative procedures and systems, ideal if you are looking to enhance your career.

Entry Requirements
Business Admin Level 2, Grades A*-C/4-9 in English and maths

Duration 18 months	Centre Employer location
------------------------------	------------------------------------

HIGHER EDUCATION

BSc (Hons) Business Management

What's involved?
This varied course will focus on human resources, finance and legal practices, economics, marketing and project management. Plus, you will discover key employability skills.

Entry Requirements
Ideally, you will hold a level 3 qualification in a related subject; however, substantial relevant work experience may also be acceptable.

Duration 3 years	Centre Lee House
----------------------------	----------------------------



Business Admin
Apprentice
£10k

Business
Administrator
£16-25k

CUSTOMER SERVICE & RETAIL

PRE-APPRENTICESHIP

Retail Level 1

What's involved?

This course will prepare individuals for a career in customer service. If you are great with people, then customer service could be the career pathway for you. Customer service positions are available in nearly every sector such as retail, financial services, hospitality, sport and recreation.

Entry Requirements

No formal grade requirements

Duration

Variable

Centre

All Training Centres



PRE-APPRENTICESHIP

Customer Service Level 1

What's involved?

This course will prepare individuals for a career in customer service. If you are great with people, then customer service could be the career pathway for you. Customer service positions are available in nearly every sector such as retail, financial services, hospitality, sport and recreation.

Entry Requirements

No formal grade requirements

Duration

Variable

Centre

All Training Centres

APPRENTICESHIP

Customer Service Practitioner Level 2

What's involved?

This course will prepare individuals for a career in customer service. If you are great with people, then customer service could be the career pathway for you. Customer service positions are available in nearly every sector such as retail, financial services, hospitality, sport and recreation.

Entry Requirements

Grades A*-C/4-9 in English and maths

Duration

15-18 months

Centre

Employer location

APPRENTICESHIP

Customer Service Specialist Level 3

What's involved?

You will develop professional customer service skills and techniques, which are adaptable across a wide variety of industries and environments.

Entry Requirements

Grades A*-C/4-9 in English and maths

Duration

18 months

Centre

Employer location

Customer Service
Apprentice
£16k

Customer Service
Advisor
£15-30k

Customer Services
Manager
£20-60k+



HUMAN RESOURCES

APPRENTICESHIP

HR Support Level 3

What's involved?
Typical areas covered include handling of day-to-day queries, giving HR advice, using HR systems and providing the business with relevant HR information. You may also look at working with the business on HR changes of a range of processes.

Entry Requirements
5 GCSEs grade A*-C/4-9 including English and maths

Duration 18 months	Centre Employer location
------------------------------	------------------------------------

APPRENTICESHIP

HR Consultant/Partner Level 5

What's involved?
Aimed at HR professionals, their typical duties may include making decisions and recommendations on initiatives, influencing managers on introducing good practice, leading people on projects and aligning their work to overall organisational priorities.

Entry Requirements
5 GCSEs grade A*-C/4-9 including English and maths

Duration 2 years	Centre Employer location
----------------------------	------------------------------------



HR Assistant
£15-22k

HR Officer
£15-50k

HR Manager/
Director
£35-55k

DIGITAL MARKETING

APPRENTICESHIP

Digital Marketer Level 3

What's involved?
Working to marketing briefs and instructions, a digital marketer will help design and build marketing campaigns across a variety of online and social media platforms.

Entry Requirements
5 GCSEs grade A*-C/4-9 including English and maths, A/AS-Levels

Duration 15 months	Centre Remote delivery
------------------------------	----------------------------------

APPRENTICESHIP

Marketing Executive Level 4

What's involved?
This apprenticeship will help you to further develop your skills and knowledge to provide a deeper understanding of how digital marketing tools can help businesses grow.

Entry Requirements
5 GCSEs grade A*-C/4-9 including English and maths, A/AS-Levels

Duration 18 months	Centre Remote delivery
------------------------------	----------------------------------

Marketing
Apprentice
£14k

Digital Marketing
Executive
£20-30k

Marketing
Manager
£30-50k

MANAGEMENT

APPRENTICESHIP

Team Leader/Supervisor Level 3

What's involved?

Designed for managers with operations/project responsibilities, or responsibilities for managing a team to deliver a clearly defined outcome. This apprenticeship is relevant across a wide-range of industry sectors.

Entry Requirements

5 GCSEs grade A*-C/4-9 including English and maths

Duration

15 months

Centre

Employer location

APPRENTICESHIP

Associate Project Manager Level 4

What's involved?

Associate project managers will develop a knowledge of project governance, stakeholder management, project communication, leadership and budgeting and cost control to name a few.

Entry Requirements

5 GCSEs grade A*-C/4-9 including English and maths

Duration

15 months

Centre

Employer location

HIGHER EDUCATION

Access to HE in Business Level 3

What's involved?

You will develop a broad range of business knowledge including business strategy, management and HR, workforce planning, economics and research to help you to progress onto higher-level programmes.

Entry Requirements

No formal grade requirements

Duration

1 year

Centre

Lee House

APPRENTICESHIP

Chartered Manager Degree Apprenticeship Level 6

What's involved?

This course is for people who are looking to develop into a management role or for managers looking to gain a management qualification. You develop your knowledge in areas such as strategic decision making, setting direction and achieving results.

Entry Requirements

A-Levels or other relevant level 3 qualification or experience. Please refer to the website or Higher and Adult Education Prospectus for full entry requirements.

Duration

3.5 - 4 years, part-time

Centre

Lee House

APPRENTICESHIP

Operations/Departmental Manager Level 5

What's involved?

This apprenticeship is designed for people who currently hold a management position and would like to advance their skills and knowledge with a view to progress. Areas covered include creating and delivering operational plans, managing projects and leading teams.

Entry Requirements

Level 3 qualification is preferred

Duration

2 years

Centre

Employer location

Construction Manager
£27-55k

Facilities Manager
£26-60k

Marketing Director
£45-70k



IT & DIGITAL

If you have an eye for detail and excellent problem solving and communication skills, a career in the IT and digital sector could be the ideal option. We work with some of the region's most dynamic companies to develop talent and ensure that they are leading the way in digital innovation.

**BE A
DIGITAL
MARKETER**

**BE A
SOFTWARE
DEVELOPER**

**BE AN
INFRASTRUCTURE
TECHNICIAN**

APPRENTICESHIPS

AREA	QUALIFICATION
IT & Web	Information Communications Level 3
IT & Web	Software Developer Level 4
Digital	Digital Marketer Level 3 (see page 37)
Digital	Marketing Executive Level 4 (see page 37)
Digital	Digital Support Technician Level 3
Digital	Junior Content Producer Level 3

* <https://www.theguardian.com/>. 2018. Social media ad spend to overtake TV's in spite of Facebook woes. [ONLINE] Available at: <https://www.theguardian.com/media/2018/apr/02/social-media-ad-spend-to-overtake-tvs-in-spite-of-facebook-woes>. [Accessed 6 August 2019].

**Rhodes, C., 2018. The Future of the UK digital and tech industries. House of Commons Library, [Online]. CDP2018/0096, 2. Available at: <https://researchbriefings.files.parliament.uk/documents/CDP-2018-0096/CDP-2018-0096.pdf> [Accessed 6 August 2019].

1.4m
people employed
in the digital
sector**

£3.3b
spent on
social media
marketing*

IT & DIGITAL

APPRENTICESHIP

Digital Support Technician
Level 3

What's involved?
As a Digital Support Technician apprentice, you will learn the necessary skills and knowledge to work within an organisation to provide support for both internal and external customers, and by using various forms of technology, to address routine and non-routine IT related issues.

Entry Requirements
5 GCSEs grade A*-C/4-9 including English and maths

Duration
18 months

Centre
Remote delivery

APPRENTICESHIP

Junior Content Producer
Level 3

What's involved?
This Apprenticeship comprises of the core skills and knowledge needed to be competent in the role and to be able to develop and create exciting content and material.

Entry Requirements
5 GCSEs grade A*-C/4-9 including English and maths

Duration
13-14 months

Centre
Remote delivery

APPRENTICESHIP

Information Communications
Technician Level 3

What's involved?
This apprenticeship covers the essential knowledge, skills and behaviours that are required to be a successful Information Communication Technician, this includes, general business, ethical standards, communication and attention to detail and professionalism.

Entry Requirements
5 GCSEs grade A*-C/4-9 including English and maths

Duration
21 months

Centre
Remote delivery

APPRENTICESHIP

Software Developer Level 4

What's involved?
Ideal for people looking to advance their career, apprentices will use software development methodologies to develop programmes which meet the user requirements.

Entry Requirements
5 GCSEs grade A*-C/4-9 including maths and English

Duration
2 years

Centre
Remote delivery



IT Support
Technician
£16-30k

Computer Games
Developer
£19-40k

IT Project Manager
£25-45k

“I’VE MADE LOADS OF FRIENDS ON MY APPRENTICESHIP, WE’VE GOT LOTS IN COMMON.”

EXPERIENCE MORE WITH AN APPRENTICESHIP

£113b

contributed to
the UK
economy*

2.4m

jobs, 37% of
which are
self-employed*

* Rhodes, C., 2018. Construction industry: statistics and policy. House of Commons Library, [Online]. 01432, 2. Available at: <https://researchbriefings.files.parliament.uk/documents/SN01432/SN01432.pdf> [Accessed 6 August 2019].

CONSTRUCTION

With investment into new buildings and infrastructure continuing, the opportunities within construction are endless. From operations and maintenance operatives, to electrical installation and air conditioning, we have pre-apprenticeships and apprenticeships available at a variety of levels.

**BE A
SCAFFOLDER**

**BE AN
ELECTRICIAN**

APPRENTICESHIPS

AREA	QUALIFICATION
Air Conditioning	Air Conditioning & Refrigeration Level 3
Construction	Property Maintenance Operatives Level 2
Construction	Construction & the Built Environment Level 3
Electrical	Installation Electrician Level 3
Painting & Decorating	Decorative Finishing & Industrial Painting Level 2
Plastering	Plastering Level 2
Gas	Gas Engineer Level 3
Plumbing	Plumbing Level 2
Scaffolding	Accessing & Rigging Level 2
Site Carpentry	Carpentry & Joinery Level 2 & 3

PRE-APPRENTICESHIPS

AREA	QUALIFICATION
Construction	Construction Skills Level 1 or Maintenance & Repair Skills Level 2
Construction	CSCS Card & Multi Skills Level 1 in Building Occupations
Electrical	Level 1 Diploma in Electrical Installations
Plastering	Level 1 Certificate in Plastering
Painting & Decorating	Level 1 Diploma in Painting & Decorating
Plumbing	Level 1 Diploma in Plumbing
Site Carpentry	Level 1 Diploma in Site Carpentry

AIR CONDITIONING & REFRIGERATION

WORK EXPERIENCE

Air Conditioning & Refrigeration

What's involved?

You'll develop new skills, increase your confidence and get a taste of what it's like to work in the industry.

Entry Requirements

No formal grade requirements

Duration

Variable

Centre

Various



APPRENTICESHIP

Air Conditioning & Refrigeration Level 3

What's involved?

You'll work in a specialist sector, installing, maintaining and repairing refrigeration, heating or air conditioning units.

Entry Requirements

5 GCSEs at grades A*-C/4-9

Duration

3 years

Centre

Practical Refrigeration and Training Centre, Burnley

Air Conditioning
Apprentice
£13k

Air Conditioning
Engineer
£20-35k

Heating &
Ventilation Engineer
£18-35k

**"IT'S GREAT NOT TO HAVE
TO RELY ON MY PARENTS
FOR MONEY."**

EXPERIENCE MORE WITH AN APPRENTICESHIP



CARPENTRY AND JOINERY

WORK EXPERIENCE

Carpentry & Joinery

What's involved?

You'll develop new skills, increase your confidence and get a taste of what it's like to work in the industry.

Entry Requirements

No formal grade requirements

Duration

Variable

Centre

Tameside & Rochdale

PRE-APPRENTICESHIP

Site Carpentry Level 1

What's involved?

This course will help you to learn the basics, so you have the skills and knowledge needed to go onto a full apprenticeship in site carpentry.

Entry Requirements

No formal grade requirements, but you will be assessed in literacy and numeracy

Duration

32 weeks

Centre

GM SkillCentre

APPRENTICESHIP

Carpentry & Joinery Level 2

What's involved?

You'll learn how to work with basic joints, use hand and power tools, and complete a range of construction tasks. You'll also complete a Level 2 Diploma in Wood Occupations.

Entry Requirements

No formal grade requirements but you will be assessed in literacy and numeracy

Duration

24 months

Centre

GM SkillCentre

APPRENTICESHIP

Carpentry & Joinery Level 3

What's involved?

You'll build on your skills and develop your knowledge in other areas of construction, including flooring and roofing. You'll also complete a Level 3 Diploma in Wood Occupations, so you can confidently work on complex timber products.

Entry Requirements

Level 2 qualification. You'll also be assessed in literacy and numeracy.

Duration

15 months

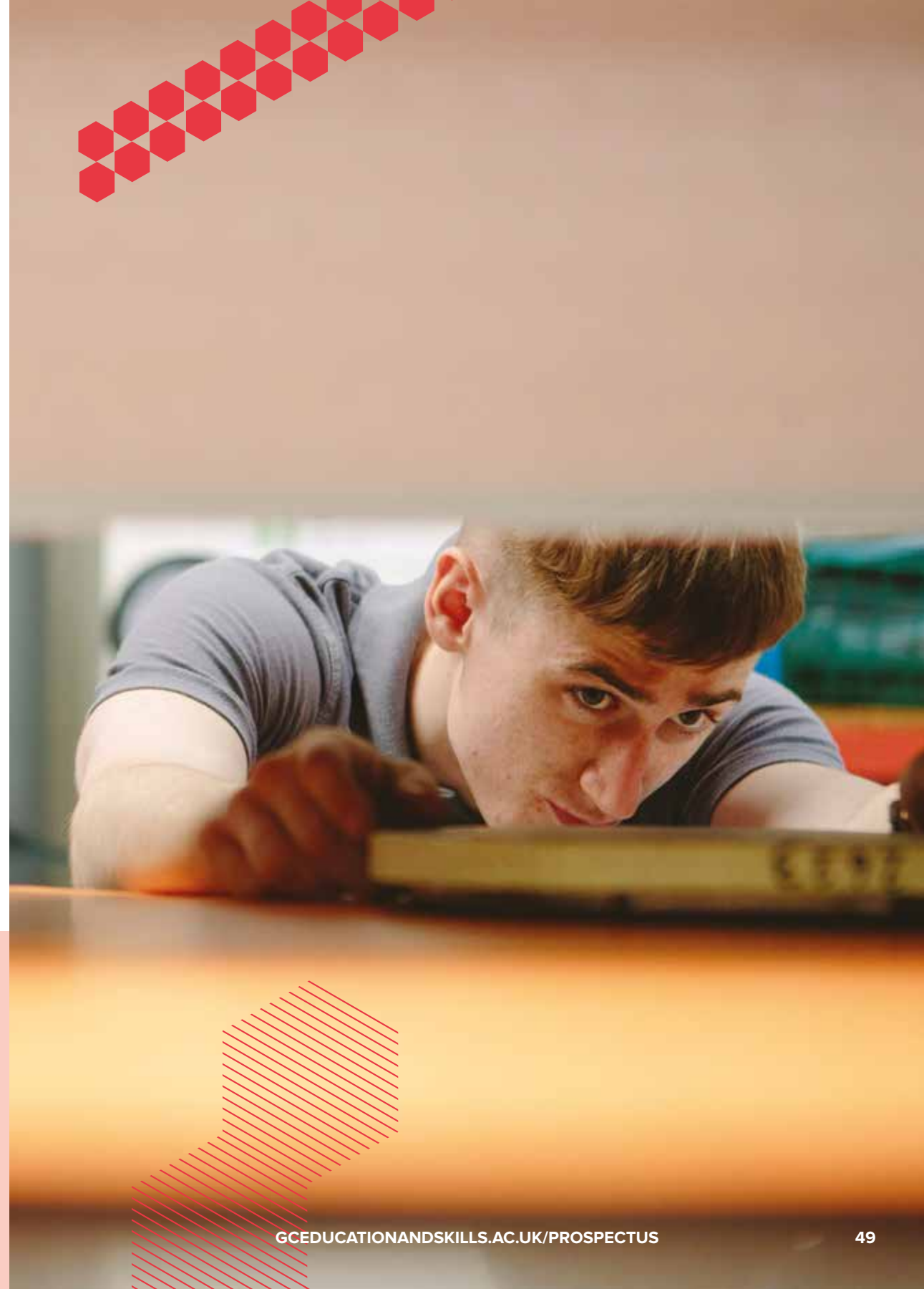
Centre

GM SkillCentre

Carpenter
Apprentice
£11k

Craft Woodworker
£14-30k

Wood
Machinist
£16-28k



CONSTRUCTION & PROPERTY MAINTENANCE

WORK EXPERIENCE

Construction

What's involved?
You'll develop new skills, increase your confidence and get a taste of what it's like to work in the industry.

Entry Requirements
No formal grade requirements

Duration

Variable

Centre

Tameside & Rochdale

PRE-APPRENTICESHIP

Construction Skills Level 1

What's involved?
This course will help you to learn the basics, so you have the skills and knowledge needed to go onto a full apprenticeship.

Entry Requirements
No formal grade requirements

Duration

1 year

Centre

Tameside & Rochdale

PRE-APPRENTICESHIP

Multi Skills Construction Level 1

What's involved?
This course will teach you the essential construction skills needed to go onto a full apprenticeship.

Entry Requirements
No formal grade requirements but you will be assessed in literacy and numeracy

Duration

34 weeks

Centre

GM SkillCentre

APPRENTICESHIP

Property Maintenance Operative Level 2

What's involved?
Discover how to carry out preventative and reactive property maintenance across a wide range of construction projects.

Entry Requirements
No formal grade requirements but you will be assessed in literacy and numeracy

Duration

2 years

Centre

GM SkillCentre

APPRENTICESHIP

Construction & the Built Environment Level 3

What's involved?
You will explore a variety of areas including sustainability, building regulations, execute a research project, and building services engineering. Ideal for those looking to advance their career into a supervisory role.

Entry Requirements
5 GCSEs A*- C / 4 - 9 including English and maths

Duration

2 years

Centre

GM SkillCentre

Construction Labourer

£15-25k

Construction Site Supervisor

£28-35k

Construction Manager

£27-55k

50

GCEDUCATIONANDSKILLS.AC.UK/PROSPECTUS

GCEDUCATIONANDSKILLS.AC.UK/PROSPECTUS

51



“MY EXPERIENCE WORKING AT J.A. HARRISONS HAS BEEN ABSOLUTELY BRILLIANT. COMING OUT OF SCHOOL AND STRAIGHT INTO EMPLOYMENT WAS A BIG STEP FOR ME. I’VE LEARNT SO MUCH - I LOVE WORKING HERE AND ENJOY WHAT I DO.”

**SEBASTIAN HAMPSON,
MANUFACTURING APPRENTICE
J.A. HARRISONS**

ELECTRICAL

WORK EXPERIENCE

Electrical Installations

What’s involved?

You’ll develop new skills, increase your confidence and get a taste of what it’s like to work in the industry.

Entry Requirements

No formal grade requirements

Duration

Variable

Centre

Various

APPRENTICESHIP

Installation Electrician Level 3

What’s involved?

Develop your knowledge of basic wiring systems and containments, and learn how to install, inspect and test electrical systems in line with regulations.

Entry Requirements

GCSE grades A*-C or 4-9 in maths and English.

Duration

4 years

Centre

GM SkillCentre

PRE-APPRENTICESHIP

Electrical Installations Level 1

What’s involved?

This course will help you to learn the basics, so you have the skills and knowledge needed to go onto a full apprenticeship in electrical installations.

Entry Requirements

GCSE grade D/3 or above in English and maths or Level 2 equivalent is preferred

Duration

34 weeks

Centre

GM SkillCentre

**Electrician
Apprentice
£14k**

**Electrical
Engineering
Technician
£18-35k**

**Rail Engineering
Technician
£18-35k**

PAINTING & DECORATING

WORK EXPERIENCE

Painting & Decorating

What's involved?
You'll develop new skills, increase your confidence and get a taste of what it's like to work in the industry.

Entry Requirements
No formal grade requirements

Duration
Variable

Centre
Various

APPRENTICESHIP

Decorative Finishing & Industrial Painting Level 2

What's involved?
Learn how to create specialist decorative effects and how to paint in an industrial setting.

Entry Requirements
No formal grade requirements

Duration
24 months

Centre
GM SkillCentre

PRE-APPRENTICESHIP

Painting & Decorating Level 1

What's involved?
Discover the basics of applying paint and wallpaper.

Entry Requirements
No formal grade requirements but you will be assessed in literacy and numeracy

Duration
34 weeks

Centre
GM SkillCentre



Apprentice Painter and Decorator
£12k

Painter and Decorator
£15-30k

PLASTERING

WORK EXPERIENCE

Plastering

What's involved?
You'll develop new skills, increase your confidence and get a taste of what it's like to work in the industry.

Entry Requirements
No formal grade requirements

Duration
Variable

Centre
Various

PRE-APPRENTICESHIP

Plastering Level 1

What's involved?
Designed to get you ready for a full apprenticeship, this course will teach you essential plastering techniques.

Entry Requirements
No formal grade requirements but you will be assessed in literacy and numeracy.

Duration
34 weeks

Centre
GM SkillCentre

APPRENTICESHIP

Plastering Level 2

What's involved?
Discover a range of techniques, including skimming, screeding, rendering and applying plaster.

Entry Requirements
No formal grade requirements but you will be assessed in literacy and numeracy

Duration
22 months

Centre
GM SkillCentre



Apprentice Plasterer
£12k

Plasterer
£14-30k

PLUMBING & GAS

WORK EXPERIENCE

Plumbing & Gas

What's involved?

You'll develop new skills, increase your confidence and get a taste of what it's like to work in the industry.

Entry Requirements

No formal grade requirements

Duration

Variable

Centre

Various

APPRENTICESHIP

Gas Engineer Level 3

What's involved?

This varied course will teach you about gas safety, and show you how to install and decommission pipework and domestic appliances.

Entry Requirements

GCSE grades A*-C/4-9 in English and maths

Duration

3 years

Centre

GM SkillCentre

PRE-APPRENTICESHIP

Plumbing Level 1

What's involved?

Learn a number of basic plumbing techniques that will help you to progress onto a full apprenticeship.

Entry Requirements

GCSE grade D/3 or above in English and maths or Level 2 equivalent is preferred

Duration

34 weeks

Centre

GM SkillCentre

PRE-APPRENTICESHIP

Plumbing Level 2

What's involved?

You will be undertaking a wide range of practical learning and assessments in the workshop, and improve your knowledge of plumbing theory, techniques and regulations.

Entry Requirements

GCSE grade D/3 or above in English and maths or Level 2 equivalent and a level 1 in Plumbing is preferred

Duration

12 months

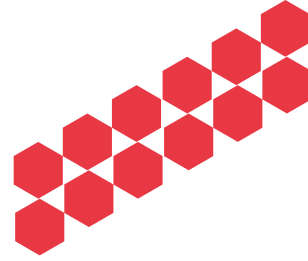
Centre

GM SkillCentre

"I'M REALLY ENJOYING MY TIME AS AN APPRENTICE AND EXPERIENCING REAL-LIFE WORK. I'M LOOKING FORWARD TO THE FUTURE AND BECOMING AN ELECTRICIAN."

ANDY MATISHI
ELECTRICAL APPRENTICE
WMB LTD

SCAFFOLDING



WORK EXPERIENCE

Scaffolding

What's involved?

You'll develop new skills, increase your confidence and get a taste of what it's like to work in the industry.

Entry Requirements

No formal grade requirements

Duration

Variable

Centre

Various

APPRENTICESHIP

Accessing & Rigging Level 2

What's involved?

If you want to specialise in accessing operations and rigging, this apprenticeship is for you. You'll learn how to safely erect and take down scaffolding.

Entry Requirements

No formal grade requirements but you will be assessed in literacy and numeracy.

Duration

30 months

Centre

Various



Apprentice
Scaffolder
£12k

Scaffolder
£14-30k

Ceiling Fixer
£16-33k



"I LIKE THAT THERE'S EXTRA SUPPORT FOR ME IF I NEED IT, FINDING A JOB IN THE BEGINNING SEEMED TOO BIG A STEP."

EXPERIENCE MORE WITH AN APPRENTICESHIP

£186b
of economic
output**

44%
of UK exports are
from
manufacturing**

ENGINEERING & MANUFACTURING

Demand for highly skilled engineering and manufacturing operatives is increasing, and it's estimated that 124,000 workers are needed to keep up with demand between now and 2024*. We can help open doors to some of the most exciting sectors, including aerospace, building services, food and drink manufacturing, and civil engineering.

**BE A
MAINTENANCE
ENGINEER**

**BE A
MECHANICAL
PRECISION
ENGINEER**

**BE A
CAD TECHNICIAN**

APPRENTICESHIPS

AREA	QUALIFICATION
Engineering	Electrical/Electronic Engineering Level 3
Engineering	Fabrication and Welding Level 3
Engineering	Engineering Maintenance Level 3
Engineering	Mechanical Manufacture Level 3
Engineering	Service and Repair Level 3
Manufacturing	Lean Manufacturing Operative Level 2
Manufacturing	Improvement Technician Level 3
Manufacturing	Improvement Practitioner Level 4

PRE-APPRENTICESHIPS

AREA	QUALIFICATION
Engineering	Performing Engineering Operations Level 2

* Prospects website: <https://www.prospects.ac.uk/jobs-and-work-experience/job-sectors/engineering-and-manufacturing/overview-of-the-engineering-and-manufacturing-sector-in-the-uk>

** Rhodes, C., 2018. Manufacturing: statistics and policy. House of Commons Library, [Online]. 01942, 2. Available at: <https://researchbriefings.files.parliament.uk/documents/SN01942/SN01942.pdf> [Accessed 6 August 2019].

ENGINEERING



WORK EXPERIENCE

Engineering

What's involved?
You'll develop new skills, increase your confidence and get a taste of what it's like to work in the industry.

Entry Requirements
No formal grade requirements

Duration
Variable

Centre
Various

APPRENTICESHIP

Electrical/Electronic Engineering Level 3

What's involved?
Develop your electrical and electronic skills to operate at a skilled level and improve your future prospects.

Entry Requirements
Engineering level 2, and GCSE grades A*-C/4-9 in maths and English

Duration
4 years

Centre
GM SkillCentre

PRE-APPRENTICESHIP

Performing Engineering Operations Level 2

What's involved?
This course will teach you basic engineering skills such as wiring a circuit, using a lathe, filling and drilling.

Entry Requirements
GCSE grades A*-C/4-9 in English and maths

Duration
6-9 months

Centre
GM SkillCentre

APPRENTICESHIP

Fabrication & Welding Level 3

What's involved?
This apprenticeship will develop your knowledge of fabrication and welding techniques to a skilled level.

Entry Requirements
Engineering level 2, and GCSE grades A*-C/4-9 in maths and English

Duration
4 years

Centre
GM SkillCentre

APPRENTICESHIP

Engineering Maintenance Level 3

What's involved?
Through developing your knowledge and practical skills you will discover the range of engineering maintenance techniques to enhance your career.

Entry Requirements
Engineering level 2, and GCSE grades A*-C/4-9 in maths and English

Duration
4 years

Centre
GM SkillCentre

APPRENTICESHIP

Mechanical Manufacture Level 3

What's involved?
If you are technically minded and are a good problem solver, this apprenticeship will allow you to develop your skills with mechanical manufacture.

Entry Requirements
Engineering level 2, and GCSE grades A*-C/4-9 in maths and English

Duration
4 years

Centre
GM SkillCentre

APPRENTICESHIP

Service & Repair Level 3

What's involved?
Hone your skills in a specific area of engineering and open yourself up to an exciting career. A level 3 apprenticeship will allow you to operate at a skilled level.

Entry Requirements
Engineering level 2, and GCSE grades A*-C/4-9 in maths and English

Duration
4 years

Centre
GM SkillCentre

Engineer
£24-40k

Manufacturing Supervisor
£18-35k

3D Printing Technician
£18-30k

124,000
skilled workers needed by 2024*

MANUFACTURING

WORK EXPERIENCE

Manufacturing

What's involved?
You'll develop new skills, increase your confidence and get a taste of what it's like to work in the industry.

Entry Requirements
No formal grade requirements

Duration
Variable

Centre
Various

APPRENTICESHIP

Lean Manufacturing Operative Level 2

What's involved?
Develop your knowledge of operating procedures, lean and 5S operations.

Entry Requirements
GCSE grades A*-C/4-9 in English and maths

Duration
14 months

Centre
GM SkillCentre

APPRENTICESHIP

Improvement Technician Level 3

What's involved?
Develop your problem-solving skills and learn how to apply continuous improvement techniques and create visual management systems.

Entry Requirements
Manufacturing level 2, and GCSE grades A*-C/4-9 in English and maths

Duration
14-16 months

Centre
GM SkillCentre



APPRENTICESHIP

Improvement Practitioner Level 4

What's involved?
Regardless of which sector you want to work in, this apprenticeship will help you strive for continuous improvement and quality using six sigma.

Entry Requirements
GCSE grades A*-D/3-9 including maths and English

Duration
14 months

Centre
GM SkillCentre

1.5m
people
employed by
the NHS*

HEALTH, CARE & EDUCATION

If you would like to make a real difference to someone's life, then a career within health, care or education is the ideal option. The NHS is the largest employer in the healthcare sector, with over 1.5 million people employed*. There are many options within the private sector, with careers available in childcare, psychological therapies, and healthcare science to name a few.

**BE A
CARE
WORKER**

**BE A
TEACHING
ASSISTANT**

**BE A
NURSERY
ASSISTANT**

APPRENTICESHIPS

AREA	QUALIFICATION
Childcare	Early Years Practitioner Level 2
Childcare	Early Years Educator Level 3
Health and Social Care	Adult Care Worker Level 2
Health and Social Care	Lead Adult Care Worker Level 3
Health and Social Care	Leader in Adult Care Level 5
Health and Social Care	Children, Young People and Families Practitioner Level 4
Education	Teaching Assistant Level 3

PRE-APPRENTICESHIPS

AREA	QUALIFICATION
Childcare	Childcare
Health and Social Care	Health & Social Care (Various health and social care level 2 qualifications achieved)

* Prospects website: <https://www.prospects.ac.uk/jobs-and-work-experience/job-sectors/healthcare/overview-of-the-healthcare-sector-in-the-uk>

CHILD CARE

PRE-APPRENTICESHIP

Childcare

What's involved?
If you're not quite ready for a full apprenticeship, this course will help to build your basic skills and confidence so you can take those all-important next steps.

Entry Requirements
No formal grade requirements

Duration
Variable

Centre
All Training Centres

APPRENTICESHIP

Early Years Practitioner Level 2

What's involved?
You'll learn through a variety of workshops covering topics such as safeguarding, communication and child development, as well as through independent study sessions.

Entry Requirements
GCSE grades A-D/3-9 in maths and English

Duration
15 months

Centre
Employer location

APPRENTICESHIP

Early Years Educator Level 3

What's involved?
Learn how to plan and provide effective education and learning to children in their early years. This is a rewarding apprenticeship where you'll really make a difference.

Entry Requirements
Childcare level 2

Duration
18 months

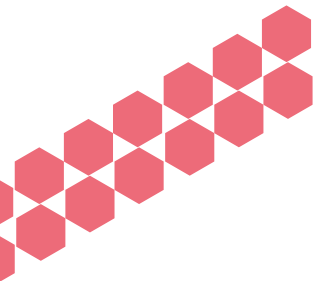
Centre
Employer location

“WORKING HERE HAS BEEN THE BEST JOB I’VE EVER HAD. TIDDLYWINKS AND THE GROWTH COMPANY ARE SO SUPPORTIVE IN DEVELOPING ME IN THIS AMAZING CAREER.”

LIV BAKER
NURSERY APPRENTICE
TIDDLYWINKS



350
roles available in
the NHS*



HIGHER EDUCATION

Foundation Degree in Early Years Childhood Studies

What's involved?
Suitable for experienced practitioners working directly with young people, the course will give you the knowledge you need to work in a range of care and education settings.

Entry Requirements
Your Level 3 subjects must include a childcare-related subject; for instance, a BTEC Extended Diploma in Children's Play, Learning and Development. If you don't have the above qualifications but possess considerable relevant vocational experience in the early years sector, then we'll be delighted to consider your application. You'll also need employment or a voluntary role in the early years sector.

Duration 2.5 years	Centre Lee House
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HIGHER EDUCATION

BA (Hons) Professional Development in Early Years (Top-up)

What's involved?
Covering key topics such as inclusion, leadership and management and global perspectives on education, this programme is ideal if you already work with young children.

Entry Requirements
You must hold a foundation degree (FdA) or higher national diploma (HND) or another relevant qualification.

Duration 1.5 years	Centre Lee House
------------------------------	----------------------------

Apprentice Nursery Assistant
£10k

Nursery Worker
£14-24k

Nursery Manager
£23-45k



HEALTH AND SOCIAL CARE

PRE-APPRENTICESHIP

Health & Social Care

What's involved?

Learn the basics of health and social care and develop the skills and knowledge you need to progress onto a full apprenticeship.

Entry Requirements

No formal grade requirements

Duration

Variable

Centre

All Training Centres

PRE-APPRENTICESHIP

Health & Social Care

What's involved?

Learn the basics of health and social care and develop the skills and knowledge you need to progress onto a full apprenticeship.

Entry Requirements

A minimum of 3 GCSEs grade 3/D or above.

Duration

1 year

Centre

Lee House

APPRENTICESHIP

Adult Care Worker Level 2

What's involved?

Discover how to deliver high-quality care which helps your clients to maintain their dignity.

Entry Requirements

A minimum of Level 1 or equivalent in maths and English

Duration

12-15 months

Centre

Employer location

APPRENTICESHIP

Lead Adult Care Worker Level 3

What's involved?

This varied course will help you to take the next step in your career to become a senior care worker.

Entry Requirements

Level 2 Health and Social Care and a minimum of Level 1 or equivalent in maths and English

Duration

15-18 months

Centre

Employer location

HIGHER EDUCATION

Access to HE Diploma in Health & Social Care, Nursing or Counselling Level 3

What's involved?

If you're thinking of applying to go to university, our access courses will give you the essential skills you need to succeed in your chosen sector.

Entry Requirements

No formal grade requirements

Duration

1 year

Centre

Employer location

APPRENTICESHIP

Leader in Adult Care Level 5

What's involved?

Designed for people in a management role, or those wanting to progress into a senior position, discover how to achieve the best outcomes for your team and patients.

Entry Requirements

A minimum of Level 1 or equivalent in maths and English

Duration

18-21 months

Centre

Employer location

APPRENTICESHIP

Children, Young People and Families Practitioner Level 4

What's involved?

You will develop knowledge and skills working with families, carers and children with diverse needs to devise, deliver and evaluate the effectiveness of interventions for the care and support of individual children and young people in residential care.

Entry Requirements

Working in residential childcare. DBS. GCSE grades A*-C/4-9 in English and maths

Duration

24 months

Centre

Lee House

HIGHER EDUCATION

Foundation Degree in Healthcare Studies

What's involved?

This course is a golden opportunity to develop the intellectual, personal and practical skills so sought-after by employers in the healthcare industries. You'll have the chance to develop and enhance your understanding of the principles of care, along with the legal and ethical issues associated with social policy and working in the healthcare industry.

Entry Requirements

Level 3 in Healthcare or equivalent

Duration

2 years

Centre

Lee House

Care Worker
£12-22k

Social Worker
£24-40k

Mental Health Nurse
£24-35

TEACHING AND LEARNING



APPRENTICESHIP

Teaching Assistant Level 3

What's involved?

If you have experience as a school support worker, this course can help you to move into a more specialist role in learning support or management.

Entry Requirements

GCSE grades A*-C/4-9 in English and maths

Duration

18 months

Centre

Employer location

HIGHER EDUCATION

Access to HE Diploma in Education & Childhood Studies

What's involved?

This course will cover a range of topics, including child development, learning and play, and practical approaches to teaching.

Entry Requirements

No formal grade requirements

Duration

1 year

Centre

Lee House

HIGHER EDUCATION

Certificate in Education 14+

What's involved?

This course is for anyone wanting to teach in further education, sixth form colleges, adult and community education, universities, the prison and probation services, pre-employment training and work-based learning but does not have a degree.

Entry Requirements

You must have the highest vocational qualification relevant to that subject area. For some subject areas this means a National Vocational Qualification (NVQ) Level 3, and for others it may be an NVQ Level 4 or a Higher National Diploma (HND). You must gain an Enhanced Disclosure and Barring Service (DBS) Disclosure certificate for a Child Workforce including Child Barred List Checks, before starting your teaching practice.

Duration

2 years part-time or 1 year full-time

Centre

Lee House

HIGHER EDUCATION

Post Graduate Certificate in Education (PGCE 14+)

What's involved?

This course is for is for anyone wanting to teach in further education, sixth form colleges, adult and community education, universities, the prison and probation services, pre-employment training and work-based learning.

Entry Requirements

You must have an Honours degree (or equivalent). You must gain an Enhanced Disclosure and Barring Service (DBS) Disclosure certificate for a Child Workforce including Child Barred List Checks, before starting your teaching practice.

Duration

2 years part-time or 1 year full-time

Centre

Lee House

HIGHER EDUCATION

BA (Hons) Professional Development in Education (Top-up)

What's involved?

This course is ideal for anyone who works in an educational setting and is looking to enhance their career progression. The course encourages you to critically explore education within a wider context. It will further build on, and expand, the skills developed during prior study.

Entry Requirements

You must hold a foundation degree (FdA) or higher national diploma (HND) in early years and childhood studies (or another relevant qualification comprising at least 120 credits at HE4 and 120 credits at HE5).

Duration

1.5 years, part-time

Centre

Lee House



Teaching Assistant
£11-23k

School Teacher
£23-55k

Headteacher
£44-100k

LOOKING FOR AN ALTERNATIVE TO COLLEGE?

If you are aged 16 - 18 we understand taking the first steps after school can be challenging. That's why we have unique programmes and support teams in our centres based in local communities, near to where you live.

Our tailored programmes are delivered across ten centres in Greater Manchester and St Helens. They are designed around your needs and when you join us, your programme will likely include:

- A nationally recognised qualification
- English and maths skills and qualifications
- Work experience
- Employability skills
- Enrichment Activities
- Tailored individual learning plan to suit your needs

Guidance and support available to you

- Smaller class sizes
- One-to-one support from a designated key worker
- Additional learning support
- Bursary of up to £30 per week (subject to certain eligibility criteria)
- Breakfast club for all learners
- Free hot drinks and kitchen facilities for use throughout the day
- Experienced staff who understand and can support additional learning needs
- You can talk to us at any time about whatever might be troubling you

We're here to give you the best experience we can, supporting both your education and any areas of personal development you might need.



HARPURHEY

LONGSIGHT

SALFORD

STOCKPORT

ROCHDALE

TAMESIDE

WIGAN

ST. HELENS

MANCHESTER
CITY CENTRE

GM
SKILLCENTRE

**“GRABBING BREAKFAST
AT THE TRAINING CENTRE
HELPS ME CONCENTRATE
THROUGH THE MORNING”**

EXPERIENCE MORE AT THE GROWTH COMPANY



HARPURHEY

Training Centre

“The Growth Company has made an outstanding impact on me - the teachers are welcoming, supportive and kind-hearted, which made it easier to fit in and adjust to college life. It has also given me the confidence to work off my own initiative and also work as part of a team.”

Macie

POSITIVE
PROGRESSION
OPPORTUNITIES

FRIENDLY &
APPROACHABLE
STAFF

BREAKFAST
CLUB

HARPURHEY
TRAINING CENTRE

OUR OFFER

PROGRAMME	WHAT'S INVOLVED?
Essential Digital Skills	This programme is for anyone who has some experience of using digital devices and the internet but is lacking secure basic digital skills and wishes to further, develop and consolidate their skills.
Customer Service	If you are great with people, then customer service could be the career pathway for you. Customer service positions are available in a wide range of sectors.
Employability	This programme is aimed at anyone who wants to progress in education or employment. Its covers a range of skills including personal finance, effective communication and applying for a job.
Health and Social Care	This qualification will support you on your first experience of working within the health, adult care and childcare sectors.
Maths and English	We offer a range of Maths and English programmes, whether you need to improve your skills, or you would like to gain your GCSEs.
Retail	You will learn, develop and practise the skills required for employment and career progression within the retail sector.

CONTACT DETAILS

Harpurhey Training Centre, Unit 2, Burgess House, North City Shopping Centre, Harpurhey, Manchester, M9 4DH

T. 0161 205 6790 E. dianne.royle@gceducationandskills.ac.uk



LONGSIGHT

Training Centre

“Since joining The Growth Company, I have grown in confidence. It’s a friendly environment - no one is judged, you can be yourself and have close friendships. I also feel able to talk to the staff when needing advice or help.”

AJ

NEWLY
REFURBISHED
HAIR SALON

SUPPORTIVE AND
EXPERIENCED
TUTORS

POSITIVE
PROGRESSION
ROUTES

OUR OFFER

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Employability	This programme is aimed at anyone who wants to progress in education or employment. It covers a range of skills including personal finance, effective communication and applying for a job.
Hairdressing	If you have a creative flair and a keen interest in hairdressing, then this course is for you. We have expert staff with industry experience to support you throughout your qualification.
Health and Social Care	This qualification will support you on your first experience of working within the health, adult care and childcare sectors.
Maths and English	We offer a range of Maths and English programmes, whether you need to improve your skills, or you would like to gain your GCSEs.
Retail	You will learn, develop and practise the skills required for employment and career progression within the retail sector.

CONTACT DETAILS

Longsight Training Centre, 1 Stanley Grove, Longsight, Manchester, M12 4AA
T. 0161 225 4241 E. lyndsey.boardman@gceducationandskills.ac.uk

MULTI-SKILLED
CONSTRUCTION
WORKSHOP
ON-SITE

WORK
EXPERIENCE

BREAKFAST CLUB

ROCHDALE

SkillCentre

"The programme has made me feel more confident due to being able to try different things. I've really enjoyed my time here."

Connor

OUR OFFER

PROGRAMME	WHAT'S INVOLVED?
Essential Digital Skills	This programme is for anyone who has some experience of using digital devices and the internet but is lacking secure basic digital skills and wishes to further, develop and consolidate their skills.
Construction	This programme is the ideal introduction to the construction industry and covers the essential skills in bricklaying, carpentry and joinery, plastering, painting and decorating, construction, tiling and plumbing.
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Retail	You will learn, develop and practise the skills required for employment and career progression within the retail sector.

CONTACT DETAILS

Rochdale SkillCentre, Unit 1, Chichester Street, Heritage Park, Rochdale,
Manchester, OL16 2AU
T. 01706 717860 E. lyndsey.boardman@gceducationandskills.ac.uk



WORK
EXPERIENCEFRIENDLY &
APPROACHABLE
STAFFPOSITIVE
PROGRESSION
OPPORTUNITIES

SALFORD

Training Centre

"I have had such an amazing experience - all of the teachers are incredible and I have made so many friends, I couldn't have asked for a better time. The placement consultant has been really helpful with my next steps."

Ticono

OUR OFFER

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Retail	You will learn, develop and practise the skills required for employment and career progression within the retail sector.

CONTACT DETAILS

Salford Training Centre, Units 11 & 12, Leslie Hough Way, Fredrick Road, Salford, M6 6AJ
T. 0161 674 9664 E. pauline.blackshaw@gceducationandskills.ac.uk

ST HELENS

Training Centre

"When I first came to The Growth Company, I was really shy and struggled with my Maths and English. The key worker worked helped me believe in myself and we did enrichment activities to build my confidence. When I left the programme, she helped me do a CV and a mock interview. I feel so much better about myself now."

ScottLOTS OF
COMMUNITY AND
ENRICHMENT
FUN TO BE HAD
BY ALLPOSITIVE
PROGRESSION
ROUTESBREAKFAST
CLUB AVAILABLE
TO ALL STUDENTS

OUR OFFER

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Retail	You will learn, develop and practise the skills required for employment and career progression within the retail sector.

CONTACT DETAILS

St Helens Training Centre, YMCA Building, Duke Street, St Helens, Merseyside, WA10 2TJ
T. 01744 750467 E. beverley.draper@gceducationandskills.ac.uk

POSITIVE
PROGRESSION
OPPORTUNITIES

BREAKFAST
CLUB AVAILABLE
TO ALL STUDENTS

FRIENDLY AND
SUPPORTIVE STAFF

STOCKPORT

Training Centre

"I have gained a lot from this programme, I've learnt all about retail, which will help me progress in the future. The staff are very helpful and kind. I feel comfortable in the centre because everyone's nice to talk to, all the learners are kind and I've learnt a lot."

Chardonnay

OUR OFFER

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Retail	You will learn, develop and practise the skills required for employment and career progression within the retail sector.

CONTACT DETAILS

Stockport Training Centre, 3rd Floor Graylaw House, Chestergate, Stockport, SK1 1LZ
T. 0161 476 7400 E. stockport@gceducationandskills.ac.uk

"I AM REALLY PLEASED TO HAVE BEEN GIVEN THE OPPORTUNITY TO STUDY WITH THE GROWTH COMPANY. SINCE STARTING MY APPRENTICESHIP I HAVE ALREADY LEARNT A GREAT DEAL ABOUT HR AND ENJOY PUTTING THE KNOWLEDGE THAT I AM LEARNING INTO PRACTICE. I LIKE BEING ABLE TO MANAGE MY OWN TIME KNOWING THAT I HAVE MY TUTOR THERE FOR SUPPORT WHEN I NEED THEM."

LAURA WETHERILL
HR APPRENTICE
REGATTA

CONSTRUCTION
WORKSHOP
ON-SITEPROGRAMMES
TAILORED TO THE
INDIVIDUALFRIENDLY
AND
SUPPORTIVE
TUTORS

TAMESIDE

SkillCentre

"This is the first college that I have been to that meets my needs. I love it here, the staff are so supportive. I'm going onto college and then to university to become a midwife but I'm coming back here for the summer programme first!"

Louise

OUR OFFER

PROGRAMME	WHAT'S INVOLVED?
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Retail	You will learn, develop and practise the skills required for employment and career progression within the retail sector.

CONTACT DETAILS

Tameside SkillCentre, Unit 7a, Richmond Street, Kayley Industrial Estate, Ashton-Under-Lyne, OL7 0AU
T. 0161 359 3017 E. jill.hudson@gceducationandskills.ac.uk

WIGAN

Training Centre

"I loved coming to Wigan training centre as they helped me gain the career I wanted and made my dream career possible by pushing and coaching me!"

Elle

LOTS OF
COMMUNITY AND
ENRICHMENT
FUN TO BE HAD
BY ALLPOSITIVE
PROGRESSION
ROUTESBREAKFAST
CLUB AVAILABLE
TO ALL STUDENTS

OUR OFFER

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Retail	You will learn, develop and practise the skills required for employment and career progression within the retail sector.

CONTACT DETAILS

Wigan Training Centre, Unit B Sovereign Business Park, Kingscroft Court, Wigan, WN1 3AP
T. 01942 527775 E. beverley.draper@gceducationandskills.ac.uk

FRIENDLY &
APPROACHABLE
STAFF

POSITIVE
PROGRESSION
ROUTES

CITY CENTRE
LOCATION

LEE HOUSE

Manchester City Centre

“The Growth Company has made an outstanding impact on me - the teachers are welcoming, supportive and kind hearted, which made it easier to fit in and adjust to college life. It has also given me the confidence to work off my own initiative and also work as part of a team.”

Macie

OUR OFFER

PROGRAMME	WHAT'S INVOLVED?
Accountancy	This level 2 programme covers a range of knowledge, skills and behaviours that can be applied in the workplace. It is supported by elements of an AAT qualification covering bookkeeping transactions and controls, elements of costing and computerised accounts.
Business Skills	From document production and information management, to developing working relationships and equality and diversity in the workplace, this programme covers a range of business skills topics.
Childcare	If you are looking to start your journey to a career in childcare, this programme will help you learn about a range of topics including children and young person's development, safeguarding for babies and communication.
Health and Social Care	You will learn a range of topics on this programme including causes and the spread of infection in healthcare settings, fall prevention and cleaning and waste management.

CONTACT DETAILS

90 Great Bridgewater Street, Manchester, M1 5JW
T. 0161 233 2656 E. info@GCEducationandSkills.ac.uk

TRAFFORD

Greater Manchester SkillCentre

The Greater Manchester SkillCentre is a purpose built, state-of-the-art training facility, specifically built for training the next generation of apprentices and trainees.

REAL-LIFE WORKING
ENVIRONMENT

FREE MINIBUS
SERVICE

INDUSTRY
TRAINED TUTORS



Site
Carpentry



Electrical



Construction
(multi-trade)



Automotive



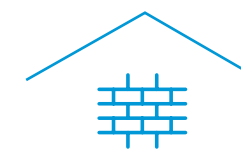
Engineering and
Manufacturing



Painting and
Decorating



Plastering



Tiling



Plumbing

CONTACT DETAILS

Greater Manchester SkillCentre, Unit B, Ashburton Point, Wheelforge Way, Trafford Park, Manchester, M17 1EH
T. 0161 876 3300 E. gmskillcentre@gceducationandskills.ac.uk

Call us on **0161 233 2656**
or visit us online at
gceducationandskills.ac.uk



All information correct at time of print. However, the Growth Company reserves the right to change or amend programmes as necessary. If you require this prospectus in an additional format, please contact us.

