

Course Guide

2014 – 2015



The WAES Vision

To engage, challenge and inspire individuals, communities and employers through learning and training.

Welcome to WAES



An
introduction
to WAES
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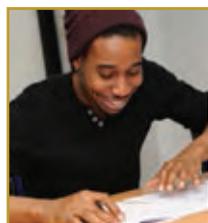


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Welcome to WAES

Welcome to Westminster Adult Education Service

Welcome to Westminster Adult Education Service (WAES), the adult college in the heart of Westminster, providing courses for all in an adult environment. We welcome your interest in studying with us and hope you will find a course to match your interests and aspirations.

Welcome to WAES

WAES is an adult college in the heart of Westminster with a well established tradition of providing interesting and exciting opportunities to enable adults and young people to fulfil their ambitions, interests and potential through learning and training. We offer an exceptionally diverse range of courses and qualifications in a welcoming, safe and friendly adult learning environment.

WAES is a well regarded service providing high quality development opportunities at our centres, in the community, in the workplace and via distance learning. We are committed to continually improving the service that we offer our learners and have made significant investment in our learning environments over the last three years.

Providing modern, high quality, well equipped centres for learners across Westminster, WAES has permanent buildings in Lisson Grove, Pimlico and Piccadilly Circus. The new Amberley Centre in Maida Vale opens in 2015 on the site of the former Westminster Adult Education Service building on Amberley Road.

We continue to provide a wide range of support services to help you get as much as possible from your time studying with us. We want all our learners to succeed and will do all that we can to support them.

We hope that you will be excited by the courses and the comprehensive services described in this guide and decide to learn with us this year. We look forward to welcoming you into WAES and wish you every success.



We want all our learners to succeed and we will do all that we can to support them.



হ্যালো

ওয়েস্টমিনস্টার অ্যাডাল্ট এডুকেশন সার্ভিস-এ (ডব্লিউএইএস) স্বাগতম। এটি হল ওয়েস্টমিনস্টারের কেন্দ্রে একটি প্রাপ্তবয়স্কদের কলেজ, যা প্রাপ্তবয়স্কদের পরিবেশে পাঠ্যক্রমগুলি প্রদান করে।

আমরা ক্রিয়েটিভ আর্টস থেকে বেসিক ও অ্যাডভান্সড ইংরেজির মত ব্যাপ্ত বিষয়গুলিতে দিবসকালীন, সাক্ষ্যকালীন ও সপ্তাহান্তের পাঠ্যক্রম প্রদান করি। কিছু কিছু পাঠ্যক্রম বিনামূল্যে প্রদান করা হয় এবং যেগুলি তা নয় তার মূল্য প্রতিযোগিতামূলক। আমাদের টেলিফোন করুন বা ওয়েস্টমিনস্টারে ডব্লিউএইএস সেন্টারে এসে আমরা কিভাবে সাহায্য করতে পারি তার বিষয়ে একজন পরামর্শদাতার সাথে কথা বলুন।

আপনাকে ডব্লিউএইএস-এ স্বাগত জানাতে আমরা সাগ্রহে অপেক্ষা করছি এবং আপনার সকল সফলতা কামনা করি।

مرحباً بكم

مرحبا بكم في هيئة وستمنستر لتعليم الكبار (WAES)، كلية الكبار التي تقع في قلب وستمنستر، وتقدم دورات تعليمية للكبار في بيئة دراسية تناسبهم.

نقدم دوراتنا التعليمية نهائياً أو مساءً أو أثناء عطلة نهاية الأسبوع في كثير من المواد الدراسية، من الفنون الإبداعية إلى دروس اللغة الإنجليزية الأساسية والمتقدمة. وبعض دوراتنا التعليمية مجانية وباقي دوراتنا بأسعار لا تقبل المنافسة. ولمزيد من المعلومات، تفضلوا بالاتصال هاتفياً بأحد مستشاري هيئة وستمنستر لتعليم الكبار (WAES) أو زيارة الهيئة.

هيئة وستمنستر لتعليم الكبار (WAES) ترحب بكم وتتمنى لكم دوام التوفيق والنجاح.

خوش آمديد

به سرويس تحصيلات بزرگسالان وست مينستر (دبليو اي اي اس) خوش آمديد، كالجي مخصوص بزرگسالان كه در قلب وست مينستر واقع شده و ارائه كننده دوره های تحصيلی در محيط خاص بزرگسالان می باشد.

پیشنهاد ما دوره های روزانه، شبانه و آخر هفته شامل رشته های مختلف از هنر های خلاقانه تا دوره های ابتدائی و پیشرفته زبان انگلیسی می باشد. برخی از دوره های ما رایگان بوده و برخی دیگر با قیمتی نازل ارائه می گردند. شما میتوانید با یک تماس تلفنی و یا بازدید سایت اینترنتی مرکز دبلیو ای ای اس در وست مينستر با یکی از مشاوران ما صحبت نموده و از کمک های او بهره مند گردید.

ضمن آرزوی موفقیت، ما چشم انتظار خوش آمد گوئی به شما در مرکز دبلیو ای ای اس هستیم.

Choosing Your Course

When you are choosing a course, it is important to find the right course at the right level for you, whether you are looking to study for a qualification or just for fun.

Gaining Qualifications

WAES offers a wide range of courses leading to qualifications which are accredited by national awarding organisations such as AAT, IAB and CACHE. The table opposite shows the levels of the accredited courses WAES offers along with examples of those courses and an indication of entry requirements.

Recreational Learning

WAES also offers a wide range of non-accredited courses designed for adults interested in learning new skills or subjects, or enhancing existing skills for pleasure. There are no formal entry requirements for beginner classes other than a willingness to learn and a commitment to attend and be on time for all classes.

Course Levels

For the more advanced courses prior knowledge/experience may be required. To help you select the level of course that is right for you, all our listings include an icon with the letters **B** for Beginners, **I** for Intermediate, **A** for Advanced, or **all** which is suitable for all levels.

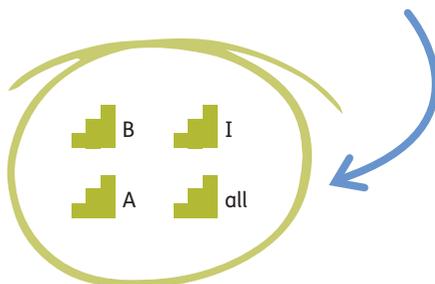
For further information

call **020 7297 7297**

email **info@waes.ac.uk**

or visit a WAES

centre today.



Welcome to WAES: General Information

Level	Course Examples	Description	Entry Requirements
Entry & Level 1 (accredited)	<ul style="list-style-type: none"> Digital Media courses Creative Arts courses Professional Cookery courses Business & IT courses English for Speakers of Other Languages (ESOL) English & Maths 	<p>Entry to Level 1 courses:</p> <ul style="list-style-type: none"> For those with few or no qualifications. Aim to build confidence and prepare you for further learning and/or work. At initial assessment you may be advised to combine a course with English and/or maths to further help you achieve your goals. Progression will be on to qualifications at Levels 2 and 3, or could lead to employment. 	<ul style="list-style-type: none"> An initial assessment and interview in order for us to ensure that you are at the right level and on the right course.
Level 2	<ul style="list-style-type: none"> BTEC courses CACHE Level 2 in Childcare courses Level 2 Professional Cookery courses English or Maths Level 2 (functional skills) GCSE Maths & English 	<p>Level 2 courses:</p> <ul style="list-style-type: none"> Prepare you for work or higher levels of study in your chosen field. Most employers use this level as their minimum entry requirement. Progression will be on to qualifications at Level 3 or could lead to employment. 	<ul style="list-style-type: none"> Level 1 qualification in your chosen field and/or 4 GCSEs at grade D–G. Level 1 in English is desirable. An initial assessment and interview in order for us to ensure that you are at the right level and on the right course.
Level 3	<ul style="list-style-type: none"> Access to Higher Education courses CACHE Level 3 in Childcare Specialist Arts Level 3 courses 	<p>Level 3 courses:</p> <ul style="list-style-type: none"> Prepare you for university or a licence to practise in certain regulated sectors of employment. 	<ul style="list-style-type: none"> Level 2 qualification in your chosen field and/or 4 GCSEs at grade A* to C or above. Preferably a Level 2 qualification in English. An initial assessment and interview in order for us to ensure that you are at the right level and on the right course.

Term Dates

WAES courses start on various dates throughout the term times shown below. Check the course listings for information on start dates for specific courses. More detailed information can be found on our website.

Term 1

15th September – 19th December 2014

Autumn half term: 27th October – 1st November 2014

Term 2

6th January – 1st April 2015

Spring half term: 16th February – 21st February 2015

Term 3

20th April – 24th July 2015

Summer half term: 26th May – 30th May 2015

Public Holidays

25th December 2014 – Christmas Day

26th December 2014 – Boxing Day

1st January 2015 – New Year's Day

3rd April 2015 – Good Friday

6th April 2015 – Easter Monday

4th May 2015 – Early May Bank Holiday

25th May 2015 – Spring Bank Holiday

31st August 2015 – Summer Bank Holiday

Inset Days (WAES closed to students)

5th September 2014

5th January 2015

2nd April 2015

17th July 2015

How to Apply

A step by step guide

Step 1. Select a subject or course.

Step 2. Check if you need advice, an assessment or an interview.

Step 3. Check dates and availability online or by phone.

Step 4. Check required documentation.

You may need to show:

- Proof of eligibility
- Passports
- Visas
- Leave to Remain documents
- European ID cards
- UK Birth Certificate
- Proof of any Active Benefits

Step 5. Choose your enrolment method:
Enrol online, by telephone,
or visit us in person.

Step 6. Complete the payment process.

call us on
020 7297 7297

go online at
www.waes.ac.uk

visit a centre
Lisson Grove
Centre or
Pimlico Centre

Fees & Discounts

We aim to make learning available to everyone. Our fees are structured to ensure our courses are accessible to all sections of the community.

Fees

Learners pay a one-off £25 administration fee (where applicable) for the academic year, regardless of the number of courses enrolled on. Learners enrolling online do not pay an administration fee.

Reduction on Fees

Many learners are entitled to full fee remission i.e. Learners in receipt of Active Benefits (Active Benefits are Job Seekers Allowance (JSA) and Employment Support Allowance – Work Related Activity Group (ESA (WRAG) etc.) will not incur any charges if planning to study a course at level 2 or below. Recent proof of benefits is required. Additional information on charges for materials and equipment is available from our enrolment team and shown on the website.



You may be able to apply for a loan to help with your studies.
Find out more at
www.waes.ac.uk

Reduction on Fees for Accredited Courses

Learners who are aged 19 to 23 and do not have a full Level 2 or Level 3 qualification may be eligible for free tuition on some courses. Please check with our enrolment staff.

Learners without a GCSE in Maths or English will not have to pay fees for either Functional Skills or GCSE courses.

Instalments

Please ask the enrolment team about paying in instalments when you enrol.

Refunds

Westminster Adult Education Service will refund fees in full if we close a course in the first four weeks or cancel a course before it starts. We may also offer a refund if a course is no longer suitable because of a change to the published time or venue of that course.

For our full refund policy please visit **www.waes.ac.uk** or call and speak to an admissions officer.

Welcome to WAES: General Information

Community Courses

Residents of the City of Westminster may be entitled to a discount on some courses (mainly those without formal qualifications). Please ask at enrolment if this applies to you. Proof of residence will be required. Discounts cannot be combined, highest discount applies.

International Learners

You will be classified as an overseas/international student if you have not been resident in the UK or European Union for three years preceding the start of your course or if you have any restrictions on your stay. A visa does not constitute ordinary residence. International students pay a higher fee because government funding does not cover the cost of your learning. If you are unsure of your status and for details of course fees, please check with our enrolment staff on **020 7297 7297**.

Changes to Published Information

Every effort has been made to ensure information regarding fees, timetables, services and courses in this guide is accurate at the time of publication. You should, however, confirm these when you enrol as they are subject to change. WAES reserves the right to change any fee, course or service described.

Disclaimer

All information is accurate at the time of publication but may be subject to change. Please check our website for the latest details.

**Many of our
courses are FREE!**

This includes
English & Maths



24+ Advanced Learning Loans

Are you aged 24 years and above and interested in studying a course at Level 3 or above? If you are, you can apply for a loan from the UK government to help with the cost of a course.

How much can you borrow?

The amount you can borrow depends on:

- the type of course you take
- how much the fees are for the course

The minimum amount you can borrow is £300. The loan doesn't depend on your income and there are no credit checks.

Repaying your loan

Repayments do not start until April 2017 and you will not have to pay anything back until you are earning over £21,000 a year.

You do not have to borrow the full cost of your course – you can pay for some of it yourself.

You will be able to apply even if your course has already started, however you have to apply before your course finishes. It can take up to 5 days to process an application



For more information and details of how to apply **online** or via **post** visit...

www.gov.uk/advanced-learning-loans

Learning Resource Centres



Our facilities...

Our primary sites at Lisson Grove, Pimlico, Senior Street and Amberley Road (from 2015) have Learning Resource Centres with library and IT facilities. These are designed to support learners with their studies.

Facilities at all three sites include:

- Computers with Internet
- Email
- Microsoft Office suite
- Printing facilities
- Study space
- Friendly and knowledgeable staff

call us on

020 7297 7297

or email us

lcstaff@waes.ac.uk

Other features...

Lisson Grove & Pimlico Centres

Facilities at these two centres include:

- Apple Macs with graphic design software
- Assistive technology computer for learning support
- Photocopying & scanning facilities

Opening Times

Monday – Thursday: 9.00am – 7.30pm

Friday: 9.00am – 5.00pm

Saturday: 10am – 12pm, 12.30pm – 4.00pm

Drop-in support sessions from the Learning Support team are available at the Lisson Grove Centre.

Senior Street & Amberley Road Centres

Opening Times

Monday – Friday: 9.00am – 5.00pm

These Learning Resource Centres may close later in the evening and open at weekends subject to building activity. Please check before you visit.

Welcome to WAES: Our Centres

Lisson Grove

Lisson Grove Centre address:

219 Lisson Grove
London
NW8 8LW

Contact details:

Telephone: 020 7297 7297

Email: info@waes.ac.uk



Travelling to Lisson Grove Centre by tube or bus:

 Marylebone or Edgware Road

 6, 16, 98, 139, 189, 332, 414, DF2

please call us
or visit our website
for opening times

Piccadilly Centre

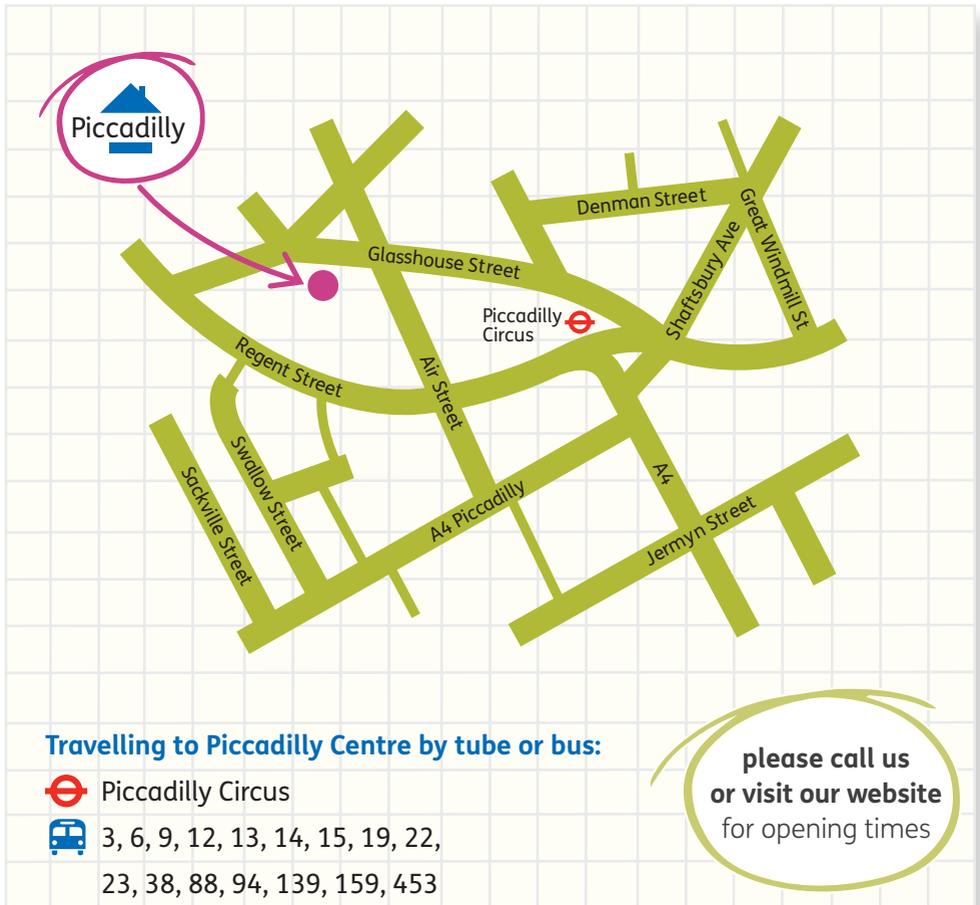
Piccadilly Centre address:

Venture House
27-29 Glasshouse Street
London, W1B 5DF

Contact details:

Telephone: 020 7297 7297

Email: info@waes.ac.uk



Welcome to WAES: Our Centres

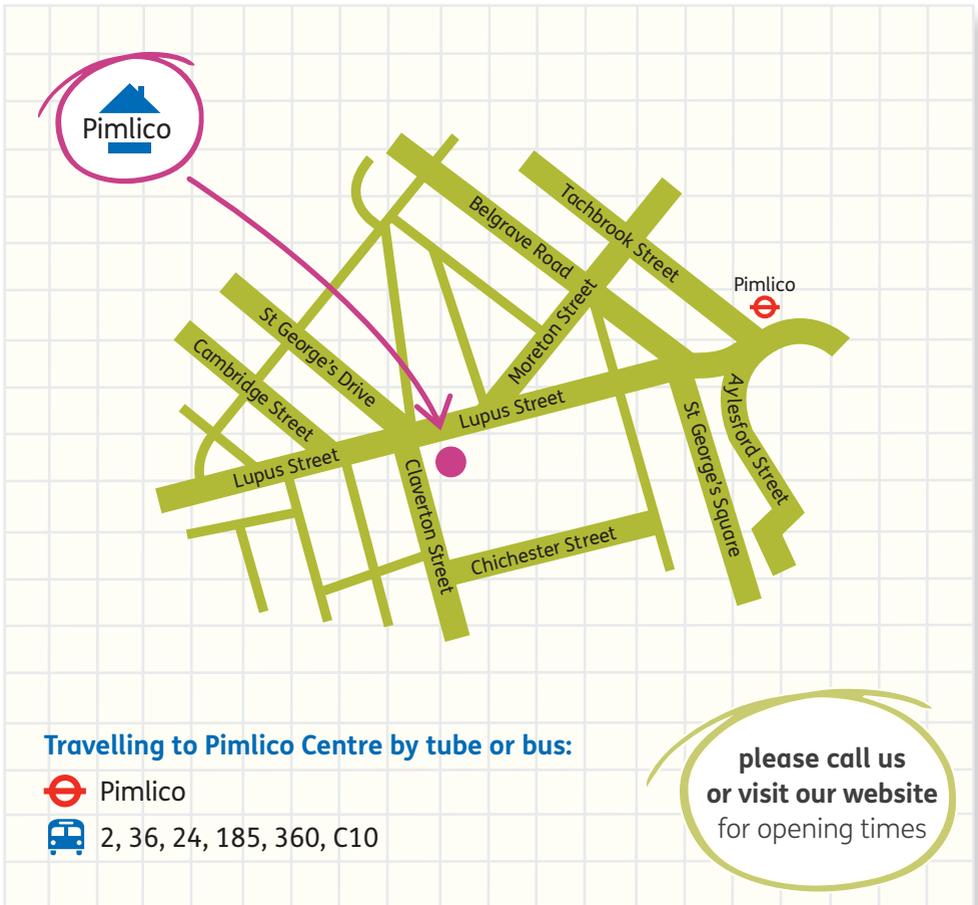
Pimlico Centre

Pimlico Centre address:

Lupus Street
London
SW1V 3AT

Contact details:

Telephone: 020 7297 7297
Email: info@waes.ac.uk



Travelling to Pimlico Centre by tube or bus:

-  Pimlico
-  2, 36, 24, 185, 360, C10

please call us
or visit our website
for opening times

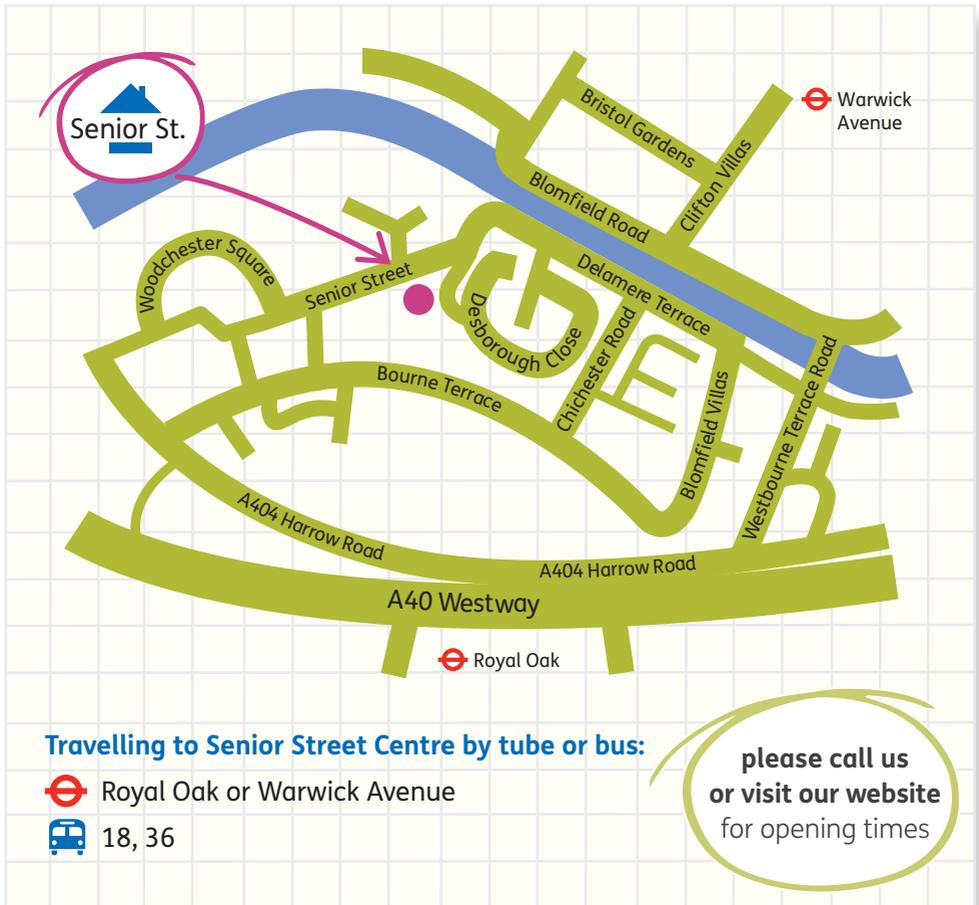
Senior Street

Senior Street Centre address:

86 Senior Street
London
W2 5TL

Contact details:

Telephone: 020 7297 7297
Email: info@waes.ac.uk



Welcome to WAES: Our Centres

Amberley Road

Amberley Road Centre address:

Amberley Road
London
W9 2JJ

Contact details:

Telephone: 020 7297 7297
Email: info@waes.ac.uk

Opening in 2015!



Travelling to Amberley Road Centre by tube or bus:

 Warwick Avenue or Royal Oak

 6, 18, 31, 36, 46, 187, 414

**please call us
or visit our website**
for opening times

Edgware Road

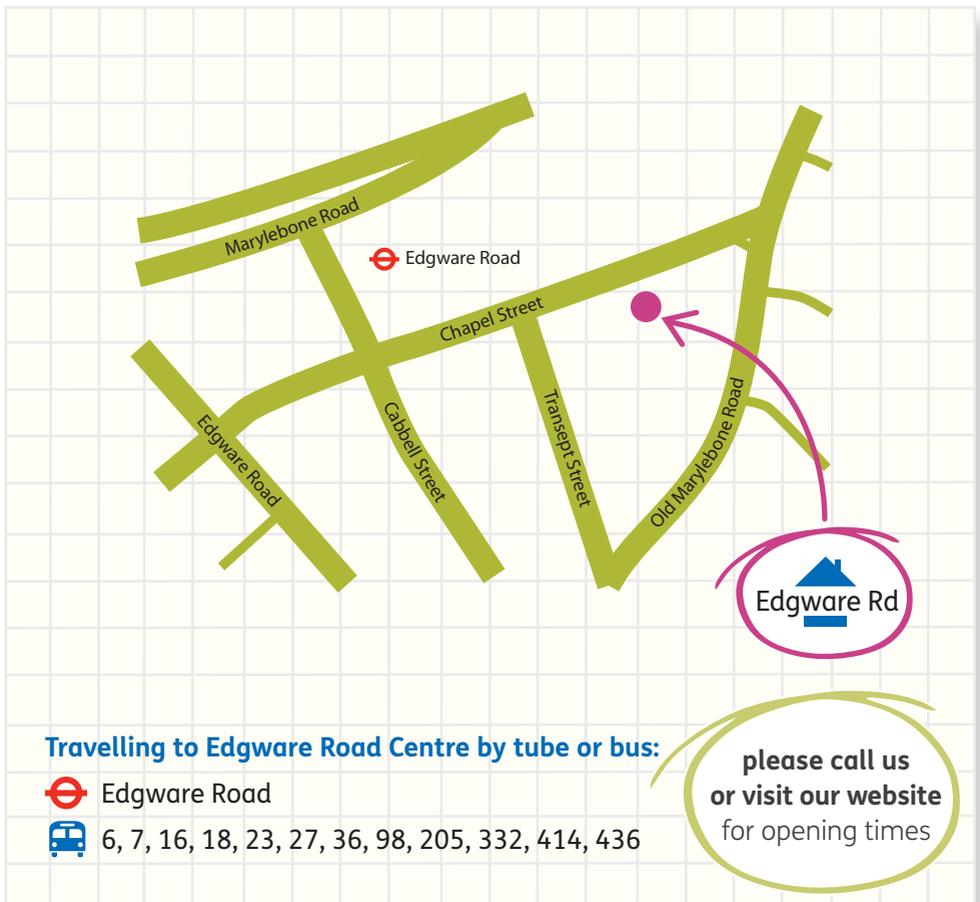
Edgware Road Centre address:

37 Chapel Street
London
NW1 5DP

Contact details:

Telephone: 020 7297 7297

Email: info@waes.ac.uk



Working with Employers

WAES is one of Westminster's leading training providers, working with small and medium employers to develop a range of relevant and affordable high quality training programmes to meet the needs of developing businesses.

Workplace Learning

WAES provides off-the-shelf-solutions to develop the knowledge and skills of your workforce, helping you overcome tomorrow's challenges and remain competitive in your market.

Subjects taught include business, accounting and health. Some of our courses can be delivered via distance learning – see page 29 for more information.

Tailored Training

If your business needs more than just an off-the-shelf solution, WAES can develop a bespoke training programme, taking into account business operations, working hours and other factors that make your business unique.

WAES will carry out a consultation to establish training needs, complete an employee skills scan and prepare an agreed training plan for your business.

Apprenticeships

There are many business benefits for taking on an apprentice. Apprenticeships offer a cost effective solution to your staffing needs whilst a developing workforce can help your business to succeed. Show your business's commitment to social responsibility and tackling unemployment. Depending on eligibility, your business could claim a £1500 government grant for taking on an apprentice. WAES can help by completing a training needs analysis, advertising and interviewing for the role.

If you're not sure whether an apprentice is right for your business, you can try before you decide through the WAES Traineeship programme. Offer a potential apprentice between 12 and 26 weeks quality, unpaid work experience with off the job training and a guaranteed interview before signing on the dotted line.

Visit www.waes.ac.uk/employers to find out more or call **020 7641 8186**.

Combining work and study

An apprenticeship, with its blend of professional and classroom training, has been a triumph for **Tamara Williams**.



When Tamara Williams left school at twelve she couldn't have believed that by the age of eighteen she would be working at a world-class university while she studied for a qualification. But this is exactly what she has been able to achieve.

A reputation for adult learning

Recommended for an apprenticeship, Tamara was able to secure a position at the London School of Economics in their Estates division alongside the option of studying with a number of different colleges in Westminster. She chose WAES due to its reputation for adult learning and enrolled on functional skills courses in Maths, English and IT.

“It has been rewarding to see Tamara develop new skills and gain confidence whilst working with us.”

The experience of an apprenticeship is something that has changed Tamara's outlook on education, allowing her to work towards a Level 2 Certificate in Business Administration. “School was difficult for me – but I would really recommend an apprenticeship to others. I can work and study at the same time.”

Eager to learn, Tamara has settled in well to her post at LSE. “We wanted to give a young person from the local community an opportunity to gain work experience within a world class university,” says Julian Robinson, Director of Estates at LSE. “It's rewarding to see Tamara develop new skills and gain confidence whilst working with us.” The benefits of her apprenticeship are making themselves felt in many ways. As well as gaining valuable professional experience, Tamara has been able to build on her love for music. “My passion is producing music, and now I can afford to build my home studio. It's given me a great feeling of independence.”

Help & Support

We are committed to offering you first-class support so that you can make the most of your studies and achieve your ambitions.

Need help?

Before you enrol:

Please contact us about your support needs. We can help with:

- Access to buildings
- Specialist equipment
- Enrolment
- Classroom support
- Adapting course materials
- British Sign Language interpreter/note-taker

During your course:

If you need help with your course work:

- Turn up and get help at a drop-in session in the Learning Resource Centres (see page 15) – no need to make an appointment **OR**
- Make a request to discuss your support needs by visiting a Learning Resource Centre or call **020 7641 8133**.

call us on
020 7297 7297
or email us
info@waes.ac.uk

We can help with:

- Essay writing and note taking
- English and maths
- Exam techniques and study skills
- Oral presentations

Please remember that we will need time to plan your support and may not be able to provide support in every case.

Welcome to WAES: Further Information



Dyslexia

If you are dyslexic or want to know more, contact us for help or advice on **020 7641 8133**.

Careers and Education Advice

The advice service offers free impartial, confidential and personal advice to help you make an informed decision about the careers, education, training and employment opportunities open to you. To make an appointment, ask at the reception desk at any of our main sites.

Financial Support

If you need help or assistance with your course fees please speak to our Admissions team. Government assistance and loans, such as the 24+ Advanced Learning Loan, may be an option for you.

Childcare

WAES offers childcare facilities at our Senior Street, Amberley Road (from 2015) and Pimlico Centres. We also offer childcare at Fourth Feathers – a community venue close to our Lisson Grove Centre – and in other community settings alongside WAES classes. Advance booking is required.

Childcare opening times

All four centres are open:

Monday – Friday: 8:30am – 5:00pm

email us

childcare@waes.ac.uk

or call

020 7641 8164

*for more details on costs
and availability of
childcare at WAES*

Open Days

A WAES Open Day is the perfect opportunity to try your hand at one of our courses – and the great thing is that no experience is needed to take part – just come along and have a go!

What you can expect from a WAES Open Day...

Free taster sessions & seminars:

You can try something for nothing at a WAES Open Day – whether you fancy practising graphics, creative arts, business or improving your employment prospects, these short courses are all you need to steer you in the right direction for your next study.

View the facilities:

Tour the modern adult college facilities of our centres, see our workshops in action and get some inspiration for your next course.

Help & Advice:

At our open days you'll be able to get information, advice and guidance for your study from our expert tutors.

Special offers:

Take advantage of our exclusive money-saving offers when you visit us on the day!

Register online and see our full programme of open day taster courses before everyone else!

Visit our website for more information!

Register online at:

www.waes.ac.uk/opendays

Open Days

12th November 2014

19th March 2015

20th June 2015

Family Learning

WAES Family Learning workshops are hosted by schools, libraries and community centres across Westminster. Literacy, language and numeracy classes help adults develop their own abilities alongside their children.

Family Learning is for parents and grandparents, uncles, aunts and carers. Most Family Learning workshops and short courses happen in Westminster schools, nurseries, children's centres, community centres and libraries. Many of our courses have crèche provision.

- ✔ Understand how children learn and are taught in schools
- ✔ Gain ideas for supporting your children's learning in the home
- ✔ Improve your own numeracy, literacy and language skills
- ✔ Learn something new with your children

Some Family Learning courses are just for adults, with ideas and resources to use at home with your children. Some are for adults and children working together. All these programmes are varied and may include opera, water colour painting, paper engineering, crafting with recycling materials and many more. Family literacy, language and numeracy classes help adults develop their own abilities alongside their children. Family Learning offers fabulous and innovative ideas to help you and your children learn.

See our website or visit your local library for more information and for workshop dates.

“An entertaining and informative afternoon for me and my children.”

Claire – Westminster

Community Learning

Many WAES community courses hosted across Westminster are designed for enjoyment whilst others may lead towards a career. Build up your confidence, enjoy learning something new and develop your potential.

Much of our work takes place in local schools, libraries, children's centres, community organisations and third sector service providers. We worked with over 80 such organisations in Westminster and across London last year. Many of our community-focused programmes are open to all and we specialise in creative arts, ESOL, basic skills and IT courses.

Your personal progression, learning and success are very important to us. This is why we are reaching out to you and setting up a variety of exciting courses and innovative programmes close to where you live.

Everyone is welcome. Whatever your circumstances, we provide you with opportunities to learn and develop at your own pace, backed up by our support every step of the way.

Our community courses have been carefully prepared to reflect the needs of those looking to learn something new, build an interest, fill skills gaps, or those considering voluntary work or moving into employment. Some are simply for enjoyment whilst other courses may lead you towards a career and on to further courses at our main centres. There are many subjects to choose from including ceramics, cookery, art, IT, ESOL, music and fashion.

WAES Community Learning offers many opportunities to study in small groups near you. You will be able to build up your confidence, enjoy learning something new and develop your potential. The possibilities are endless – all we need is you!

Visit your local Westminster community venue or library to find how you can start learning with WAES.

Distance Learning

Distance Learning with WAES is a flexible and easy way to achieve your goals; whether you want to progress in your profession, achieve an essential qualification, change your career, or learn something new.

Learning with WAES is geared around you and your life so you can choose how, when and where to study, while we make sure you get all the support and guidance you need to succeed – we provide all the assessment materials to get you started.

Achieve your potential with distance learning at WAES!

- ✓ Achieve a nationally recognised Level 2 qualification
- ✓ Courses are supported by government funding – enquire today to see if you qualify
- ✓ No need to formally attend a college – learn in your own time, at a pace that suits you

Our Professional Courses (all Level 2 certificate)

- Certificate in Customer Service Knowledge
- Certificate in Equality and Diversity
- Certificate in Principles of Business and Administration
- Certificate in Team Leading Knowledge

Our Health and Care Courses (all Level 2 certificate)

- Certificate in Learning Disabilities
- Certificate in Infection Control
- Certificate in Principles of Dementia Care
- Certificate in Mental Health Awareness
- Certificate in Safe Handling of Medicines
- Certificate in Care and Management of Diabetes
- Certificate in Nutrition and Health
- Certificate in End of Life Care

To register your place or find out more about our distance learning courses visit www.waes.ac.uk or call **020 7641 2937** for advice or guidance on course options.

Adults with Learning Difficulties & Disabilities

Courses for Adults with Learning Difficulties & Disabilities

Our wide range of courses has been specially designed to build confidence, encourage independent living and enhance social, educational and employment opportunities in a safe and supportive environment. Teachers are committed and experienced and our class sizes are small. Your learning experience will take place in a fun and creative environment. Courses are free for learners who meet the eligibility criteria. Classes take place at the Lisson Grove Centre and Fourth Feathers Centre.

To enrol please arrange an interview by calling us on **020 7641 8122** or **020 7641 8092** or email **ldd@waes.ac.uk**

Courses include:

- Art
- Drama
- Life Skills*
- Literacy
- Makaton
- Multimedia
- Music
- Numeracy*
- Out and About*
- Preparation for Work
- Stepping Stones
- Using Computers
- Using your Learning

Note: Asterisked courses have qualifications attached to them.



Please see separate guide for full course listings

Course Listings

Courses in over 23 key categories, offered across 4 primary centres right in the heart of Westminster.



Creative Arts

A full list of this year's courses



Scan to go directly to our courses on our website, where you can find more in-depth information on each course, including fees, class start times and availability – or simply visit www.waes.ac.uk

Whether you're looking to earn a qualification or develop a personal interest, we aim to nurture the creative talent of everyone who comes through our doors. From glass casting to oil painting, our learners can study for pleasure or work towards awards, ranging from Level 1 to Level 3; perfect for progressing into higher education or employment.

This section includes courses on:

- Ceramics & Pottery
- Fashion
- Floristry
- Glass
- Hair & Make-up
- Visual Arts

How to use this section

The following pages have all the courses we offer in this category. Each listing includes simple icons, as shown below, to let you know the course location, if suitable for beginners, intermediate or advanced learners, and whether it is a day, evening or weekend course.

There's also an icon to show if advice, an assessment, or an interview is required. Once you have selected an appropriate course, visit our website for further details on course times and availability. You can apply online for accredited courses, and book straight away for shorter courses.



Location
of specified
course



Level
For Beginners,
Intermediate or
Advanced learners



Day,
Evening or
Weekend classes



Advice, assessment
or interview
is required



Learn the skills to produce everything from **exquisite bowls to beautifully glazed pots.** You'll work with your hands and use professional resources in a spacious setting at the **heart of London.**

With a workshop that features state-of-the-art kilns, 16 pottery wheels, expert support from tutors and an array of techniques to master, we're proud to have the resources and professional guidance to give our students a hand into the world of ceramics.

Ranging over daytime, evenings and weekends, from beginner to advanced, we have classes to suit learners of every ability. Our 15-hour taster courses provide the best opportunity to try ceramics before moving into one of our general interest or fully accredited courses. We teach all the way up to Level 3, ideal for stepping into higher education. Apply online now for an opportunity to try everything from wheel-throwing to glazing.

Ceramics Certificate: LEVEL 1

Gain skills in a wide range of making and decorating techniques, producing a portfolio for progression on to higher level courses.

20 weeks – 1 session p/w

Starting 30th January (code: CE6164LG)



Pottery for Beginners Award: LEVEL 1



Learn skills in hand-building and glazing, producing a range of ceramic items and enhancing them with slips and glazes.

10 weeks – 1 session p/w

Starting 10th October (code: CE6157LG)



Introduction to Wheel-throwing Award: LEVEL 1

An opportunity for beginners to try a new skill or use as a refresher. Nurture ideas and build a portfolio.

10 weeks – 1 session p/w

Starting 6th October (code: CE6113LG)

Starting 12th January (code: CE6114LG)

Starting 20th April (code: CE6153LG)



Surface Decoration & Glazing Award: LEVEL 1



A hands-on opportunity to make beautifully glazed creations, learning the fundamental techniques of surface decoration alongside a professional tutor.

10 weeks – 1 session p/w

Starting 7th May (code: CE6166LG)



Ceramics Certificate: LEVEL 2

Develop intermediate technical skills in ceramics and produce a portfolio of work. Suits learners with a Level 1 qualification or equivalent experience.

20 weeks – 1 session p/w

Starting 16th September (code: CE6130LG)



Ceramics Certificate: LEVEL 3

Raise your ceramic skills to a superior standard, with a wide-ranging course that builds on techniques from design to production. Perfect for stepping into Higher Education.

30 weeks – 1 session p/w

Starting 18th September (code: CE5021LG)





Ceramic Taster Class

Ever been curious about working with clay? This short, free workshop will give you the perfect opportunity to try your hand at ceramics.

3 weeks – 1 session p/w

Starting 9th January

(code: CE6154LG)

Starting 30th June

(code: CE6155LG)

Starting 19th September

(code: CE6156LG)



Ceramics & Glazing

An extensive course covering a range of basic skills in ceramics, including hand-building and wheel-throwing, glazing and decoration.

10 weeks – 1 session p/w

Starting 7th January

(code: CE5001LG)

Starting 27th April

(code: CE6168LG)



Ceramic Taster: Wheel-throwing

An accessible, 15 hour course. Perfect for beginners to try a new skill or use as a refresher.

3 weeks – 1 session p/w

Starting 15th September

(code: CE6152LG)



Saturday Ceramics Class

A great chance for learners of all levels to develop their ceramic ability, encompassing a range of production and construction processes.

6 weeks – 1 session p/w

Starting 20th September

(code: CE5022LG)

6 weeks – 1 session p/w

Starting 8th November

(code: CE6161LG)

Starting 10th January

(code: CE6162LG)

5 weeks – 1 session p/w

Starting 28th February

(code: CE6163LG)



Weekend

Intermediate/Advanced Ceramics

Explore throwing and hand-building processes alongside advanced glazing and surface decoration. Ideal for experienced learners looking to develop their skills.

6 weeks – 1 session p/w

Starting 17th September

(code: CE5023LG)

Starting 5th November

(code: CE5027LG)

Starting 7th January

(code: CE5024LG)

Starting 25th February

(code: CE5028LG)

Starting 10th June

(code: CE5029LG)

5 weeks – 1 session p/w

Starting 29th April

(code: CE5025LG)



Our **workshop** has
state-of-the-art
kilns and 16 **pottery**
wheels

Creative Arts: Ceramics & Pottery

Hand-building

Work with your hands to explore ceramic materials and techniques, covering fundamentals such as clay preparation, press-moulds and hard slab-building.

10 weeks – 1 session p/w
Starting 1st October (code: CE5000LG)



all



Wheel-throwing

Perfect for all levels of experience: explore your creativity, develop a skill or enhance your professional expertise with specialist tutor support.

8 weeks – 1 session p/w
Starting 2nd May (code: CE6105LG)



all

Weekend

Hand-building & Wheel-throwing

Covering throwing and hand-building, this inclusive course helps both beginners and experienced learners develop their understanding of key techniques.

10 weeks – 1 session p/w
Starting 12th January (code: CE6167LG)
Starting 29th April (code: CE6104LG)



all



Wheel-throwing: Intensive

Rapidly improve your wheel-throwing skills with our expert tutor on-hand for guidance. A wonderful opportunity to be immersed in the technique.

4-day intensive course
Starting 21st July (code: CE6103LG)



all



Calligraphy-inspired ceramics

WAES student **Hassan Kazeme's** award-winning work fuses physical forms with Arabic calligraphy.



WAES student Hassan Kazeme began exhibiting his artwork almost 30 years ago when he was a photographer in his home country of Iraq. He has come a long way since then, both geographically and creatively, moving to the UK and completing various qualifications in art, design and calligraphy.

Award-winning work

Hassan has not only had his carefully crafted woodwork on display at exhibitions but has also been lauded by critics, winning the first prize for his photographic work at the second Iraqi Universities' Art Festival.

“...compared to the other colleges WAES was clearly the best.”

A creative journey

Hassan enrolled on a ceramics course at WAES last year and has set out on a journey to develop his artistry, moving from elaborate wood carving techniques to ceramic hand-building. Throughout his development he has maintained attention to the striking Arabic calligraphy that both inspires and forms his work.

“Clay is more flexible and fun to work with than wood,” Hassan says. “I can create shapes and form colours that I just can't get otherwise, although one day I'd like to fuse the materials.”

New modern facilities

Hassan chose WAES partly because of the new Lisson Grove building in north Westminster that allows him the space he simply doesn't have at home. “I wanted a new modern facility with a great ceramics workshop – compared to the other colleges WAES was clearly the best.”



For designs that float, flutter and strut. WAES can teach you the **professional, practical skills** you'll need to make a mark on the fashion world.

Our courses cover everything from accessible tasters in machine sewing to Level 3 qualifications in textiles. If you're looking to break into the industry, or just want to refine your passion for clothing, our expert tutors will provide a great stepping stone for your future.

You can apply online now for courses that'll guide you through wide-ranging techniques such as embroidery, pattern cutting, pleating, quilting and appliqué. We offer bespoke workshop facilities with highly-qualified tutors, well respected for their technical skills and creativity. Whatever your level, we'll provide you with an opportunity to develop your flair for fashion.

Fashion & Clothing Award:

LEVEL 1

An ideal introduction to working with fashion and clothing, covering basic sewing machine techniques and garment construction.

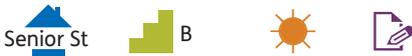
17 weeks – 1 session p/w

Starting 15th September (code: FA6274SS)



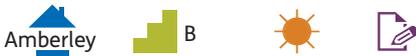
10 weeks – 1 session p/w

Starting 22nd September (code: FA6250SS)
Starting 1st October (code: FA6251SS)



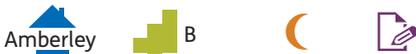
10 weeks – 1 session p/w

Starting 12th January (code: FA6266SS)
Starting 20th April (code: FA6276SS)



17 weeks – 1 session p/w

Starting 23rd February (code: FA6275SS)



Fashion & Clothing Certificate:

LEVEL 2

Develop your fashion expertise through an intermediate course that covers units on practical, theory and design work.

34 weeks – 1 session p/w

Starting 23rd September (code: FA2012SS)



20 weeks – 1 session p/w

Starting 30th September (code: FA6241SS)



20 weeks – 1 session p/w

Starting 14th January (code: FA6267SS)



Textiles Certificate:

LEVEL 3



An advanced course covering a range of techniques, perfect for those wishing to progress into higher education or the industry.

20 weeks – 1 session p/w

Starting 16th October (code: FA6268SS)



WAES offers
bespoke workshop
facilities with
highly-qualified
tutors

Creative Arts: Fashion

Introduction to Sewing Machine Skills



A great introduction to an important technique. Develop the fundamental skills needed to work with machine sewing.

3 weeks – 1 session p/w

Starting 15th September

(code: FA6262SS)

Starting 23rd September

(code: FA6263SS)

Starting 25th September

(code: FA6265SS)

Starting 26th September

(code: FA6264SS)



5 weeks – 1 session p/w

Starting 24th September

(code: FA6242SS)

Starting 25th September

(code: FA6261SS)



Machine Embroidery

Learn the basic concepts of how to draw with sewing machine stitching.

6 weeks – 1 session p/w

Starting 29th April

(code: FA6258SS)



Pattern Cutting for Fashion

A great introduction to the basic techniques of pattern cutting, an important skill in fashion design and creation.

5 weeks – 1 session p/w

Starting 9th January

(code: FA6271SS)



Patchwork & Quilting

Guided through hand and machine piercing and quilting, you'll learn a popular technique that makes brilliant use of colour and shape.

6 weeks – 1 session p/w

Starting 5th November

(code: FA6254SS)



6 weeks – 1 session p/w

Starting 8th January

(code: FA6255SS)



Textile Decoration



An essential course for those looking to pick up a variety of decorative techniques, covering pleating, tucking, piping, appliqué and quilting.

6 weeks – 1 session p/w

Starting 5th November

(code: FA6257SS)



6 weeks – 1 session p/w

Starting 7th January

(code: FA6256SS)



Learn techniques such as **embroidery**, **pattern cutting** and **pleating** with our fantastic fashion short courses

Design & Make Bags

Learn the process of designing and making a range of different bags, including a make-up bag, book bag and gusseted handbag.

5 weeks – 1 session p/w
 Starting 27th February (code: FA6272SS)
 Starting 24th April (code: FA6278SS)



Design & Make Skirts

Skirts are simple but essential garments. This course will carefully guide you through the designing and creation process.

5 weeks – 1 session p/w
 Starting 19th September (code: FA6269SS)



Up-Cycle a Garment

Refashion your old clothing into desirable items. Explore creative ways of adapting garments using imagination and flair.

5 weeks – 2 sessions p/w
 Starting 23rd April (code: FA6260SS)



5 weeks – 1 session p/w
 Starting 5th June (code: FA6259SS)



Knitting Workshop: Beginners

Learn to express yourself and experiment with colour and texture in this fun class.

7 weeks – 1 session p/w
 Starting 6th October (code: FA3001LG)



Knitting Workshop: Improvers

Build on your knitting skills by exploring a range of advanced patterns and techniques.

7 weeks – 1 session p/w
 Starting 26th January (code: FA3002LG)



7 weeks – 1 session p/w
 Starting 6th May (code: FA2010PS)



Soft Furnishing



Develop the skills and confidence to create high quality cushion covers and seat pads.

5 weeks – 1 session p/w
 Starting 7th November (code: FA6270SS)



5 weeks – 1 session p/w
 Starting 2nd June (code: FA6277SS)





Our courses are ideal for **learners of all levels**; for complete beginners who are thinking about a **career in floristry**, for people who are already working in the industry, or for people who just want to **gain a new skill**.



The floristry industry plays a major part in the UK economy: the UK fresh-cut flower and indoor-plant retail sector is worth over £2bn. It's a flourishing area and our floristry courses are structured to provide learners with clear routes into the industry, such as through our Level 1 courses that follow on brilliantly to Level 2 qualifications.

From contemporary floral arrangements to hand-tied bouquets, we'll guide you through an abundance of practical and theoretical techniques. While a basic knowledge of English and maths is necessary, our accredited courses offer an accessible way into the floristry industry, ideal for learners looking into career development.

Floral Design Certificate: LEVEL 1

Experience the elegance of floral design with this comprehensive introductory course. Perfect for those looking into floristry as a career.

20 weeks – 1 session p/w

Starting 7th January

(code: FT4101PS)



20 weeks – 1 session p/w

Starting 10th January

(code: FT1003LG)



Weekend



Creative Techniques in Floral Design, Contemporary Free Standing Award: LEVEL 1

A fantastic introduction to contemporary free standing table arrangements, with emphasis on colour, line and texture.

5 weeks – 1 session p/w

Starting 17th September

(code: FT1006PS)



Traditional Flower Arrangement, Free Standing Award: LEVEL 1

Learn the techniques for designing and making traditional floral arrangements. Ideal for those looking into floristry as a career.

5 weeks – 1 session p/w

Starting 15th November

(code: FT1001LG)



Weekend



Traditional Flower Arrangement, Table Decor Award: LEVEL 1

Learn the techniques for designing and making traditional floral arrangements. Ideal for those looking into floristry as a career.

5 weeks – 1 session p/w

Starting 20th September

(code: FT1000LG)



Weekend



5 weeks – 1 session p/w

Starting 19th November

(code: FT4115PS)

Starting 20th November

(code: FT1002PS)



6 weeks – 1 session p/w

Starting 17th January

(code: FT1005PS)



Weekend



Floristry Certificate: LEVEL 2

Learn to produce a range of traditional and contemporary floral arrangements, underpinned by research, theory and experimentation of ideas. Perfect for stepping into the industry.

20 weeks – 1 session p/w

Starting 23rd September

(code: FT4207PS)

Starting 8th January

(code: FT4201PS)



Creative Arts: Floristry

Flowers for All Occasions

Create a range of beautiful floral displays, for occasions spanning Mother's Day, Valentine's Day, Weddings and Christmas.

5 weeks – 1 session p/w

Starting 7th January (code: FT4206PS)



all



Christmas Floral Workshop

Using Christmas foliage such as berries, pine cones and holly, you'll learn to create a beautiful door wreath and dinner table arrangement.

1-day course

10th December (code: FT2002PS)



all



Contemporary Floral Designs

Experiment with a number of contemporary floral design techniques, covering corsage, linear arrangement, vase arrangement and hand-tied.

5 weeks – 1 session p/w

Starting 4th November (code: FT4204PS)



all



Flowers for Beginners

A great chance for beginners to learn to work with flowers confidently, and to create displays for friends and family.

5 weeks – 1 session p/w

Starting 16th September (code: FT4205PS)



B



Balloon Floral Workshop



Come and create balloon displays for family and friends. Perfect for events such as weddings or birthday parties, or as a part-time hobby.

1-day course

13th December (code: FT4203LG)



all

Weekend

Wedding Floral Workshop

Learn to create arrangements for guest table displays, the bridal bouquet, and even the groom's button hole.

1-day course

11th December (code: FT4202PS)



all



Our **short floristry courses** are suitable for **all levels of ability**

Bloomin' Marvellous!

Two years ago, students **Nikki** and **Jo** had just begun the final stage of their WAES floristry course. Now their business is flourishing!



Nikki and Jo met on a beginners' floristry course in Pimlico back in 2012. Nikki, an IT manager working for the civil service at the time, was looking to pursue a new hobby and she knew that her local adult college, Westminster Adult Education Service, offered a good range of courses.

An outlet for creativity

On the course Nikki met Jo – also a civil servant. “I’ve always been creative... I knew next to nothing about flowers but the course became an outlet for my creativity.” On finishing the course the twosome decided to practise their newly-learned trade. They secured a market trading licence in April 2013 and opened their Daisy Chain Flowers market stall on Chatsworth Road, a thriving East London Sunday market.

“...just do it, just keep saying yes!”

“For the first couple of weeks we were up until the early hours preparing bouquets and other pieces... Fortunately we learned to be much quicker and now the jobs take only five minutes so we can make them up on the stall to our customers' specific requests.”

The business has gone from strength to strength and trade has expanded to include bespoke wedding, funeral and celebratory floral arrangements.

Future plans

Daisy Chain Flowers already provides a number of local businesses with floral designs and now seeks to expand further with the prospect of attractive contracts in the future.

Speaking of their WAES tuition, Jo remarks, “The advice and encouragement on the course was great – the tips were from a practising florist and she told us: “just do it, just keep saying yes!”.



Learn the art of **glass-making** and discover how to manipulate this fantastically **versatile** material with our superb array of inspiring **hands-on courses**.

We are proud to provide an expert-level of equipment in our workshops, with WAES being the only glass-casting college in London with facilities equipped to university standard. Our glass design room and mould-making area are equipped for everything from grinding, smoothing and cutting glass to large mould forming, and can cover instruction in methods including fusing, slumping and open casting.

We offer a range of respected accredited courses, from Level 1 to Level 3, so whether you're a beginner or have some experience behind you, we can help with your creative development. With part-time courses running during the day, the evening and at weekends, there's never been a better time to start one of our celebrated courses.

Introduction to Model & Mould Making, Fusing & Slumping Award: LEVEL 1



A great introduction to a range of basic techniques necessary for the handling and cutting of glass, from mould-making to surface decoration.

10 weeks – 1 session p/w
Starting 6th October

(code: GL4012LG)



Glass Certificate: LEVEL 2

Learn intermediate kiln-formed glass techniques. Develop ideas from research. Explore fusing and slumping, model and mould-making, casting and cold-working techniques.

23 weeks – 1 session p/w
Starting 1st October

(code: GL4029LG)



Casting Award: LEVEL 1

Learn fundamental casting techniques, an important method for creating forms and impressions from molten glass.

18 weeks – 1 session p/w
Starting 18th September

(code: GL4023LG)



Glass Certificate: LEVEL 3

A high-level course covering practical, theory and design work. Ideal for students wanting to explore advanced glass techniques or step into Higher Education.

36 weeks – 1 session p/w
Starting 2nd October

(code: GL4025LG)



10 weeks – 1 session p/w
Starting 12th January

(code: GL4024LG)



Pate de Verre Award: LEVEL 1



Explore an ancient process, using contemporary techniques, to develop your own designs and translate these into unique decorative objects.

10 weeks – 1 session p/w
Starting 11th May

(code: GL4020LG)



We are privileged to be the **only glass-casting college in London**, with facilities equipped to university standard

Creative Arts: Glass

Glass Taster Class

A chance to try your hand at a number of different glass techniques over a 1-day or 2-day period.

1-day course

15th September (code: GL0006LG)

2 weeks – 1 session p/w

Starting 22nd September (code: GL0007LG)



Saturday Glass Workshop

A project-based weekend course allowing learners to work independently and focus on a project in consultation with the tutor.

8 weeks – 1 session p/w

Starting 4th October (code: GL2236LG)

Starting 17th January (code: GL2240LG)

Starting 2nd May (code: GL2241LG)



Weekend



Glass Jewellery



Combine glass and metals from design to production to create unique items of glass jewellery.

8 weeks – 1 session p/w

Starting 1st May (code: GL4062LG)



Kiln Formed Glass



A chance to build on existing abilities to produce striking kiln-formed glass, using techniques such as fusing, slumping and casting.

10 weeks – 1 session p/w

Starting 30th September (code: GL2231LG)

Starting 13th January (code: GL2232LG)

Starting 28th April (code: GL2233LG)



Advanced Class: New Cold Working Techniques

Enhance your knowledge and understanding of a variety of cold working processes, exploring contrasting surfaces and qualities of finishes.

7 weeks – 1 session p/w
Starting 6th May (code: GL4019LG)



The Material and its Future with Matthew Durran



In this advanced course Matthew Durran will challenge your approach to glass, providing an invaluable insight into the possibilities of the material.

6 weeks – 1 session p/w
Starting 23rd January (code: GL4065LG)



Advanced Class: Model Making

Learn new approaches to working with glass and challenge your existing perceptions in this advanced workshop with a focus on model-making techniques.

7 weeks – 1 session p/w
Starting 7th October (code: GL4016LG)



Screen Printing with Kirsty Brooks



In this advanced course Kirsty Brooks will introduce you to a variety of exciting possibilities for screen printing images and text onto glass.

6 weeks – 1 session p/w
Starting 3rd October (code: GL4064LG)



Advanced Class: Expression in Glass

Experiment with a variety of glass types, preparing and packing glass into moulds to explore the properties of the material.

7 weeks – 1 session p/w
Starting 21st January (code: GL4018LG)





We have an enormously successful **hair and make-up salon**, catering for beginners as well as those with experience, designed to provide the **skills, knowledge and confidence** it takes to succeed as a **professional in the industry**.

We offer qualification courses from Level 1 to Level 3, and with our introductory classes there's a perfect opportunity to come along, try our facilities and meet our expert tutors.

Our courses, running during the daytime, evening and at weekends, include special effects and prosthetic make-up, hairstyling, face painting and airbrushed cosmetics. WAES hair and make-up students also often have the opportunity to gain work experience on live projects including feature films, dance performances and community make-over days. These avenues can lead into progression which can take you to further training or into employment.

Introduction to the Hair & Beauty Sector Award: LEVEL 1

Covering basic make-up skills, this is the ideal beginning for those looking at career possibilities in hair and beauty.

20 weeks – 1 session p/w
Starting 18th September (code: MU4318LG)



9 weeks – 1 session p/w
Starting 24th September (code: MU4316LG)
Starting 25th September (code: MU4317LG)



9 weeks – 1 session p/w
Starting 27th September (code: MU4315LG)



Weekend



Women's Hairdressing Diploma: LEVEL 2



Learning through practical demonstrations and workshops, this course is perfect for those looking to cultivate their hairdressing ability.

35 weeks – 2 sessions p/w
Starting 15th September (code: MU4111LG)
Starting 16th September (code: MU4301LG)



Barbering Certificate: LEVEL 2



Learn the fundamentals of barbering, including cutting, shampooing, head patterns and beard trimming.

32 weeks – 2 sessions p/w
Starting 24th September (code: MU4304LG)



Cosmetic Make-up & Beauty Consultancy Certificate: LEVEL 2

Build on your beauty knowledge with this practical course, covering all aspects of skin preparation and application of day and evening make-up.

20 weeks – 1 session p/w
Starting 14th January (code: MU4314LG)



Fashion & Photographic Make-up Certificate: LEVEL 3



Extend your skills and improve your industry prospects through exposure to a variety of photographic make-up looks, including glamour, period and catwalk styles.

13 weeks – 1 session p/w
Starting 17th January (code: MU4051LG)



Weekend





Hairdressing Diploma: LEVEL 3

Perfect for those who've previously worked or are currently working in the hairdressing industry and are looking to further develop their skills.

30 weeks – 2 sessions p/w
Starting 25th September (code: MU4052LG)



Production Arts Make-up Diploma: LEVEL 3



Develop practical skills in a wide range of specialist make-up areas including prosthetics, wig making and TV make-up. Perfect for stepping into the industry.

34 weeks – 2 sessions p/w
Starting 29th September (code: MU4173LG)



Short Hair Cutting: Intensive

An intensive beginners cutting course giving learners the chance to cut a one length bob, a layered hair cut and a short graduated haircut.

4-day intensive course
Starting 21st July (code: MU4105LG)



Wig Making

An ideal beginners course that will give you experience with a number of key techniques, including weaving, knotting and setting.

10 weeks – 1 session p/w
Starting 29th April (code: MU4066LG)



Bonded Hair Extensions

Learn the art of creating Bonded Hair Extensions, a great service offered by many salons.

5 weeks – 1 session p/w
Starting 3rd November (code: MU4308LG)
Starting 23rd February (code: MU4309LG)



3-Day Make-up Skills: Intensive

Discover the secrets of make-up professionals. An intensive course, perfect for enthusiasts looking to develop their skills.

3-day intensive course
Starting 14th July (code: MU4208LG)



Advanced Make-up Skills

Advanced application techniques, products, tools. Learn via demonstrations and practical workshops.

10 weeks – 1 session p/w
Starting 30th April (code: MU4207LG)



WAES will help you **succeed** in this **competitive industry**

Creative Arts: Hair & Make-up

Airbrushed Cosmetics



Now an essential skill for every make-up artist. A clear introduction on how to give flawless coverage from a professional tutor.

4 weeks – 1 session p/w

Starting 3rd June (code: MU4127LG)



Face Painting 3-Day: Intensive

Make-up at its most playful. Perfect for both children's parties or as an important skill for theatre and performance.

3-day intensive course

Starting 8th July (code: MU4240LG)



Special Effects Make-up

A great introduction to special effects make-up. Produce aging, bruising, black eyes, cuts, abrasions and bloody wounds in this long or short, intensive course.

10 weeks – 1 session p/w

Starting 14th January (code: MU4221LG)

3-day intensive course

Starting 22nd July (code: MU4261LG)



Eyebrows & Eyelashes: Tinting, Shaping, Threading & Extensions

An extensive course that covers eyebrow tinting and shaping, the classic art of threading, eyelash tinting and eyelash extensions.

10 weeks – 1 session p/w

Starting 23rd September (code: MU4311LG)

Starting 13th January (code: MU4312LG)

Starting 28th April (code: MU4313LG)



Special Effects Make-up with Prosthetics



Make your own prosthetics using a variety of products including wax, acrylic, pro-aid and moulds.

8 weeks – 1 session p/w

Starting 19th January (code: MU4091LG)



Introduction to Manicures & Pedicures



Let a professional guide you through the essential techniques needed to give luxurious nail care.

5 weeks – 1 session p/w

Starting 22nd September (code: MU4305LG)

Starting 12th January (code: MU4306LG)

Starting 11th May (code: MU4307LG)



A great foundation

We interviewed **Wendy Johnson**, WAES tutor and celebrity make-up artist, whose credits include *I'm a Celebrity...* and *BBC News*.



How did you get into make-up?

Originally I was a product designer, but then in 2005 I began make-up as a second career – freelance to begin with. I re-trained for 3 months in hair, make-up and media so that I had some options, and then I set to work full time.

Working on TV became my forte, but I've also done film, theatre and media work.

How long have you been teaching for?

I've been teaching since 2007. To start with I provided some cover on a number of occasions due to illness. Now I've been teaching the Level 3 course at WAES for six years.

“Many of our students go on to work in film and TV with what they've learned on the courses.”

Tell us about the progress of your make-up students

I enjoy seeing students learn an art from nothing. It's so satisfying – seeing their excitement; instilling confidence in them. Many of our students go on to work in film and TV with what they've learned on the courses, especially those that study the accredited programmes. The Level 3 course in particular is a very employable qualification to have in this industry. WAES has a reputation for great hair and make-up courses. The studio and facilities at Lisson Grove Centre are fantastic.

What are your favourite projects or best experiences?

My favourite moments include being a make-up artist to news presenters. The other longer projects, such as 10-week programmes, are great too – you get to know people. Some personalities are really quite temperamental, naming no names. David Dickinson was an absolute pleasure to work with, so was Anton du Beke.



Our visual arts courses let you engage with a wide variety of **mediums** and **techniques**. Whether you enjoy working with **watercolour** or **drawing on location**, we'll help you to explore and **develop your creativity**.

With courses from etching to life-drawing, using facilities which include everything from printing presses and aquatint boxes to fume cupboards and adjustable easels, we are proud to offer such a large range of subjects and depth of study, all led by our experienced, professional tutors.

The programme is structured to enable learners to develop a personalised progression route through short courses that are designed for both skill development and enjoyment. So whether you're studying for your own interests or looking to achieve a qualification, start a course in Visual Arts and unleash your creative side.

Painting & Drawing Award: LEVEL 1



Develop the skills you need to create your own project work using a variety of mediums and techniques in painting and drawing.

10 weeks – 1 session p/w
 Starting 7th October
 Starting 6th January
 Starting 21st April

(code: AD2001LG)
(code: AD2002LG)
(code: AD2003LG)



Art & Design Award, Painting & Drawing: LEVEL 1

Broaden your artistic horizons through professional guidance, and explore the principles of two indispensable creative modes.

20 weeks – 1 session p/w
 Starting 7th October

(code: AD2004LG)



Painting & Drawing Certificate: LEVEL 2



Extend your skills in painting and drawing, building on the ideas of creative expression and articulation of form to enrich your portfolio.

30 weeks – 1 session p/w
 Starting 6th October

(code: AD2005LG)



Printmaking Certificate: LEVEL 2

A great course for those looking to cultivate their skills in printmaking, developing a range of styles such as etching, monoprints and drypoint.

30 weeks – 1 session p/w
 Starting 8th October

(code: AD2006LG)



Printmaking

A comprehensive introduction to a number of crucial printmaking techniques, including etching, lino-printing and mono-printing.

10 weeks – 1 session p/w
 Starting 26th September
 Starting 16th January
 Starting 1st May

(code: AD5161LG)
(code: AD5162LG)
(code: AD5163LG)



Etching

A practical and wide-ranging course aimed at exploring the creative possibilities of drawing through etching printmaking processes.

10 weeks – 1 session p/w
 Starting 22nd September

(code: AD7482LG)







Drawing & Painting for Beginners

Learn observational drawing and painting techniques using a range of mediums such as watercolour, Indian inks, acrylics and oils.

10 weeks – 1 session p/w

Starting 26th September

Starting 16th January

Starting 1st May

(code: AD7471LG)

(code: AD7473LG)

(code: AD7475LG)



Drawing on Location



Explore and capture this constantly shifting city using a variety of drawing techniques, across a number of London's diverse locations.

10 weeks – 1 session p/w

Starting 25th September

Starting 15th January

Starting 30th April

(code: AD7171PS)

(code: AD7172PS)

(code: AD7173PS)



Introduction to Drawing

An opportunity to explore and nurture the skills of drawing. You'll be encouraged to try different compositions, materials and techniques.

3 weeks – 1 session p/w

Starting 15th September

Starting 16th September

Starting 17th September

Starting 18th September

(code: AD1001LG)

(code: AD1002LG)

(code: AD1003LG)

(code: AD1004LG)



Life Drawing

Develop the methods and techniques of observational drawing and painting for a nude life model.

10 weeks – 1 session p/w

Starting 25th September

(code: AD7481LG)



Oil Painting for Beginners

Get to know the core techniques and materials of oil painting, an ideal introduction to working with varied consistencies of paint and brushwork.

10 weeks – 1 session p/w

Starting 2nd October

Starting 15th January

Starting 30th April

(code: AD5116LG)

(code: AD5114LG)

(code: AD5115LG)



Oil Painting: Exploring Mediums & Techniques



Covering a range of approaches to the medium, this course will deepen your understanding of working with oil painting.

10 weeks – 1 session p/w

Starting 25th September

Starting 15th January

Starting 30th April

(code: AD5122LG)

(code: AD5125LG)

(code: AD5126LG)





Digital Media

A full list of this year's courses



Scan to go directly to our courses on our website, where you can find more in-depth information on each course, including fees, class start times and availability – or simply visit www.waes.ac.uk

Delve into the digital with our general interest and qualification courses, designed to suit the needs of learners across all levels. We'll open up the exciting possibilities of working digitally in graphic design, photography and film, with courses that'll put you in the best position for making that leap into the industry or higher education.

This section includes courses in:

- Graphic Design
- Media
- Photography

How to use this section

The following pages have all the courses we offer in this category. Each listing includes simple icons, as shown below, to let you know the course location, if suitable for beginners, intermediate or advance learners, and whether it is a day, evening or weekend course.

There's also an icon to show if advice, an assessment, or an interview is required. Once you have selected an appropriate course, visit our website for further details on course times and availability. You can apply online for accredited courses, and book straight away for shorter courses.



Location
of specified
course



Level
For Beginners,
Intermediate or
Advanced learners



Weekend
Day,
Evening or
Weekend classes



Advice, assessment
or interview
is required



Both **creative** and **technical**, our courses will enable you to build an **excellent skill-set** in graphic design and media, areas that have become increasingly necessary in **today's digital world**.

With four Mac suites across three locations, all equipped with the most up-to-date industry software, we are pleased to offer not only a fantastic range of courses and expert guidance from tutors, but also outstanding facilities for our learners to work in.

Whether you're a complete beginner taking your first steps into graphic design or a designer looking to update your skills, with courses covering Level 1 all the way up to Level 4 we can help you to develop your knowledge of design using industry-standard Adobe software packages such as Photoshop, InDesign, Illustrator, Dreamweaver, Flash and Fireworks. We offer courses ranging from advanced certificates to accessible introductory tasters, a great way to get a solid start in a highly valuable, creative area. We also offer a popular Level 2 Diploma in Film, a fantastic way to approach the industry that covers all you'll need to build up your film-making ability.

Digital Media: Graphic Design & Media

Graphic Design Award: LEVEL 1

This popular introduction to Graphic Design establishes design concepts such as colour, typography and layout, using professional Adobe software.

10 weeks – 1 session p/w
Starting 22nd September (code: GD6310LG)



10 weeks – 2 sessions p/w
Starting 12th January (code: GD6317LG)
Starting 28th April (code: GD6318LG)



10 weeks – 1 session p/w
Starting 27th September (code: GD6314PS)
Starting 9th May (code: GD6216LG)



Weekend



10 weeks – 2 sessions p/w
Starting 23rd September (code: GD6311PS)



10 weeks – 1 session p/w
Starting 24th January (code: GD6315PS)



Weekend



10 weeks – 1 session p/w
Starting 19th January (code: GD6312PS)
Starting 11th May (code: GD6316PS)



Web Design Award: LEVEL 1

Learn how to design and build a basic website and understand how the web works using industry-standard software Adobe Dreamweaver.

9 weeks – 1 session p/w
Starting 4th October (code: GD6361PS)



Weekend



9 weeks – 2 sessions p/w
Starting 20th January (code: GD6362PS)



Graphic Design Certificate: LEVEL 2

Develop your knowledge of design with this fantastic course, covering indispensable practical skills using a range of industry-standard software packages.

13 weeks – 2 sessions p/w
Starting 23rd September (code: GD6218PS)

24 weeks – 1 session p/w
Starting 26th September (code: GD6239PS)

24 weeks – 1 session p/w
Starting 8th January (code: GD6330PS)



24 weeks – 1 session p/w
Starting 10th January (code: GD6217PS)



Weekend



Digital Media: Graphic Design & Media

Interactive Media Certificate: LEVEL 2

Push your web-design skills to the next level with a course that covers advanced techniques, using a range of industry-standard software packages.

23 weeks – 1 session p/w
Starting 14th January (code: GD6402PS)



I



Graphic Design Diploma: LEVEL 3

Develop your practice as a creative designer and produce a portfolio of work that demonstrates your skills in graphic communication. Perfect for stepping into Higher Education.

30 weeks – 2 sessions p/w
Starting 23rd September (code: GD6240LG)



A



Film Diploma: LEVEL 2

A brilliant wide-ranging course that delves into every area of film-making, perfect for those looking to make a career in film.

30 weeks – 2 sessions p/w
Starting 22nd September (code: VI4141VH)



I



Introduction to Illustrator

We guide you through your first steps to produce creative work as you explore the world of computer-generated drawing using Illustrator.

5 weeks – 1 session p/w
Starting 12th November (code: GD6103PS)



B



Creative Digital Media Production: LEVEL 2



Master the production of digital imaging, audio and editing whilst working with media professionals to plan, pitch and produce film and audio productions for industry. Gain media related work experience for your CV and have a great time, this is an ideal course for those aged 16-19. *This course is taught by our associates at Vital Regeneration but certified by WAES.*

Sessions p/w: various
Starting 9th September (code: CM1001PA)



I



Introduction to InDesign

Learn valuable layout skills using InDesign, the professional software for creating everything from simple leaflets to complex magazines.

5 weeks – 1 session p/w
Starting 12th January (code: GD6116PS)



B



Introduction to Web Design

Discover how to design and construct a simple website for business or for fun. Explore basic design techniques in Adobe Dreamweaver.

8 weeks – 1 session p/w
Starting 21st April (code: GD3080PS)



B



Digital Media: Graphic Design & Media

Introduction to Photoshop

Learn how to use Adobe Photoshop to manipulate and combine images, applying filters and effects to enhance your creations.

5 weeks – 1 session p/w
Starting 24th September (code: GD3036PS)



Photoshop for Beginners

Get creative with Adobe Photoshop. Learn how to manipulate digital photographs and explore the real potential of your images.

4 weeks – 1 session p/w
Starting 25th September (code: GD2002PS)



iPad: Focus on Creativity

Get creative with your iPad. We guide you through a range of apps to support artists, designers or photographers.

3 weeks – 1 session p/w
Starting 28th January (code: GD6219LG)



Animation for Beginners

Discover the fundamentals of animation with this popular introduction, teaching you to use the basic techniques of Adobe Flash software.

5 weeks – 1 session p/w
Starting 23rd February (code: GD6238PS)



Design Greeting Cards

A fun, practical guide to designing cards with a personal touch. Perfect for the holiday season.

4 weeks – 1 session p/w
Starting 13th November (code: GD2004PS)



Interior Design

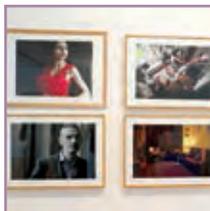


A valuable course exploring the possibilities of interior design through computer aided tools, using Google SKETCHUP to design spaces and contents.

10 weeks – 1 session p/w
Starting 29th September (code: GD3001LG)
Starting 27th April (code: GD3002LG)



We have **four Mac suites**, across three locations, all equipped with the most **up-to-date industry software**



Whether you're completely new to **shutters** and **flashes** or looking for a reason to **build on your portfolio**, training with WAES is the perfect way to **get behind the camera**.

Learn to capture those beautiful moments in life. From street images to portraiture, working with cameras is much more than being able to point and shoot.

Learning from experienced professionals, we'll give you the knowledge and practical skills that it takes to compose the photographs you've always wanted to make.

Covering all levels of experience, our courses can lead you from helpful tasters in fundamental techniques to advanced Level 3 certificates, ideal for entering the industry or going into higher education. We offer courses that will develop your creative ideas, and act as a springboard for a future in photography.

Digital Media: Photography

Photography Award: LEVEL 1

A great introduction to digital photography. You'll learn to use your digital camera confidently and gain practical experience with post-production techniques.

9 weeks – 1 session p/w

Starting 27th September (code: PH3605PS)



Weekend



9 weeks – 1 session p/w

Starting 29th September (code: PH3601PS)
Starting 1st October (code: PH2006PS)



10 weeks – 1 session p/w

Starting 21st January (code: PH3606PS)



18 weeks – 1 session p/w

Starting 17th September (code: PH3603LG)

9 weeks – 2 sessions p/w

Starting 6th May (code: PH3604LG)



9 weeks – 1 session p/w

Starting 26th January (code: PH3602LG)
Starting 26th January (code: PH3608PS)



Studio & Location Photography:

Focus on Portraiture LEVEL 2

Develop professional techniques, taking portraits in the studio. A great chance to experiment with different studio lighting styles.

8 weeks – 1 session p/w

Starting 18th May (code: PH3110LG)



Photography Certificate: LEVEL 2

Gain a better understanding of photography, and build up your practical and post-production skills through a variety of inspiring briefs.

36 weeks – 1 session p/w

Starting 16th September (code: PH6236LG)



20 weeks – 1 session p/w

Starting 4th October (code: PH3327LG)
Starting 13th January (code: PH3200LG)



Photoshop Special Effects: LEVEL 2

Take your Photoshop skills as far as your imagination will go and transform your photographs into works of art.

8 weeks – 1 session p/w

Starting 11th May (code: PH3369PS)



Photography Certificate: LEVEL 3

An advanced course designed to really push your skills as a photographer. Perfect for anyone wishing to go into the industry or higher education.

20 weeks – 1 session p/w

Starting 3rd October (code: PH3682LG)





Introduction to Digital Photography



Thinking of improving your photography skills? This free taster course will give you an idea of whether a longer course is suitable for you.

3 weeks – 1 session p/w

Starting 16th September

Starting 17th September

Starting 8th October

Starting 5th November

Starting 26th November

(code: PH2001LG)

(code: PH2002LG)

(code: PH2003LG)

(code: PH2004LG)

(code: PH2005LG)



Introduction to Studio Photography

A fantastic opportunity to learn different lighting set-ups in the studio, to create interesting lighting effects for modelling or still life.

5 weeks – 1 session p/w

Starting 13th October

(code: PH3111LG)



3 weeks – 1 session p/w

Starting 6th June

(code: PH6233LG)



Weekend

Introduction to Lightroom

Discover Lightroom's powerful catalogue and how to use this essential tool to get the look you want from your imagery.

4 weeks – 1 session p/w

Starting 23rd February

(code: PH3376PS)



Introduction to Wedding Photography: Intensive

A practical guide to wedding-specific photographic techniques, including how to work with fill-in flash, capture wedding details and create a narrative.

4-day intensive course

Starting 21st July

(code: PH3045LG)



Street Photography: Intensive

An exciting 4-day photography experience taking place in central London, with creative challenges to be completed throughout the urban maze.

4-day intensive course

Starting 21st July

(code: PH3390LG)



Studio Photography: Focus on Fashion

Working in a professional studio environment, you'll style and photograph your model, while learning about directing, lighting and composition.

6 weeks – 1 session p/w

Starting 23rd February

(code: PH3388LG)



Digital Media: Photography

Alternative Photographic Techniques

An antidote to the digital avalanche of photos, this course will introduce you to fascinating methods of creating images.

4 weeks – 1 session p/w
Starting 27th June (code: PH3037LG)



all

Weekend

The Darkroom Experience: Introduction

Explore traditional photographic processes in this fascinating introduction to printing in a black and white darkroom.

8 weeks – 1 session p/w
Starting 26th January (code: PH6230LG)



all



Darkroom Techniques

Build on your knowledge of working in a darkroom while developing your understanding of advanced printing techniques.

7 weeks – 1 session p/w
Starting 22nd April (code: PH6232LG)



I/A



Photoshop for Photographers

An in-depth introduction to this crucial tool for any photographer. Learn to improve and fix images, and how to use creative effects.

5 weeks – 1 session p/w
Starting 12th January (code: PH3383LG)



I/A



Photoshop: Professional Retouching

Lift your retouching skills to a professional level. Learn in-depth digital techniques, how to create a professional workflow and use quality digital image capture.

8 weeks – 1 session p/w
Starting 25th February (code: PH3409LG)



I



Capturing the city

WAES Photography student **Julian Brau's** dream-like photographs create vivid impressions of the metropolis.

Battersea Power Station hangs above the clouds like a floating castle, a heavy snow falls on Vauxhall Bridge. These stunning landscapes capture London in a striking way, and have all been taken by the photographer Julian Brau.

Inspired by London

A computer science graduate, Julian enrolled in a BTEC Level 1 Award in Photography at WAES and soon discovered that he also had a flair for fine art photography. After completing his Level 1 Award, Julian progressed to the Level 2 BTEC Diploma in Photography.

He finds inspiration in London with its diverse landscapes. Speaking about what makes London such a fascinating subject, Julian explains "I love that as the weather changes each day in London, the colours change too".

"With digital photography you get faster results."



Exploring digital photography

His studies have enabled him to explore different digital techniques. Julian chose to specialise in digital effects during his Level 2 Diploma. "With digital photography, you get faster results and can manipulate the results straight away." Julian draws upon the skills he learnt in his course for paid work in digital compositing, a technique which involves digitally placing a background on a green screen.

Award-winning talent

In the summer of 2013, Julian won a prestigious award for his photography at the annual WAES arts exhibition. "When I won, it felt extremely good as I had never won anything before". He reflects on the career progress he has made so far. "Before I started, I knew nothing about photography and relied on the automatic mode on my camera. Now I am looking to go to University and do a Masters so I can study fine art photography".



Business, Accounting & ICT

A full list of this year's courses



Scan to go directly to our courses on our website, where you can find more in-depth information on each course, including fees, class start times and availability – or simply visit www.waes.ac.uk

Completing a course of study to enhance your job prospects has never been as important as it is now. To keep you well-placed for the future we're here to help build up the skills you'll need. Whether you're looking to start your own company or boost your ICT expertise, we have something to strengthen your economic and enterprising know-how.

This section includes courses on:

- Business – including administration skills, accounting and book-keeping
- ICT Functional Skills & IT courses
- Entrepreneurship

How to use this section

The following pages have all the courses we offer in this category. Each listing includes simple icons, as shown below, to let you know the course location, if suitable for beginners, intermediate or advance learners, and whether it is a day, evening or weekend course.

There's also an icon to show if advice, an assessment, or an interview is required. Once you have selected an appropriate course, visit our website for further details on course times and availability. You can apply online for accredited courses, and book straight away for shorter courses.



Location
of specified
course



Level
For Beginners,
Intermediate or
Advanced learners



Weekend
Day,
Evening or
Weekend classes



Advice, assessment
or interview
is required



Our business courses are designed to equip you with the **skills** and **knowledge** needed to get ahead in an **increasingly competitive, unpredictable economic market.**

Business studies is highly valued, universally relevant, and a vital area of study in the modern financial environment. Those with specific knowledge of business methods, who can bring that knowledge to bear in a range of challenging positions, are in growing demand.

With our flexible accounting courses, ideal for people wanting to work part-time or to combine work and home commitments, we aim to provide a strong grounding in book-keeping, enabling learners to proceed to professional qualifications as bookkeepers, accounting technicians or fully qualified accountants. Our expert tutors can also guide you through courses in business administration from Level 1 to Level 2, a great opportunity to develop or strengthen your office skills.

AAT Accounting Award: LEVEL 1



An introductory course designed to help you gain the skills and confidence essential to building a career in accountancy.

13 weeks – 2 sessions p/w
Starting 16th September (code: BP6082LG)



9 weeks – 2 sessions p/w
Starting 13th January (code: BP1406LG)



IAB Bookkeeping Award: LEVEL 1

With a respected qualification through a professional body, IAB, this course is a great way to begin a rewarding career in bookkeeping.

8 weeks – 1 session p/w
Starting 23rd March (code: BP5061LG)



Business Administration Certificate: LEVEL 1

Nurture your administrative ability with this great chance to develop your customer service and office skills.

17 weeks – 2 sessions p/w
Starting 16th September (code: BP1402LG)



17 weeks – 2 sessions p/w
Starting 24th February (code: BP1403VH)



Business Administration Diploma: LEVEL 1



An ideal foundation in office administration which offers a progression route into a business course at Level 2.

22 weeks – 2 sessions p/w
Starting 17th November (code: BP1008LG)



Our **flexible courses** are ideal for people wanting to **work part-time** or to combine work and **home commitments**

Business, Accounting & ICT: Business & Accounting

Business Administration for Professionals, Certificate: LEVEL 2

Develop your ability as an administrator with this fantastic chance to strengthen the underpinning skills of office work.

18 weeks – 2 sessions p/w
Starting 23rd September (code: BP1404SS)



18 weeks – 2 sessions p/w
Starting 12th February (code: BP1405SS)



18 weeks – 2 sessions p/w
Starting 3rd March (code: BP1401VH)



AAT Bookkeeping Certificate: LEVEL 2



Providing a comprehensive foundation to bookkeeping, this course covers fundamental accounting practises with a recognised professional body, AAT.

12 weeks – 2 sessions p/w
Starting 21st April (code: BP1407LG)



AAT Accounting Certificate: LEVEL 2

Covering fundamental accounting practises, this course is perfect for those seeking employment as a trainee accountant or accounts assistant.

31 weeks – 2 sessions p/w
Starting 23rd September (code: BP6083LG)



24 weeks – 2 sessions p/w
Starting 14th January (code: BP6080SS)



AAT Accounting Diploma: LEVEL 3



Delivering a thorough overview of accounting practices, the course aims to equip you with the relevant skills necessary for a range of finance jobs.

31 weeks – 2 sessions p/w
Starting 22nd September (code: BP1408LG)



We offer
**internationally recognised
accounting qualifications**
based on practical,
real-world knowledge





Information and Communication Technology is an essential force in our lives. From your phone to your laptop, getting a **grasp of computing is a crucial skill** that can help your everyday work and rapidly **increase your employability**.

With accessible beginner classes that serve as ideal entry-points into fully qualified courses, we offer a full range of courses that are suitable for all learners, from novices through to experienced users.

Courses have an up-to-date approach with an emphasis on real-world projects, giving our computing learners a competitive edge in a lucrative and ever-expanding industry. Beginners will be shown the basics, from mouse and keyboard skills through to using Microsoft Windows; perfect for building computer skills for work or home. Intermediate learners will be guided through more advanced procedures, such as the intricacies of how to manage spreadsheets and databases.

ICT First Steps, Functional Skills: ENTRY LEVEL 3

great for beginners

Build your confidence with IT through this beginners course, perfect for learners wanting to develop their computer skills and progress to more advanced courses.

8 weeks – 2 sessions p/w
Starting 16th September (code: AC3401LG)

11 weeks – 2 sessions p/w
Starting 22nd September (code: AC3402LG)

11 weeks – 1 session p/w
Starting 9th January (code: AC3403LG)



8 weeks – 2 sessions p/w
Starting 22nd September (code: AC2104SS)



8 weeks – 2 sessions p/w
Starting 23rd September (code: AC2101PS)
Starting 12th January (code: AC3423PS)

9 weeks – 2 sessions p/w
Starting 21st April (code: AC3424PS)



IT User Skills Certificate: LEVEL 1

A practical course covering a range of important IT skills, leading to a qualification designed to significantly improve your employability.

16 weeks – 2 sessions p/w
Starting 22nd September (code: AC1204LG)
Starting 17th March (code: AC1209LG)



16 weeks – 2 sessions p/w
Starting 12th January (code: AC1205LG)



15 weeks – 2 sessions p/w
Starting 13th January (code: AC1206SS)



17 weeks – 2 sessions p/w
Starting 9th March (code: AC1208SS)



18 weeks – 2 sessions p/w
Starting 10th March (code: AC1207PS)



Our ICT courses are perfect for **building your computer skills** or for **improving your employment prospects**



IT User Skills Certificate: LEVEL 2

A practical course, ideal for those who want to demonstrate to employers they have achieved a recognised standard in IT.

18 weeks – 2 sessions p/w

Starting 12th January (code: AC3502LG)

11 weeks – 1 session p/w

Starting 22nd May (code: AC3503LG)



App Building

A great opportunity for aspiring developers to learn the fundamentals of app design, for both iOS and Android.

6 weeks – 1 session p/w

Starting 6th October (code: AC7254VH)



iPad for Beginners

new course

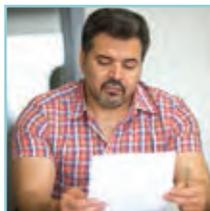
Get to grips with your iPad. This practical course offers helpful advice, tools, tips and shortcuts to getting the most out of your tablet.

5 weeks – 1 session p/w

Starting 5th November (code: AC7255PS)



Our courses
give learners a
competitive edge
in an expanding
industry



Forge your **own career path** with WAES, through courses which will enable you to **explore opportunities for enterprise** and help you to realise and achieve your business dreams.

If you're looking to start a business at home, or simply testing the water to see whether self-employment can work for you, we're here to offer expert, professional advice and guidance.

Our First Steps to Enterprise qualification is perfect for gaining a firm knowledge of the initial skills it takes to start your own business, from finance and legal matters through to marketing. Leading into a range of options, such as using social media as a business tool or running a business from home, we offer an adaptable course that caters to learners of all levels of experience. Taught part-time, using both classroom sessions and access to online resources, our flexible classes will help you with your future.

Starting a Market Trading Business

Learn what it takes to sell in a thriving London market. A great course that will teach you the necessary skills to run all aspects of a business.

8 weeks – 1 session p/w

Starting 23rd January (code: AE2004LG)



First Steps to Enterprise

Starting a business can be a satisfying but daunting adventure. This course, perfect for those considering self-employment, will guide you through the process.

8 weeks – 1 session p/w

Starting 26th September (code: AE2012LG)



Starting a Business from Home

Running a business from home might sound like a dream, but it needs motivation and a real desire to succeed. We can help you on your way.

8 weeks – 1 session p/w

Starting 1st May (code: AE2005LG)



11 weeks – 1 session p/w

Starting 7th November (code: AE2020PS)



8 weeks – 1 session p/w

Starting 24th February (code: AE2011VH)



Starting a Small Business

An essential course for the budding entrepreneur, showing you the fundamentals of setting up a small business.

8 weeks – 1 session p/w

Starting 28th April (code: AE2023PS)



11 weeks – 1 session p/w

Starting 25th April (code: AE2100LG)



Weekend



Our courses
cater to learners
with **all levels of**
experience



Cookery

A full list of this year's courses



Scan to go directly to these courses on our website, where you can find more in-depth information on each course, including fees, class start times and availability – or simply visit www.waes.ac.uk

There's always more to learn in the kitchen, and with our courses that cater to all levels of experience there's never been a better time to re-discover the pleasures of cooking. From 1-day bread-making sessions to longer international cookery courses, we'll help you to create exceptional dishes and give you the professional skills needed to work in the industry.

This section includes:

- Cookery Skills courses
- International Cuisine courses
- Professional Career courses
- 1-day courses

How to use this section

The following pages have all the courses we offer in this category. Each listing includes simple icons, as shown below, to let you know the course location, if suitable for beginners, intermediate or advance learners, and whether it is a day, evening or weekend course.

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Location
of specified
course



Level
For Beginners,
Intermediate or
Advanced learners



Weekend
Day,
Evening or
Weekend classes



Advice, assessment
or interview
is required



Our popular cookery courses, covering everything from **decorating cakes** to serving up **Chinese banquets**, will whet the appetites of everyone from **complete novices** to aspiring **professional chefs**.

Ranging from 1-day to 10 weeks or more, over mornings, afternoons, evenings or Saturdays, we have a flexible, expansive feast of tastes and techniques for you to try. Our highly experienced tutors and professional chefs will share their passion, knowledge and skills in our welcoming multi-kitchen facilities.

We're proud to offer courses across wide-ranging cuisines, using an assortment of culinary skills, so whether you want to dip into the art of Indian curry, learn the techniques of French patisserie or explore Mediterranean tastes, we have the classes to help. And if you're looking to move into the industry our professional courses at Level 1 and Level 2 can give you the confidence and motivation to work in the ever-growing hospitality sector.

Introduction to Culinary Skills Award: LEVEL 1



Learn, develop and practice skills that will help you gain employment in the hospitality and catering industry.

12 weeks – 2 sessions p/w

Starting 14th October

(code: FW1212LG)

Starting 24th February

(code: FW1213LG)



Professional Cookery Certificate: LEVEL 2

Gain the knowledge, understanding and skills that are needed to work in the hospitality sector.

18 weeks – 1 session p/w

Starting 11th September

(code: FW3004LG)

Starting 12th February

(code: FW3003LG)



Cake Decoration Award: LEVEL 1

Create scrumptious looking cakes with this fantastic course, a great opportunity to learn the basic practical principles and theory of cake decoration.

13 weeks – 2 sessions p/w

Starting 16th September

(code: FW2200LG)



Cake Decoration Certificate: LEVEL 2

Unravel the techniques of cake decoration in a course that's perfect for those looking to further their ability.

13 weeks – 2 sessions p/w

Starting 6th January

(code: FW2201LG)



Cookery

Food Safety in Catering: LEVEL 2

A comprehensive overview addressing the food safety needs of the catering and hospitality sector.

1-day course

29th November

(code: FW5130LG)



Weekend

1-day course

24th January

(code: FW5122VH)



Weekend

1-day course

16th June

(code: FW5127VH)



HACCP (Hazard Analysis & Critical Control Point): LEVEL 2

1-day HACCP Level 2 course on the general principles of food hygiene. Essential if involved in HACCP-based systems.

1-day course

8th November

(code: FW1001LG)



Weekend

1-day course

27th February

(code: FW1002LG)



1-day course

16th May

(code: FW1003LG)



Weekend

Cookery for Beginners

A fun, hands-on introduction to cooking. Build a basic repertoire of dishes while improving your confidence around the kitchen.

10 weeks – 1 session p/w

Starting 24th September

(code: FW1210LG)

Starting 21st January

(code: FW1211LG)



Intermediate Cookery

Master some tricky areas of cooking and pick up a few adventurous recipes along the way.

10 weeks – 1 session p/w

Starting 16th January

(code: FW2903LG)



Cooking with Kids

Cook together, learn together, have fun together. Get stuck in during the class and enjoy eating the tasty results.

2-day course

Starting 16th February

(code: FW2211LG)

1-day course

28th May

(code: FW2214LG)



Learn new skills from professional chefs in our **multi-kitchen environment**

A Taste of Spain

Join our culinary experts as we explore the mouth-watering tastes of authentic Spanish tapas.

1-day course

2nd May

(code: FW2101LG)



Weekend

Chinese Banquet

Bring in the Chinese New Year with some spectacular dishes. Learn how to rustle up delicious crispy duck, spring rolls and more.

6 weeks – 1 session p/w

Starting 8th January

(code: FW2231LG)



Delicious Dim Sum

The quintessential Cantonese cuisine, ideal for sharing with friends. Join in as we cook a Chinese feast.

1-day course

7th February

(code: FW5302LG)



Weekend

Flavours of the USA

Rustle up famous dishes from American culture, from succulent homemade burgers to creamy Chicken Maryland.

6 weeks – 1 session p/w

Starting 20th February

(code: FW5334LG)



Flavours of India

Let us introduce you to the delicate spices and passionate flavours of the Indian Subcontinent.

5 weeks – 1 session p/w

Starting 25th February

(code: FW5053LG)



Curry in a Hurry

Learn the art of making exotic homemade curries simply and quickly using fragrant spices and real Indian flavours.

1-day course

8th November

(code: FW2150LG)



Weekend

French Bistro Classics

French bistro cuisine makes for simple, flavoursome and robust dishes which can easily be reproduced at home.

5 weeks – 1 session p/w

Starting 24th September

(code: FW3704LG)



French Bistro Restaurant

Learn how to improve your knowledge of bistro dishes to a restaurant standard to impress at your next dinner party.

5 weeks – 1 session p/w

Starting 5th November

(code: FW3707LG)





Japanese Delights

Enjoy the unique taste of Japan, bringing together fresh flavours to produce sushi, sashimi and wasabi.

1-day course

9th May

(code: FW2235LG)



Weekend

Mediterranean Fusion

Come with us on a European culinary tour and visit a new Mediterranean country each week of the course.

5 weeks – 1 session p/w

Starting 22nd April

(code: FW5100LG)



Mexican Street Food

Mexican street food brings together exotic, fresh and vibrant flavours. Create delicious dishes such as tacos, taquitos and mole sauce.

1-day course

23rd May

(code: FW2234LG)



Weekend

Middle Eastern Cooking

Be inspired by the dazzling tastes of the Middle East. Make your own flatbreads with delicious fillings, salads and sauces.

1-day course

16th May

(code: FW5304LG)



Weekend

Thai Cookery

Get to know exotic Southeast Asian flavours and learn to work with the essential ingredients that make up Thai cuisine.

1-day course

4th October

(code: FW2204LG)

31st January

(code: FW2232LG)



Weekend

The Italian Kitchen

Fire up your love for Italian cooking by learning some authentic Italian dishes, made using fresh ingredients and regional styles.

5 weeks – 1 session p/w

Starting 12th January

(code: FW2203LG)



10 weeks – 1 session p/w

Starting 29th April

(code: FW5154LG)



World Street Food

Join us as we travel around the world and experience the sensational variety of street food from Vietnam to India, Morocco to Argentina.

5 weeks – 1 session p/w

Starting 22nd September

(code: FW2230LG)



Cookery

Creating Canapés

Our professional chef shares their top recipes for creating fabulous but hassle free canapés that you can make at home.

1-day course

13th December

(code: FW2003LG)



all

Weekend

Pizza & Pasta

Delicious homemade pizza is easier to make than you think. Healthier and tastier than a takeaway could ever be.

6 weeks – 1 session p/w

Starting 25th February

(code: FW2208LG)



all



Creating Summer Canapés

Get ready for the party season. Delight your friends by learning how to create simple but delicious canapés.

1-day course

6th June

(code: FW2004LG)



I

Weekend

Sensational Italian bread

Learn to make healthy and delicious bakery-style Italian bread including an open textured ciabatta and an olive oil flavoured focaccia.

1-day course

22nd November

(code: FW5091LG)



all

Weekend

Delicious Seafood Dishes

Learn to cook delicious, belly-filling seafood classics such as paella. Perfect for impressing dinner guests or for treating the family.

5 weeks – 1 session p/w

Starting 26th February

(code: FW5303LG)



I



Pastry Made Simple



Get to know your short crust from your choux. A helpful and delicious introduction to the world of pastry making.

6 weeks – 1 session p/w

Starting 19th September

(code: FW5072LG)



all



Homemade Healthy Treats

Learn to make healthy and nutritious meals, snacks and treats in a fun course your body will thank you for.

5 weeks – 1 session p/w

Starting 23rd April

(code: FW5301LG)



all



Everyday Pastry

Enjoy making pastry for everyday meals and puddings. Develop confidence in your cooking while building your patisserie skills.

6 weeks – 1 session p/w

Starting 7th January

(code: FW5073LG)



all



Artisan Patisserie

Master some of the patisserie classics, learning how to create the traditional pastries seen in bakeries across France.

1-day course

28th February

(code: FW5094LG)



Weekend

Artisan Bread

Learn to make a range of bakery-style breads, from French baguette to shaped dinner rolls.

1-day course

27th June

(code: FW5093LG)



Weekend

French Patisserie



Join our chef in an exploration of the classic pastry dishes of France, each week learning new techniques and recreating new dishes popularly seen in bakeries.

8 weeks – 1 session p/w

Starting 20th April

(code: FW2236LG)



Homemade Bread

Knead, pummel and stretch your way to perfect, nutritious bread. Learn to love that moment when the oven door opens...

6 weeks – 1 session p/w

Starting 9th January

(code: FW5041LG)

Starting 3rd June

(code: FW5042LG)



Cookery

Afternoon Tea

Learn the sophisticated history of English afternoon tea before preparing a traditional set-up of tea, scones and pastries.

1-day course

12th February

(code: FW1602LG)



American Pies & Bakes



Learn to cook the traditional favourites, such as the all-American apple pie, sensational key Lime pie and Mississippi mud pie.

8 weeks – 1 session p/w

Starting 10th October

(code: FW5333LG)

10 weeks – 1 session p/w

Starting 1st May

(code: FW5332LG)



Black Forest Gateau Masterclass

Create every layer of this decadent cake to produce an exquisite gateau.

1-day course

11th October

(code: FW2205LG)



Weekend

British Bake Off

If you're feeling inspired and fancy making some delicious baked goodies, then come and learn to create classics such as the Victoria Sponge.

6 weeks – 1 session p/w

Starting 24th February

(code: FW2216LG)



Chocolate Afternoon Tea

Learn the sophisticated history of English afternoon tea before preparing a traditional set-up of tea and chocolate treats.

1-day course

11th December

(code: FW1600LG)



Chocolate Creations

Create using that most sublime of ingredients, chocolate, in a course that will have you making truffles and tantalising decorative treats.

1-day course

14th February

(code: FW2220LG)



Weekend

Chocolate Liqueur Creations

Create luxurious treats using smooth chocolate ingredients and optional alcohol for a lavish twist.

1-day course

14th March

(code: FW2218LG)



Weekend

Many of our
short cookery courses
can be booked online at
www.waes.ac.uk

Decorate Your Christmas Cake

Personalise cakes for your friends and family this Christmas. Impress your loved ones with these festive delights.

1-day course
6th December (code: FW2217LG)



I

Weekend

Sensational Cupcakes

Learn how to bake your own yummy masterpieces and get creative with frosting and decoration at this popular short session.

1-day course
15th November (code: FW3251LG)



all

Weekend

Easter Cakes

Make classic Easter delights including Simnel cake for your family and friends to gobble up during your Easter festivities.

1-day course
21st March (code: FW2219LG)



all

Weekend

Sensational Chocolate Cupcakes

Learn how to bake your own Chocolate masterpieces and stunning chocolate decoration at this fun, hands-on class.

1-day course
20th June (code: FW3252LG)



all

Weekend

Edible Presents

A good present stays on the mantelpiece, but the best gifts stay for a moment on the lips and forever in the memory.

1-day course
29th November (code: FW2222LG)



all

Weekend

Sensational Flower Cupcakes

Learn how to bake your own yummy cupcakes and then decorate with floral designs at this fun and tasty short course.

1-day course
7th March (code: FW3253LG)



all

Weekend

Making Perfect Cakes

Create sumptuous sponge cakes, fruit cakes and cheesecakes that both look beautiful and melt in your mouth.

6 weeks – 1 session p/w
Starting 7th November (code: FW1501LG)

10 weeks – 1 session p/w
Starting 1st May (code: FW5040LG)



all



Strawberry Gateau Masterclass

Learn to recreate this delicious cake from scratch, from the light, fluffy sponge to the stunning decoration.

1-day course
17th January (code: FW2209LG)



all

Weekend



Foreign Languages

A full list of this year's courses



Scan to go directly to these courses on our website, where you can find more in-depth information on each course, including fees, class start times and availability – or simply visit www.waes.ac.uk

From those first steps using new words to discussing the finer points of a country's history, we're here to broaden your horizons with a range of courses at levels from beginner to advanced. Learning a language is a fantastic experience, and whether you're looking to buy property abroad or just pronounce the names of fancy wines, we'll help you to succeed.

This section includes courses on:

- French
- Spanish

How to use this section

The following pages have all the courses we offer in this category. Each listing includes simple icons, as shown below, to let you know the course location, if suitable for beginners, intermediate or advanced learners, and whether it is a day, evening or weekend course.

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Location
of specified
course



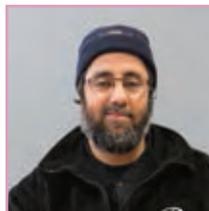
Level
For Beginners,
Intermediate or
Advanced learners



Weekend
Day,
Evening or
Weekend classes



Advice, assessment
or interview
is required



We offer courses in **French** and **Spanish**, two key languages that extend beyond Europe. Our classes cover **beginners to advanced conversation levels** and are taught by experienced native-speakers who are keen to bring their **culture into the classroom**, placing equal emphasis on grammar and conversation training.

Our language courses are taught in stages, enabling you to study at a level that best suits your ability.

Beginners: Suitable for complete beginners as an introduction to the fundamental aspects of the language.

Intermediate: Suitable for those who feel comfortable with the basics or have studied the language for around 40-60 hours or part-time for a year.

Holidays: Suitable for those with a grasp of the language or for those who have completed beginners 2 or studied for 40 hours. The focus of the course will be on subjects useful for vacations abroad.

Advanced Conversation: Suitable for those who have completed the equivalent of three to four years group tuition developing reading, writing and listening skills.

French Beginners 1

Learn French on this stimulating course for beginners, concentrating on developing your speaking and listening skills.

10 weeks – 1 session p/w
Starting 30th September (code: ML1015VH)



French Beginners 2

Continue to learn French in this lively follow-on course from Beginners 1. Consolidate knowledge of previously learnt topics whilst building on your language ability.

10 weeks – 1 session p/w
Starting 20th January (code: ML1304VH)



French for Holidays

Develop your French at near Beginner level. Taught in French with an emphasis on practical speaking and listening skills.

10 weeks – 1 session p/w
Starting 28th April (code: ML1382VH)



French Intermediate 1

Communicate in everyday French. Consolidate pre-existing basic knowledge and develop your speaking and listening skills through fun activities.

10 weeks – 1 session p/w
Starting 1st October (code: ML1383VH)



French Intermediate 2

Develop your range of grammatical structures and idioms. Taught primarily in French. Suitable if you have completed Lower Intermediate 1.

10 weeks – 1 session p/w
Starting 21st January (code: ML1384VH)



French Advanced

Work on speaking confidently and naturally along with developing reading, writing and listening. Discuss Francophone culture and current affairs.

10 weeks – 1 session p/w
Starting 2nd October (code: ML1374PS)





Spanish Beginners 1

Learn Spanish on this stimulating course for complete beginners, concentrating on developing your speaking and listening skills.

10 weeks – 1 session p/w
Starting 2nd October (code: ML1125VH)



10 weeks – 1 session p/w
Starting 21st January (code: ML8411PS)



Spanish Beginners 2

Continue to learn Spanish on this lively follow-on course from Beginners 1. Consolidate knowledge of previously learnt topics whilst building on your language ability.

10 weeks – 1 session p/w
Starting 15th January (code: ML1126VH)



Spanish For Holidays

Taught in Spanish with the emphasis on speaking and listening. Suitable if you have completed Spanish Beginners 2 or equivalent.

10 weeks – 1 session p/w
Starting 30th April (code: ML1388VH)



Spanish Intermediate 1

Communicate in everyday Spanish. Consolidate pre-existing basic knowledge and develop your speaking and listening skills through fun activities. Taught mainly in Spanish.

10 weeks – 1 session p/w
Starting 30th September (code: ML1389VH)



Spanish Intermediate 2

Develop your range of grammatical structures and idiomatic expressions. Taught in Spanish. Suitable if you have completed Lower Intermediate 1.

10 weeks – 1 session p/w
Starting 20th January (code: ML1390VH)



Book your **French**
or **Spanish** course
quickly and easily online
at **www.waes.ac.uk**



Childcare & Education

A full list of this year's courses



Scan to go directly to these courses on our website, where you can find more in-depth information on each course, including fees, class start times and availability – or simply visit www.waes.ac.uk

If you think that you have what it takes to make a difference to a child's life then we can help you open a door into this rapidly growing sector. Whether your focus is on childcare or teaching assistance, our training programmes are specifically designed to help you succeed in your career from entry level to Level 3.

This section includes courses such as:

- Caring for Children
- The Children & Young People's Workforce Diploma
- Teaching Assistance
- Paediatric First Aid

How to use this section

The following pages have all the courses we offer in this category. Each listing includes simple icons, as shown below, to let you know the course location, if suitable for beginners, intermediate or advance learners, and whether it is a day, evening or weekend course.

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Location
of specified
course



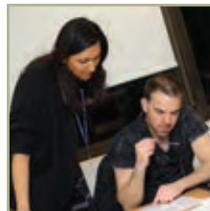
Level
For Beginners,
Intermediate or
Advanced learners



Weekend
Day,
Evening or
Weekend classes



Advice, assessment
or interview
is required



Caring for and educating children is a hugely rewarding career. Being able to **nourish the development of a child** comes with the crucial responsibility of shaping the lives of **future generations**. If you have the **passion and enthusiasm** we can help you on your way.

At WAES we have grown our childcare and education courses to reflect the growth of the sector; a burgeoning area with a valuable career path. Through CACHE qualified courses covering Level 1 to Level 3, we are pleased to offer classes for all levels of experience, providing a great pathway for a future in childcare and education. Our professional tutors will guide you through the necessary skills and give you the confidence to nurture the growth and development of young people, from nursery education to teaching assistance.

If you're looking to improve your qualifications in this area, or if you've ever considered changing the direction of your career, then we aim to provide you with the knowledge you'll need.

CACHE Caring for Children, Certificate: ENTRY LEVEL 3

Focusing on how play and social interaction shape a child's growth, this excellent course will help you cultivate the development of young children.

35 weeks – 2 sessions p/w
Starting 23rd September (code: CR4232LG)



CACHE Caring for Children Certificate: LEVEL 1

great for
beginners

An accessible course helping you to understand the skills needed to care for young people and nurture how they grow, learn and develop.

37 weeks – 2 sessions p/w
Starting 15th September (code: CR5602SS)
Starting 16th September (code: CR4217SS)



Paediatric First Aid: LEVEL 1

Gain the knowledge and confidence to recognise and treat life-threatening conditions, covering emergency situations encountered by professionals working with children.

2 weeks – 1 session p/w
Starting 7th March (code: CR4209LG)



Weekend



25 weeks – 3 sessions p/w
Starting 7th January (code: CR4216LG)

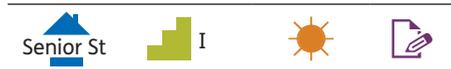


Childcare & Education

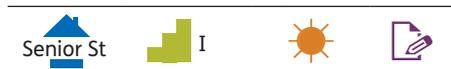
CACHE Introduction to Early Years Education & Care Certificate: LEVEL 2

Develop your career in childcare with this respected course, helping you build the necessary skills and knowledge to work with children and young people.

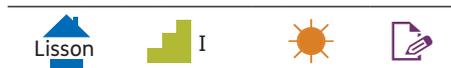
36 weeks – 2 sessions p/w
Starting 15th September (code: CR5057LG)



36 weeks – 2 sessions p/w
Starting 16th September (code: CR5054SS)



36 weeks – 2 sessions p/w
Starting 22nd April (code: CR4203LG)



CACHE Supporting Teaching & Learning in Schools Certificate: LEVEL 2

Build key skills in communication and support for working in a range of teaching environments, covering primary, secondary or special-needs schools.

33 weeks – 2 sessions p/w
Starting 15th September (code: CR5201LG)



CACHE Specialist Support for Teaching & Learning in Schools Diploma: LEVEL 3

This advanced course will help you to develop and refine your ability to foster a child's development and promote their wellbeing.

35 weeks – 1 session p/w
Starting 19th September (code: CR5530LG)



CACHE The Children & Young People's Workforce Diploma: LEVEL 3

popular course

Build advanced skills in working with young people through this high-level course. Ideal for those seeking a deep understanding of child support.

35 weeks – 2 sessions p/w
Starting 18th July (code: CR5059LG)



Our courses receive
very positive feedback
from the awarding
organisation **CACHE**





Health, Social Care & Counselling

A full list of this year's courses



Scan to go directly to these courses on our website, where you can find more in-depth information on each course, including fees, class start times and availability – or simply visit www.waes.ac.uk

If you want to make a difference to people's lives then we offer a challenging and rewarding programme of study. We deliver courses from Level 1 to Level 3 and have a highly successful Access programme for counselling and social work, perfect for leading to recognised qualifications within social care and counselling.

This section includes:

- Health & Social Care
- Counselling
- Safety in the Workplace

How to use this section

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Location
of specified
course



Level
For Beginners,
Intermediate or
Advanced learners



Weekend
Day,
Evening or
Weekend classes



Advice, assessment
or interview
is required



With a flexible amount of focus areas, from **nursing and social care to counselling**, our courses can provide you with a range of choices depending on your **professional interests**.

Working in the Health and Social Care profession can be a hugely rewarding career path. Our courses focus on a general Level 1, Level 2 and Level 3 programme that will enable you to progress into employment or to higher level qualifications.

An extremely popular area of study, our expert tutors can guide you from Level 1 through to Level 3 where we run two very successful pathways: Access to Higher Education (Counselling) and Access to Higher Education (Social Work) to enable learners to progress to university.

Health, Social Care & Counselling

Introduction to Health, Social Care & Children's & Young People's Settings Certificate: LEVEL 1



If you enjoy working with people and helping others, caring can provide great satisfaction and a rewarding career.

33 weeks – 2 sessions p/w

Starting 22nd September

(code: HS1042PS)



Health & Social Care Certificate: LEVEL 1



If you're looking to launch your career in the Care Sector, then this course is the perfect starting point.

18 weeks – 2 sessions p/w

Starting 16th September

(code: HS1043LG)



Health & Social Care Certificate: LEVEL 2

Gain the skills and knowledge you'll need to start a career in care, in areas such as social work, childcare, counselling or education.

18 weeks – 2 sessions p/w

Starting 24th February

(code: HS1041LG)



Progression to Health, Care & Counselling Diploma: LEVEL 2

Build on your understanding of the care sector through this course, covering a range of important skills and areas of knowledge.

36 weeks – 2 sessions p/w

Starting 23rd September

(code: HS5555VH)



Health, Social Care & Counselling

Emergency First Aid at Work: LEVEL 2



Learn how to handle emergency situations and gain a highly useful qualification on successful completion of this 1-day course.

1-day course

10th November

(code: HS6194VH)

28th April

(code: HS5561VH)



1-day course

6th February

(code: HS5560LG)



Health & Safety in the Workplace: LEVEL 2



Develop an awareness of key health and safety issues in the workplace on this Level 2, 1-day course.

1-day course

19th November

(code: HS5562VH)



1-day course

30th January

(code: HS5564PS)



1-day course

2nd May

(code: HS5563LG)



Weekend

Access to Higher Education: Counselling with Psychology Diploma: LEVEL 3

An exciting course covering important aspects of counselling. Perfect for learners or career changers seeking work in Health and Social Care.

33 weeks – 3 sessions p/w

Starting 22nd September

(code: HS1003PS)



Access to Higher Education: Social Work Diploma: LEVEL 3

From working with families to developing knowledge of mental health, this comprehensive course is a great way into the social work field.

33 weeks – 3 sessions p/w

Starting 23rd September

(code: HS1002PS)



Access to Higher Education courses are ideal for university preparation

An unshakable belief in people

For **Jassim Laftaly**, the study of counselling has had a profound effect on his understanding of others.



From his early teens, Jassim became an active member of the Iraq students' movement. Consumed by writings from the likes of Nietzsche, Pavlov and Freud, Jassim's main reason for pursuing counselling came with the inspiration of early Marxist humanism theory and the work of Nawal El Saadawi (Egyptian feminist writer and activist).

Life-changing studies

"I believe in humans – I believe in people, yet I'm not such a religious man," he explains. "I had some difficult times earlier in my life and my learning on the course helped me come to terms with this. My relationship with my son has benefited. It changed my life and made me realise that I can use this to help people."

Before studying on the Counselling and Psychology course at WAES, Jassim studied electrical engineering and worked part-time as an electrician and interpreter, using his fluency in four languages to help pay his way.

"I was warmly welcomed to WAES and so encouraged on my first day – the tutor (Mandy) empowered us and helped us find the motivation within ourselves. Having experienced some dark times herself I was able to connect with her, as were others in the class."

Putting learning into practise

Nowadays Jassim uses his expertise as a volunteer counsellor at a specialist London drug and alcohol clinic while he seeks permanent work. He has also made the leap to university where he continues his counselling studies. "Time will tell. I find the study hard work but my course a few years ago with WAES prepared me for university."

Two years on from studying with WAES he occasionally returns to mentor students and to tell his story in order to help others. "I'm still learning things – it's a continuous process".



English & Maths

An overview of this year's courses



Scan to go directly to our courses on our website, where you can find more in-depth information on each course, including fees, class start times and availability – or simply visit www.waes.ac.uk

From unemployed to careers professional

By studying English and Maths at WAES, **Jennifer Ainsworth** went from long-term joblessness to employment.



Jennifer Ainsworth, like many of her generation, left school in the late 1970s without a qualification to her name. She drifted into the service industry, moving between temporary positions in bars and restaurants. Although she eventually settled on a job, her life took a sudden plunge when she was made redundant. Unemployed for 10 years, it was at this point that her inspiring story really began.

Back to basics

Jennifer decided to go back and re-learn the basics. Westminster Adult Education Service (WAES) was recommended to her and within two years she'd achieved high GCSE grades in written and spoken English – qualifications she'd thought were beyond her.

“Studying at WAES gave me back my confidence.”

“Studying at WAES gave me back my confidence,” she told us. “I was given the space I needed to learn at my own pace. The teacher was kind and patient – we were treated as individuals and I felt comfortable being surrounded by people who, like me, missed the opportunity the first time around.”

Jennifer ignited her passion for learning and went on to complete a Business Administration degree. Now Jennifer plays an important role for Westminster City Council, helping people with learning difficulties or disabilities into employment, tackling the challenges that she once overcame.

Jennifer's advice to those who find themselves in her position? “Make the most of the support and resources around. There are people and organisations like WAES out there that can help you change your life.”

Do you want to improve your **English and maths**? Perhaps you want to get a **better job** or maybe you need to **help your children with their homework**?

Our basic skills courses can also help you with other courses that you can study at WAES such as childcare, health and social care, computing and graphic design courses

Our English and maths courses can help you do this and we offer the opportunity to gain recognised Functional Skills qualifications to show your achievements.

We have courses at different levels, on different sites and at different times to suit you. To join our classes, come in and complete an initial assessment and we will help you find the right course for you. In most cases, classes are free for those who have lived in the UK or EU for the last three years. If you are studying vocational or arts courses at WAES (e.g. health and social care, graphic design or business studies) our English and maths courses will help you succeed. We will teach you research skills, how to write essays, reports and articles and how to do presentations.

Call **020 7297 7297** to
arrange an assessment
or visit our **Lisson Grove**
or **Pimlico centres** to begin
learning today!



English

Our English courses are perfect if you want to improve your reading, writing, speaking and listening including your spelling and grammar. If English is your first language or you are fluent in speaking and listening, our English classes are for you.

Maths

Our maths courses will help you work with money, shapes, weights, measures, decimals and percentages all in real life situations like shopping, DIY or understanding recipes. We will help you understand the 'language of maths'.

GCSE Maths & GCSE English

Many people didn't get the chance to gain their GCSEs at school but now need them for work or for higher education. We offer you the chance to get one of these qualifications in an adult class with expert teachers. GCSEs are highly valued by schools, colleges and employers so they'll look great on your CV!



ESOL

English for Speakers of Other Languages

An overview of this year's courses



Scan to go directly to our courses on our website, where you can find more in-depth information on each course, including fees, class start times and availability – or simply visit www.waes.ac.uk

ESOL courses are designed for speakers of other languages and are ideal for those whose first language is something other than English. WAES offers different levels of courses to suit speakers of all abilities.

Our ESOL course levels include:

- Complete beginners
- Beginners
- Pre-intermediate
- Intermediate
- Upper intermediate
- Advanced

How to use this section

The following pages have all the courses we offer in this category. We hold courses at all levels in our centres across Westminster. Please call us or visit one of our centres to arrange an assessment to ensure that you are placed on the right course for your ability and goals.

It can be difficult if you are living in England and trying to settle here if **English is not your first language.**

If you need to be able to speak and understand English to help you cope in everyday life, for example to help your children, communicate with others or to get a job then ESOL courses are designed for you.

Gain a recognised qualification

WAES can help make things much easier and enhance your opportunities through our ESOL courses which give you a chance to gain qualifications that are recognised and valued in the UK. All our courses look at topics related to living and working in Britain.

On most of our courses you will take exams in reading, writing, speaking and listening. On some courses you will produce a portfolio of work.

ESOL courses are run all year round across our venues in Westminster, including Pimlico, Lisson Grove and from 2015 at the new Amberley Road centre. Courses are held during the daytime, in the evening and on Saturdays and Sundays – whenever suits you.



Call
020 7297 7297
or visit today to
arrange an
assessment!



Classes for Complete Beginners (Pre-Entry)

If you have little or no English then we offer courses that will start you off. Courses are in small, friendly groups and are held in local venues such as libraries and community centres near where you live.

Beginners Entry Level 1

For those that can speak a little English and write very basic information. Improve your listening, speaking, reading and writing skills. Learn basic grammar, develop vocabulary and use a simple dictionary.

Pre-Intermediate Entry Level 2

If you speak and write everyday English then this course is for you. It covers the four skills of reading, writing, listening and speaking and includes grammar development.

Intermediate Entry Level 3

If you are able to use English structures with some accuracy and fluency then this is for you. Learn more language skills through topics, grammar practice and vocabulary development.

Upper Intermediate Level 1

This course is appropriate if you communicate effectively and fluently in everyday situations, such as discussions and writing a letter. Cover the four skills and expand your grammar and develop vocabulary.

Advanced Level 2

This course is appropriate if you have successfully completed an ESOL Level 1 course to a high standard and/or your abilities in written and spoken English are similar to a native speaker of English. The course covers the four skills and develops your vocabulary in more complex situations.



EIS

English for International Students

An overview of this year's courses



Scan to go directly to our courses on our website, where you can find more in-depth information on each course, including fees, class start times and availability – or simply visit www.waes.ac.uk

Business Writing courses are for **non-native speakers of English** and will develop your business writing skills which you may need for your **education or professional career**.

You will learn how to write a variety of texts for business including formal letters, e-mails and reports. The minimum requirement to join the course is intermediate level.

Our writing courses are short intensive courses which last for one academic term (12 weeks). Course fees are based on an hourly rate and are calculated for a full programme of study for one term.

Business Writing Intermediate

This short course will help you write clear formal business letters, reports and emails as well as CVs and job applications. The course will focus on developing your understanding of the language and style required for business writing.

Business Writing Advanced

This is a short course for students who have completed Business Writing Intermediate or who already have good spoken English skills and grammatical awareness. You may already have an ESOL qualification in writing at Level 1. The course will develop your skills and accuracy for a range of writing styles and business situations.

To check your language suitability or for more information on these courses visit **www.waes.ac.uk**

Prepare yourself for the **Cambridge English exams**, highly respected qualifications for English ability, proof of your language skills and widely-recognised around the world by **universities and employers**.

Designed to improve your chances of succeeding in English-speaking environments and pitched for varying proficiency levels, our courses aim to prepare you for the internationally accepted Cambridge English exams. Our tutors can provide the training you need to feel fully prepared, and will recommend when and where to register for the exam.

We offer a level of flexibility in our courses, where learners are able to choose when they begin studying and when they stop. We recommend 12 weeks of study but shorter or longer courses can be arranged to suit the needs of individual learners. Four weeks of consecutive study is the minimum length of course we provide.

Preparation for Cambridge English: *First Certificate*

This course prepares you for the Cambridge English: First (FCE) exam. It covers the complete range of real-life language skills needed at upper intermediate level, as well as all the aspects of the exam. The course is at upper-intermediate (B2 CEFR) – you will need to be at least at upper intermediate level.

Preparation for Cambridge English: *Advanced*

This course prepares you for the Cambridge English: Advanced (CAE) exam. The course is pitched at advanced level (C1 CEFR) and covers the complete range of language skills, as well as all the aspects of the exam. You will need to be at least at advanced level to study this course.

Preparation for Cambridge English: *Proficiency*

This course prepares you for the Cambridge English: Proficiency (CPE) exam. The course is pitched at proficiency level (C2 CEFR) and covers the complete range of extremely high level language skills, as well as all the aspects of the exam.

Our **IELTS** exam preparation course will prepare you for the IELTS (International English Language Testing System) exam. This is the ideal test if you need to **study or work in the UK** or where English is the main form of communication.

An essential qualification for those with English as a second language considering studying or working in an English-speaking country, IELTS is recognised by universities and colleges, employers, immigration authorities and professional bodies.

With our specialist roll-on, roll-off courses learners are able to choose when they begin and end their study. 12 weeks of study is recommended – with a minimum length of 4 weeks – but shorter or longer courses can be arranged to suit the needs of individual learners. We can also offer recommendations on where to take the exam, which learners will need to register for directly.

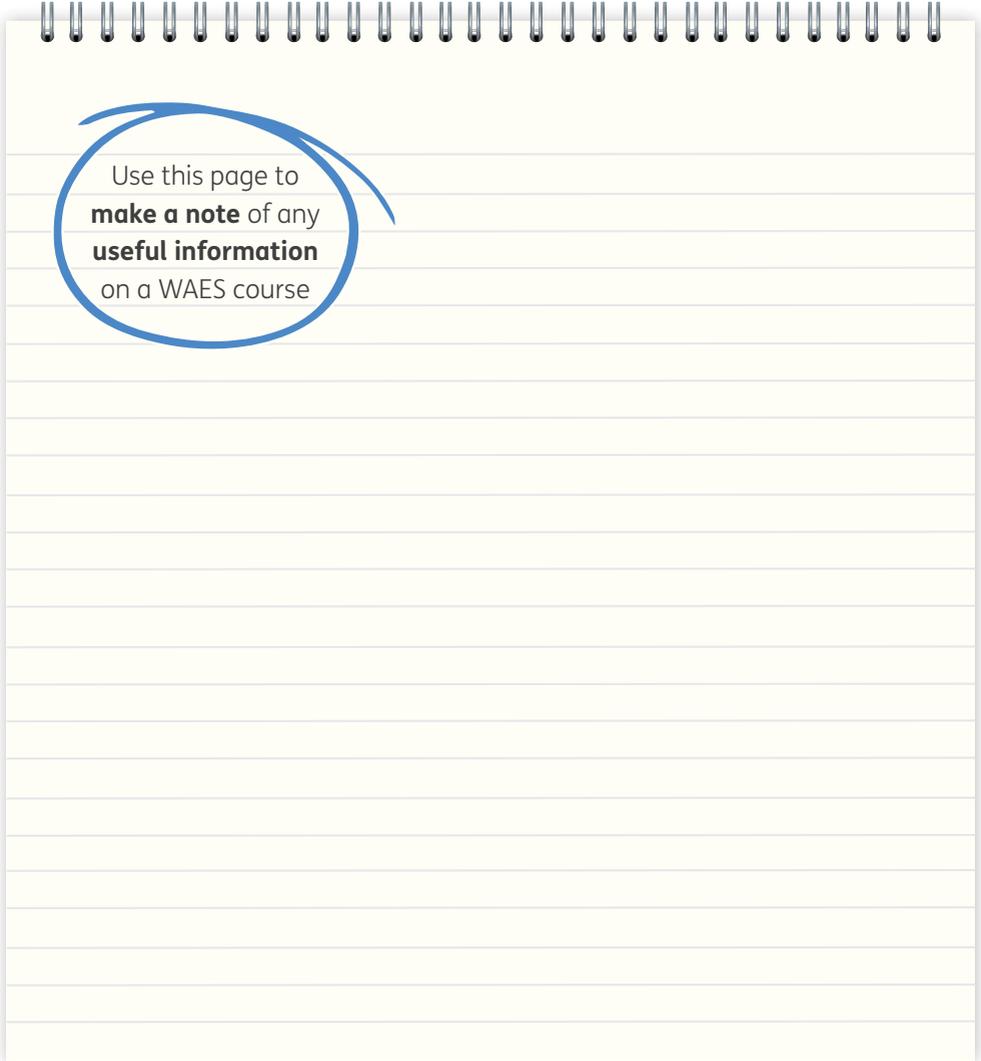
Preparation for IELTS

This course prepares you for IELTS, the world's most popular English test for study, professional and migration purposes, giving you an internationally recognised result. You will cover the complete range of high language skills, combined with extensive exam training, designed to prepare you for the highest level you can achieve. We aim for 7 or higher on a 9-band scale.

This course is pitched at upper intermediate-proficiency level (B1–C2 in The Common European Framework of Reference for Languages (CEFR)). In order to join the course you will need to be at least at upper-intermediate level.

To check your language suitability and to book this course online visit **www.waes.ac.uk**

Make a Note



Use this page to
make a note of any
useful information
on a WAES course

Questions?



call us on
020 7297 7297



go online at
www.waes.ac.uk



visit a centre
Lisson Grove
Centre or
Pimlico Centre

