

London's
Top College

#1

Over 90%
Student Achievement
for 16-18s, 19+
& Overall.



ADULT EDUCATION

COURSES 2023/2024



west-thames.ac.uk

020 8326 2000

Would you like to change career or improve your job prospects?

Our part-time day and evening courses can help you update your skills or turn a hobby into a career.

Entry requirements vary by course. Formal qualifications are not always necessary, but we may ask you to come to an interview to help you choose the right course.

Our lecturers are industry experts as well as qualified teachers, and they will give you the support and encouragement you need to succeed. We offer financial assistance and guidance on loans and concessions – see page 8 and 9 for more information.

At West Thames College, you're at London's #1 college for achievement! We boast over 90% student achievement rates for 16-18s, 19+ & overall.

We're also rated as 'Good with Outstanding Features' by Ofsted.

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ABOUT US

Our College

West Thames College has two campuses - our main campus in Isleworth and our Skills+Logistics Centre in Feltham.



Isleworth Campus:

The main campus has a friendly, vibrant atmosphere and combines bright, modern purpose-built buildings with the historic grandeur of Spring Grove House - once the home of Sir Joseph Banks, who sailed the world with Captain Cook. Students benefit from a range of facilities including professional salons, theatre, dance studios, music recording & TV studios, sports facilities and much more. Our extensive range of courses cover pre-entry to higher education, offering a range of opportunities for progression.



Feltham Campus:

Known as the Skills+Logistics Centre, our £3 million purpose-built centre provides you with hands on training needed to secure a job within your chosen profession. It includes multiple workshops and workspaces that create realistic work environments, allowing students to develop the specific skills required within the industry. You will be taught by real industry professionals, who will pass on their substantial expertise and knowledge.



Open Days at West Thames College

Our Open Days are a chance to tour the facilities, meet the tutors and get a real taste of life on Campus. They are offered throughout the year. For the latest dates please visit west-thames.ac.uk/opensdays.

COURSE LEVEL AND ENTRY REQUIREMENTS GUIDE

Not sure which course level is right for you? Our handy table below should help.

If you still need assistance, please contact us on 020 8326 2000.

Level	Type of Course	Equivalent to	Typical Entry Requirements
Entry	Entry Level course	N/A	No formal entry requirements.
1	Foundation level designed to give you an introduction to a subject.	GCSE grade D-G/3-1	No formal entry requirements.
2	Intermediate level designed to develop your knowledge to an intermediate level.	GCSE grade A-C/7-4	Level 1 qualification or two GCSEs Grade D/3 or above. Experience of working at a Level 1 standard.
3	Advanced level designed to build on your existing specialist knowledge and how you can apply this to real-life scenarios.	A Levels	Level 2 qualification or four GCSEs grade A*-C/9-4.
4	Designed to explore the subject in much greater detail, giving you the specialist skills needed for your chosen industry.	First year of university	Level 3 qualification or A Level.
5	Designed to continue your learning from Level 4 and apply this knowledge to case studies and a major project.	Second year of university	Level 4 qualification in a similar subject such as a Higher National Certificate (HNC) or Professional Certificate.

HOW TO APPLY

Ready to start studying at West Thames College? Here's what to do next.

Apply online

- 1 Visit west-thames.ac.uk
- 2 View our range of courses on our 'Course Explorer' and click the 'View Courses' button on your preferred subject area.
- 3 Select the course you want to study, then click the 'Apply now' button and complete an application form.

Course Explorer



English for Speakers of Other Languages (ESOL) for Adults

Location	Start Date	Mode	Part Time	Apply
Waltham	04/09/2023	Full Time	Yes	Apply
Waltham	04/09/2023	Full Time	Yes	Apply

Course Info

Duration: 12 weeks
 Level: Level 1
 Hours: 120 hours
 Fees: £100 per session

Career Paths

- English for work
- English for life
- English for learning

How to Apply

Visit west-thames.ac.uk to apply online or call 020 8326 2000 for more information.

Apply in person

Pop into our Information Centre to apply in person, receive advice or book an appointment to speak to a teacher. Please call 020 8326 2000 to check opening times before visiting us.

Please note that some courses require an interview before you enrol. You should receive notification of an interview within 28 days of submitting your application.

Not sure what you want to study?

If you are not sure which course is right for you, please call 020 8326 2000 to arrange an appointment with a careers' adviser.

HELP AND SUPPORT

We have an excellent reputation for the additional support we give our students.

Learning Support

If you have a physical, mental health or sensory impairment and/or learning disability, please let us know so that we can make arrangements for you.

Counselling

Talk through problems or stressful situations in complete confidence with a professional counsellor.

Learning Resources Centre

A range of services to support your studies including computers, study spaces, online and offline resources and helpful staff.

Welfare and Support

Practical financial advice and help with bursaries and entitlements.

Careers Service

Our independent careers advisers will help you make the right decision for your future and identify the skills you need to succeed.

College Nursery

Our college nursery offers full and part-time places for children aged 3 months to 5 years, providing a safe and stimulating learning environment for your children while you study. Funding and subsidies may be available, but places are limited. For an application form and more information, please contact the nursery on 020 8326 2318.

FEES AND FUNDING

West Thames offers a range of fees and financial support for adults studying at our college.

Free Level 3 Courses for those aged 19+

If you are 19 or over and do not already have a Level 3 qualification or higher, you can access a free Level 3 qualification.

If you already have a Level 3 qualification or higher, but you earn below the National Living Wage annually (£20,319 annual gross salary or £23,302.50 in the Greater London area from April 2023) or are unemployed, you can also access these qualifications for free. This is regardless of any qualifications you already have.

Advanced Learner Loan

You can apply for an Advanced Learner Loan to help with the costs of a course. Loan eligibility does not depend on your income and there are no credit checks. The Loan can pay for your course fee as well as a number of other course related expenses such as the cost of:

- Childcare
- Equipment
- Special kits
- Books
- Travel and course trips
- Exam fees
- Art supplies and photographic materials

If you successfully complete a higher education course while using the Advanced Learner Loan, Student Finance England will 'write off' any outstanding loan balances you owe - this means you do not have to repay them.

Discretionary Learner Support

Discretionary Learner Support (DLS) is a fund that allows us to provide financial support to students on a course funded through the Education and Skills Funding Agency (ESFA) with a specific financial hardship preventing them from taking part in learning. To be eligible for DLS, all the following must apply:

- You are aged 19-23 on an FE course up to and including Level 3, or aged 24+ and on an FE course up to and including Level 2
- You are in receipt of benefits, and you have a family income of not more than £28,000.*

Childcare / Nursery

West Thames College has a purpose-built day nursery catering for children between the ages of 3 months to 5 years. If you want to enrol on a course, you may qualify for a subsidised nursery place for your child during the periods when you attend college although places are very limited.

See page 87 for more information.

Loan Bursary

The Loan Bursary is designed to help students who receive the Advanced Learner Loan and need additional support. To be eligible, you must be aged 19+ and meet the following criteria:

- Be studying on a course at Level 3 or higher
- Be in receipt of the Advanced Learner Loan or have had your loan approved by the Student Loans Company
- Be in receipt of benefits*
- Have a family income of not more than £35,000.

* If on Universal Credit (UC), your family income including UC must be less than £35,000.

➤ Next Steps

If you would like to find out more, please contact studentwelfare@west-thames.ac.uk



APPRENTICESHIPS

An apprenticeship is a real job where you learn, gain experience and get paid.

Earn as you learn

Apprenticeships are the ideal way to get hands-on experience whilst studying for a qualification at the same time.

- ▶ An apprenticeship typically involves spending four days a week in a work environment gaining practical skills and one day a week studying at college.
- ▶ You will receive a salary of approximately £200 per week, depending on the job you are doing and your employer.
- ▶ Apprenticeships take at least 12 months to complete – usually 12-15 months for Level 2 and 18-24 months for Level 3.

Next Steps

If you would like to find out more, please contact our apprenticeship team:
apprenticeships@west-thames.ac.uk

6 STEPS to apprenticeship success

1. Decide which apprenticeship area you are interested in.
2. Register on the National Apprenticeship website www.gov.uk/apply-apprenticeship to see all the apprenticeship vacancies across the country.
3. Prepare your application – make sure your CV is up to date.
4. Apply for positions – go to west-thames.ac.uk/apprenticeships or visit the National Apprenticeship Service.
5. Attend an interview if your application is successful.
6. Get the job! Start work and train at the same time.



FREE MATHS COURSES FOR YOUR BUSINESS

If your business could benefit from improving the numeracy skills of your workforce, we have the right Multiply course for you.

West Thames College offers Multiply courses which are FREE fully-funded programmes to help employees improve their confidence with numbers and brush up on the maths skills that they require in their role to be successful in your business.

Who is eligible?

Your staff aged 19+ who live in London* and do not already have a GCSE at grade C (or equivalent) in maths.

* Staff need to show evidence of 1 year of residency in the UK.

Training tailored to your needs

Our Maths team will work with you to **tailor a course and delivery method suitable for your staff**. Potential areas of study you can build within your bespoke maths course:

- ▶ Calculating tax
- ▶ Income and expenditure
- ▶ Working on payment tills
- ▶ Interest rates and loans
- ▶ Future and present values
- ▶ Financial statements
- ▶ Elementary Algebra
- ▶ Statistics
- ▶ Probability

We will conduct a diagnostic assessment of your workforce's needs and keep you informed of progress throughout the course.

Lessons can be delivered anywhere and at anytime. We can deliver face-to-face or online training at our Isleworth Campus or your place of work.

Our courses

- ▶ **Step up to Level 1 Functional Skills**
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- ▶ **Supporting learning at home**
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ACCESS TO HIGHER EDUCATION

ACCESS TO POLICING

LEVEL 3

OCN London.
For students who want to develop a career in Policing.

DURATION: 1 year full-time

STARTS: 11 September 2023

DAYS / TIME: TBC

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

WHAT WILL I STUDY?

The Access to Policing course offers adult returners a coherent, integrated and supported year of study through which they will gain the knowledge, awareness, skills, and confidence necessary for successful undergraduate studying in the intended progression routes for this Diploma. The course aims to provide a balance of essential study skills with specialist subject knowledge to enable the students to be prepared for the academic and practical rigours of undergraduate study in HE Policing entry programmes. It must however be noted that the Access to HE Diploma does not provide guaranteed entry to UK Higher Education Institutions.

NEXT STEPS:

This Access course has been designed for progression onto the Police Constable Degree Apprenticeship and related HE Policing entry degree programmes. Please note Degrees undertaken via a specific force will be subject to a successful application, vetting and offer.

ENTRY REQUIREMENTS:

GCSE English at grades 9-4/A*-C. Please Note: For those wishing to progress to a Police Constable Degree Apprenticeship, it is expected that they will have Level 2 English with an expectation that Level 2 Functional Skills Maths will be attained by the end of the first year of the degree apprenticeship. You can sit your GCSE Maths whilst on the Access Programme.



**METROPOLITAN
POLICE**

ACCOUNTING

AWARD IN BOOKKEEPING

LEVEL 1

AAT Access Award.
For those who want to develop a career in bookkeeping and accountancy.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 18 September 2023 and 8 January 2024

DAYS / TIME: 1 evening per week

DURATION: 12 weeks

ASSESSMENT: External exam via AAT

MODE OF DELIVERY: In class

WHAT WILL I STUDY?

Introduction to bookkeeping, working within bookkeeping, bookkeeping and accounts, spreadsheet software.

NEXT STEPS:

This qualification will enable you to work at a junior role in an accounts office and/or progress to the Level 2 AAT Foundation Certificate.

ENTRY REQUIREMENTS:

You should have basic literacy and numeracy skills.



CERTIFICATE IN BOOKKEEPING

LEVEL 2

AAT Certificate in Bookkeeping.
For those who want to develop a career in bookkeeping and accountancy.

ASSESSMENT: This course is assessed through a total of two computer-based exams, one taken at the end of each unit.

MODE OF DELIVERY: In class

WHAT WILL I STUDY?

This short course, studied over 14 weeks will equip you with the skills and knowledge needed to manage books effectively, including double entry bookkeeping, and associated documents and processes, up to Trial Balance standard.

NEXT STEPS:

On successful completion of this course, you can progress to higher level AAT Accounting Qualifications (Level 3 and then on to Level 4).

Students completing this Level 2 AAT Certificate in Bookkeeping may wish to go on and complete the full Level 2 AAT Certificate in Accounting. If you do choose to continue your studies in this way, then your achievements in the Bookkeeping qualification are carried over to the longer accounting qualification.

You might be eligible for a fully funded Level 3 course. Alternatively, you can apply for an Advanced Learner Loan to cover the cost of your Level 3 study. Please ask a member of college staff for more information.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 18 September 2023

DAYS / TIME: 1 evening per week

DURATION: 14 weeks

ENTRY REQUIREMENTS:

There are no formal entry requirements for this course. Previous knowledge of accounting or a Level 1 Bookkeeping qualification would be advantageous but not essential.

ACCOUNTING

CERTIFICATE IN BOOKKEEPING

LEVEL 3

AAT Access Award.
For those who want to develop a career in bookkeeping and accountancy.

STARTS: 18 September 2023

DAYS / TIME: 1 evening per week
(Blended)

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

DURATION: 16 weeks

ASSESSMENT: External exam

MODE OF DELIVERY: In class + Remote

WHAT WILL I STUDY?

This flexible course is delivered in partnership with Mindful Education and combines online learning with face-to-face lessons in the classroom. You will develop business communications and lifelong learning skills, applying what you learn on the course to the wider industry context. Some of the areas you will study:

- Financial Accounting: Preparing Financial Statements
- Tax Processes for Businesses

NEXT STEPS:

Students completing the AAT Advanced Certificate in Bookkeeping may wish to go on and complete the full AAT Advanced Diploma in Accounting. If you do choose to continue your studies in this way, then your achievements in the Bookkeeping qualification are carried over to the longer accounting qualification.

If you successfully complete this qualification, you can apply for AAT associate bookkeeping membership (AATQB).

ENTRY REQUIREMENTS:

You must have a sound knowledge of bookkeeping principles to undertake the AAT Level 3 programme. Achievement of an AAT Level 2 Foundation Certificate in Bookkeeping is advantageous but not essential.

mindful
education

CERTIFICATE IN ACCOUNTING

LEVEL 2

AAT Level 2 Certificate for Accounting Technicians (QCF). For anyone who is seeking an introduction to basic accounting principles and skills.

STARTS: 18 September 2023

DAYS / TIME: 1 evening per week
(Blended)

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

DURATION: 10 weeks

ASSESSMENT: This course is assessed through computer-based exams and a synoptic assessment, which draws on and assesses knowledge and understanding from across the qualification.

MODE OF DELIVERY: In class + Remote

WHAT WILL I STUDY?

This flexible course is delivered in partnership with Mindful Education and combines online learning with face-to-face lessons in the classroom.

You will study some of the following areas in accounting:

- Introduction to Bookkeeping
- Principles of Bookkeeping
- Principles of Costing
- The Business Environment

NEXT STEPS:

You can progress to Level 3 and then on to Level 4 of the AAT Accounting Qualification.

Alternatively, you can apply for an Advanced Learner Loan to cover the cost of your Level 3 study. Please ask a member of college staff for more information.

ENTRY REQUIREMENTS:

Previous knowledge of accounting or a Level 1 Bookkeeping qualification would be advantageous but not essential.

mindful
education

ACCOUNTING

DIPLOMA IN ACCOUNTING

LEVEL 3

AAT Level 3 Diploma for Accounting Technicians (QCF). Ideal for anyone who is looking to advance their existing knowledge of accounting.

STARTS: 18 September 2023

DAYS / TIME: 2 evenings per week

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

DURATION: 34 weeks

ASSESSMENT: This course is assessed through computer-based exams for each unit.

MODE OF DELIVERY: In class

WHAT WILL I STUDY?

This course is delivered with face-to-face lessons in the classroom.

You will study some of the following areas in accounting:

- Financial Accounting: Preparing Financial Statements
- Management Accounting Techniques
- Tax Processes for Businesses
- Business Awareness

NEXT STEPS:

You can progress to Level 3 and then on to Level 4 of the AAT Accounting Qualification.

Alternatively, you can apply for an Advanced Learner Loan to cover the cost of your Level 3 study. Please ask a member of college staff for more information.

ENTRY REQUIREMENTS:

Previous knowledge of accounting or a Level 1 Bookkeeping qualification would be advantageous but not essential.



ART, DESIGN & CREATIVE MEDIA

AWARD IN CREATIVE & DIGITAL ARTS

LEVEL 2

UAL Level 2 Award in Art & Design. For those who want to develop skills and confidence in a range of creative design theories.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DAYS / TIME: TBC

DURATION: 2 days a week for 10 weeks

WHAT WILL I STUDY?

This course will encourage you to be adventurous and open minded in exploring a wide range of materials and processes through a series of mini projects including;

- Observational studies
- Surface pattern and textiles
- Printmaking
- Life drawing
- Photography

You will develop personal skills and confidence in a range of creative design theories linked to artists and designer investigations, through research investigations and a gallery or exhibition visit. You will be given the opportunity to collaborate with your peers and develop personal presentation skills that you can use to showcase your artwork through digital portfolios, social media and blogs.

NEXT STEPS:

You may wish to progress to the full Level 2 Diploma in Art & Design upon successfully finishing this 2-unit introduction course.

ENTRY REQUIREMENTS:

None but you will be asked to take part in an interview to discuss your interest in the subject.



FOUNDATION IN CREATIVE & DIGITAL ARTS

LEVEL 3/4

UAL Level 2 Award in Art & Design. For those who want to develop a portfolio of skills in preparation for HE or employment. You will explore and investigate a range of art & design techniques and processes and be encouraged to take risks in your practical work, alongside developing theoretical and conceptual understanding.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DAYS / TIME: 3 days per week

DURATION: 1 year

WHAT WILL I STUDY?

You will complete a diagnostic investigation into visual language and creative practice, through a series of themed projects. You will extend your knowledge and skills in critical thinking and develop creative independence within a chosen specialism.

This may include;

- Digital design
- Drawing & mixed media
- Architecture
- Graphic design
- 3D design
- Photography
- Sculpture

You will contextualise these investigations and reflect on your personal progress throughout, using this critical thinking to develop your own creative ambitions through an independent project.

NEXT STEPS:

Higher education, apprenticeship, or employment.

ENTRY REQUIREMENTS:

Evidence of a Level 3 art related qualification including an A Level, Diploma or Extended Diploma and GCSE Maths & English at grade C/4.

ART, DESIGN & CREATIVE MEDIA

AWARD IN ADULT, FILM & MEDIA

LEVEL 2

UAL Level 2 Award in Art & Design. For those who want to learn the essentials of filmmaking and content production for the digital age.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 18 September 2023

DAYS / TIME: TBC

DURATION: 2 days a week for 10 weeks

WHAT WILL I STUDY?

We are living in a digital world. Everyday media skills are becoming more important: from finding work and connecting with people, to growing a business and creating content. Across ten weeks, you will learn essential media skills to help improve your photography and filmmaking abilities. You will explore;

- Composition
- Camera settings
- Lighting
- Sound
- Editing

This course will provide you with all you need to know to become a digital content creator for the modern age, to provide you with the key skills to attract employers, or to become your own content producer.

NEXT STEPS:

Level 2 or Level 3 diploma course in creative media production depending on your skills and experience.

ENTRY REQUIREMENTS:

None but you will be asked to take part in an interview to discuss your interest in the subject.



CREATIVE MEDIA PRODUCTION – HIGHER NATIONAL DIPLOMA (HND)

LEVEL 5

The Higher National Certificate/Diploma in Creative Media Production (Film) RQF aims to develop students as professional, self-reflecting individuals able to meet the demands of employers in Creative Media Production and adapt to a constantly changing world.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 28 September 2023

DAYS / TIME: Thursdays and Fridays
9am - 3.30pm

DURATION: 2 Years

WHAT WILL I STUDY?

You will develop the skills required to work within various media industries via hands-on experience and tutoring. As part of a production team, you will be encouraged to develop various productions from concept to screen. You will use the latest digital equipment in our Media and Music Centre to produce programmes within a professional context, including a multi-camera TV studio and editing suites equipped with Final Cut, Adobe Premiere and Photoshop.

You will study:

- Single camera techniques
- Television documentary production
- Promotional video production
- Television news techniques
- Music video production
- Radio production
- Film and video editing

NEXT STEPS:

Final year of a BA (Hons) degree or employment in the creative media industries. Opportunities include setting up your own small filming production company or freelance work as a camera person or film editor.

ENTRY REQUIREMENTS:

The standard minimum entry qualification is a grade D at A Level and 80 UCAS points, preferably supported by a pass in GCSE English however each application will be assessed on an individual basis.

BEAUTY THERAPY

BEAUTY THERAPY WITH LANGUAGE SUPPORT

LEVEL 2

VTCT Diploma. For students whose first language is not English and who wish to learn beauty therapy.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DAYS / TIME: TBC

DURATION: 1 year

WHAT WILL I STUDY?

Facials, makeup, manicure, pedicure, anatomy and physiology, depilatory waxing, tanning, lash and brow tinting, eyebrow shaping, stock display, reception and salon administration, with English language support.

NEXT STEPS:

Level 3 VTCT Diploma in Beauty Therapy or Beauty Therapy Treatments to become a fully qualified beauty therapist.

ENTRY REQUIREMENTS:

A good general education. A Level 1 qualification in beauty therapy is helpful but not essential. You will need a reference and be required to pass an English language assessment.



BEAUTY SPECIALIST TECHNIQUES

LEVEL 2

VTCT Diploma. An intensive evening course for those who want to change career.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

DURATION: 1 year

STARTS: 11 September 2023

DAYS / TIME: TBC

WHAT WILL I STUDY?

Facial treatments, skin care, lash and brow tinting and shaping, manicure and pedicure, waxing, tanning, related anatomy and physiology, professional conduct, reception, stock display and health and safety.

NEXT STEPS:

Level 3 Beauty Therapy Treatments to become a fully qualified beauty therapist.

ENTRY REQUIREMENTS:

A good general education with good written English. GCSE biology is an advantage. You must be highly motivated and able to practice your treatments at home (we recommend 4 hours home study per week).

LASH EXTENSIONS

LEVEL 3

VTCT Award in Single Eyelash Extension Treatments. Learn to provide eyelash extension treatments involving the use of single eyelashes.

DURATION: 3 weeks

FEES: TBC

STARTS: 22 January 2024

DAYS / TIME: Mondays

WHAT WILL I STUDY?

Consultation techniques, attaching, maintaining and removing single lash systems, and providing aftercare advice.

NEXT STEPS:

Additional short courses or Level 2 or Level 3 Intensive Beauty Therapy.

ENTRY REQUIREMENTS:

NVQ or VTCT (VRQ) Level 2 in Beauty Therapy and a good general education.

BEAUTY THERAPY

INTENSIVE BEAUTY THERAPY

LEVEL 2

VTCT Diploma. For those employed in the industry who want to become fully qualified beauty therapists.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DURATION: 1 year

DAYS / TIME: TBC

WHAT WILL I STUDY?

Facials, makeup, manicure and pedicure, anatomy and physiology, depilatory waxing, lash and brow tinting, eyebrow shaping, lash perming, tanning, stock display, reception and salon administration.

NEXT STEPS:

Level 3 Beauty Therapy Treatments to become a fully qualified beauty therapist.

ENTRY REQUIREMENTS:

A good general education or 2 GCSEs at grades A*-C / 9-4, preferably including English language and a science subject, or successful completion of Foundation Level Beauty Therapy with functional skills in English.



INTENSIVE BEAUTY THERAPY

LEVEL 3

VTCT Diploma. For those employed in the industry who want to become fully qualified beauty therapists.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DURATION: 1 year

DAYS / TIME: TBC

WHAT WILL I STUDY?

Electrical facial and body treatments, Indian head massage, body massage, hot stone massage, microdermabrasion, health and safety, client care and related anatomy. You may visit a major exhibition and take part in competitions.

NEXT STEPS:

Further your career as a beauty therapist and/or study part-time specialist courses.

ENTRY REQUIREMENTS:

NVQ or VTCT (VRQ) Level 2 Diploma in Beauty Therapy and a good general education. You should also possess patience, tolerance, creativity, and a desire to succeed. You will need to fill in an application form and attend an interview, which will give you the opportunity to ask detailed questions about the course. References will be requested and entry criteria projects may be set.

If you need advice before you apply, please call 020 8326 2000 or email info@west-thames.ac.uk.



BEAUTY THERAPY

BEAUTY INCLUDING TATTOO REMOVAL

LEVEL 5

VTCT Certificate. The VTCT Level 5 Certificate in Laser Tattoo Removal is an advanced therapy qualification aimed at Level 4 qualified practitioners aged 18 and over who wish to add this therapy to their repertoire of treatment offerings.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: TBC

DAYS / TIME: Tuesdays 9.30am - 3.30pm

DURATION: 10 Weeks

WHAT WILL I STUDY?

This qualification is informed by employers and national occupational standards for beauty therapy and includes all the required elements to work effectively as a fully commercial laser tattoo removal practitioner. Learners must achieve all mandatory units which include:

- ▶ Principles and practice of non-medical aesthetic therapies
- ▶ Advanced consultation for non-medical aesthetic therapies
- ▶ Advanced skin care for non-medical aesthetic therapies
- ▶ Remove or fade tattoos using Q Switched Laser systems

Throughout this qualification, learners will develop their knowledge and understanding of relevant anatomy and physiology and health and safety pertaining to Level 5 non-medical aesthetic therapies. They will also develop the knowledge, understanding and skills to consult with and analyse clients whilst providing laser tattoo removal treatments. In parallel, learners will develop their communication and customer service skills and widen their knowledge of the principles and practices of non-medical aesthetic therapies, all of which are valued highly by employers.

NEXT STEPS:

The primary purpose of this qualification is to prepare learners for employment in the advanced non-medical aesthetic industry providing laser tattoo removal techniques. Additionally, learners may choose to further develop their knowledge and skills by completing supplementary specialist qualifications at Level 5 in advanced blemish removal.

ENTRY REQUIREMENTS:

Learners are required to hold a Level 4 Laser and IPL qualification to progress onto Level 5 Tattoo Removal.

BEAUTY THERAPY TREATMENTS

LEVEL 3

VTCT Diploma. An intensive evening course for students who wish to work as beauty therapists.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DAYS / TIME: Wednesday and Thursday, 6pm - 9pm

DURATION: 1 year

WHAT WILL I STUDY?

Electrical facial and body treatments, Indian head massage, hot stone massage, body massage, microdermabrasion, salon management, retail, anatomy, and physiology.

ENTRY REQUIREMENTS:

Level 2 NVQ or VTCT in Beauty Therapy. A good general education and good written English are essential. You must be highly motivated and able to practice your treatments at home (at least 6 hours per week recommended).

LASER AND INTENSE PULSED LIGHT (IPL) TREATMENTS

LEVEL 4

VTCT Certificate (QCF). For qualified beauty therapists who wish to practise laser and IPL in a salon environment.

FEES: £1307 + For both the short and full year course, students will need to wear uniform, £25.30 for a new tunic, if required. (Costs subject to change). *This course is eligible for an Advanced Learner Loan.*

DURATION: TBC

STARTS: 4 and 11 September 2023

DAYS / TIME: Day or evening

WHAT WILL I STUDY?

How to formulate a course of treatment to suit client needs and use laser and light treatments for skin rejuvenation and hair removal.

ENTRY REQUIREMENTS:

Level 3 Beauty Therapy qualification.

BEAUTY THERAPY

DESTINATION HAIR AND BEAUTY WITH ENGLISH LANGUAGE

LEVEL 1

VTCT Award. For those who wish to work towards a career within the hair and beauty industries whilst improving their English language skills.

DURATION: 2 days per week

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DAYS / TIME: TBC

WHAT WILL I STUDY?

Destination courses are for more advanced ESOL students and consist of about 50% English and 50% vocational study. You will study English with a combination of units that include an introduction to the hair and beauty industries. Units include: an introduction to hair and beauty treatments including basic nail and hand care, facial skin care, shampooing, conditioning, and hair styling.

NEXT STEPS:

You may wish to progress to a Level 2 Diploma in Hair or Beauty.

ENTRY REQUIREMENTS:

You do not need to have any previous qualifications, but you should be able to give reasons for wanting to work in hair or beauty. You should have a pass at ESOL Entry 3 or equivalent. You will be interviewed before you enrol on the course, and you will have a written assessment to establish your level of language skills.



BEAUTY THERAPY - LASER AND IPL

LEVEL 4

VTCT Certificate. This daytime intensive course allows you to study for a full certificate in laser and IPL, plus the opportunity to study extra units including epilation and advanced epilation.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

DAYS / TIME: TBC

DURATION: TBC

STARTS: 4 September 2023

WHAT WILL I STUDY?

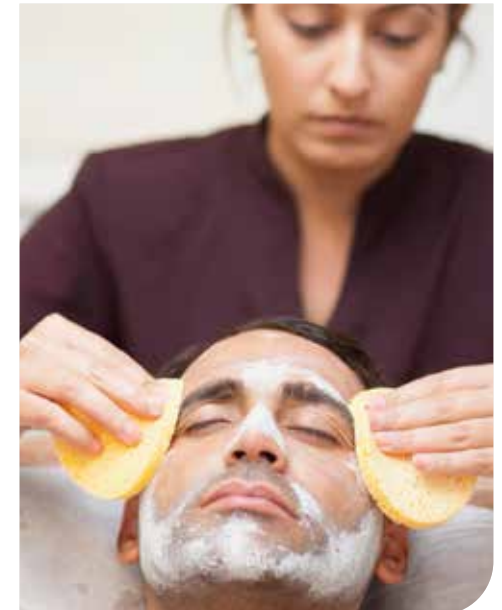
This qualification builds on existing knowledge and understanding of therapy skills and will develop an enhanced repertoire of technical skills. The course includes learning how to: provide a thorough consultation with the client to formulate a specific course of treatment tailored to suit their individual needs, use laser and light treatments for skin rejuvenation and hair removal, and manage the health, safety, and security of the salon.

NEXT STEPS:

When you have successfully completed this qualification you will be in a position to aspire to promotion as an advanced beauty therapist providing laser and IPL services within a beauty salon.

ENTRY REQUIREMENTS:

Level 3 Beauty Therapy qualification. There are some circumstances where a Level 2 Beauty Therapy qualification may be accepted.



BUSINESS & COMPUTING

ESOL DESTINATION BUSINESS AND IT

LEVEL 1

Destination courses are for more advanced ESOL students who wish to improve their English while working towards a vocational qualification.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DAYS / TIME: TBC

DURATION: TBC

WHAT WILL I STUDY?

Alongside an ESOL qualification you will study: Employment Rights, Responsibilities and Pay, Business Meeting Techniques, Spreadsheet Software, Database Software, Understanding Business Communication, Understanding Customer Service and Preparing for work. The IT element of the course is taught using up-to-date computers and software.



NEXT STEPS:

Level 2 qualification designed for adults or employment.

ENTRY REQUIREMENTS:

You do not need to have any previous qualifications in IT or business, but you need to have some basic IT skills. You should have a pass at ESOL Entry 3 or equivalent.

You will be interviewed before you enrol on the course, and you will have a written assessment to establish your level of language and maths skills. If you need advice before you apply, please call 020 8326 2000 or email info@west-thames.ac.uk.

INTERESTED IN DIGITAL SKILLS?

Please see page 49

CERTIFICATE AND DIPLOMA IN BUSINESS ADMINISTRATION

LEVEL 4

Business Administration. This qualification enables students to develop broad knowledge, skills, and awareness of the key aspects of the business sector through studying a range of business-related units.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

DAYS / TIME: 2 days per week and some individual work from home

DURATION: 1 year

DELIVERY MODE: Blended – both classroom and online learning

STARTS: 18 September 2023

WHAT WILL I STUDY?

To achieve the qualifications, learners are expected to achieve a number of credits based on the size of qualifications they are studying. To achieve a full certificate, learners must achieve a total of 28 credits and to achieve a full diploma, learners are expected to achieve a total of 42 credits.

You will study the following units: Communicating in a Business, Business Administration Systems, Managing Self Development, Principles of Marketing, Human Resource Management and Principles of Budget Management.

ASSESSMENT:

Portfolio evidence which is internally moderated by the centre and externally moderated by the awarding organisation.

NEXT STEPS:

On completion of the programme, learners can also progress to full-time employment in the business sector. Learners may also wish to continue their studies to a Level 5 qualification or progress to further study a different qualification at the same level.

ENTRY REQUIREMENTS:

A full Level 3 qualification including GCSE Maths and English at grade A*-C/4-9.

BUSINESS & COMPUTING

CPD SHORT COURSE IN LEADERSHIP AND MANAGEMENT

LEVEL 3

Certificate in Leadership and Management. This qualification is designed to support learners who are considering progression to Team Leader/ Supervisor roles in businesses. It will help them to develop and apply the technical and behavioural knowledge and understanding required to become competent and successful in a first-line management job role.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 18 September 2023

DURATION: 20 weeks

DAYS / TIME: 1 day per week or 2 evenings

DELIVERY MODE: Blended – both classroom and online learning

WHAT WILL I STUDY?

You will learn the following units: Principles of Leadership, Principles of Managing Operations and Budgets, Principles of Managing People, Principles of Communication and Relationship Management, Principles of Project Management, and Understanding Personal Effectiveness as a Manager.

NEXT STEPS:

Upon successful completion, students can progress to a full diploma, Level 4 qualification, or professional qualification in leadership and management. Students can also progress to employment in the business sector.

ENTRY REQUIREMENTS:

Learners should have completed a Level 2 course or currently be employed in a supervisory role in a business organisation. English and Maths at grade A*-C/4-9 or equivalent will be useful.

DIPLOMA IN PRINCIPLES OF MANAGEMENT AND LEADERSHIP

LEVEL 3

The Diploma in Management and Leadership is accredited by the Chartered Institute of Management. Staff study at college part-time and complete work-based projects as part of the course.

This qualification is suitable for those who are, or wish to become, team leaders and/or supervisors. This includes individuals who are at the start of their careers that wish to become team leaders/ supervisors as well as those aspiring or existing managers who may already have developed practical experience but who wish to develop their theoretical understanding of management skills further.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 18 September 2023

DAYS / TIME: Full time

DURATION: 1 year

DELIVERY MODE: Blended – both classroom and online learning

WHAT WILL I STUDY?

The course covers a wide range of business management skills and knowledge, including organisational performance, interpersonal skills, and personal effectiveness.

UNITS INCLUDE:

Principles of management and leadership, managing a team to achieve results, building stakeholder relationships using effective communication, contributing to the delivery of a project, managing daily activities to achieve results, managing budgets and resources, managing data and information, managing own personal and professional development.

NEXT STEPS:

Progress to other qualifications at the same level or next level or apply to become a Chartered Manager.

ASSESSMENT:

Assessment is via practical work-based assignments provided by the college. This ensures you minimise time away from work and that you undertake work study which is relevant to your own organisation's context.

ENTRY REQUIREMENTS:

Individual employers will set the selection criteria for their apprentices though most will be expected to hold 5 GCSEs at grade C/5 or higher. Prior experience may also be considered. Learners should also have achieved qualifications in English and Maths at a minimum of Level 2 (GCSE) or equivalent.

BUSINESS & COMPUTING

INTERNATIONAL COMPUTER DRIVING LICENCE (ICDL)

LEVEL 3

Pearson Level 4 BTEC HNC Business Studies. The International Computer Driving Licence (ICDL) is the world's leading computer skills certification program for learners who wish to acquire IT knowledge and skills in compliance with international standards, meeting employer workforce demands. It is accredited by the Chartered Institute for IT.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 18 September 2023

DAYS / TIME: Two days a week starting at 9.30am

DURATION: 6 months

DELIVERY MODE: In class.

WHAT WILL I STUDY?

You will learn the following units: IT user fundamental, using emails and internet, security for IT users, word processing, spreadsheets, database software, presentation software.



NEXT STEPS:

Learners who successfully complete the programme can progress to other vendors or digital qualifications to further develop their skills for the new digital age. They will also be eligible to apply for discounted BCS, The Chartered Institute for IT membership - members can use postnominal letters after their name and gain 24 UCAS points, which can go towards a university application.

ASSESSMENT:

External exam

ENTRY REQUIREMENTS:

Recognised IT qualification or currently working in an IT industry with excellent knowledge of Windows 10.

ILM LEVEL 3 DIPLOMA IN LEADERSHIP AND MANAGEMENT (ONLINE AND ON CAMPUS)

LEVEL 3

The Diploma in Leadership and Management is accredited by ILM. This qualification is ideal for those who have management responsibilities but no formal training and are serious about developing their abilities.

DURATION: 10 Month

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 14 September 2023

DAYS / TIME: 1 evening per week (Blended)

WHAT WILL I STUDY?

This 10 month flexible course is delivered in partnership with Mindful Education and combines online learning with face-to-face lessons in the classroom. The course covers a wide range of business management skills and knowledge, including organisational performance, interpersonal skills and personal effectiveness.

You will study:

- Principles of management and leadership
- Building stakeholder relationships using effective communication
- Contributing to the delivery of a project
- Managing budgets and resources
- Managing a team to achieve results
- Managing own personal and professional development
- Managing daily activities to achieve results
- Managing data and information

NEXT STEPS:

Learners who are aspiring to a management role may progress to roles such as Team Leader, Supervisor, First Line Manager, Project Officer, Shift Manager or Site Manager.

ENTRY REQUIREMENTS:

Individual employers will set the selection criteria for their apprentices though most will be expected to hold 5 GCSEs at grade C/5 or higher. Prior experience may also be considered. Learners should also have achieved qualifications in English and Maths at a minimum of Level 2 (GCSE) or equivalent.

mindful
education

INTRODUCING CARING FOR CHILDREN AND YOUNG PEOPLE

LEVEL 2

This certificate is for more advanced ESOL students who want to study health and social care or childcare. This qualification is designed to help learners progress onto higher level qualifications in childcare and education, which may eventually result in job roles such as practitioner in day nurseries, nursery schools, reception classes in primary schools or preschool worker.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 18 September 2023

DAYS / TIME: 2 Days, (8 Hours) per week

DURATION: 21 Weeks

WHAT WILL I STUDY?

You will explore a range of topics to include health, diet, safeguarding the welfare of children and young people, importance of play, early learning, young children's development, accident prevention and fire safety, craft activities, respecting and valuing children and sharing learning experiences with children.

ASSESSMENT:

Your work will be assessed using a range of methods including written tasks such as designing a leaflet or booklet, or setting up an information board, practical tasks, and professional discussion. We encourage work placement opportunities to support practical assessment in a real work environment.

NEXT STEPS:

Upon successful completion of the course, you will be able to progress to the Level 3 Diploma for the Early Years Workforce (EYE).

ENTRY REQUIREMENTS:

You do not need to have a previous qualification in health and social care or childcare. You will need to have a previous qualification at Level 1. You will have an interview and assessment to ascertain your suitability for this Level 2 course. This is a knowledge only course, so you will not have a license to practice.

FOUNDATION DEGREE IN EARLY YEARS

LEVEL 5

Foundation Degree. The Sector-Endorsed Foundation Degree in Early Years enables you to combine academic study with learning at your place of work. This course is accredited by Kingston University.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 19 September 2023

DAYS / TIME: Tuesdays, 4pm - 9pm

DURATION: 2 Years

WHAT WILL I STUDY?

You will attend taught sessions and complete directed tasks as specified in the programme. This will be both college and work based. You will also have tutorials with a personal tutor, who will meet with you in your group and for individual sessions.

YEAR 1 MODULES

(four 8-week modules at Level 4):

- Personal and professional development through reflective practice
- Child protection and ethical practices of working with children
- Child development, observation, and assessment
- Reflective Professional Practice Record
- Inclusive education and interprofessional perspectives.

YEAR 2 MODULES

(four 8-week modules at Level 5):

- Historical and international perspectives of early years education
- Early years pedagogy and practice
- Effective communication skills
- Reflective Professional Practice Record
- Special project

ASSESSMENT:

Your progress will be assessed by means of: written assignments, presentations, portfolio of evidence, workplace assessments and practical demonstrations.

NEXT STEPS:

When you complete this course you can go on to a 'top-up' year of study at Kingston University to gain an Honours degree and progress towards Qualified Teacher Status (subject to TTA entry requirements) or Early Years Teacher Status.

ENTRY REQUIREMENTS:

A Level 3 qualification that is full and relevant to Early Years Education. If you have a Level 3 qualification in other areas such as A-levels and Health and Social Care diplomas you can be enrolled on the Foundation degree with Early years Educator, subject to pre-experience in the field of Early Years. If you have not obtained 'early years educator' as part of the Level 3 course, you can gain this with your FdA Degree in Early Years pathway. We offer the Early Years pathway which is classified as a "full and relevant" qualification by the Department for Education. You will need to be employed in an appropriate setting for a minimum of 16 hours. Accreditation of Prior Experiential Learning is offered for those who are unsure of the current value of their qualifications.

CARPENTRY AND JOINERY

LEVEL 1

CSkills Diploma in Carpentry and Joinery
Learn basic Carpentry and Joinery skills.
This course is delivered in 2 parts over one year.

DURATION: Part 1: 14 weeks
Part 2: 21 weeks

FEES: Fees are different for each part of the course. Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023 (Part 1)
8 January 2024 (Part 2)

DAYS / TIME: Mondays and Wednesdays,
6.30pm - 9.15pm

WHAT WILL I STUDY?

Suitable for those with no prior experience. You will learn timber framing, flooring, roofing, door hanging, staircases, all first and second fittings, technical underpinning knowledge and health and safety requirements for the construction trade.

NEXT STEPS:

Progress to the CSkills Level 1 Certificate in Carpentry and Joinery, also offered at the Feltham Skills Centre.

ENTRY REQUIREMENTS:

You will need to have at least Entry Level 3 in both English and maths. You will also have an interview.



HEALTH & SAFETY AWARENESS IN CONSTRUCTION (CSCS)

LEVEL 1

Award in Health and Safety in a Construction Environment.

For anyone who wishes to work in the Construction Industry and fulfil CSCS training requirements for the Labourer's card.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 25 September 2023

DAYS / TIME: TBC

DURATION: 2 weeks

WHAT WILL I STUDY?

Learners will study the following units: the principles of risk assessment for maintaining and improving health and safety at work, the importance of safe manual handling in the workplace, the importance of working safely at height in the workplace, risks to health within a construction environment, the importance of working around plant and equipment safely.

NEXT STEPS:

Enhance skills for further study in chosen vocational area or employment.

ENTRY REQUIREMENTS:

There are no formal entry requirements to take this qualification. This qualification can be undertaken without any previous training or qualifications in this subject area.



CONSTRUCTION

CARPENTRY AND JOINERY

LEVEL 2

CSkills Award in Site Carpentry.
For those interested in a career as a Carpenter.

DURATION: 1 Year

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023

DAYS / TIME: Mondays and Wednesdays, 6.30pm - 9.15pm

WHAT WILL I STUDY?

Timber framing, flooring, roofing, door hanging, staircases, all first and second fittings, technical underpinning knowledge and health and safety requirements for the construction trade.

NEXT STEPS:

Progress to Level 3 Site Carpentry, an Advanced Apprenticeship, or find employment as a carpenter/joiner.

ENTRY REQUIREMENTS:

Ideally, you will already have a relevant Level 1 qualification in Carpentry or relevant work experience in this field. You should also have GCSEs in English and Maths at grade D/3 or above. There will be an assessment to make sure the course is right for you.



PLUMBING OPERATIONS

LEVEL 1

QCF Diploma.
Develop plumbing skills for future employment.

WHAT WILL I STUDY?

Practical plumbing skills, theory of plumbing trade activities and health and safety.

NEXT STEPS:

Level 2 Diploma in Plumbing.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023

DAYS / TIME: Mondays and Wednesdays, 6.30pm - 9.15pm

DURATION: 1 year

ENTRY REQUIREMENTS:

There are no entry requirements, but there will be an initial assessment.

PLUMBING (EVENING)

LEVEL 2

City & Guilds Diploma.
Develop plumbing skills for future employment.

WHAT WILL I STUDY?

The domestic pipework used in plumbing, hot and cold water, electrical safety, environmental awareness, and health and safety in the workplace.

NEXT STEPS:

Learners can progress to further study at Level 3 or employment in plumbing.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023

DAYS / TIME: Mondays and Wednesdays, 6.30pm - 9.15pm

DURATION: 1 year

ENTRY REQUIREMENTS:

At least 2 GCSEs at grade D/3 or above or successful completion of the Level 1 Diploma or a relevant foundation course with functional skills in English and Maths. There will be an initial assessment.

PLUMBING (DAY)

LEVEL 2

City & Guilds Diploma.
Develop Plumbing skills for future employment.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023

DAYS / TIME: Tuesdays and Wednesdays, 9.30am - 12pm

DURATION: 1 year

ENTRY REQUIREMENTS:

At least 2 GCSEs at Grade 3/D or above or successful completion of the Level 1 Diploma or a relevant foundation course with functional skills in English and Maths. There will be an initial assessment.

WHAT WILL I STUDY?

The domestic pipework used in plumbing, hot and cold water, electrical safety, environmental awareness, and health and safety in the workplace.

NEXT STEPS:

Learners can progress to further study at Level 3 or employment in plumbing.

ELECTRICAL INSTALLATION

LEVEL 1

City & Guilds Level 1 Award Construction Skills (Electrical). For those interested in a career as an electrician.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023

DAYS / TIME: Mondays and Wednesdays, 6.30pm - 9.15pm

DURATION: 21 Weeks

ENTRY REQUIREMENTS:

There are no formal entry requirements for this qualification and learners are not expected to have any prior knowledge or experience, however an interest in the subject area is advisable.

WHAT WILL I STUDY?

Learners will gain an insight into the core activities within electrical installation operations which include wiring and terminals.

NEXT STEPS:

Learners can progress to further study at Level 1 or Level 2.

PROPERTY MAINTENANCE SKILLS

LEVEL 1

Award in Construction Skills. The Basic Construction Skills qualification is designed to offer an introduction to the construction industry and will prepare learners to progress to higher level related qualifications in the construction sector.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023

DAYS / TIME: Mondays and Wednesdays, 6.30pm - 9.15pm

DURATION: 6 weeks

WHAT WILL I STUDY?

Initial skills, knowledge and understanding required to enter the construction sector and meet the requirements of the industry.

NEXT STEPS:

The qualification will lead to progression onto a range of job opportunities with the construction sector.

ENTRY REQUIREMENTS:

There are no formal entry requirements to take this qualification.



ENGLISH AND MATHS

ENGLISH FOR WORK AND STUDY

ENTRY LEVEL TO LEVEL 1

NCFE Functional Skills English & Pearson Essential Digital Skills Qualification. For students who wish to improve their English and digital literacy, build confidence, and enhance their employability prospects.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023

DAYS / TIME: 1 or 2 days or evenings per week (4 hours for entry Level, 6 hours for Level 1)

DURATION: Semester 1: 21 weeks
Semester 2: 15 weeks

WHAT WILL I STUDY?

Writing, reading, speaking and listening skills. 1 hour of Essential Digital Skills is included as part of the daytime entry & Level 1 courses.



NEXT STEPS:

A higher level course or employment.

ENTRY REQUIREMENTS:

You will have an initial assessment to determine your suitability for the course and so that you can be placed in an appropriate group according to your needs and correct level.

GCSE ENGLISH (DAY AND EVENING)

LEVEL 2

AQA GCSE in English Language. For those aged 19+ who do not have a A*-C/9-4 in English Language and wish to gain a GCSE qualification.

DURATION: 33 weeks

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023 or 22 January 2024 (Intensive 19 Weeks)

DAYS / TIME: 1 day per week – 3 hours or 1 evening per week - 3 hours

WHAT WILL I STUDY?

Learners will explore creative reading and writing, understand and produce nonfiction texts, explore writers' viewpoints and perspectives and develop spoken language skills.

NEXT STEPS:

A higher level course or employment.

ENTRY REQUIREMENTS:

Grade 3 in GCSE English or a Level 1 or 2 Functional Skills English qualification. If you do not have these qualifications, you will sit an initial assessment to check if this course is right for you.



ENGLISH AND MATHS

EXTENDED AWARD IN ENGLISH SKILLS

LEVEL 1

Ascentis.
For those aged 19+ who have achieved an Entry Level Functional Skills qualification and are preparing for Level 1. This is a stepping stone qualification to Functional Skills Level 1.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DAYS / TIME: 1 day per week – 3 hours per week or 1 evening - 3 hours per week

DURATION: Semester 1: 21 weeks / Semester 2: 15 weeks

WHAT WILL I STUDY?

Learners will develop their reading, writing, spelling, punctuation, and grammar skills. They will improve their English skills to undertake a full Functional Skills Level 1 qualification in English.



NEXT STEPS:

You will improve your employment prospects or you can even apply for higher level English courses.

ENTRY REQUIREMENTS:

Entry Level Functional Skills/ ESOL. If you do not have these qualifications you will sit an initial assessment to check if this course is right for you.

ESSENTIAL DIGITAL SKILLS

ENTRY LEVEL TO LEVEL 1

For those aged 19+ who wish to improve their digital skills.

WHAT WILL I STUDY?

You will cover 5 key areas: Using devices and handling information, creating and editing, communicating, transacting, and being safe and responsible online.

NEXT STEPS:

You can progress onto Essential Digital Skills Level 1, higher level course or employment.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: September 2023 and 26 February 2024

DAYS / TIME: 1 day per week – 3 hours

DURATION: Semester 1: 21 Weeks Semester 2: 15 Weeks

ENTRY REQUIREMENTS:

ESOL qualification at entry Level 2 or above

MATHS FOR WORK AND STUDY

ENTRY LEVEL TO LEVEL 1

City & Guilds Functional Skills Maths. For students who wish to improve their maths, build confidence, and enhance employability.

WHAT WILL I STUDY?

How to represent, analyse and interpret problems using maths tools.

NEXT STEPS:

A higher level course or employment.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023 and 26 February 2024

DAYS / TIME: 1 or 2 days or evenings per week (3 hours for Entry Level, 5 hours for Level 1).

DURATION: Semester 1: 21 weeks / Semester 2: 15 weeks

ENTRY REQUIREMENTS:

You will have an initial assessment to determine your suitability for the course and so that you can be placed in an appropriate group according to your needs.

ENGLISH AND MATHS

STEP UP TO LEVEL 1 FUNCTIONAL SKILLS MATHS/PRE GCSE-MATHS

PRE-GCSE LEVEL

STARTS: Sep, Nov, Feb, May

DAYS / TIME: 1 day per week – 3 hours

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

DURATION: 10 weeks

WHAT WILL I STUDY?

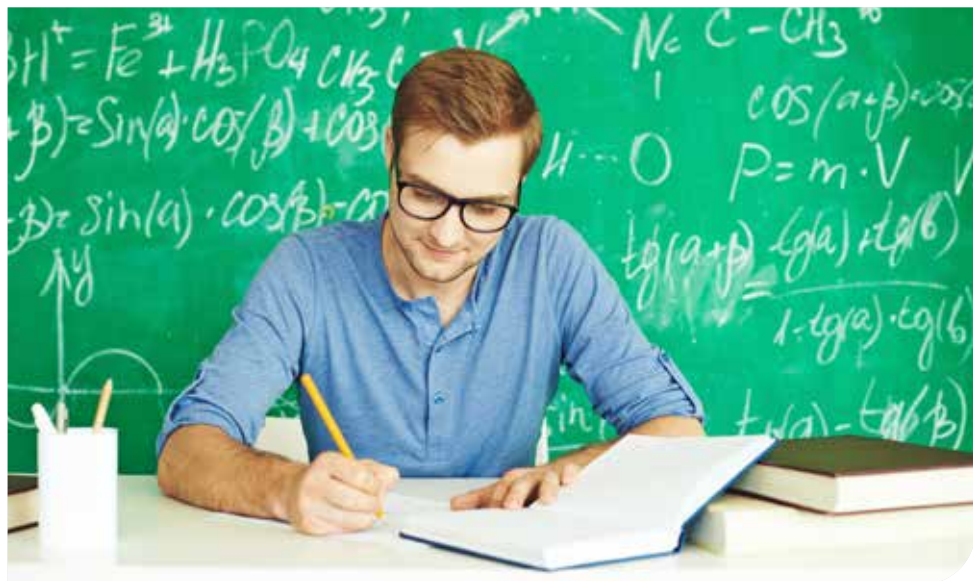
This course is designed to prepare you for Level 1 Functional Skills/or GCSE Maths Course. You will develop numeracy skills and build mathematical resilience. You will learn two modules- Number and Algebra which cover key mathematical concepts and techniques providing a direct pathway towards a GCSE Maths course.

NEXT STEPS:

You will improve your employment prospects and help you apply for higher level Maths courses.

ENTRY REQUIREMENTS:

You will sit an initial assessment to check if this course is right for you.



GCSE MATHS (DAY AND EVENING)

LEVEL 2

Edexcel GCSE in Mathematics. For those aged 19+ who do not have a 9 -4/A*-C in Maths and wish to gain a GCSE qualification.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023
or 22 January 2024 (Intensive)

DAYS / TIME: 1 day per week – 3 hours
or 1 evening per week – 3 hours.
Intensive - 2 days per week - 5 hours per week

DURATION: 33 weeks

WHAT WILL I STUDY?

Numbers, algebra, geometry, measures, statistics, and probability. You will develop your confidence and a positive attitude towards maths and learn to make informed decisions about technology, money management, further learning opportunities and career choices.

NEXT STEPS:

Your GCSE qualification will improve your employment prospects and help you apply to university and higher-level courses

ENTRY REQUIREMENTS:

Grade 3 in GCSE Maths. If you do not have this qualification you will sit an initial assessment to check if this course is right for you.



ENGLISH AND MATHS

BUSINESS WRITING

LEVEL 2

OCNLR Level 2 Award in Progression

DURATION: 21 weeks

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DAYS / TIME: 1 day per week – 3 hours

WHAT WILL I STUDY?

Are you seeking to enter new work areas and are looking to update and/or add to their employment skills and knowledge? This course is designed to prepare you to progress to further study and sustain and develop career opportunities. In addition, it will help you develop advanced learning skills.

NEXT STEPS:

This qualification provides a sound basis for learners to move on to the Level 3 qualifications in this suite or other sector specific Level 3 qualifications, or to directly enter employment.

ENTRY REQUIREMENTS:

You will sit an initial assessment to check if this course is right for you.



SUPPORTING LEARNING AT HOME

ENTRY LEVEL TO LEVEL 1

DURATION: 6 weeks

FEES: FREE - Multiply courses are funded by the government.

STARTS: Sep, Nov, Jan, Mar, May

DAYS / TIME: 1 day per week – 2 hours

WHAT WILL I STUDY?

Do you want to help your child when they are stuck on their Maths homework? This course is designed for adults who wish to become more involved in their children's learning and to support their children's mathematical progression.



ENTRY REQUIREMENTS:

You will sit an initial assessment to check if this course is right for you.

NEXT STEPS:

Further courses in maths.

MAYOR OF LONDON



GREATER
LONDON
AUTHORITY

ENGLISH AND MATHS

MANAGING PERSONAL FINANCES

ENTRY LEVEL TO LEVEL 2

DURATION: 5 Weeks

FEES: FREE - Multiply courses are funded by the government.

STARTS: 11 September 2023

DAYS / TIME: 1 day per week – 3 hours

WHAT WILL I STUDY?

Are you moving into your own home for the first time or struggling with the rising cost of living? You will learn how to manage your money and how to have more control over your finances. You will develop the skills, knowledge, and attitudes you need to manage your money. You learn how to make a budget, monitor your bank account, and cut back on your spending.

NEXT STEPS:

Further courses in maths.

ENTRY REQUIREMENTS:

You will sit an initial assessment to check if this course is right for you.



MAYOR OF LONDON



GREATER
LONDON
AUTHORITY

UNLOCK YOUR POTENTIAL: MATHS FOR PROMOTION

LEVEL 1

DURATION: 6 weeks

FEES: FREE - Multiply courses are funded by the government.

STARTS: Sep, Nov, Jan, Mar, May

DAYS / TIME: 1 day per week – 3 hours

WHAT WILL I STUDY?

Are you looking to obtain a promotion or change jobs? This course will equip you with the mathematical knowledge and the analytical thinking skills that employers are looking for. You will build your knowledge of basic statistics, probability, and data analysis. You will also learn how use Excel to store, organise, and track data sets with formulas and functions.

NEXT STEPS:

Further courses in maths.

ENTRY REQUIREMENTS:

You will sit an initial assessment to check if this course is right for you.



MAYOR OF LONDON



GREATER
LONDON
AUTHORITY

ESOL (ENGLISH FOR SPEAKERS OF OTHER LANGUAGES)

ASCENTIS ESOL SKILLS FOR LIFE.

This course is for UK residents, economic migrants, asylum seekers and refugees who wish to learn English.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023

DAYS / TIME: We offer part-time / daytime and evening courses 2 days per week or 2 evenings per week

DURATION: 21 weeks or 36 weeks

WHAT WILL I STUDY?

English at a level that is right for you, including speaking, listening, reading and writing skills. You will also be able to develop employability skills, which will prepare you for work. You will also learn maths and digital skills.

NEXT STEPS:

You may go on to another course or find employment or voluntary work. We will give you advice about further training and work opportunities.

ENTRY REQUIREMENTS:

You will have an assessment to make sure you are placed in the right class.



ESOL DESTINATION COURSES

LEVEL 1

Vocational Qualifications and Ascentis ESOL Skills for Life.

Destination courses are for more advanced ESOL students who wish to improve their English while working towards a vocational qualification.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023

DAYS / TIME: 3 days per week

DURATION: 1 year

WHAT WILL I STUDY?

Destination courses consist of 5 hours per week of English and 4 hours per week vocational study at Level 1.

NEXT STEPS:

Level 2 qualification or employment.

ENTRY REQUIREMENTS:

You should have a pass at ESOL Entry 3 or equivalent. You will have an interview and an assessment.

CHOOSE FROM THE FOLLOWING COURSES:

- ESOL Destination Business and IT – see page 32 for more information.
- ESOL Destination Health and Social Care and Childcare – see page 66 for more information.
- ESOL and Childcare - please see page 38 for more information

HAIRDRESSING

HAIRDRESSING

LEVEL 1

VRQ Certificate.
For adults with no previous experience who wish to learn hairdressing skills and gain a qualification.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 18 September 2023

DAYS / TIME: TBC

DURATION: 30 weeks

WHAT WILL I STUDY?

You will learn how to shampoo and blow dry and assist stylists at Level 2.

NEXT STEPS:

You may wish to go on to a Level 2 Hairdressing course.

ENTRY REQUIREMENTS:

None, but you will have an interview before you enrol to ensure that the course is right for you. If you need advice before you apply, please call 020 8326 2000 or email info@west-thames.ac.uk.



HAIRDRESSING

LEVEL 2

VTCT Qualification.
This evening course covers all aspects of European ladies' hairdressing.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023

DAYS / TIME: TBC

DURATION: 1 year

WHAT WILL I STUDY?

You will learn hairdressing skills to enable you to confidently cut, style, and blow-dry a variety of hairstyles. You may also participate in L'Oréal training days, the Salon Trade Fair, and competitions.

NEXT STEPS:

Level 3 Apprenticeship (with more work experience) or specialist units at Level 2.

ENTRY REQUIREMENTS:

You must be working in a hairdressing salon. Commitment to attendance is essential. Previous learning will be taken into account. You will have an initial assessment and must have Level 1 minimum diagnostic.



HAIRDRESSING

BARBERING

LEVEL 2

VRQ Diploma in Barbering. This course covers all aspects of barbering, learning practical skills in our professional salons enhanced by theoretical knowledge.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DAYS / TIME: Wednesday Daytime

DURATION: 1 year

WHAT WILL I STUDY?

Health and safety, consultation, shampoo and condition the hair and scalp, cut hair using basic barbering techniques, cut facial hair and create an image-based theme within the hair sector.

NEXT STEPS:

If you are a fully qualified hairdresser you could progress to a Level 3 hairdressing course. An experienced hairdresser could gain Level 2 qualification in hairdressing. Or you can progress in a career in the barbering industry.

ENTRY REQUIREMENTS:

Acceptance for the course is by interview.



INTENSIVE HAIRDRESSING

LEVEL 2

City & Guilds VRQ Diploma in Hairdressing. For adults who wish to learn all aspects of European ladies' hairdressing.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DAYS / TIME: One day per week TBC

DURATION: 1 year

WHAT WILL I STUDY?

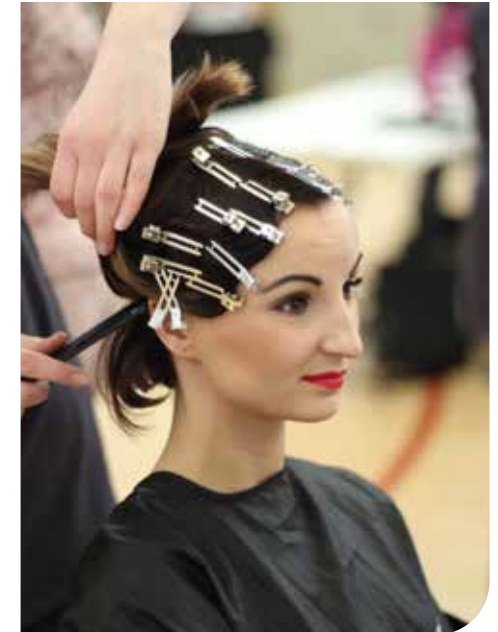
Health and safety in the salon, client consultation for hair services, shampoo and condition hair and scalp. You will learn hairdressing skills to enable you to confidently cut, style, and blow-dry a variety of hairstyles. You may have L'Oreal training days in colouring and you can take part in competitions and visit trade fairs.

NEXT STEPS:

Level 3 in Hairdressing or specialist units at Level 2.

ENTRY REQUIREMENTS:

You do not need any formal qualifications, but you must have some work experience involving dealing with the public. Good written and oral communication skills are essential. Acceptance for the course is by interview.



HAIRDRESSING

INTENSIVE HAIRDRESSING

LEVEL 3

City & Guilds VRQ Diploma.
In this part-time course you will develop and enhance your creative hairdressing skills and techniques, maintain and improve services to the client, and learn how to contribute to the financial effectiveness of the business.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 7 September 2023

DAYS / TIME: TBC

DURATION: 1 year

WHAT WILL I STUDY?

Ensuring your own actions reduce risks to health and safety, promoting additional products or services to clients, providing hairdressing consultation services, creating a variety of looks using a combination of cutting techniques.

NEXT STEPS:

You can progress your career in salon management or take teacher training or Assessor awards.

ENTRY REQUIREMENTS:

You must have Level 2 in Hairdressing or equivalent and be working as a hairdresser in a salon. If you need advice before you apply, please call 020 8326 2000 or email info@west-thames.ac.uk.



ASIAN BRIDAL HAIRSTYLING

LEVEL 1

West Thames College Certificate.
Learn to create classic hairstyles for the Asian bride.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: TBC

DAYS / TIME: Tuesdays, 6pm - 9pm

DURATION: 10 weeks

WHAT WILL I STUDY?

This exciting and enjoyable course consists of demonstrations and practical sessions in the college's modern hairdressing suites. You will learn to create stunning hairstyles and be encouraged to build a photographic portfolio of your work.

NEXT STEPS:

You may wish to go on to other courses such as Asian Bridal Makeup or Level 1 Hairdressing.

ENTRY REQUIREMENTS:

None.



HAIRDRESSING

BRIDAL HAIRSTYLING

LEVEL 3

VTCT Level 3 Award in Bridal Hairstyling. The VTCT Level 3 Award in Bridal Hairstyling is a qualification that has been specifically designed to develop your practical skills to an advanced level through the creative skill of bridal hairstyling.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 16 January 2024

DAYS / TIME: Tuesdays, 6pm - 9pm

DURATION: TBC

WHAT WILL I STUDY?

The purpose of this qualification is to develop your practical skills to an advanced level of occupational ability to enable you to perform your own salon services as well as support others. Underpinning this qualification you will develop a sound knowledge of monitoring health and safety whilst working in the hairdressing industry.

NEXT STEPS:

You may wish to progress to further enhancing practical experience or set up your own business.

ENTRY REQUIREMENTS:

None.



HEALTH AND CARE

ESOL DESTINATION HEALTH AND SOCIAL CARE AND CHILDCARE

LEVEL 1

Award in Health and Social Care. Destination courses are for more advanced ESOL students and consist of about 60% English and 40% vocational study.

You will study English with a combination of units that cover Health and Social Care and Childcare at Level 1.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DAYS / TIME: Wednesdays and Thursdays

DURATION: 1 year

WHAT WILL I STUDY?

The course covers both health and care childcare units and may include personal care, promoting healthy eating and living, the care needs of children, learning and creative activities, self-assessment, and positive attitudes and behaviour at work.

There will also be a work experience placement (subject to availability) and visits to care centres.



NEXT STEPS:

A Level 2 qualification or apprenticeship in health and social care or childcare.

ENTRY REQUIREMENTS:

You do not need any previous qualifications in health and social care or childcare but should have ESOL Entry 3 or equivalent. You will also need have an interview and assessment and will need to complete a DBS check.

PREPARING TO WORK IN ADULT SOCIAL CARE

LEVEL 2

NCFE CACHE Level 2 Certificate in Preparing to Work in Adult Social Care. An ideal taster for those who may be new to the sector or new to the world of work. It is accessible to learners of all ages who may want to understand more about working in health and social care. It aims to introduce some basic concepts of caring and preparation for employment in the sector.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023

DAYS / TIME: TBC

DURATION: 21 Weeks

WHAT WILL I STUDY?

You will study the areas of communication, equality, diversity and inclusion, personal development, role of the social care worker, handling information, health and safety, safeguarding, duty of care and person-centred approaches.

NEXT STEPS:

Level 3 Diploma in Preparing to Work in Adult Social Care.

ENTRY REQUIREMENTS:

You must have a Level 1 qualification or suitable experience in a health setting.



MEDIA, MAKEUP AND HAIR

LEVEL 2

VTCT Diploma in Media Makeup and Hair

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 and 11 September 2023

DAYS / TIME: TBC

DURATION: 1 year

WHAT WILL I STUDY?

This course will equip you with all the skills for employment in the hair and makeup industry, within the retail sector, self-employment or within the salon environment.

UNITS:

Health and safety, lash and brow shaping and tinting, makeup techniques inc bridal, fashion, fantasy, period and photographic makeup.



NEXT STEPS:

Level 3 Theatrical Makeup or Level 2 Hairdressing or Beauty Therapy.

ENTRY REQUIREMENTS:

Understanding of English language and English writing skills.

AIRBRUSH MAKEUP

LEVEL 3

VTCT Award in Airbrush Makeup. Learn basic airbrush makeup skills required for working in the makeup industry.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 22 January 2024

DAYS / TIME: TBC

DURATION: 10 weeks

WHAT WILL I STUDY?

Health and safety, airbrush products, taking apart and reassembling the airbrush, applying airbrush makeup, incorporating airbrush makeup into bridal and high fashion looks, and stencilling.

NEXT STEPS:

Other specialist short courses or a full-time course such as VTCT Theatrical Makeup.

ENTRY REQUIREMENTS:

None.



MAKEUP

THEATRICAL MAKEUP (INTENSIVE)

LEVEL 3

VTCT Diploma in Theatrical Special Effects and Hair and Media Makeup. For those with a passion for the makeup industry.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 September 2023

DAYS / TIME: TBC

DURATION: 1 year

WHAT WILL I STUDY?

Media and camouflage makeup, airbrush skills, fashion and photographic makeup, prosthetics, creative hair styling, facial hair, and bald caps. You may visit West End theatre productions, enter competitions, attend the International Trade Makeup Show (IMATS), and have work placements.

NEXT STEPS:

HNC or HND in Specialist Makeup or employment in salons, as a makeover demonstrator, or in TV or media as a trainee makeup artist.

ENTRY REQUIREMENTS:

You must be 19 years old or over and have 4 GCSEs at grades A*-C/9-4 (including English and Maths). Alternatively, you may have a Level 2 qualification in Hair & Beauty or Art & Design, plus 2 GCSEs at grade A*-C/9-4 in English and Maths or Level 2 Functional Skills in English and Maths. You must have a passion for the makeup industry and some makeup or hairdressing experience would be helpful.

FASHION MAKEUP TECHNIQUES

LEVEL 3

VTCT Award.
For makeup skills required for working in the fashion and media industries.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 22 January 2024

DAYS / TIME: Tuesdays, 6pm - 9pm

DURATION: 10 weeks

WHAT WILL I STUDY?

Consultation techniques, corrective and beauty makeup techniques, and current trends in promotional makeup.

NEXT STEPS:

You may wish to go on to other specialist short courses or complete a full-time makeup course such as VTCT Theatrical Makeup.

ENTRY REQUIREMENTS:

None.

ASIAN BRIDAL MAKEUP

LEVEL 3

Award in Asian Bridal Makeup.
For beginners or those already working in the industry who wish to offer specialised services.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 18 September 2023

DAYS / TIME: Tuesdays, 6pm - 9pm

DURATION: 10 weeks

WHAT WILL I STUDY?

Consultation techniques and how to select products to suit the client. You will also learn blending, highlighting and shading, eye and lip application, use of colour, variation of wedding type and removal techniques. The course also covers basic health and safety and positioning.

NEXT STEPS:

You may wish to progress to courses in Asian bridal hair or mehndi.

ENTRY REQUIREMENTS:

None, but you need to be prepared to practise at home.

HAIR AND MEDIA MAKEUP STUDIES

LEVEL 2
Diploma.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 4 or 11 September 2023

DAYS / TIME: TBC

DURATION: 1 year

ENTRY REQUIREMENTS:

You should have a good general educational background with good written English. GCSE Biology is an advantage. You must be highly motivated and able to practice your treatments at home. We recommend that you spend at least 4 hours of home study per week in order to successfully achieve this qualification.

WHAT WILL I STUDY?

This qualification starts with the basics of makeup application and hair styling and moves you through to the creative art of applying photographic make-up and the ability to create a hair and beauty image based on a theme. Underpinning this qualification you will develop a sound knowledge of health and safety practice in a salon environment.

NEXT STEPS:

You may wish to progress onto the Level 3 Theatrical Media Makeup Intensive.

AWARD IN PHOTOGRAPHIC MAKEUP

LEVEL 2
Award.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: January 2024

DAYS / TIME: 10am – 4pm. Days TBC

DURATION: 8 weeks

ENTRY REQUIREMENTS:

None, but a good understanding of spoken English.

WHAT WILL I STUDY?

You will study one unit with 3 looks:

➤ Bridal ➤ Period ➤ Fantasy

You will learn the techniques to be able to apply the above looks. You will be practically assessed for each look.

NEXT STEPS:

Level 2 Diploma (1 Year Course).

SPECIALIST MAKEUP

LEVEL 4

UAL Diploma.
This course is for those who are passionate about a career in the exciting and diverse makeup, production, and performance industries.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 25 September 2023

DAYS / TIME: TBC

DURATION: TBC

WHAT WILL I STUDY?

Through this exciting course you will benefit from a practiced-based course, supported by contextual studies and work experience on professional performances. The course includes the following skills and knowledge; dressing of wigs for different historical periods, makeup for live performance, body painting and body art, makeup for editorial, current fashion trends makeup, and costume. You will also collaborate with other student groups within the college on shows and other live performances.

ASSESSMENT METHOD:

This qualification consists of 3 units and is assessed through a final major project.

NEXT STEPS:

You may wish to progress to university, to work, or self-employment.

ENTRY REQUIREMENTS:

You should have a Level 3 or equivalent qualification in makeup, or an art and design-based qualification. For students who are aged 19+. Work and life experience will also be taken into consideration. A good standard of written English is also essential.



MOTOR VEHICLE AND CYCLE MAINTENANCE

MOTOR VEHICLE MAINTENANCE

LEVEL 1

City & Guilds Award in Systems Maintenance. Held in our motor vehicle workshops at the Skills + Logistics Centre, this course will enable you to develop skills in car maintenance.

DURATION: 14 Weeks

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023

DAYS / TIME: Mondays and Wednesdays, 6.30pm - 9.15pm

WHAT WILL I STUDY?

Spark and compression ignition engine systems, steering and suspension, vehicle braking systems, and the retail automotive maintenance and repair industry.

NEXT STEPS:

Learners can progress to further study at Level 1 Certificate in Systems Maintenance also delivered at the Skills+Logistics Centre in Feltham or employment.

ENTRY REQUIREMENTS:

There are no entry requirements, but an interview will be required.

ELECTRIC VEHICLES

LEVEL 1

Award in Electric/Hybrid Vehicle awareness. This course is for those with an interest in Green Skills.

STARTS: 11 September 2023

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

DAYS / TIME: Mondays and Wednesdays, 6.30pm - 9.15pm

DURATION: 2 weeks

WHAT WILL I STUDY?

The course contains one mandatory unit covering: the types of Electric/Hybrid vehicles available, Hazards associated with motor vehicles, high energy electrical systems, and working safely around Electric/Hybrid vehicles including charging.

NEXT STEPS:

Completion of this course will allow you to progress onto the Level 2 Award in Electric/Hybrid Vehicle Routine Maintenance Activities.

ENTRY REQUIREMENTS:

There are no formal entry requirements for this qualification and learners are not expected to have any prior knowledge or experience, however an interest in the subject area is advisable.

ELECTRIC VEHICLES

LEVEL 2

Award in Electric/Hybrid Vehicle Hazard Management for Emergency and recovery personnel.

This course is for those with an interest in Green Skills.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 2 October 2023

DAYS / TIME: Mondays and Wednesdays, 6.30pm - 9.15pm

DURATION: 3 weeks

WHAT WILL I STUDY?

The course contains one mandatory unit covering: types of Electric/Hybrid vehicles available, hazards associated with motor vehicles, high energy electrical systems, working safely around Electric/Hybrid vehicles including charging, how to reduce the risk of injury when encountering Electric/Hybrid vehicles and how to safely transport and store electric/hybrid vehicles.



NEXT STEPS:

The skills and knowledge acquired can be used for career progression into the Electric/Hybrid vehicle maintenance sector.

ENTRY REQUIREMENTS:

There are no formal entry requirements for this qualification and learners are not expected to have any prior knowledge or experience, however an interest in the subject area is advisable.

MOTOR VEHICLE AND CYCLE MAINTENANCE

CYCLE MAINTENANCE

LEVEL 1

Award in Cycle Maintenance. Held in our motor vehicle workshops at the Skills + Logistics Centre, this course will enable you to develop skills in cycle maintenance.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 11 September 2023

DAYS / TIME: Mondays and Wednesdays, 6.30pm - 9.15pm

DURATION: 14 weeks

WHAT WILL I STUDY?

This qualification includes mandatory units (those considered essential for learners to achieve). Additional units are also included to offer learners the option of continuing and broadening their studies in specific areas of interest. Learners will develop their knowledge of how to:

- Complete a cycle check
- Prepare frames and forks
- Service headset assemblies
- Complete a puncture repair
- Remove and replace gear assembly, rim brake assembly, hub bearings, bottom brackets, cranks and gear systems
- Build a cycle wheel
- Change a cycle frame
- Augment a cycle

NEXT STEPS:

The skills and knowledge acquired can be used for career progression into the cycle maintenance and repair sector.

ENTRY REQUIREMENTS:

There are no formal entry requirements for this qualification and learners are not expected to have any prior knowledge or experience, however an interest in the subject area is advisable.

CYCLE MAINTENANCE

LEVEL 2

Certificate in Cycle Maintenance. Held in our motor vehicle workshops at the Skills + Logistics Centre, this course will enable you to develop skills in cycle maintenance.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 8 January 2024

DAYS / TIME: Mondays and Wednesdays, 6.30pm - 9.15pm

DURATION: 21 weeks

WHAT WILL I STUDY?

This qualification includes mandatory units (those considered essential for learners to achieve). Additional units are also included to offer learners the option of continuing and broadening their studies in specific areas of interest. Learners will develop their knowledge of how to:

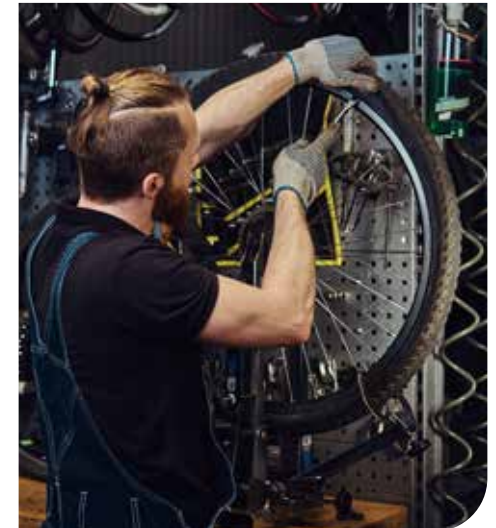
- Complete a cycle check
- Prepare frames and forks
- Service headset assemblies
- Complete a puncture repair
- Remove and replace gear assembly, rim brake assembly, hub bearings, bottom brackets, cranks and gear systems
- Build a cycle wheel
- Change a cycle frame
- Augment a cycle

NEXT STEPS:

The skills and knowledge acquired can be used for career progression into the cycle maintenance and repair sector. This qualification also suits individuals with a keen leisure interest in cycles.

ENTRY REQUIREMENTS:

There are no formal entry requirements for this qualification and learners are not expected to have any prior knowledge or experience, however an interest in the subject area is advisable.



MOTOR VEHICLE AND CYCLE MAINTENANCE

ELECTRIC VEHICLE CHARGING INSTALLATIONS

LEVEL 3

Award in the Design and Installation of Domestic and Small Commercial Electric Vehicle Charging Installations.

This qualification is aimed at practicing electricians interested in understanding how to design and install the range of electric vehicle charging equipment and systems available.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 8 January 2024

DAYS / TIME: Mondays and Wednesdays, 6.30pm - 9.15pm

DURATION: 4 weeks

WHAT WILL I STUDY?

The design and installation of domestic and small commercial electric vehicle charging installations.

NEXT STEPS:

These qualifications can lead directly into employment in the EV Charging sub-sector, offering learners the chance to develop their skills and knowledge to a high standard recognised by the industry.

ENTRY REQUIREMENTS:

Practicing Electrician.



PRE-EMPLOYMENT TRAINING

WAREHOUSE & STORAGE, FORKLIFT COUNTERBALANCE & REACH TRUCK TRAINING

LEVEL 1/2

This accredited course is taught by skilled teachers, providing practical experience alongside support with learning. It gives those aged 19 and over the chance to develop skills needed to work in the warehousing and logistics industry.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: Every fortnight

DAYS / TIME: Wednesdays, 9am - 3.30pm

DURATION: 13 Days

WHAT WILL I STUDY?

Level 1 Warehouse & Storage (one week), Level 2 Forklift Counterbalance (one week) and Employability & Reach Truck (three days).



NEXT STEPS:
Level 2 Forklift Training.

ENTRY REQUIREMENTS:

You must be referred to us by Jobcentre Plus and have a work coach, be aged 19 and over and in receipt of benefits. An initial literacy and numeracy test will be taken during induction.

jobcentreplus



TEACHER TRAINING

CERTIFICATE IN ENGLISH LANGUAGE TEACHING TO ADULTS (CELTA)

LEVEL 5

University of Cambridge Certificate (CELTA). CELTA is an internationally recognised initial teacher training qualification designed for those who wish to teach ESOL or EFL and includes teaching practice and observation. You will learn the principles of effective teaching and acquire practical skills for teaching English to adult learners.

WHAT WILL I STUDY?

You will develop familiarity with the principles of effective teaching, language analysis and awareness, planning and resources, language skills, methodology, teaching skills and professionalism and acquire practical skills for teaching English to adult learners.

The course includes the learning theory (online for blended courses), teaching practice, observation of experienced teachers in the classroom and completion of a range of practically focused written assignments.

NEXT STEPS:

After completing the training programme, you can develop a career in teaching English language to adults either in the UK or overseas. To gain fully qualified teacher status in the post-16 sector in the UK, you could progress to the Certificate in Education/PGCE (DTLLS).

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

DAYS / TIME:

There are 4 courses in the year:

- ▶ September-December (11 weeks, blended: online learning with face-to-face teaching practice Tuesdays & Thursdays, 4.30pm - 8pm).
- ▶ January-March (11 weeks, Blended: online learning with face-to-face teaching practice Tuesdays & Thursdays, 4.30pm - 8pm).
- ▶ April-June (11 weeks part-time, classroom learning Tuesdays & Thursdays, 9.30am - 1pm).
- ▶ Summer Intensive in July (4 weeks summer intensive, classroom learning, Monday to Friday, 9am - 4.30pm)

DURATION: 11 weeks part-time or 4 weeks intensive

ENTRY REQUIREMENTS:

Two A Levels and five GCSEs or equivalent. You also need to have a very good command of written and spoken English. No previous teaching experience is necessary.

DIPLOMA IN EDUCATION AND TRAINING (DET) / PROFESSIONAL GRADUATE CERTIFICATE OF EDUCATION (PGCE)

LEVEL 5 OR LEVEL 6

Level 5 Diploma (DET) or Level 6 Certificate of Education (PGCE).

This 2-year part-time university course is offered in partnership with Canterbury Christ Church University. It leads to the Diploma in Education and Training (DET Level 5) or Professional Graduate Certificate of Education (PGCE Level 6). Both qualifications are full, recognised teaching qualifications for the FE, adult, and voluntary learning sectors.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 19 September 2023

DAYS / TIME: Tuesday/Thursday, one evening per week

DURATION: 2 years part-time evening

WHAT WILL I STUDY?

This course aims to develop the knowledge, skills and understanding of teachers and trainers working with students aged 14+ in colleges (FE), adult and community settings, prisons and probation service, secondary schools, and private training providers. Specialist pathways are available for specialist teachers of ESOL, Maths and SEND. The course consists of 6 modules, 20 credits each, taken over 2 years.

NEXT STEPS:

Teach/train in a variety of settings in Further Education Colleges, Adult and Community Learning, 14-19 units in Schools and Academies and Private Training Organisations. Successful completion of this course will allow you to apply for Qualified Teacher, Learning and Skills (QTLS) status, which qualifies you to teach in FE and secondary schools.

ENTRY REQUIREMENTS:

A pass grade A*C/9-4 in GCSE English and Maths. We will also accept FS Level 2 Pass in English and Maths, IELTS 5.5 and other equivalent qualifications. We will assess your level of English before you start the course as you must be able to write at an academic degree level. A qualification in your subject area (minimum Level 3 for skills-based subjects or a degree for academic subjects). No previous teaching experience is necessary. A work placement is required.

TEACHER TRAINING

AWARD IN EDUCATION AND TRAINING

LEVEL 3

City & Guilds Award.
The Award in Education and Training is an introduction to teaching in Further Adult and Community Education.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

STARTS: 6 November 2023

DAYS / TIME: TBC

DURATION: TBC

WHAT WILL I STUDY?

This course is designed to give you an insight into the roles, responsibilities and relationships in education and training; teaching and learning approaches; session planning skills; delivery of inclusive sessions which motivate learners; and using different assessment methods and record keeping.



NEXT STEPS:

You may wish to go on to the Diploma in Education and Training (DET)/PGCE in order to achieve a full teaching qualification.

ENTRY REQUIREMENTS:

You should have a qualification or extensive experience in the subject you intend to teach, and a pass grade A*C/9-4 in GCSE English and Maths or equivalent. IT skills are desirable. Applicants who do not have GCSE English or Maths may be admitted to the course following initial assessment completed during the interview.

SUPPORTING TEACHING AND LEARNING IN SCHOOLS

LEVEL 2

Awards/Certificates.
The Level 2 Certificate in Supporting Teaching and Learning combines theory with practical study. It has been designed to provide you with a good understanding of the knowledge and skills needed when working directly with children in a school environment such as how children develop their understanding, how to encourage learning and professional best practice.

FEES: Please visit west-thames.ac.uk/fees-policy or contact 020 8326 2000 for more information.

DURATION: TBC

STARTS: 6 November 2023

DAYS / TIME: TBC

ADDITIONAL COSTS: Books & Resources

WHAT WILL I STUDY?

The course contains nine mandatory units and a choice of two optional units. You will learn about child and young person development, safeguarding the welfare of children and young people, communication and professional relationships, equality, diversity, and inclusion, supporting children and young people's positive behaviour, how to maintain and support relations with children and young people, supporting children and young people's health and safety, supporting learning activities, and how to help and improve your own and team practice in schools. The course is made up of taught lessons and tutoring, as well as observation in the work placement. 100% attendance is required.

NEXT STEPS:

Successful completion of the Level 2 Certificate could lead to progression onto Level 3 and/or employment as a Teaching Assistant in a school. Some students then go on to do a Foundation Degree or teacher training.

ENTRY REQUIREMENTS:

A good standard of English is required. There is a test for all applicants to test their English skills before a place on the course is offered. Applicants should be working in learning support at a primary, secondary or specialist school for the equivalent of one to two days per week. This course is ideally suited to those who work in a voluntary capacity or who are new to the role of Teaching Assistant.

Unleash the Potential of your Business at West Thames College

Join the many local businesses already working with West Thames College to upskill their existing staff or find the next generation of talent. We also provide opportunities for your business to inspire our students which helps meet your Corporate Social Responsibility targets, and increase local community involvement.

We provide a range of industry-recognised programmes and initiatives for you

- ◆ First-class **Apprenticeships** to support existing or new staff to gain on-the-job training and the practical skills your business demands
- ◆ Discover your future workforce through our range of programmes with built-in work experience opportunities, including **T-Levels** with placements that lasts at least 45 days, **BTEC courses** with shorter one- or two-week placements, or **internships** which offer a full summer-long work placement
- ◆ Upskill your staff through our fully-funded **Multiply Maths programmes** which can be tailored to your business's numerical needs and delivered at our Isleworth Campus, your business premises, or online
- ◆ Visit West Thames College to **inspire the next generation of talent** with opportunities such as insight talks that showcase your industry, judging a challenge or competition at one of our events, mentoring a student, work shadowing at your workplace, or even mock interviews to develop our students' communication skills.

Start working with West Thames College today

T-Levels, Multiply Maths, and Student Engagement

Martina Greeves, Head of Careers & Work Placement

◆ 0208 326 6422 ◆ wex@west-thames.ac.uk

Apprenticeships

Neena Gharu, Head of Apprenticeships

◆ 0208 818 6833 ◆ apprenticeships@west-thames.ac.uk

Visit west-thames.ac.uk/employers to find out more about the opportunities we can offer your business.



Outstanding Childcare While You Study



Who we work with



Opening times: 8.45am - 5pm (term time only)

020 8326 2318 **nurseryteam@west-thames.ac.uk**

The information in this prospectus is correct at the time of going to print. It is issued for the general guidance of students studying an Adult course at West Thames College in 2022-23 and does not form part of any contract. The College will use all reasonable endeavours to deliver the course of study in accordance with the description applied to it in the College's prospectus for the academic year in which you begin the course. However, the College reserves the right to:

- make reasonable variations to the course (including, without limitation, the content and syllabus of the course, including changes to individual modules, fees, the location of the course or the method of delivery of the course);
- discontinue the course or combine the course with another course, especially if it has insufficient numbers of students to be viable, if the College considers this reasonably necessary. If the College discontinues the course, it will use reasonable endeavours to provide you with a suitable alternative.



West Thames
College London



west-thames.ac.uk



020 8326 2000

with Outstanding Features 2021



July 2023