



Lancaster &  
Morecambe  
College

Part Time &  
Professional

# Adult Courses

2022



To find out more call

**0800 306 306**

or visit

**lmc.ac.uk**





# Welcome

At Lancaster & Morecambe College, we are committed to supporting our community, individuals and businesses to thrive, especially important now as we start to recover from the impact of Covid-19.

In the 2020 inspection of the College, Ofsted recognised the quality and impact of our adult education provision based on the feedback and experiences of our students. "Learners on adult learning programmes brim with enthusiasm about their learning. They feel very well supported by their tutors and they appreciate the flexibility that allows them to balance their learning with family life. Learners say that they have fallen in love with learning (and) feel that their learning programmes help them to achieve their full potential."

So, whether it is for pleasure, up-skilling or career development, you will find many opportunities to learn. You may be an employer looking for solutions for your workforce development and we offer a range of face to face, distance and blended learning opportunities to facilitate access for all. As a Director of Lancaster & District Chamber of Commerce I work closely with many businesses to understand their current and future training needs.

We also have a range of specific advice and open days to explore our campus further, please see the back cover for details. I look forward to seeing you around our contemporary, safe and inclusive campus, and hope you enjoy finding out about the great opportunities for you.

**Wes Johnson** *Principal,*



# LMC and you

We're proud to be growing our Community Provision at Lancaster & Morecambe College and offering accessible qualifications to those looking to upskill, retrain, or find a new hobby. In my role as Adult & Community Manager, my goal is to offer courses to local residents and expand our offering for adults; from Gym Instructing and Barbering, to Creating a Business Start-up and Essential Digital Skills. All of our Part Time courses are designed to work around your lifestyle, commitments and pace of learning.

The College is part of the Community Learning Network alongside local organisations, community centres, charities, parent groups and support groups, offering funded courses to meet yours and your group's needs. So, if you can't find what you're looking for, please get in touch.

**Becky Davenport**  
*Adult and Community Manager*

**[b.davenport@lmc.ac.uk](mailto:b.davenport@lmc.ac.uk) • 01524 521490**  
**[lmc.ac.uk/community](http://lmc.ac.uk/community) • [lmc.ac.uk/part-time](http://lmc.ac.uk/part-time)**

## Access

### **Health & Social Care Professionals** Access Level 2 ◀

07/03/2022      Mon, 9.15am-12.15pm      12 weeks      Main Site      £121

### **Health & Social Care Professionals**

Access Level 2 Extended Certificate ◀

07/03/2022      Mon, 9.15am-12.15pm      12 weeks      Main Site      £161

To apply for a course visit **[lmc.ac.uk/part-time](http://lmc.ac.uk/part-time)**

# Environmental & Animal

## Environmental Sustainability Ascentis Level 1 Award ◀

10/01/2022      Mon,      12 weeks      Main Site      £25

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## Arts & Creative

### Photography UAL Level 2 Award ◀

19/01/2022      Wed, 6pm-9pm      12 weeks      Main Site      £150

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### Printmaking UAL Level 2 Award ◀

18/01/2022      Tue, 6pm-9pm      12 weeks      Main Site      £150

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### Creative Craft NCFE UAL Level 1 Award ◀

18/01/2022      Tue, 6pm-9pm      13 weeks      Main Site      £130

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### Skills for Music and Music Technology (Multi-Track Audio Recording) Level 2 Award ◀

18/01/2022      Tue, 6pm-9pm      12 weeks      Main Site      £150

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### Skills for Music and Music Technology (Sound Production & Recording) Level 2 Award ◀

18/01/2022      Tue, 6pm-9pm      12 weeks      Main Site      £150

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Find us on social @LMCollege



Part-funded through the European Social Fund



European Union  
European  
Social Fund



LEADING LANCASHIRE  
LEADERSHIP AND  
MANAGEMENT DEVELOPMENT

## Business

### Creating a Business Start-Up NCFE Level 2 Certificate ◀

12/01/22

Wed, 6pm-8.30pm

22 weeks

Main Site

£250

## Distance Learning

### Information, Advice and Guidance ◀

NCFE Level 2 Certificate

25 weeks

FREE

### Lean Organisation Management Techniques ◀

NCFE Level 2 Certificate

25 weeks

FREE

### Principles of Business Administration ◀

NCFE Level 2 Certificate

25 weeks

FREE

### Principles of Customer Service ◀

NCFE Level 2 Certificate

25 weeks

FREE

### Principles of Team Leading ◀

NCFE Level 2 Certificate

25 weeks

FREE

### Advanced Accounting ◀

National Skills Offer AAT Level 3 Diploma

FREE

### Principles of Management & Leadership ◀

National Skills Offer CMI Level 3 Diploma

FREE

### Assessing Vocational Achievement ◀

National Skills Offer City & Guilds Level 3 Certificate

FREE

To apply for a course visit [lmc.ac.uk/part-time](http://lmc.ac.uk/part-time)

The Employer Hub is situated in the heart of Lancaster & Morecambe, providing technical and professional education, alongside a range of conference facilities and resources, available to hire out as bespoke packages.

To support local SMEs and the self-employed, many of our training opportunities for employers are part-funded by the European Social Fund, under the Leading Lancashire, UpSkilling Lancashire and STELa projects. So, your business can access free training and support in developing your workforce.

We also offer a host of full-cost courses for learners to gain those professional qualifications required to progress in their careers.

Call **01524 521483** today  
or visit **[lmc.ac.uk/employers](https://lmc.ac.uk/employers)**



# Child Education

## Parenting Skills AIMVOC Level 1 Certificate ◀

06/01/2022

Thur, 1pm-3pm

22 weeks

Carnforth  
Primary School

£122

## Work Preparation For Residential Childcare Award ◀

17/01/2022

Tbc, tbc

2 weeks

Main Site

FREE

# Distance Learning

## Adult Care (England) ◀

**National Skills Offer** Pearson BTEC Level 3 Diploma

FREE

## Autism ◀

CACHE Level 2 Certificate

25 weeks

FREE

**National Skills Offer** CACHE Level 3 Certificate

FREE

## Understanding Behaviour That Challenges ◀

CACHE Level 2 Certificate

25 weeks

FREE

## Understanding Children and Young People's Mental Health ◀

CACHE Level 2 Certificate

25 weeks

FREE

## Early Years Workforce (Early Years Educator) ◀

**National Skills Offer** TQUK Level 3 Diploma

FREE

## Residential Childcare (RQF) ◀

**National Skills Offer** NCFE CACHE Level 3 Diploma

FREE

## Specialist Support for Teaching and Learning in Schools ◀

**National Skills Offer** City & Guilds Level 3 Diploma

FREE

To apply for a course visit [lmc.ac.uk/part-time](http://lmc.ac.uk/part-time)



# Construction & Engineering

**MIG Welding Introduction** C&G Level 1 Award ◀

**MMA Welding Introduction** C&G Level 1 Award ◀

**TIG Welding Introduction** C&G Level 1 Award ◀

22/02/2022      Tues & Wed, 6pm-9pm      16 weeks      Main Site      £150

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**MIG Welding** C&G Level 2 Award ◀

**MMA Welding** C&G Level 2 Award ◀

**TIG Welding** C&G Level 2 Award ◀

22/02/2022      Tues & Wed, 6pm-9pm      16 weeks      Main Site      £150

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**Plastering** Level 1 Award ◀

11/01/2022      Tue, 6pm-9pm      10 weeks      Main Site      £150

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**DIY Skills** Level 1 Award ◀

11/01/2022      Tue, 6pm-9pm      10 weeks      Main Site      £150

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Find us on social @LMCollege



# IT & Computing

## Excel Beginners◀

25/01/2022	Tue, 9.30am-4pm	1 day	Main Site	£80
21/02/2022	Mon, 9.30am-4pm	1 day	Main Site	£80

## Excel Intermediate◀

07/02/2022	Mon, 9.30am-4pm	1 day	Main Site	£80
24/02/2022	Thu, 9.30am-4pm	1 day	Main Site	£80

## Excel Advanced◀

14/02/2022	Mon, 9.30am-4pm	1 day	Main Site	£80
31/03/2022	Thu, 9.30am-4pm	1 day	Main Site	£80

## Microsoft Essentials of Word◀

31/01/2022	Mon, 9.30am-4pm	1 day	Main Site	£80
07/03/2022	Mon, 9.30am-4pm	1 day	Main Site	£80

## IT User (ITQ) Level 2 Certificate◀

Various dates	Tue, 10am-12.30pm	34 weeks	Morecambe Learning Centre	£292
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## Essential Digital Skills Entry Level 3 Edexcel◀

Various dates	Thu, 1pm-3pm	12 weeks	MLC	FREE
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## Essential Digital Skills Level 1 Edexcel◀

Various dates	Fri, 10am-12pm	16 weeks	MLC	FREE
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# Distance Learning

## Principles for Digital Skills in Employment ◀

TQUK Level 2 Certificate		25 weeks		FREE
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## IT User Skills ◀

TQUK Level 2 Certificate		25 weeks		FREE
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## IT User Skills (ICDL Advanced) (ITQ)◀

National Skills Offer BCS Level 3 Certificate				FREE
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To apply for a course visit [lmc.ac.uk/part-time](http://lmc.ac.uk/part-time)

# English & Maths

## Functional Skills English & Maths ◀

Various workshops face to face, phone 01524 521385 for details

FREE

## Distance Learning

### Functional Skills English ◀

Edexcel Level 1 Award  
Edexcel Level 2 Award

12 weeks  
20 weeks

FREE  
FREE

### Functional Skills Maths ◀

Edexcel Level 1 Award  
Edexcel Level 2 Award

12 weeks  
20 weeks

FREE  
FREE

# Is English your second language?

If you are looking to develop your skills in reading, writing, grammar, punctuation, speaking and listening then our ESOL courses are for you. This course is designed to help in all aspects of life and work. Classes are available during the day and evening at various venues within the Lancaster and Morecambe area.

Call **01524 521385**  
for more information





**Look out for these courses  
coming soon at Dallam School  
and other community venues...**

**Drawing • Creative Writing  
Essential Digital Skills  
Photography • Youth Leadership  
British Sign Language**

**For further information**

**[b.davenport@lmc.ac.uk](mailto:b.davenport@lmc.ac.uk) • 01524 521490**

**[lmc.ac.uk/community](http://lmc.ac.uk/community)**

# Health & Safety

## IOSH Managing Safely ◀

17/01/2022

Mon, Tue, & Wed, 9am-4.30pm

1 week

Main Site

£350

## Distance Learning

### Cleaning Knowledge and Skills ◀

NCFE Level 2 Certificate

25 weeks

FREE

# Taxi & Private Hire Driving

## Taxi & Private Hire Driving CGLI Level 2 ◀

This course is run in conjunction with Lancaster City Council and is specifically aimed at taxi drivers wanting to learn more about driver safety and to improve their customer service skills. All enquiries should first contact LCC on 01524 582033.

Various dates

Mon-Thu or Tue-Fri, 9.30am-4.30pm

1 week

Main Site

£100

# Hospitality & Catering

## Family Cooking on a Budget Entry Level 3 Extended Certificate ◀

14/01/2022

Fri, 9.30am-2.30pm

20 weeks

Main Site

£51

## Advanced Home Cooking Level 1 Certificate ◀

14/01/2022

Fri, 9.30am-2.30pm

20 weeks

Main Site

£51



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# Hair & Beauty

## **Introduction To Hair & Beauty** City & Guilds Level 3 Certificate ◀

11/01/2022

Tue, 9.30am-12.30pm

21 weeks

Main Site

£67

# Health & Social Care

## Distance Learning

### **Awareness of Mental Health Problems** ◀ [more information here](#)

CACHE Level 2 Certificate

25 weeks

FREE

### **Common Health Conditions** ◀

CACHE Level 2 Certificate

25 weeks

FREE

### **End of Life Care** ◀

CACHE Level 2 Certificate

25 weeks

FREE

### **End of Life Care** ◀

CACHE Level 3 Certificate

£811

**National Skills Offer** CACHE Level 3 Certificate

FREE

### **Equality & Diversity** ◀

NCFE Level 2 Certificate

18 weeks

FREE

### **Mental Health Awareness** ◀

TQUK Level 1 Award

12 weeks

FREE

### **Preparing to Work in Adult Social Care** ◀

CACHE Level 2 Certificate

25 weeks

FREE

### **Prevention & Control of Infection** ◀

CACHE Level 2 Certificate

25 weeks

FREE

### **Principles of Dementia Care** ◀

CACHE Level 2 Certificate

25 weeks

FREE

To apply for a course visit [lmc.ac.uk/part-time](http://lmc.ac.uk/part-time)

## Principles of Care Planning ◀

CACHE Level 2 Certificate  
**National Skills Offer** CACHE Level 3 Certificate 25 weeks FREE  
FREE

## Principles of Working with Individuals with Learning Disabilities ◀

CACHE Level 2 Certificate 25 weeks FREE

## Safe Handling of Medicines

CACHE Level 2 Certificate 25 weeks FREE

## Safeguarding & Dignity in Adult Social Care ◀

CACHE Level 2 Certificate 25 weeks FREE

## Self-harm and Suicide Awareness Prevention ◀

TQUK Level 2 Certificate 25 weeks FREE

## Understanding Care & Management of Diabetes ◀

CACHE Level 2 Certificate 25 weeks FREE

## Understanding Nutrition & Health

CACHE Level 2 Certificate 25 weeks FREE

## Understanding Mental Health ◀

**National Skills Offer** NCFE Level 3 Certificate 25 weeks FREE



# What next?

Click the **live link** in this document on the course that you're interested in or visit **[lmc.ac.uk/adult-courses](https://lmc.ac.uk/adult-courses)** and



## **ENQUIRE ONLINE**

A member of our team will be in contact with you within 5 working days to discuss the course suitability with you.

If this is the course for you, you will be provided with a link to enrol to the course.



## **APPLY ONLINE**

A member of our admissions team will be in contact with you within 5 working days to arrange a suitable interview date and time. Once interviewed and you have accepted a place on the course, you will be able to secure your place by enrolling online.



## **ENROL ONLINE**

To complete your enrolment you will need your national insurance number and a photograph or scanned image of any benefit evidence. Once your enrolment is complete you will be contacted by our team with the relevant next steps.

To apply for a course visit **[lmc.ac.uk/part-time](https://lmc.ac.uk/part-time)**



# Can I study for free?

If you do not already have a Maths or English GCSE grade C/4 or higher you can study GCSEs for **FREE**

If you are 23 or under in September 2021 and studying for your **FIRST FULL LEVEL 2** or **FIRST FULL LEVEL 3** course, this may be **FREE** – please ask us if you need further information.

You may also be eligible for **FREE** study if you are unemployed and receive an eligible benefit and you are taking the course to help you find employment. You may be eligible for a subsidised rate of **£25 per course** if you are employed and in receipt of certain benefits shown below.

Benefit	Employed?	Waived	Fee	Evidence
JSA	No	Full	Zero	In date letter/submit screen shot of account
ESA (WRAG)	No	Full	Zero	In date letter/submit screen shot of account
ESA Contribution Based	Yes	Partial	£25	In date letter/submit screen shot of account
Universal Credit	No	Full	Zero	In date letter/submit screen shot of account
	Yes	Full	Zero	(If earning under £17,374.50)
In receipt of another state benefit other than the above				In date letter/submit screen shot of account

## Aged 16-18?

We have a wide range of full-time courses, apprenticeships and traineeships available in our 2022/23 [College Guide](#).

Please contact us on **0800 306 306** or **01524 521385** for advice on the best course for you, or visit our website [lmc.ac.uk](http://lmc.ac.uk)

## Aged 19 or over?

If you are aged 19 and over, the Government **Advanced Learner Loan** scheme offers you the chance to study without any costs up front. The loans are non means tested and you would not make any repayments until April 2022, and then only if you are earning more than £27,295 per year.

More information call us on **01524 521385** or visit [lmc.ac.uk/studentmoney](http://lmc.ac.uk/studentmoney)



# We also offer:

- Full Time courses
- Apprenticeships
- Traineeships
- Distance Learning

[lmc.ac.uk/courses](https://lmc.ac.uk/courses)

0800 306 306 or 01524 521385

# Follow us for updates



Find out more

**0800 306 306 or  
01524 521385**

**hello@lmc.ac.uk**

**lmc.ac.uk**

Lancaster & Morecambe College,  
Morecambe Road, Lancaster LA1 2TY

Come to one of our  
**Open Events**

**Adult Careers Event in the community**

Date in February to be confirmed

**Apprenticeship Open Evening**

8 February 2022, 4.30-7pm

**Creative Industries Open Evening**

8 March 2022, 4.30-7pm

**Community Fun Day  
with Taster Sessions**

2 July 2022, 10am-3pm

**GCSE Results Open Day**

18 August 2022, 10am-2pm

[lmc.ac.uk/events](https://lmc.ac.uk/events)



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