



DEARNE VALLEY COLLEGE

2007/08 PART-TIME COURSE GUIDE

WELCOME TO DEARNE VALLEY COLLEGE

Thank you for taking time to read our part-time course guide for 2007/08.

Below are just some of the key strengths of the college, which were listed in the report from our recent Ofsted inspection:

- Outstanding educational and social inclusion
- Good response to employer and community needs
- Very good personal support for students
- Safe and secure learning environment

I am really pleased that the Ofsted inspectors confirmed the quality of provision here at Dearne Valley College (DVC). Whatever your purpose for considering coming to college you deserve the very best teaching and support.

Whether you're looking to develop your career or need new skills, DVC offers a range of vocational courses delivered by staff with in-depth industry knowledge.

There are also a range of courses and learning clubs which give you the opportunity to try something new or just enjoy learning without studying for a formal qualification (see centre-fold insert).

As well as the Manvers Campus, we provide courses and training at the Rockingham Centre in Wath upon Dearne, Cortonwood Miners' Welfare, the Ivanhoe Centre in Conisbrough and other community centres, making it easy for you to learn locally.

I hope you find the course you need in our course guide. If you don't see what you need or would like some further information and guidance, please contact us and we will do our best to help.

We look forward to seeing you.



Sue Ransom

Sue Ransom
Principal

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FOR FURTHER INFORMATION ABOUT ENROLLING ON A PART-TIME COURSE @ DVC:

HOW TO ENROL ONTO A PART-TIME COURSE

We hold enrolment sessions at the Manvers Campus and the Rockingham Centre, Wath upon Dearne.

Enrolment days

- **11th July**, 9.00am to 12 noon at the Manvers Campus - **Construction only**. Our construction courses are very popular so make sure you get here early
- **11th July**, 2.00pm to 7.00pm at the Manvers Campus - **Beauty only**. Our beauty courses are very popular so make sure you get here early
- **12th July**, 11.00am to 7.00pm at the Manvers Campus
- **8th August**, 9.00am to 12 noon at the Rockingham Centre
- **23rd August**, 11.00am to 9.00pm at the Manvers Campus
- **30th August**, 11.00am to 7.00pm at the Manvers Campus

Enrolment checklist

To enrol on a part-time course at DVC, you'll need the following information:

- Your home postcode
- Your National Insurance Number
- Payment – you will need to pay course fees unless you are eligible for fee remission
- If your employer is paying, please bring an official letter to confirm this
- Proof of eligibility if fee remission applies (see Finance and Funding section)
- Vehicle registration for your car parking pass

Payment methods

Dearne Valley College accepts:

- Cash
- Visa
- Solo
- MasterCard
- Switch/Maestro
- Cheque (made payable to Dearne Valley College - please bring your banker's card with you)
- Direct Debit

Please note that there is a minimum spend of £5 for credit or debit card payments.

What if I can't make an enrolment session?

It is recommended that you attend an enrolment session to ensure you receive all the support you need. However, it is possible to enrol at the Manvers Campus reception during normal college opening hours after 12th July 2007.

Please note that construction courses are so popular that you are unlikely to get a place if you do not attend the enrolment session on 11th July.

A GUIDE TO THE DIFFERENT COURSE LEVELS

This guide is based on the National Qualifications Framework. Levels are specified in the course listings.

Level	Qualifications include:
4	<ul style="list-style-type: none"> • First year of a Degree, Foundation Degree or Higher National Diploma (HND) • Higher National Certificate (HNC) • BTEC Professional Award/Certificate/Diploma • NVQ Level 4 • Key Skills Level 4
3	<p>Also known as Advanced Level</p> <ul style="list-style-type: none"> • A Level and AS Level • BTEC, C and G or OCR National Award/Certificate/Diploma • CACHE Diploma • NVQ Level 3 • Key Skills Level 3 • Advanced Apprenticeship (includes key skills and technical certificate)
2	<p>Also known as Intermediate Level</p> <ul style="list-style-type: none"> • GCSE grade A* to C • BTEC, C and G or OCR First Diploma/Certificate • CACHE Certificate • NVQ Level 2 • Key Skills Level 2/Skills for Life Level 2
1	<ul style="list-style-type: none"> • Foundation Apprenticeship (includes key skills and technical certificate) • GCSE grade D to G • BTEC or C and G Introductory Certificate/Diploma • CACHE Foundation Certificate • NVQ Level 1 • Key Skills Level 1/Skills for Life Level 1
Entry Level	<ul style="list-style-type: none"> • Entry Level Certificate • Certificate of Achievement • Skills for Working Life • Life Skills • Skills for Life • Learning Clubs

To find out which course level is suitable for your needs, please speak to a member of staff at one of our enrolment days or contact the college.

FOR FURTHER INFORMATION ABOUT ENROLLING ON A PART-TIME COURSE @ DVC:

SUPPORT SERVICES

We want your time at DVC to be both valuable and enjoyable. If there is anything getting in the way of your learning, let us know and we will try to help!

Equality and Diversity

DVC recognises the richness brought to the organisation through the diversity of its learners and staff. We recognise individual worth and endeavour to support you in reaching your full potential. We will take positive action against any form of discrimination and inequality that you encounter as a student of the college.

Childcare

If you have pre-school children that need looking after while you are at college, the For Under Fives nursery is located close to the college.

Under certain circumstances the college can provide subsidised childcare places and may be able to help with other childcare costs. Please ask a member of staff for more information.

Disability

When you enrol onto a DVC course you will have the opportunity to discuss any additional support you may need with your studies – this could be a learning need, physical or sensory disability, a long-term health condition or a multiple disability. We will strive to provide the support you need to be successful on your course. Any information discussed will be in the strictest confidence and stored on a secure database.

If you need information on the college's hearing loop facility, note-takers, interpreters or if you need any college documents in another format please enquire at a reception point.

If you would like to discuss the support we can provide, please contact the college's Disability Officer on 01709 513333.

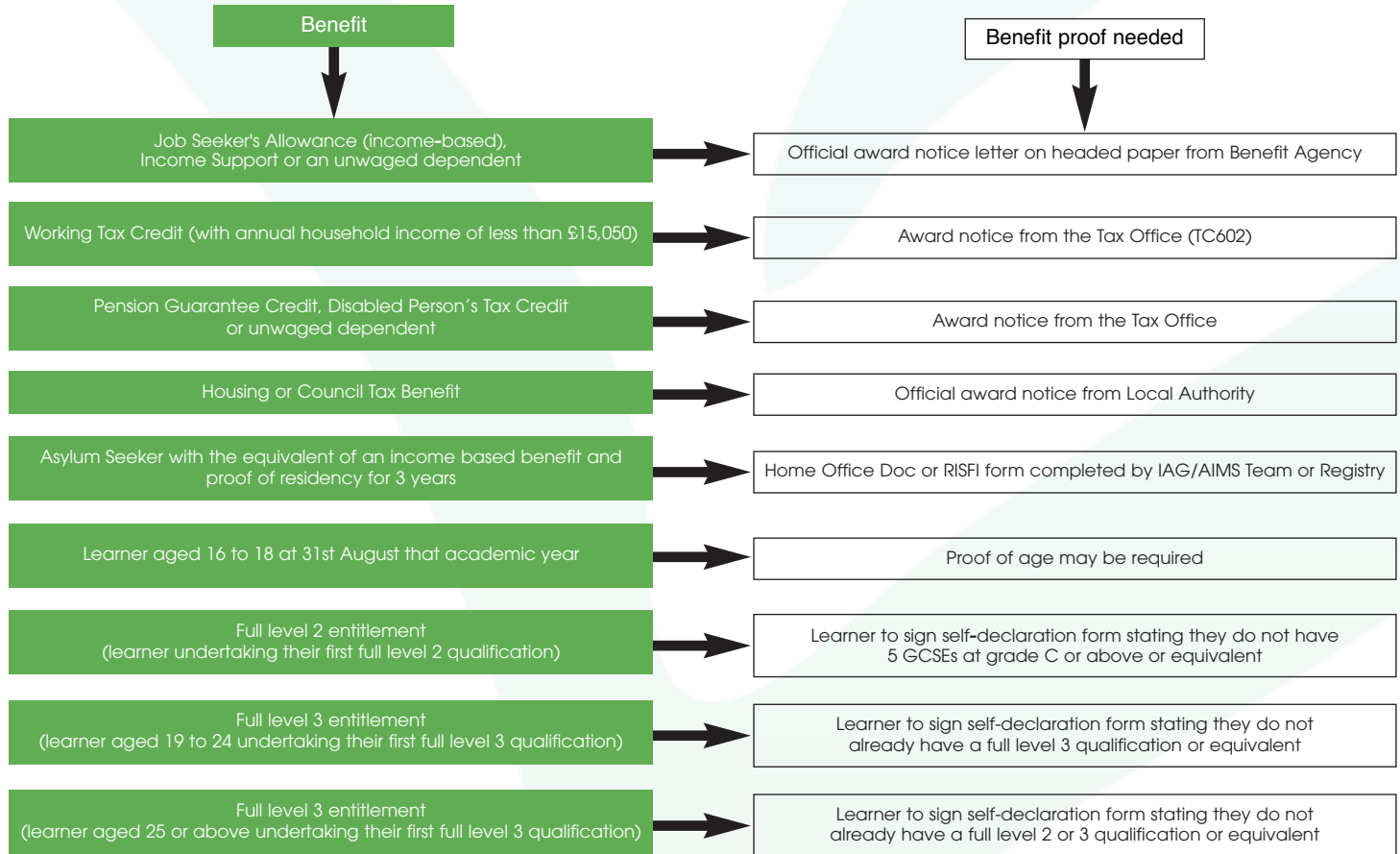
“...very good support for learners.”

Ofsted Inspection, 2007

T: 01709 513355 E: learn@deame-coll.ac.uk W: www.deame-coll.ac.uk



FINANCE AND FUNDING INFORMATION



Please note:

- If you are unable to provide any of the above, please ask for a 'Proof of Benefit' letter from reception. This can be completed and stamped by the Benefit Agency, Tax Office or Local Authority
- All evidence must be current for this academic year i.e. 31st August 2007

FOR FURTHER INFORMATION ABOUT ENROLLING ON A PART-TIME COURSE @ DVC:

FREE admission

You may be entitled to FREE study if you fall into one of the following groups:

- You are between 16 and 18 years old on 31st August 2007
- You are enrolling on a Skills for Life course. These courses are highlighted yellow within the listings (see key)
- You do not have 5 GCSEs (or equivalent) at grade C or above, and want to enrol on a full level 2 or full level 3 course
- You are between 19 and 24 years old on 31st August 2007 and enrolling on your first full level 3 course
- You are unemployed and in receipt of Jobseeker's Allowance
- You are in receipt of particular means tested benefits such as Income Support, Housing Benefit or Council Tax Benefit
- You are the unwaged dependent of someone on means tested benefit
- You are an asylum seeker in receipt of the equivalent of means tested benefits and have proof of residency for 3 years
- If you are receiving Pension Guarantee Credit, Disabled Person's Tax Credit or Working Tax Credit (where your household income is less than £15,050), you need to bring your full letter of notification/award when you enrol

Proof of eligibility - Benefits

If you want to claim free admission on the basis of being in receipt of benefit, you must provide appropriate proof. Your enrolment cannot be completed until this has been seen.

Please see the proof of benefit chart opposite.

Full level 2 and full level 3 courses

The Government will pay your fees if you enrol on a full level 2 or full level 3 course and do not have 5 GCSEs (or the equivalent) at grade C or above. You will have to sign a declaration to claim this entitlement.

The range of full level 2 and full level 3 courses offered by the college can be found highlighted in blue and pink within the course listings (see key).

Prompt payment discount - 10% off tuition fees

If you enrol before 1st September 2007 on a designated enrolment day and pay for your tuition fees in full at the same time, for a course starting in September, you will receive a discount of 10% off your tuition fees!

Learner Support and Welfare Funds

The college has a number of funds to help students with financial problems that may prevent them starting or continuing a course. Learner Support Funds are means tested and may be available to help you: purchase any equipment necessary for your course, meet the costs of travelling to college (e.g. travel pass), childcare or help with any other expenses related to your studies.

Further information is available from the Student Funding Office on 01709 513333.

Exceptions

Please note that free admission or concessionary fees are not available for Higher Education courses or Learning Clubs. The college relies on Government funding to offer free study to particular groups of students, and this may be withdrawn at any time. For this reason the college reserves the right to alter its fees policy without any notice.

Please note that the fees stated in this brochure include tuition, exam board and paper fees.

Information in this guide is correct at the time of print (June 2007) and may be subject to change. DVC reserve the right to cancel courses if there are insufficient enrolments. If your class is cancelled you will be offered a refund or transfer to another course with the appropriate transfer of fees. Please refer to the College Fees Policy for further guidance.

Key:

Full level 2 course

Full level 3 course

Skills for Life course

You may be able to access these courses for FREE! See the Finance and Funding section for details

PART-TIME COURSE LISTINGS 2007/08

ACCESS TO HE

Do you want to gain qualifications/pursue a change in career?

This course covers a wide range of subjects which will help prepare you for higher level study at university. Progression opportunities include: nursing, midwifery, care, social work, social sciences and operating department practice.



COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Access to HE	OCN	Level 3	10/09/07	Daytime		36.00	10.00	£534.00	Main College
Access to HE	OCN	Level 3	11/12/07	Daytime		36.00	10.00	£534.00	Main College
Access to HE	OCN	Level 3	07/04/08	Daytime		36.00	10.00	£534.00	Main College
Access to HE	OCN	Level 3	11/09/07	18:00	Tue/Thu	48.00	6.00	£534.00	Main College
Access to HE	OCN	Level 3	11/12/07	18:00	Tue/Thu	48.00	6.00	£534.00	Main College
Access to HE	OCN	Level 3	08/04/08	18:00	Tue/Thu	48.00	6.00	£534.00	Main College

Key:

Full level 2 course

Full level 3 course

Skills for Life course

You may be able to access these courses for FREE! See the Finance and Funding section for details

COUNSELLING

Courses in counselling enable you to develop skills which are beneficial in a wide range of settings. The Introduction to Counselling is a short level 2 course for those wishing to begin study in this area. The next step could be Developing Counselling Skills which is a one year level 3 course.

COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Introduction to Counselling	NOCN	Level 2	11/09/07	09:30	Tue	10.00	2.00	£80.00	Main College
Introduction to Counselling	NOCN	Level 2	08/01/08	09:30	Tue	10.00	2.00	£80.00	Main College
Introduction to Counselling	NOCN	Level 2	08/04/08	09:30	Tue	10.00	2.00	£80.00	Main College
Introduction to Counselling	NOCN	Level 2	12/09/07	18:00	Wed	10.00	2.00	£80.00	Main College
Introduction to Counselling	NOCN	Level 2	09/01/08	18:00	Wed	10.00	2.00	£80.00	Main College
Introduction to Counselling	NOCN	Level 2	09/04/08	18:00	Wed	10.00	2.00	£80.00	Main College
Developing Counselling Skills	NOCN	Level 3	12/09/07	18:00	Wed	33.00	3.00	£319.00	Main College

FOR FURTHER INFORMATION ABOUT ENROLLING ON A PART-TIME COURSE @ DVC:

EDUCATION AND TRAINING

We offer a suite of teacher training awards:

In-service Certificate in Education and the In-service Professional Graduate Certificate in Education

These are two year, part-time courses aimed at practicing teachers and trainers working in Post-Compulsory Education and Training (PCET). They are Awards of the University of Huddersfield.



City & Guilds 7303 – Preparing to Teach in the Lifelong Learning Sector

This is an introductory qualification for all new teachers/trainers in the learning and skills sector.

City & Guilds 7304 Certificate in Teaching in the Lifelong Learning Sector

This qualification is suitable for those who work as or want to work as teachers, trainers or learner support staff in a wide range of settings for post-16 learners. It is designed for those deemed to hold an associate teacher role or for those wishing to take a staged approach to achieving fully qualified teacher status (QTLS).



A1 Assessor Award

Is designed for individuals who are (or will be) involved with assessing candidates working towards National Vocational Qualifications (NVQs).

Verifier Award

An Internal Verifier ensures the assessment carried out by assessors meets the agreed national standards and requirements of awarding bodies. The Verifier Award is aimed at occupationally competent individuals who wish to verify NVQ assessments made by assessors.

COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
730.3 Preparing to Teach in the Lifelong Learning Sector	CG	Level 3	Day and evening classes will start in Sept and Feb					tba	tba
730.3 Preparing to Teach in the Lifelong Learning Sector	CG	Level 4	Day and evening classes will start in Sept and Feb					tba	tba
730.4 Certificate in Teaching in the Lifelong Learning Sector	CG	Level 3	Evening classes will start in Jan					tba	tba
730.4 Certificate in Teaching in the Lifelong Learning Sector	CG	Level 4	Evening classes will start in Jan					tba	tba
731.7 A1 Assessor Award	CG	Level 3	19/09/07	tba	tba	var	var	£179.00	Main College
731.7 A1 Assessor Award	CG	Level 3	20/02/08	tba	tba	var	var	£179.00	Main College
731.7 Verifier Award	CG	Level 4	24/09/07	tba	tba	var	var	£179.00	Main College
731.7 Verifier Award	CG	Level 4	16/01/08	tba	tba	var	var	£179.00	Main College
Certificate in Education/PGCE*	Hudds Uni	HE	13/09/07	13:00	Thu	2 years		£780.00	Main College

*The Certificate in Education/PGCE is an Award of the University of Huddersfield – Support towards fees may be available from your LEA

BUSINESS, ADMINISTRATION AND MANAGEMENT

If you are looking for a promotion or career change we offer a range of courses to help you along the way. The Preparing for Enterprise course gives insight into the skills needed to run your own business.



COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Business and Administration*	OCR	NVQ Level 2	12/09/07	18:00	Wed	var	var	£520.00	Main College
Business and Administration*	OCR	NVQ Level 3	12/09/07	18:00	Wed	var	var	£546.00	Main College
Certificate in First Line Management	ILM	Level 3	tba	tba	tba	tba	tba	tba	tba
Certificate in Team Leading	ILM	Level 2	tba	tba	tba	tba	tba	tba	tba
Award in First Line Management	ILM	Level 3	tba	tba	tba	tba	tba	tba	tba
Award in Team Leading	ILM	Level 2	tba	tba	tba	tba	tba	tba	tba
Preparing for Enterprise	EDEXCEL	Level 2	20/09/07	18:00	Thu	30.00	3.00	£287.00	Main College
Business	EDEXCEL	HNC	11/09/07	18:00	Tue/Wed	30.00	6.00	£773.00	Main College
Diploma in First Line Management	ILM	Level 3	tba	tba	tba	tba	tba	tba	tba

*These courses can be delivered in the workplace through Train to Gain funding and may be FREE of charge

Key:

Full level 2 course

Full level 3 course

Skills for Life course

You may be able to access these courses for FREE! See the Finance and Funding section for details

TRADE UNION EDUCATION CENTRE

The Trade Union Education Centre offers FREE courses accredited via the Trade Union Congress framework for all Trade Union members. Our courses are flexible and are designed to build confidence and support learners to develop the skills and knowledge needed to deal with important issues at work.

LEARNING CLUBS AND SKILLS FOR LIFE

DVC offer a wide range of Skills for Life courses which are designed to help you improve your literacy and numeracy skills.

Skills for Life courses are FREE to adults over 19 years of age!

Learning Clubs are short courses which give you the opportunity to learn about specific areas of interest. For further information on Learning Clubs and Skills for Life, please see the centre-fold insert.

FOR FURTHER INFORMATION ABOUT ENROLLING ON A PART-TIME COURSE @ DVC:

CATERING AND HOSPITALITY

We offer a range of courses throughout the year including Food Safety and Food Preparation. If you are an individual or employer and would like further information, please contact the enquiry line on 01709 513355.



HEALTH AND SOCIAL CARE

These courses will help to develop your career in the health and social care sector.

COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Health and Social Care*	EDEXCEL	NVQ Level 2	10/09/07	tba	tba	var	var	£543.00	Main College
Health and Social Care*	EDEXCEL	NVQ Level 3	24/09/07	tba	tba	var	var	£570.00	Main College
Registered Manager	EDEXCEL	NVQ Level 4	21/09/07	tba	tba	var	var	£742.00	Main College

*These courses can be delivered in the workplace through Train to Gain funding and may be FREE of charge

Key:

Full level 2 course

Full level 3 course

Skills for Life course

You may be able to access these courses for FREE! See the Finance and Funding section for details

CHILDCARE AND EDUCATION

The NVQs in Children's Care, Learning and Development are competence-based qualifications which are made up of a variety of units. They are for people working with children and young people in a variety of locations such as schools, nurseries and home settings.

The Classroom Teaching Assistants courses are for people supporting teachers in schools. Candidates will need to be working in the sector in a paid or voluntary capacity.



COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Certificate for Teaching Assistants	CACHE	Level 2	11/09/07	16:30	Tue	34.00	4.00	£340.00	Main College
Certificate for Teaching Assistants	CACHE	Level 3	12/09/07	16:30	Wed	34.00	4.00	£340.00	Main College
Children's Care, Learning and Development	EDEXCEL	NVQ Level 2	12/09/07	09:15	Wed	var	var	£549.00	Main College
Children's Care, Learning and Development	EDEXCEL	NVQ Level 3	Sept07 & Jan08	09:00	Sat	var	var	£576.00	Rotherham
Children's Care, Learning and Development	EDEXCEL	NVQ Level 3	11/09/07	18:00	Tue	var	var	£576.00	Main College
Children's Care, Learning and Development	EDEXCEL	NVQ Level 3	13/09/07	16:30	Thu	var	var	£576.00	Winterhill School

Key:

Full level 2 course

Full level 3 course

Skills for Life course

You may be able to access these courses for FREE! See the Finance and Funding section for details

CONSTRUCTION AND ALLIED TRADES

These courses have been designed as a first step towards a career in the construction industry. The projects you work on will allow possible progression onto the City and Guilds/CITB (Construction Industry Training Board) Intermediate Construction Award.



COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Brickwork	NOCN	Level 1	18/09/07	18:30	Tue	10.00	2.50	£374.00	Main College
Brickwork	NOCN	Level 1	08/01/08	18:30	Tue	10.00	2.50	£374.00	Main College
Brickwork	NOCN	Level 1	08/04/08	18:30	Tue	10.00	2.50	£374.00	Main College
Wood Occupations	NOCN	Level 1	18/09/07	18:30	Tue	10.00	2.50	£374.00	Main College
Wood Occupations	NOCN	Level 1	08/01/08	18:30	Tue	10.00	2.50	£374.00	Main College
Plastering	NOCN	Level 2	18/09/07	18:00	Tue	10.00	3.00	£383.00	Main College
Plastering	NOCN	Level 2	08/01/08	18:00	Tue	10.00	3.00	£383.00	Main College
Plastering	NOCN	Level 2	08/04/08	18:00	Tue	10.00	3.00	£383.00	Main College
Plastering	NOCN	Level 2	19/09/07	18:00	Wed	10.00	3.00	£383.00	Main College
Plastering	NOCN	Level 2	09/01/08	18:00	Wed	10.00	3.00	£383.00	Main College
Plastering	NOCN	Level 2	09/04/08	18:00	Wed	10.00	3.00	£383.00	Main College
Welding	NOCN	Level 1	18/09/07	18:30	Tue	10.00	2.50	£374.00	Main College
Welding	NOCN	Level 1	08/01/08	18:30	Tue	10.00	2.50	£374.00	Main College
Welding	NOCN	Level 1	08/04/08	18:30	Tue	10.00	2.50	£374.00	Main College

PUBLIC SERVICE

For those interested in a career within the police or any other emergency service, the Pre-Entry to Police and Public Service (PEPPS) course is just what you're looking for. We also offer the Certificate in Drugs Awareness, a 9 hour level 1 course.

COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Pre-Entry to Police and Public Service	NOCN	Level 2	13/09/07	18:00	Thu	11.00	2.00	£70.00	Main College
Pre-Entry to Police and Public Service	NOCN	Level 2	17/01/08	18:00	Thu	11.00	2.00	£70.00	Main College

FOR FURTHER INFORMATION ABOUT ENROLLING ON A PART-TIME COURSE @ DVC:

BEAUTY AND HOLISTIC THERAPIES

Within the Beauty Therapy section at DVC we offer a range of qualifications to prepare you for an exciting and rewarding career in the industry.

All of our courses are validated by VTCT (Vocational Training Charitable Trust) and are nationally recognised qualifications. You will work in salons that are furnished and equipped to very high standards.

To ensure you are on the correct course, all prospective students must attend a guidance session and meet with the tutor.

Please note: If you have lifetime registration with VTCT, please bring evidence when enrolling and you will be exempt from the £12 registration included in the course fee.



COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Beauty Therapy	VTCT	NVQ Level 2	04/09/07	18:00	Tue/ Thu	36.00	6.25	£447.00	Main College
Beauty Therapy	VTCT	NVQ Level 3	04/09/07	15:00	Tue/ Thu	36.00	10.00	£1,034.00	Rockingham
Certificate in Nail Technology	VTCT	Level 2	09/10/07	18:00	Tue	25.00	3.00	£321.00	Rockingham
Certificate in Nail Technology	VTCT	Level 2	10/10/07	18:00	Wed	25.00	3.00	£321.00	Main College
Certificate in Swedish Body Massage	VTCT	Level 3	10/10/07	18:00	Wed	30.00	3.00	£327.00	Rockingham
Indian Head Massage	VTCT	Level 3	11/10/07	18:00	Thu	15.00	3.00	£196.00	Rockingham
Health, Safety, Security & Employment Standards	VTCT	Level 3	04/09/07	18:00	Tue	5.00	3.00	£87.00	Rockingham
Health, Safety, Security & Employment Standards	VTCT	Level 3	05/09/07	18:00	Wed	5.00	3.00	£87.00	Main College
Health, Safety, Security & Employment Standards	VTCT	Level 3	05/09/07	18:00	Wed	5.00	3.00	£87.00	Rockingham
Health, Safety, Security & Employment Standards	VTCT	Level 3	06/09/07	18:00	Thu	5.00	3.00	£87.00	Rockingham
Health, Safety, Security & Employment Standards	VTCT	Level 3	28/02/08	18:00	Thu	5.00	3.00	£87.00	Rockingham

Key:

Full level 2 course

Full level 3 course

Skills for Life course

You may be able to access these courses for FREE! See the Finance and Funding section for details

IT AND COMPUTING

Whether you want to learn skills for work, change your career or learn how to get the most out of your home PC, we have an IT course for you.

We offer courses for complete beginners that will help you get to grips with the basics and intermediate courses covering: office applications, web design, multimedia and digital photography.

We also offer more specialist professional/technical courses if you want a career in IT systems support or networking as well as a number of internationally recognised vendor qualifications, including A+, Network+ and MCDST.



Courses will be available in college and at community venues.

COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Certificate in IT (CLAIT)	OCR	Level 1	10/09/07	09:30	Mon	22.00	2.50	£141.00	Denaby Enterprise
Certificate in IT (CLAIT)	OCR	Level 1	12/09/07	18:00	Wed	22.00	2.50	£141.00	Main College
Certificate in IT (CLAIT)	OCR	Level 1	12/09/07	18:00	Wed	22.00	2.50	£141.00	Cortonwood MW
Computer Keyboard Skills	PCDL	Level 1	13/09/07	13:30	Thu	3.00	2.00	FREE	Cortonwood MW
First Steps in PC Maintenance	PCDL	Level 1	13/09/07	09:30	Thu	4.00	3.00	FREE	Cortonwood MW
First Steps in PC Maintenance	PCDL	Level 1	13/09/07	18:00	Thu	4.00	3.00	FREE	Main College
PC Maintenance/Building	CG	Level 1	11/10/07	18:30	Thu	8.00	2.50	£86.00	Main College
First Steps in PC Networking	PCDL	Level 1	11/09/07	18:00	Tue	4.00	3.00	FREE	Main College
PC Networking	CG	Level 2	09/10/07	18:00	Tue	10.00	3.00	£117.00	Main College
First Steps in Web Design	PCDL	Level 1	11/09/07	18:30	Tue	6.00	2.00	FREE	Main College
First Steps in Web Design	PCDL	Level 1	13/09/07	18:30	Thu	6.00	2.00	FREE	Cortonwood MW
Web Design	OCR	Level 2	23/10/07	18:30	Tue	8.00	2.50	£68.00	Main College
Get Started With Your Digital Camera	PCDL	Level 1	10/09/07	13:30	Mon	6.00	2.00	FREE	Cortonwood MW
Make the Most of your Photographs	OCR	Level 2	22/10/07	13:30	Mon	8.00	2.50	£68.00	Cortonwood MW
Get Started With Your Digital Camera	PCDL	Level 1	11/09/07	18:30	Tue	6.00	2.00	FREE	Main College
Make the Most of your Photographs	OCR	Level 2	23/10/07	18:30	Tue	8.00	2.50	£68.00	Main College
Get Started With Your Digital Camera	PCDL	Level 1	14/09/07	13:30	Fri	6.00	2.00	FREE	Denaby Enterprise
Make the Most of your Photographs	OCR	Level 2	26/10/07	09:30	Fri	8.00	2.50	£68.00	Denaby Enterprise

FOR FURTHER INFORMATION ABOUT ENROLLING ON A PART-TIME COURSE @ DVC:

COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Internet for the Terrified	PCDL	Level 1	12/09/07	18:30	Wed	3.00	2.00	FREE	Main College
Get Connected!	OCR	Entry	03/10/07	18:30	Wed	10.00	2.00	£72.00	Main College
Internet for the Terrified	PCDL	Level 1	13/09/07	18:30	Thu	3.00	2.00	FREE	Ivanhoe
Get Connected!	OCR	Entry	04/10/07	18:30	Thu	10.00	2.00	£72.00	Ivanhoe
Internet for the Terrified	PCDL	Level 1	14/09/07	09:30	Fri	3.00	2.00	FREE	Denaby Enterprise
Get Connected!	OCR	Entry	05/10/07	09:30	Fri	10.00	2.00	£72.00	Denaby Enterprise
IT for the Terrified	PCDL	Level 1	10/09/07	18:30	Mon	3.00	2.00	FREE	Ivanhoe
Get Started!	OCR	Entry	01/10/07	18:30	Mon	6.00	2.00	£45.00	Ivanhoe
IT for the Terrified	PCDL	Level 1	12/09/07	09:30	Wed	3.00	2.00	FREE	Cortonwood MW
Get Started!	OCR	Entry	03/10/07	09:30	Wed	6.00	2.00	£45.00	Cortonwood MW
IT for the Terrified	PCDL	Level 1	12/09/07	09:30	Wed	3.00	2.00	FREE	Denaby Enterprise
Get Started!	OCR	Entry	03/10/07	09:30	Wed	6.00	2.00	£45.00	Denaby Enterprise
IT for the Terrified	PCDL	Level 1	13/09/07	18:30	Thu	3.00	2.00	FREE	Main College
Get Started!	OCR	Entry	04/10/07	18:30	Thu	6.00	2.00	£45.00	Main College
Word Processing for Beginners	PCDL	Level 1	13/09/07	18:30	Thu	6.00	2.00	FREE	Main College
Certificate in Word Processing	OCR	Level 1	25/10/07	18:30	Thu	12.00	2.00	£76.00	Main College
Word Processing for Beginners	PCDL	Level 1	14/09/07	10:00	Fri	6.00	2.00	FREE	Main College
Certificate in Word Processing	OCR	Level 1	26/10/07	10:00	Fri	12.00	2.00	£76.00	Main College
Certificate in Word Processing	OCR	Level 2	12/09/07	18:00	Wed	22.00	2.50	£145.00	Main College

COMMUNICATION, LITERACY AND NUMERACY

We offer a range of English and Maths courses which are listed below. For information about our FREE Skills for Life – communication, literacy and numeracy courses, please see the centre-fold insert.

COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Creative Writing Getting Started	EDEXCEL	Level 1	18/09/07	18:00	Tue	16.00	2.00	£70.00	Main College
Creative Writing Advanced	EDEXCEL	Level 2	29/01/08	18:00	Tue	16.00	2.00	£70.00	Main College
English Language	AQA	GCSE	04/09/07	09:15	Tue	34.00	2.50	£50.00	Rockingham
English Language	AQA	GCSE	06/09/07	18:00	Thu	34.00	2.50	£50.00	Main College
English Language and Literature	AQA	AS Level	04/09/07	18:00	Tue	32.00	3.00	£237.00	Main College
Mathematics	AQA	GCSE	04/09/07	18:15	Tue	34.00	2.50	£50.00	Main College
Mathematics	AQA	GCSE	05/09/07	18:15	Wed	34.00	2.50	£50.00	Main College
Voices From the Dearne 1	EDEXCEL	Level 1	20/09/07	18:00	Thu	16.00	2.00	£70.00	Main College
Voices From the Dearne 2	EDEXCEL	Level 2	24/01/08	18:00	Thu	16.00	2.00	£70.00	Main College

Key:

Full level 2 course

Full level 3 course

Skills for Life course

You may be able to access these courses for FREE! See the Finance and Funding section for details

SPORT AND PHYSICAL RECREATION

If you would like a career within the sport and fitness industry, then the courses below could be just what you are looking for. They can lead to various jobs such as: swimming teacher, pool lifeguard, gym instructor or football coach, to name but a few. They can also support you if you are a volunteer coach linked to a local sports club.



COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Certificate in Coaching (Football)	FIRST	Level 1	04/02/08	tba	tba	1.00	30.00	£90.00	Main College
Certificate in Coaching (Football)	FIRST	Level 1	19/05/08	tba	tba	1.00	30.00	£90.00	Main College
Certificate in Coaching (Football)	FIRST	Level 1	23/06/08	tba	tba	1.00	30.00	£90.00	Main College
Physical Education	EDEXCEL	GCSE	12/09/07	09:15	Wed	36.00	2.00	£257.00	Main College
Physical Education	EDEXCEL	AS Level	12/09/07	09:15	Wed/ Fri	36.00	4.25	£378.00	Main College
Physical Education	EDEXCEL	A2 Level	12/09/07	09:15	Wed/ Fri	36.00	4.25	£378.00	Main College



HEALTH AND FITNESS

The following courses are accredited by Central YMCA Qualifications (CYQ) and will run at various times throughout the year. Please contact Envisage on 01457 864518 for up to date course dates and information.

Most courses are run at weekends and have an element of home study.

COURSE	LEVEL	COST
Certificate in Fitness Instructing (Gym)	2	£395.00
Certificate in Advanced Fitness Instructing (Gym)	3	£395.00
Client Appraisal	3	£295.00
Nutrition and Weight Management	3	£230.00
Circuit Training	2	£220.00
Exercise to Music	2	£395.00
Certificate in Instructing Health Related Exercise for Children	2	£295.00
Training in Different Environments	3	£295.00
Certificate in Exercise Referral for Clients with Specific Controlled Conditions	3	£495.00
Personal Trainer Award	3	£1495.00
Award in Chair Based Exercise for the Frailer Older Person	2	£220.00



FOR FURTHER INFORMATION ABOUT ENROLLING ON A PART-TIME COURSE @ DVC:



SWIMMING TEACHER COURSES



Swimming teacher courses are available at various times through the year. Please contact Joanne Loy at Barnsley Premier Leisure on 01226 730060 for further details.

COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Aquacise	STA	Level 2	19/11/07	Available on demand				PoA	Metrodome LC
Full Teachers	STA	Level 2	24/11/07	Available on demand				PoA	Metrodome LC
Teacher Certificate in Swimming (Full Teachers)	ASA	Level 2	19/11/07	Available on demand				PoA	Metrodome LC

TRAVEL AND TOURISM

Our courses may lead to a range of jobs within the industry, from a retail travel agent, to a resort representative, from hotel receptionist to airline cabin crew, and many more!

The Certificate in Travel and Tourism allows you to choose from various units including: Overseas Representatives, Worldwide Travel Destinations, Airfares and Ticketing, Conference and Events, Cabin Crew, Airline Passenger Services Agents. Units are 30 – 90 hours and take place during the daytime.



COURSE	BOARD	LEVEL	START DATE	TIME	DAY(S)	WEEKS	HRS	FEE	LOCATION
Certificate for Airline Cabin Crew	NCFE	Level 2	11/09/07	18:00	Tue/Thu	15.00	6.00	£285.00	Main College
Certificate in Travel and Tourism	CG	Level 2	11/09/07	tba	tba	tba	tba	£178.00	Main College
Certificate for Airport Passenger Services Agents	NCFE	Level 2	19/02/08	18:00	Tue/Thu	10.00	6.00	£194.00	Main College

LOGISTICS

Logistics is the UK's fifth biggest industry employing approximately 1.7 million people. The industry is essential to the efficient performance of the UK, touching every business and household. The Dearne Valley has one of the highest growth rates among local employers. We offer a range of courses aimed at students who are new to the industry and those already working in the transport and logistics sector.

For more information about logistics courses, please call the enquiry line on 01709 513355.

T: 01709 513355 E: learn@deame-coll.ac.uk W: www.deame-coll.ac.uk

BUSINESS TRAINING



The most valuable resource of any business is its employees.

Here at DVC, we can offer great packages for businesses, including:

- Free training needs analysis – to identify any skills gaps and recommend how they can be cost-effectively addressed
- Flexible, customised training - we can tailor training to your organisational needs, which can be delivered either at your workplace or at the college. Training is available in many different areas, such as: IT, management, administration, health and safety, essential skills and training for care staff. This list is not exhaustive, so if you have something in mind you would like to discuss, please do not hesitate to contact us
- Funding – in certain circumstances, the college may be able to access funding streams to help reduce the cost of training, including Invest in Skills and Train to Gain

To find out more contact the Business Training Team on 01709 513147.

“...responds very well to the needs of local employers and the community.”

Ofsted Inspection, 2007

National Vocational Qualifications (NVQs)

We offer NVQs in many areas including:

- Tiling
- Plastering
- Brickwork
- Painting and decorating
- Joinery
- Customer service
- Cleaning and support services
- Business administration
- Care
- Sport

and many others!

We can also offer recognised awarding body qualifications which are important to businesses. Some of these include:

- Health and safety
- Logistics
- Care
- IT
- Management
- Essential skills (literacy and numeracy)
- Equality and diversity

Depending upon your prior learning, NVQs may be free of charge. Contact the Business Training Team for more information.



HE AND FULL-TIME COURSES

Higher Education (HE)

We offer the following higher-level qualifications:

- In-service Certificate and Postgraduate Certificate in Education (Post-Compulsory Education and Training). This will be known as Professional Graduate Certificate from September 2007
- HNC Business
- HND Business, Business and Management, Business and Marketing
- HND Computing
- HND Public Services
- HND Sport and Exercise Science
- HND Travel and Tourism Management

HND (Higher National Diploma) is full-time and HNC (Higher National Certificate) is part-time.

The college endeavours to charge considerably less than the recommended £3,000 tuition fee. Our fees are currently only: £1,230 full-time (e.g. HND)
£773 part-time (e.g. HNC)
£780 Certificate in Education

To find out more about HE courses call the dedicated enquiry line on 01709 513101.

Full-time courses

It's never too late to look at full-time education and training opportunities.

We offer a wide range of full-time courses, some of which have specific entry requirements and others don't. If you are an adult wanting to return to learning, your previous experience will count too!

We also offer some Access courses that can help you get the qualification you need to move onto HE.

For further information call the enquiry line on 01709 513355 or call into the college.

“...very good teaching and learning.”

Ofsted Inspection, 2007



COLLEGE FACILITIES AND SERVICES

Customer Information Services (CIS)

Based at the Manvers Campus, they provide a whole range of support including reception, student funding and general enquiries.

Manvers Reception (term-time)

Monday 8.30am to 5.00pm
Tuesday to Thursday 8.30am to 8.30pm
Friday 8.30am to 4.30pm

Manvers Reception (out of term-time)

Monday to Thursday 8.30am to 5.00pm
Friday 8.30am to 4.30pm

Rockingham Reception (term-time)

Monday 8.30am to 5.00pm
Tuesday to Thursday 8.30am to 8.00pm
Friday 8.30am to 4.00pm

Rockingham Reception (out of term-time)

Monday to Thursday 8.30am to 5.00pm
Friday 8.30am to 4.00pm

For any general enquiry call the team on 01709 513355.

Manvers Diner and Rockingham Refectory

Offers food and drink to suit most tastes and dietary requirements.

Learning Centre

The refurbished college Learning Centre has a range of resources to help with your studies, including:

- A wide variety of books, journals, magazines, PCs and CD ROMs
- Access to the Internet
- Group and quiet study areas
- Friendly staff
- IT facilities

As a part-time student you will be able to access these facilities during normal opening times.

Guidance Centre

The new Guidance Centre offers a private and confidential setting to get help from a team of specialist staff. They can help with issues such as: alcohol and drug advice, careers guidance, counselling, health and welfare and sexual health. The Connexions Advisor is also based in the Guidance Centre.

Opening times (term-time)

Monday to Thursday 8.45am to 5.00pm
Friday 8.45am to 4.00pm





DVC Sports offers an excellent range of sports and fitness facilities/activities to students and the general public.

- Sports hall
- Air conditioned fitness suite with state-of-the-art equipment
- Full-size floodlit Astroturf pitch
- Tennis/netball courts
- Fast-tan sunbed and saunas
- Pay as you go or membership options
- Tennis, netball and table tennis club
- Kids fitness
- Kids clubs
- Personal training
- Fitness classes (yoga, boxercise etc.)

As a college student, you'll be able to take advantage of a reduced rate.

“...specialist resources are outstanding.”

Ofsted Inspection, 2007

Beauty Salons

We have two training salons which are open to the public, the DVC Salon at the Manvers Campus and the Griffin Salon at the Rockingham Centre in Wath. They both offer a wide range of beauty and holistic treatments at competitive prices.

Griffin Restaurant

The Griffin Restaurant, based at the Rockingham Centre in Wath, is a real working environment and a central part of the Centre of Vocational Excellence in Hospitality and Catering at the college. It offers good food and excellent service in a relaxing environment. The restaurant is open each week (term-time only) for lunch service on Tuesdays, Thursdays and Fridays.

Travel Counsellor

Why not book yourself a bargain holiday with our on-site Travel Counsellor?



HOW TO FIND US AND TRAVEL INFORMATION



FOR FURTHER INFORMATION ABOUT ENROLLING ON A PART-TIME COURSE @ DVC:

Where we are

Most students are based at the Manvers Campus, towards the bottom of Golden Smithies Lane in the area known as Manvers. Catering, Skillbase and some Art and Beauty courses are based at the Rockingham Centre, which is in Wath town centre, two minutes walk from the Wath Bus Interchange.

Bus information

The Manvers Shuttle 200 bus service runs regularly throughout the day and evening from Wath, Swinton and Mexborough Interchanges to the college. It offers a subsidised fare to college students when you show your college identity card. For up to date information on bus company services to the area, please contact Traveline on 01709 515151 or visit www.travelsouthyorkshire.com

Post-16 Transport Policy

Each borough (Rotherham, Barnsley, Doncaster and Sheffield etc) has its own Post-16 Transport Policy, these tell you about your entitlement to support for transport to carry on with your learning, depending on where you live and your circumstances. Ask your Local Education Authority (LEA) for a copy of their policy.

Free car parking

If you have a car, there are plenty of free car parking spaces - but we do have a parking permit system. We have CCTV installed to help protect vehicles from theft and vandalism.

“...safe and secure learning environment.”

Ofsted Inspection, 2007



Dearne
Valley



DEARNE VALLEY COLLEGE
Manvers Park, Wath upon Dearne,
Rotherham S63 7EW

T. 01709 513355
F. 01709 513110
E. learn@dearne-coll.ac.uk
W. www.dearne-coll.ac.uk