

Birmingham Adult Education Service



Adult Education



Part-time
Courses

September - December 2024



0121 303 4318

learnbaes.ac.uk



Funded by
UK Government

GET COMFORTABLE WITH NUMERACY

Our flexible and easy-to-follow adult numeracy skills sessions help adults of all ages get comfortable with numeracy.

From budgeting, managing personal finances, cooking, or helping children with their homework, brushing up on your numeracy and maths skills can help every day.

CALL 0121 303 4318 OR VISIT WWW.LEARNBAES.AC.UK



West Midlands
Combined Authority



Welcome



You are about to take the next step, or perhaps the first of an exciting learning journey, full of countless opportunities and many possibilities to explore.

Whether you are a current learner with Birmingham Adult Education Service or considering returning to learning, I am delighted that you have chosen to find out more about the courses and support we offer. Learning and acquiring new skills is an act of freedom, and it is our pleasure and duty to provide a curriculum offer that draws on the power of community learning to unleash your potential and achieve your goals. We aim to have something for everyone with courses that will empower you to build a brighter future for you and those close to you.

If you are looking to gain qualifications, practical skills, and confidence to find employment or to develop your career, we have the complete package of study programmes for you. While learning with BAES, you will have access to employability courses and workshops that will build the skills, knowledge, and personal qualities you will need to be successful in your career. This includes free and personalised careers advice and support.

If you want to explore your creative side or to keep your mind active, we have a wide selection of different arts, crafts, performance, and foreign language courses to discover and enjoy.

Learning something new is a great way to get out into the world, to meet new people, and is a fantastic way to look after your mental health and wellbeing. When you join a course with BAES, you will become part of an inclusive and diverse learning community, with our centres providing a safe, kind, and supportive learning environment in and outside of the classroom. As a BAES learner you will benefit from a range of enrichment and cultural activities.

Whatever your reason for studying, we know that you have entrusted us with the development of the learning and skills you desire to fulfil your goal. On behalf of our dedicated and expert staff, it is our promise to provide you with the best learning and support to help you succeed.

Welcome again to BAES, and I look forward to meeting you soon. Good luck!

Ilgun Yusuf
Principal / Head of Service

Learning today for a brighter tomorrow

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Aston Centre (1)

99 Whitehead Road, Aston, B6 6EJ
Tel: 0121 675 5921

Brasshouse Centre (2)

Library of Birmingham - 1st floor,
Centenary Square, Birmingham, B1 2ND
Tel: 0121 303 0114

Erdington Centre (3)

101 Sutton New Road, Erdington, B23 6RE
Tel: 0121 464 6190

Northfield Centre (4)

45 Church Road, Northfield, B31 2LB
Tel: 0121 464 8272

Saltley Centre (5)

80 Anthony Road,
Saltley, B8 3AA
Tel: 0121 303 9219

Selly Oak Centre (6)

33b Hubert Road,
Selly Oak, B29 6DX
Tel: 0121 675 5933

Shard End Centre (7)

Heathway Shopping Centre,
Shard End, B34 6QU
Tel: 0121 675 3485

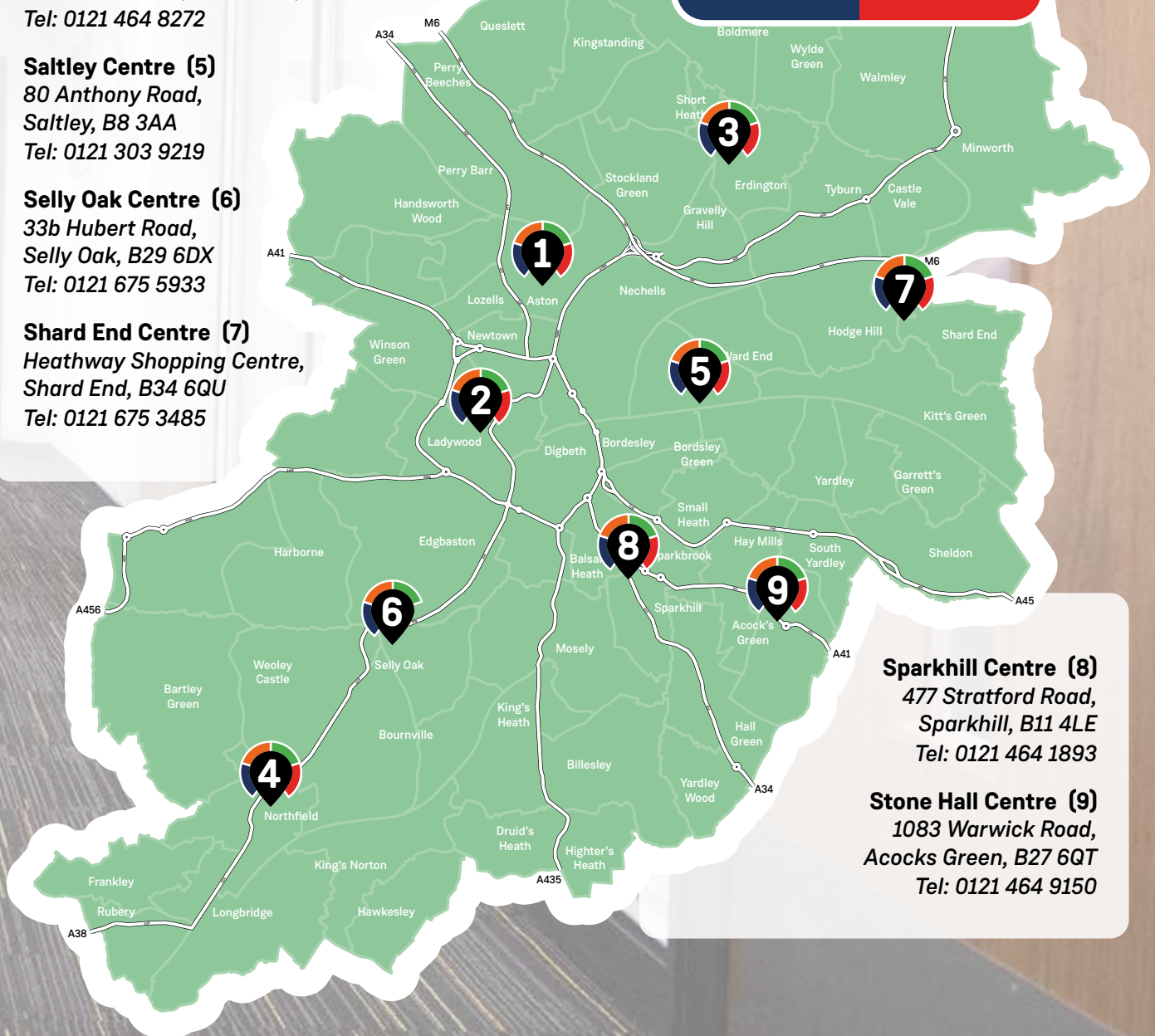
**What we teach
at your centre**

ESOL,
Languages
& Culture

Computers
and Skills for
Employment

Skills for Life

Arts & Crafts



Sparkhill Centre (8)

477 Stratford Road,
Sparkhill, B11 4LE
Tel: 0121 464 1893

Stone Hall Centre (9)

1083 Warwick Road,
Acocks Green, B27 6QT
Tel: 0121 464 9150

We also work with many community providers and run a range of courses in their venues. To find out about these courses, contact our Admissions Team on 0121 303 4318 or information@baes.ac.uk

How to join a course ...

1

Contact the Admissions Team

In person: Centre details on page 5

Call: 0121 303 4318

Email: information@baes.ac.uk

Fill in a enquiry form on our website at www.learnbaes.ac.uk

2

Ask any questions you may have about the course

Find out more about the course content and if you will be able to attend

What sort of things will you be learning? Where, when and how often does the class take place?

How much will it cost?

3

Check you meet the course entry requirements

Is it the right level course for you? If you want to join a qualification course you will need to complete an initial assessment to check that your maths, English, or subject knowledge are at the right level for you to succeed. If no initial assessment is needed you can enrol straightaway.

Enrol now or book an initial assessment

4

If required, book an initial assessment

We will find and book you onto an initial assessment at a time and venue that is most convenient for you. You will be advised on how long the assessment will take and anything else that you will be expected to do on the day.

5

Complete an initial assessment

If you have any additional needs or difficulties please inform the assessor before you start your assessment so we can provide any support you may need. After you have finished the assessment we will discuss your results with you and help you to find a suitable course.

Enrol onto the course

5

Get ready to start your new course

A few weeks before your course starts we will email you more details about your course, supply your BAES learner account ID, and a reminder of when and where you course starts. A few days before your course begins we will send you a text message to welcome you to your course.

Come into the centre, or log on, and start your course!

Allocation of places: *There is high demand for places on our courses. Please be aware that when we offer places, we will take into account your previous record of attendance and completion and whether you signed up for courses and did not attend.*

How much will it cost?

Free courses

Provided you meet residency requirements, certain courses are free. These include:

- English and maths functional skills
- English and maths GCSE courses are free if you have not previously achieved a grade A-C or 4-9 at GCSE
- Basic Computer Skills qualifications are free if you have not previously achieved an IT qualification at that level or above

Discount fee

The discount fee is available if you are:

- in receipt of Job Seekers Allowance (JSA)
- in receipt of Employment Support Allowance Work Related Activity Group (ESA/WRAG)
- in receipt of an income-based benefit* and are actively seeking work and ready to start work
- employed and earning less than £30,000 per year (you will need to provide evidence of this)
- are unemployed, actively seeking and ready to start work

*Universal Credit, Job Seekers Allowance, Employment Support Allowance (WRAG/HRAG) Income Support, Pension Credit (Guarantee Credit), Housing Benefit, Asylum Support

Full fee

If you are not eligible for a discount fee you will have to pay the full course fee and any exam and assessment fees.

Learner Support Fund

The Learner Support Fund is a limited discretionary grant provided to help learners experiencing financial hardship to stay in education.

This fund can be used to help with

- course costs
- exam fees
- childcare costs
- travel costs
- IT equipment and DBS checks where they are a requirement of the course

To apply you must:

- be on a qualification course
- meet residency requirements
- provide evidence that you are on a low income or are experiencing financial hardship



To apply call 0121 303 4318 or talk to a member of the Admissions Team

Please note: All support funds are subject to individual eligibility and the availability of funds. Learners who do not meet certain residency requirements will not be eligible for fee waivers, discounts or financial support. Before applying for financial support please check if you and the course you have enrolled on are eligible. You must also be prepared to provide proof of your income and status if you apply.

General Information

Careers Education, Information, Advice and Guidance (CEIAG)

Need help to find the right course?

Our Careers and Courses Team are here to give free and impartial Careers Education, Information, Advice and Guidance (CEIAG) about learning and work so you can achieve your career goals.

To book a free 1-2-1 appointment

Email: careers@baes.ac.uk

Fill in an enquiry form:

www.learnbaes.ac.uk/learner-services/iag-request

More information and contact numbers are available at

www.learnbaes.ac.uk/learner-services/careers-and-courses



Additional Financial Support

If you are on a qualification course and claiming benefits, or on a low income, you may be eligible to apply for help with costs related to your study.

Bursary for Level 3 Certificate or Diploma courses

If you are paying for your course via an Advanced Learning Loan you are eligible to apply to this fund to support childcare costs, course resources including text books and any additional learning support needs.

Government Support Funds

You can get full details of these financial support schemes, the eligibility criteria, and application forms at www.gov.uk/browse/education/student-finance or by phoning 0300 100 0607. The key support funds available are:

Care to Learn

This fund is for young parents under 20. If you qualify you can claim up to £160 per week in childcare costs for each child, plus travel costs. You do not have to be in receipt of benefits to claim Care to Learn and it will not affect any other benefit you receive. You will need to apply online at www.gov.uk/care-to-learn

Advanced Learner Loans for over 19s studying on level 3 courses

If you were aged 19 or over on the 31st August 2024 and you are enrolling on a some of our level 3 courses with BAES, then you must pay the full fee or take out a loan depending on the eligibility of the qualification. More information can be found at: www.gov.uk/advanced-learner-loan

Please note: *You do not have to pay your loan back until you have started earning over £30,000 per year. Some of our Level 3 courses are free to learners who meet certain eligibility criteria, please ask to find out if this applies to you.*

Term Dates - 2024/25

These are the dates that our classes run between. The dates of your class may be different, please check with your tutor.

Autumn term - 2024

Monday 9 September* - Saturday 14 December 2024

**you will be given your actual start date at enrolment*

Half-term

Monday 28 October - Saturday 2 November 2024

Christmas break

Monday 16 December 2024 - Saturday 4 January 2025

Spring term - 2025

Monday 6 January - Saturday 12 April 2025

Half-term

Monday 17 February - Saturday 22 February 2025

Easter break

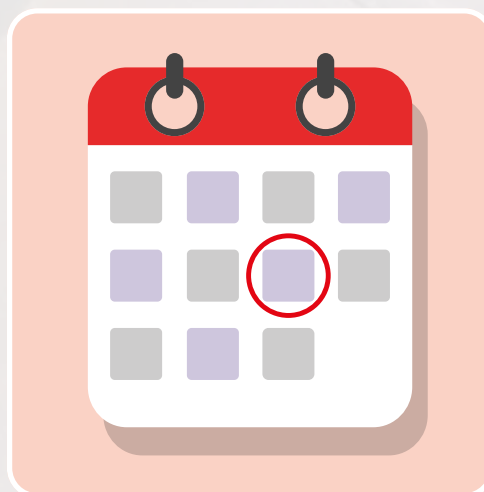
Monday 14 April - Saturday 26 April 2025

Summer term - 2025

Monday 28 April - Monday 21 July 2025

Half-term

Monday 26 May - Saturday 31 May 2025



General enquiries and course information

If you have any general enquiries about our courses or any questions about the learner support available to enable you to join a course, please contact our Admissions Team or visit www.learnbaes.ac.uk

In person: Centre details on page 5

Call: 0121 303 4318

Email: information@baes.ac.uk

Fill in an enquiry form on our website at www.learnbaes.ac.uk

Disclaimer

BAES is committed to delivering the courses and programmes of study as described in our course brochures and website.

We ensure that information contained on our website and in our publications is correct and up to date.

Every effort is taken to provide the programmes and services described, however BAES cannot always guarantee the provision of any course or service and we may need to make variations to the contents or methods of delivery of courses, to merge or combine courses, or in some circumstances discontinue courses if such action is considered to be necessary.

If we need to discontinue any courses, we will use all reasonable endeavours to provide a suitable alternative.

Learner Services & Learner Support



Achieve your goals and aspirations

We provide all our learners with the support they need during their studies so that they can reach their full potential. We view you as a unique individual with different personal goals and ambitions that motivate and inspire you.

We ensure you have the best learning experience possible and you are successful in acquiring the skills and qualifications you need for your future.

Supporting your learning

Our staff are highly-trained and able to help you find the right study programme for you to achieve your ambitions. The Learner Services Team is here to provide assistance if you encounter any learning difficulties, such as dyslexia, autism, sight / hearing impairment, physical disabilities, or any other challenges that may impact your academic success.

Support with additional learning needs

Depending on your needs, you can receive: support from a Learning Support Assistant, an assessment to see if you would benefit from extra time or other arrangements in exams, equipment to help you access a classroom or computer, and British Sign Language interpretation service.

We are here to help you succeed



Financial support

We can support you with: travel costs, class materials and learning resources, IT equipment, or childcare costs.

Other support

The BAES Community Hub provides information and advice about a wide range of subjects such as personal finance, and health & wellbeing. We can also provide support to improve your attendance, give guidance with study skills and provide support to develop your IT and computer skills. If more specialist information, advice and guidance is needed, we can signpost you to other organisations offering support.

For more information on how our Learner Services Team can help you to overcome any barriers to learning

Call: 0121 303 4318

Email: LSM@baes.ac.uk

Visit: www.learnbaes.ac.uk/learner-services/learner-support

Image: BAES Outstanding Learners 2024 with Cllr Sharon Thompson – Deputy Leader of Birmingham City Council, Cabinet Member, Economy, Employment and Skills and Ilgun Yusuf, Principal/Head of Service at BAES

English, Mathematics and Science

Skills for life that will empower you

Gaining qualifications and knowledge in these key subjects will open doors to better opportunities in life, education and work.

Being confident using English and maths will help you make better decisions and feel more confident in a wide range of everyday situations. When you are looking for work, you will also need to be able to show employers that you have a good level of reading, writing, and maths skills.

Level 2 qualifications or GCSEs in maths, English and science are now widely required if you wish to access further education or University courses.

Why you should join a Skills for Life course?

The good news is that English and maths courses are free for most people.

We have a wide range of part-time classes available from Entry Level through to GCSE. These run in venues across the city during the day, evenings and on Saturdays in some centres. You can learn face-to-face or in a virtual online classroom, so you choose whichever method suits your personal needs and circumstances best.



How will I learn on a Skills for Life course?

On our courses, you will learn maths and English skills by exploring everyday situations. You will see how the skills you are acquiring relate to day-to-day tasks like paying bills and credit cards, writing emails, and finding the best deals while shopping.

You will learn in small groups of adults of different ages and be taught by an experienced and qualified teacher. In many of our Skills for Life classes, volunteers and support assistants are available to help on an individual basis when needed.

Finding the right course at the right level for you

To help us place you on the right course, we will ask you to come to one of our centres to take an initial assessment. We don't want you to worry about this or let it put you off joining a class. The assessment consists of a conversation with a teacher and an appropriate task. The information we gather will then allow us to place you in a suitable class.

To find out more about joining an English, Maths or Science course, contact our Admissions Team on 0121 303 4318 or email information@baes.ac.uk

Maths – get comfortable with numeracy!

To get on at work, start a further education course, or just to feel more confident when using numbers in your everyday life, join a maths course.

Improving your maths skills will empower you to take control of your life and help to give you and your family a better future. Successfully completing a maths course will

- build confidence to make important daily financial decisions
- build your problem solving and analytical skills
- develop the numerical knowledge needed to study a wide range of other subjects
- let you help with your children’s homework
- improve your career prospects
- reignite your love of learning by challenging yourself to learn things

It’s easier than ever to learn – and for most people, it is free

We have many courses at all levels available at centres across Birmingham, but if you prefer, you can learn from home in a virtual classroom with resources tailored to online learning.

Please note that good IT skills and a reliable internet connection are needed to get the most out of online learning.

We offer a variety of part-time English courses from Functional Skills at Entry level to GCSE available during the day, evenings and on Saturdays.

Fast-track courses – get qualified quicker

These are for learners who already have established maths skills but need to gain a Level 2 qualification quickly. In addition to attending sessions once a week, our fast-track course requires you to access online learning resources between sessions to conduct independent study.

To find out more about joining a Maths course, contact our Admissions Team on 0121 303 4318 or email information@baes.ac.uk

Science

Biology GCSE (AQA)

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Biology GCSE	Mon	12:15 - 15:15	09/09/24	16/06/25	£440	FREE	Sparkhill
Biology GCSE	Tue	12:00 - 15:00	10/09/24	17/06/25	£440	FREE	Selly Oak
Biology GCSE	Wed	12:00 - 15:00	11/09/24	18/06/25	£440	FREE	Erdington
Biology GCSE	Thu	09:30 - 15:00	12/09/24	19/06/25	£440	FREE	Aston
Maths for Biology GCSE learners	Wed	09:30 - 12:30	06/11/24	08/01/25	FREE	FREE	Online
Maths for Biology GCSE learners	Wed	18:00 - 21:00	06/11/24	08/01/25	FREE	FREE	Online

* Free course if you are over 19 and do not already have a grade A*-C or 4-9 in the subject

To find out more about joining a Science course, contact our Admissions Team

Call: 0121 303 4318 | Email: information@baes.ac.uk | Visit: learnbaes.ac.uk/biology-gcse

Mathematics GCSE (AQA)

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Maths GCSE (Foundation)	Mon/Wed	09:30 - 12:00	09/09/24	11/06/25	£440	Free*	Online
Maths GCSE (Foundation)	Mon/Wed	09:30 - 12:00	09/09/24	11/06/25	£440	Free*	Sparkhill
Maths GCSE (Foundation)	Mon/Wed	09:30 - 12:00	09/09/24	11/06/25	£440	Free*	Aston
Maths GCSE (Foundation)	Mon/Wed	09:30 - 12:00	09/09/24	11/06/25	£440	Free*	Stone Hall
Maths GCSE (Foundation)	Mon/Wed	09:30 - 12:00	09/09/24	11/06/25	£440	Free*	Online
Maths GCSE (Foundation)	Mon/Wed	12:30 - 15:00	09/09/24	11/06/25	£440	Free*	Erdington
Maths GCSE (Foundation)	Mon/Wed	12:30 - 15:00	09/09/24	11/06/25	£440	Free*	Saltley
Maths GCSE (Foundation)	Mon/Wed	12:30 - 15:00	09/09/24	11/06/25	£440	Free*	Online
Maths GCSE (Foundation)	Mon/Wed	12:30 - 15:00	09/09/24	11/06/25	£440	Free*	Online
Maths GCSE (Foundation)	Mon/Wed	18:00 - 20:30	09/09/24	11/06/25	£440	Free*	Online
Maths GCSE (Foundation)	Mon/Wed	18:00 - 20:30	09/09/24	11/06/25	£440	Free*	Online
Maths GCSE (Foundation)	Mon/Wed	18:00 - 21:00	09/09/24	11/06/25	£440	Free*	Brasshouse
Maths GCSE (Foundation)	Tue/Thu	09:30 - 12:00	10/09/24	12/06/25	£440	Free*	Selly Oak
Maths GCSE (Foundation)	Tue/Thu	09:30 - 12:00	10/09/24	12/06/25	£440	Free*	Brasshouse
Maths GCSE (Foundation)	Tue/Thu	09:30 - 12:00	10/09/24	12/06/25	£440	Free*	Erdington
Maths GCSE (Foundation)	Tue/Thu	09:30 - 12:00	10/09/24	12/06/25	£440	Free*	Online
Maths GCSE (Foundation)	Tue/Thu	12:30 - 15:00	10/09/24	12/06/25	£440	Free*	Northfield
Maths GCSE (Foundation)	Tue/Thu	12:30 - 15:00	10/09/24	12/06/25	£440	Free*	Selly Oak
Maths GCSE (Foundation)	Tue/Thu	12:30 - 15:00	10/09/24	12/06/25	£440	Free*	Shard End
Maths GCSE (Foundation)	Tue/Thu	12:30 - 15:00	10/09/24	12/06/25	£440	Free*	Sparkhill
Maths GCSE (Foundation)	Tue/Thu	12:30 - 15:00	10/09/24	12/06/25	£440	Free*	Online
Maths GCSE (Foundation)	Tue/Thu	18:00 - 20:30	10/09/24	12/06/25	£440	Free*	Online
Maths GCSE (Foundation)	Tue/Thu	18:00 - 20:30	10/09/24	12/06/25	£440	Free*	Online
Maths GCSE (Foundation)	Wed/Fri	09:30 - 12:00	11/09/24	13/06/25	£440	Free*	Sparkhill
Maths GCSE (Foundation)	Wed/Fri	09:30 - 12:00	11/09/24	13/06/25	£440	Free*	Online
Maths GCSE (Foundation)	Wed	12:30 - 15:00	11/09/24	11/06/25	£440	Free*	Online
Maths GCSE (Foundation)	Sat	09:30 - 12:30	14/09/24	14/06/25	£440	Free*	Online
Maths GCSE (Higher)	Mon/Wed	12:30 - 15:00	09/09/24	11/06/25	£440	Free*	Online

* Free course if you are over 19 and do not already have a grade A*-C or 4-9 in the subject

Resit your Maths GCSE

Maths GCSE (Foundation) - Resit	Mo/We/Fr	09:30 - 12:00	09/09/24	08/11/24	£328	Free*	Online
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* Free course if you are over 19 and do not already have a grade A*-C or 4-9 in the subject

Studying for a GCSE

Please be aware that GCSE maths has a two tier system, a Foundation tier (Grade 1 to Grade 5) and a Higher tier (Grade 3 to Grade 9). You will be advised on which tier is best for you after you have carried out a GCSE initial assessment.

Not quite ready for a Maths or English GCSE?

Don't worry. For those who are not successful in joining a GCSE course straightaway, we offer functional skills courses at various levels in all our main centres and online. Studying on these courses will help you to develop the skills and knowledge you will need to gain GCSE level in the future.



Motivated by the desire to live his best life

Shane has a catchphrase “Don’t just sit there in the corner. Go out and do something about it!” That is exactly what Shane has done, and he is now reaping the rewards.

As a child, Shane was diagnosed with learning difficulties and disabilities and attended a Special Needs school. Sadly, he had a difficult time there, and he left with no qualifications.

Not happy just sitting at home, he decided he needed to get a job. However, when he was able to find work, it was never the right fit for him. Determined to not give up, Shane went into Selly Oak Centre and enrolled onto a Maths course. This year, he is studying to improve both his English and maths.

Understandably, Shane was initially quiet in the classroom. However, starting to feel safe and more relaxed in this new learning environment, he came out of his shell. His natural desire to help other people meant it wasn’t long before he was helping any classmates who were struggling.

His tutor says:

“Shane is a joy to have in the classroom. His contributions to class activities are always positive and he genuinely wants to help others.”

Shane wants to work either within the animal care industry or a support worker with an educational role. With his determination and caring attitude, we have no doubt he will achieve his goals.

Contact BAES to find out about joining an English or maths course

English – make sure your voice is heard

Improving your English skills will empower you to control your life more and help you achieve your goals.

It is never too late to improve your English skills! By joining an English course, you will find you have better job prospects, can access higher education, and will help you be part of your community.

Feeling confident about reading, writing, speaking, and listening will help you in your everyday life, whether it is sending texts and emails, writing letters and reports, reading important documents, or talking to people.

It's easier than ever to learn – and for most people, it is free

We have many courses at all levels available at centres across Birmingham, but if you prefer, you could learn from home in a virtual classroom with resources tailored to online learning.

Please note that good IT skills and a reliable internet connection are needed to get the most out of online learning.

We offer a variety of part-time English courses from Functional Skills at Entry level to GCSE available during the day, evenings, and on Saturdays.

Fast-track courses – get qualified quicker

These are for learners who already have established English skills but need to gain a Level 2 qualification quickly. In addition to attending sessions once a week, our fast-track course requires you to access online learning resources between sessions to conduct independent study.

To find out more about joining an English course, contact our Admissions Team

Call: 0121 303 4318 | Email: information@baes.ac.uk | Visit: learnbaes.ac.uk/subjects/english

English GCSE (AQA)

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
English GCSE	Mon/Wed	09:30 - 12:00	09/09/24	11/06/25	£440	Free*	Brasshouse
English GCSE	Mon/Wed	09:30 - 12:00	09/09/24	11/06/25	£440	Free*	Erdington
English GCSE	Mon	09:30 - 14:30	09/09/24	09/06/25	£440	Free*	Selly Oak
English GCSE	Mon/Wed	18:00 - 20:30	09/09/24	11/06/25	£440	Free*	Brasshouse
English GCSE	Tue	09:30 - 14:30	10/09/24	10/06/25	£440	Free*	Aston
English GCSE	Tue/Thu	09:30 - 15:00	10/09/24	12/06/25	£440	Free*	Online
English GCSE	Tue/Thu	18:00 - 20:30	10/09/24	12/06/25	£440	Free*	Online
English GCSE	Thu	09:30 - 14:00	12/09/24	12/06/25	£440	Free*	Saltley

* Free course if you are over 19 and do not already have a grade A*-C or 4-9 in the subject

How to find your centre: Full details of our centres can be found on **Page 5** of this brochure or visit www.learnbaes.ac.uk/about-us/centres/venue-details

Careers Education, Information, Advice and Guidance

Do you need help planning what to do next?

While you are studying with us, we believe that you will want to start to explore a wider range of opportunities as your expectations of what you can achieve grow. We are here to help you make the right decisions about course choices, how to access further education courses and advise you on how to get your dream job.

The Careers and Progression Team can provide advice on a range of subjects:

- help link your personal interests, abilities and skills to your job or career
- identify appropriate courses
- give advice on ways to progress in a career
- ways to search for and apply for jobs, e.g., interview skills, CV writing
- complete application forms
- identify the personal skills you may need and refer you to other support (if necessary)
- give advice about financial support available
- signpost you to other education providers

The Advisor was very well informed about the possible courses and routes I could take to get to my end goal. She actively listened to me and motivated and guided me to think about how I could progress. She was amazing! Very helpful.

To book a free and confidential 1:1 appointment

Email: careers@baes.ac.uk

Fill in an online enquiry form:

www.learnbaes.ac.uk/learner-services/iag-request

or scan this QR code:



****New for September 2024****

Ex-Service Personnel Programme

Have you recently left one of the armed services and are struggling to get your new life started?

If you think you could benefit from a skills refresh or finding employment, we are here to help. This 10-week programme runs for two days a week, and you will learn with like-minded people, who share many common experiences.

Course content

- Boost your literacy and numeracy - you will have the option of gaining qualifications
- Basic IT skills - using online systems for shopping, booking appointments etc
- Route to work - expert advice and support to help you find and get a job
- Setting up a business
- Managing your money
- Pastoral/Counselling support - self help
- Looking after your own Health & Wellbeing
- Fitness
- Building Resilience

While studying you will also be boosting your self-confidence and developing qualities such as organisational skills, team work, and using your own initiative.

If you would like to find out more please

Call: 0121 303 4318 | **Email:** information@baes.ac.uk | **Visit:** www.learnbaes.ac.uk

We are really excited to be launching this new programme. We believe we can provide people struggling to re-integrate into society a supportive learning environment where they will develop new skills and grow in confidence.



Special Educational Needs and Disabilities (SEND)

Be inspired and feel included

Learn the skills to live independently and play an active part in your community.

At BAES, we offer a programme of study for adults with SEND that aims to inspire and enable our learners to achieve their potential, and reach any personal or career goals.

What skills will you learn on our SEND programme?

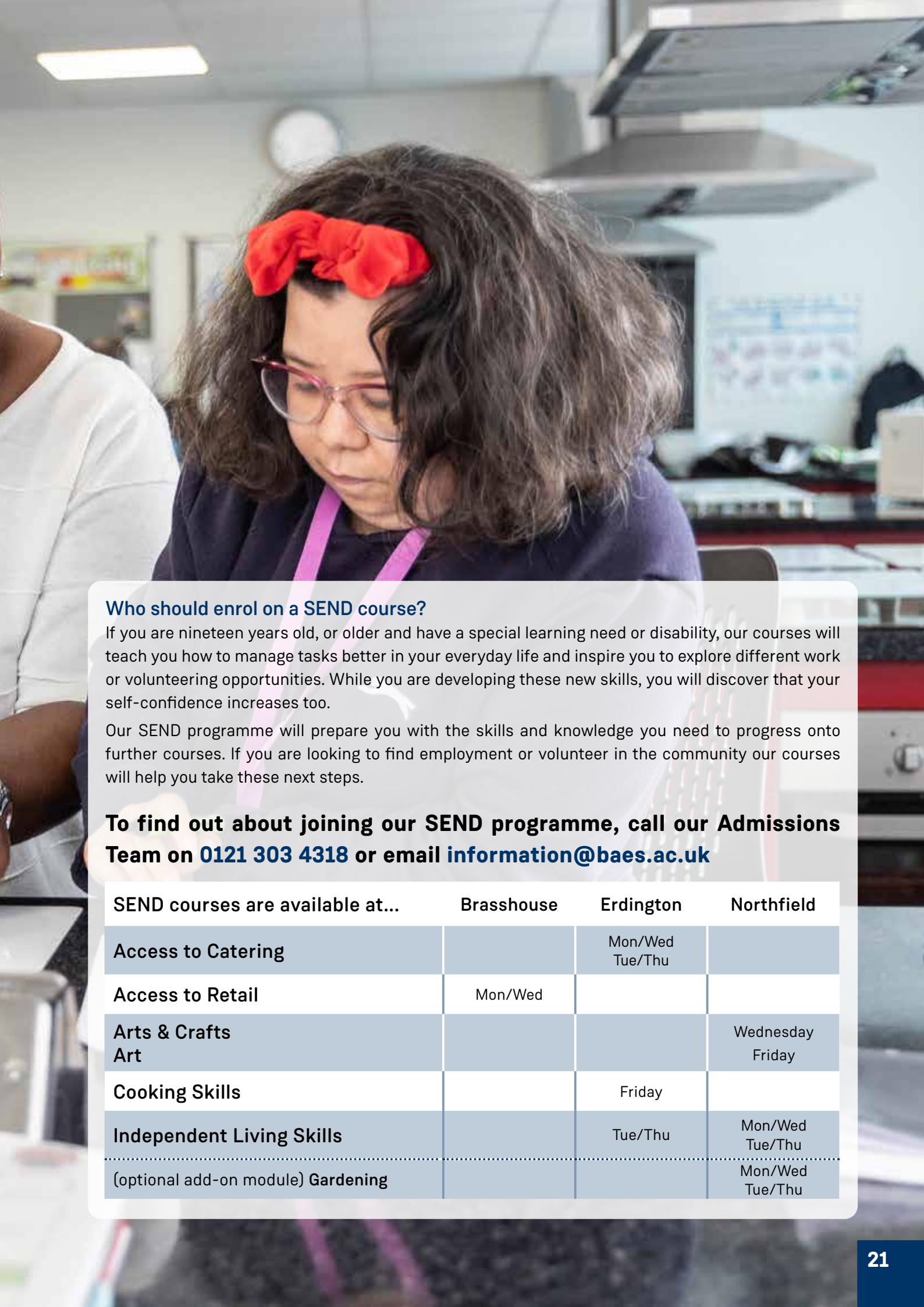
Our programme is made up of a range of courses at progressive levels that can take up to three years to complete. At the end of the programme, there is the opportunity to gain accreditation at Entry level in English, maths and IT. During your studies you have the chance to develop further skills in one of four areas; *Catering, Independent Living, Gardening or Retail.*

Not everyone needs to start at the beginning and take the full three years to complete. Before you join the course, you will have an assessment, and the information from this will help our team to find the course that is at the right level for you.

What to expect when you join one of our SEND courses

You will join a safe and inclusive learning environment where classes are kept small, with a maximum of 11 learners per class.

Each programme of study is broken down into sessions that are taught over two full days per week. Most classes have a Learning Support Assistant or a volunteer who provides individual support when needed. On our courses, you will meet new people who have similar goals and share many things in common with you.



Who should enrol on a SEND course?

If you are nineteen years old, or older and have a special learning need or disability, our courses will teach you how to manage tasks better in your everyday life and inspire you to explore different work or volunteering opportunities. While you are developing these new skills, you will discover that your self-confidence increases too.

Our SEND programme will prepare you with the skills and knowledge you need to progress onto further courses. If you are looking to find employment or volunteer in the community our courses will help you take these next steps.

To find out about joining our SEND programme, call our Admissions Team on 0121 303 4318 or email information@baes.ac.uk

SEND courses are available at...	Brasshouse	Erdington	Northfield
Access to Catering		Mon/Wed Tue/Thu	
Access to Retail	Mon/Wed		
Arts & Crafts Art			Wednesday Friday
Cooking Skills		Friday	
Independent Living Skills		Tue/Thu	Mon/Wed Tue/Thu
(optional add-on module) Gardening			Mon/Wed Tue/Thu

English for Speakers of Other Languages (ESOL)

The key to a successful life in the UK

Developing communication skills in English will give you the confidence to be more independent.

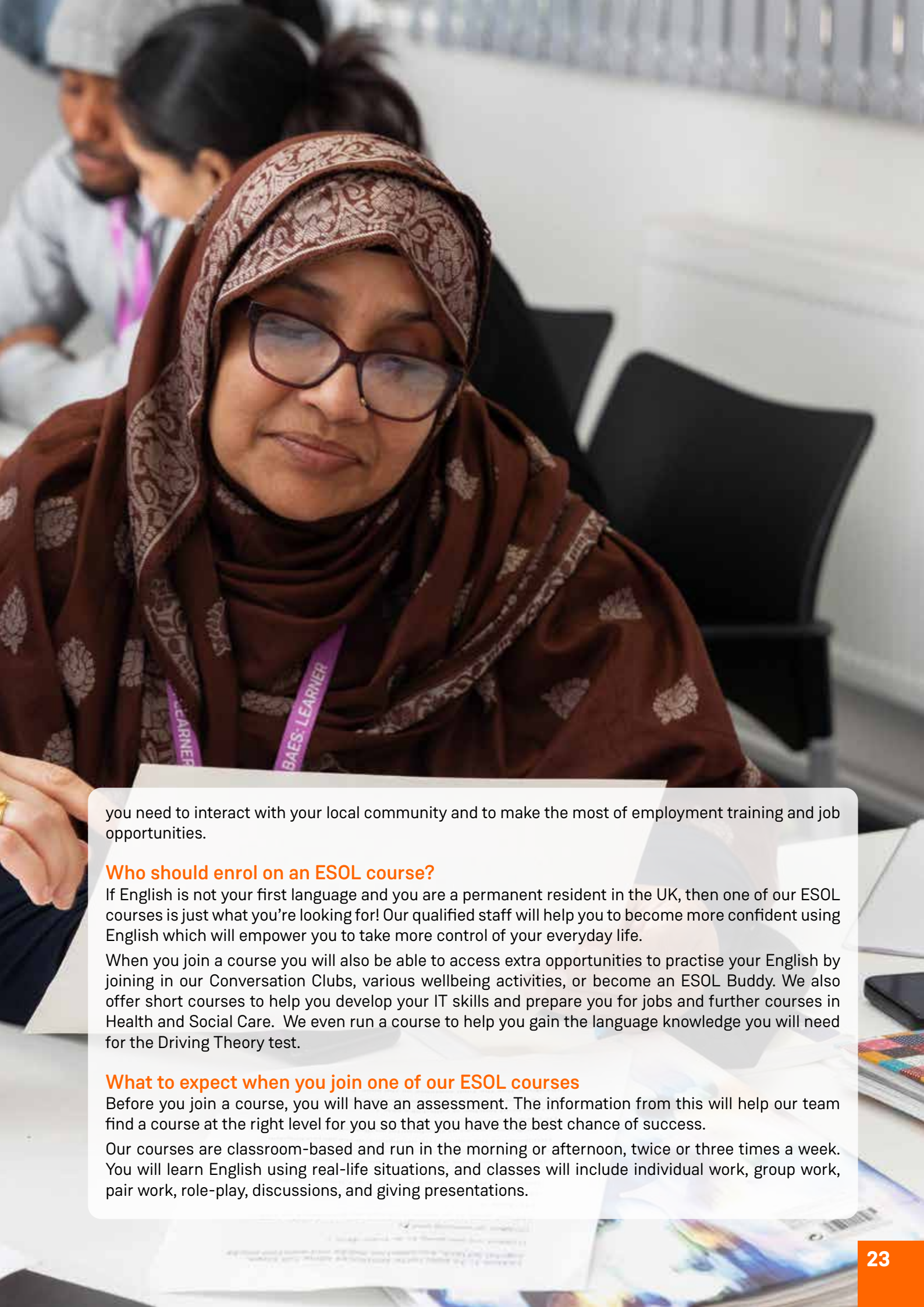
Improving your English will enable you to talk to your neighbours, confidently go shopping, help your children with homework, or visit a doctor and be understood. It will also help you to get a job or apply for better ones.

To find out about joining an ESOL course, contact our Admissions Team

Call: 0121 303 4318 | Email: information@baes.ac.uk | Visit: www.learnbaes.ac.uk/subjects/esol

What skills will you learn on an ESOL course?

Our courses run from Pre-entry level for learners who have very little English, through to Level 2 for learners who want to develop their English for further study or employment. On an ESOL course you will develop and practise speaking, listening, reading, and writing skills. You will learn the language



you need to interact with your local community and to make the most of employment training and job opportunities.

Who should enrol on an ESOL course?

If English is not your first language and you are a permanent resident in the UK, then one of our ESOL courses is just what you're looking for! Our qualified staff will help you to become more confident using English which will empower you to take more control of your everyday life.

When you join a course you will also be able to access extra opportunities to practise your English by joining in our Conversation Clubs, various wellbeing activities, or become an ESOL Buddy. We also offer short courses to help you develop your IT skills and prepare you for jobs and further courses in Health and Social Care. We even run a course to help you gain the language knowledge you will need for the Driving Theory test.

What to expect when you join one of our ESOL courses

Before you join a course, you will have an assessment. The information from this will help our team find a course at the right level for you so that you have the best chance of success.

Our courses are classroom-based and run in the morning or afternoon, twice or three times a week. You will learn English using real-life situations, and classes will include individual work, group work, pair work, role-play, discussions, and giving presentations.



Learning for a golden future

Axel arrived in Birmingham in 2022 with the Cameroon Weightlifting Team for the Commonwealth Games. After a successful Games Axel made the brave decision to seek asylum.

This was no easy thing to do. He knew no-one in Birmingham and was leaving family, friends and team-mates behind.

With French as his main language, he knew to get on with his new life he needed to improve his English and gain qualifications. While in temporary accommodation, a charity worker arranged a visit to Brasshouse. Axel instantly felt like he had found his new home and joined an ESOL class.

Axel is an extremely hardworking member of our learning community and is always looking to increase his knowledge and progress. He is a strong advocate for his peers, remaining true to himself and keeping his desire to help and support others alive. This is what makes him feel whole.

His dream is to become a physiotherapist or nurse. He is committed to his studies, and nothing gets in his way.

His teacher says:

“Axel does not just take - he wants to give back too. He is an amazing role model. He is an inspirational person not only in his determination to make a better life for himself but also to play a part in making his community a better place.”

Contact BAES to find out more about joining an ESOL course

Living the language is the key to success

Language learning at BAES goes beyond mere translation

At BAES, we have unrivalled experience sharing our love of languages. We take pride in helping thousands of learners from across the world experience different cultures and settle into new lives.

Enriching experiences

Learning a new language is much more than practising grammar, spelling tests and vocabulary. We take it out of the classroom and into everyday life and introduce new experiences.

Supportive learning community

At BAES, we encourage our higher-level ESOL learners to join our ESOL Buddy Scheme. It's win-win for everyone! The ESOL Buddy gets to practise their own English skills while helping lower-level learners progress. We also have conversation clubs and drop-in coffee sessions for learners to practice speaking and meet others to share experiences of settling into a new city.

Language competitions and chances to shine

As part of our language courses, we run writing and poetry competitions that allow our learners to have their work, ideas, poetry and prose published and displayed in our centres.

Bringing the outside world into our centres

We hold many events where guests come into our classes to inspire our learners with their life stories. From published authors and members of the House of Lords to the Mayor of the West Midlands taking part in a learner forum, it is an important part of our learners' studies.

This year, our International Women's Day conference inspired our learners to believe that their dreams could become reality.

Whether it is ESOL or a foreign language, we believe that immersing yourself in the culture is the key to success.

Immerse yourself in

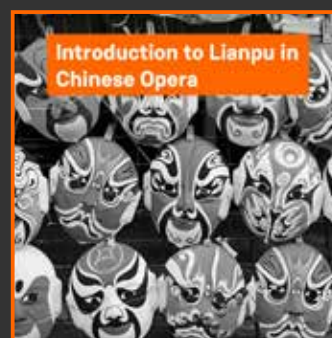
Culture at Brasshouse

It's so much more than just learning words and grammar when you study with us.

By joining one of our foreign language courses you are also becoming part of a vibrant language and culture community!

In addition to your regular courses as Brasshouse Language learners you can attend and enjoy a wide range of

- **Termly FREE Culture Clubs**
- **Learner study workshops**
- **Summer Schools**



Languages & Culture

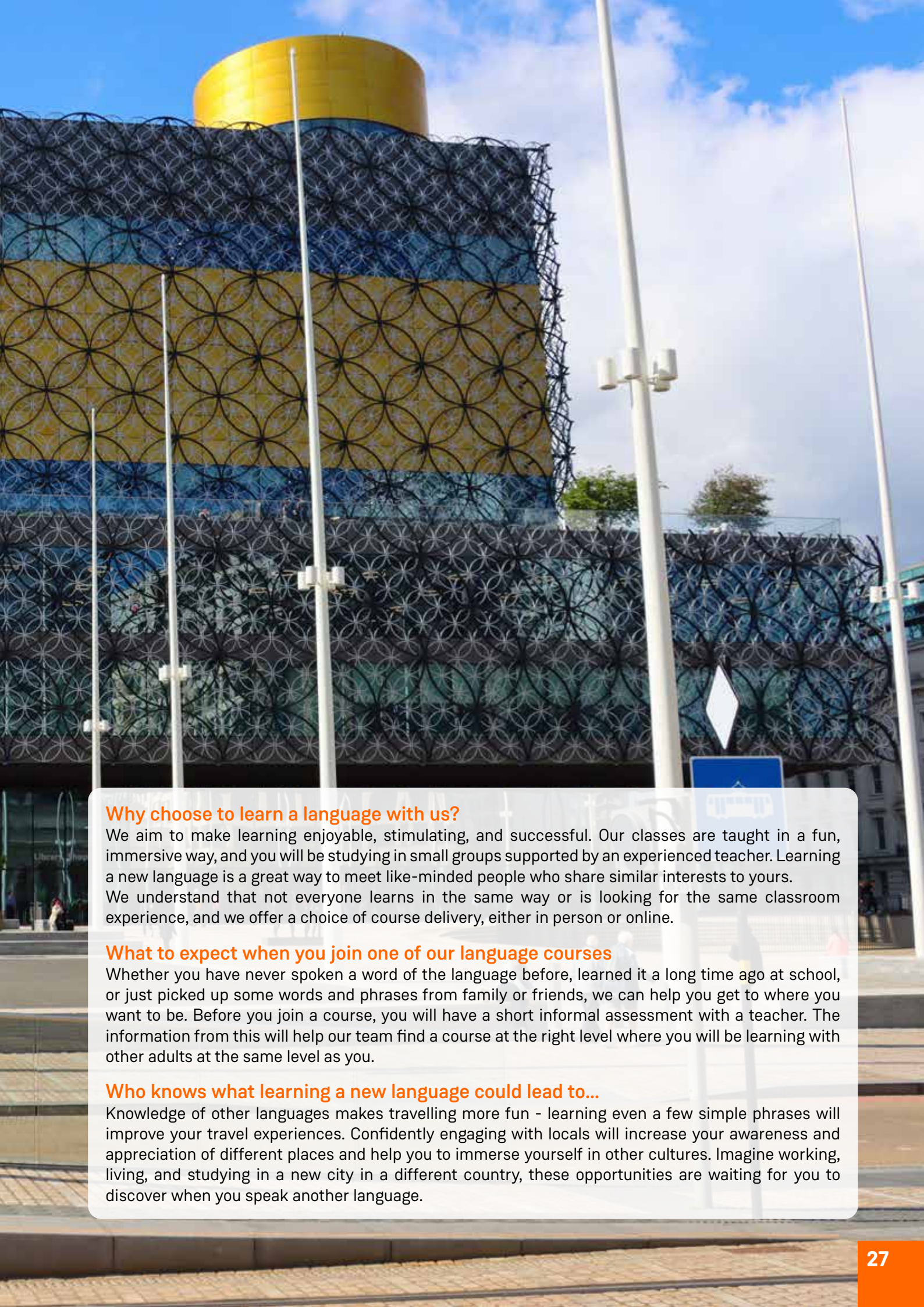
Immerse yourself in new cultures and view the world with fresh eyes

It's never too late to learn a new language and embark on an exciting journey of discovery.

Learning a new language is an enriching experience, no matter your age. As well as being able to communicate more confidently with people when travelling, you'll challenge how you view the world as you explore the customs and ideas of different cultures. You can study from a broad range of widely spoken foreign languages at the iconic Library of Birmingham.

To find out more about joining a Foreign Language course, contact our Admissions Team

Call: 0121 303 4318 | Email: information@baes.ac.uk | Visit: www.learnbaes.ac.uk/subjects/languages



Why choose to learn a language with us?

We aim to make learning enjoyable, stimulating, and successful. Our classes are taught in a fun, immersive way, and you will be studying in small groups supported by an experienced teacher. Learning a new language is a great way to meet like-minded people who share similar interests to yours. We understand that not everyone learns in the same way or is looking for the same classroom experience, and we offer a choice of course delivery, either in person or online.

What to expect when you join one of our language courses

Whether you have never spoken a word of the language before, learned it a long time ago at school, or just picked up some words and phrases from family or friends, we can help you get to where you want to be. Before you join a course, you will have a short informal assessment with a teacher. The information from this will help our team find a course at the right level where you will be learning with other adults at the same level as you.

Who knows what learning a new language could lead to...

Knowledge of other languages makes travelling more fun - learning even a few simple phrases will improve your travel experiences. Confidently engaging with locals will increase your awareness and appreciation of different places and help you to immerse yourself in other cultures. Imagine working, living, and studying in a new city in a different country, these opportunities are waiting for you to discover when you speak another language.

Languages & Culture

Modern Foreign Languages

Arabic

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Beginners - Part 1	Tue	18:30 - 20:30	24/09/24	22/10/24	£70	FREE	Brasshouse
Beginners - Part 2	Tue	18:30 - 20:30	05/11/24	03/12/24	£70	FREE	Brasshouse
Beginners Plus - Part 1	Thu	18:30 - 20:30	26/09/24	05/12/24	£140	FREE	Brasshouse
Improvers - Module 1	Mon	18:30 - 20:30	23/09/24	02/12/24	£140	FREE	Brasshouse
Improvers Plus - Module 1	Wed	18:30 - 20:30	25/09/24	04/12/24	£140	FREE	Brasshouse

French

Beginners - Part 1	Wed	18:30 - 20:30	25/09/24	23/10/24	£70	FREE	Brasshouse
Beginners - Part 2	Wed	18:30 - 20:30	06/11/24	04/12/24	£70	FREE	Brasshouse
Beginners Plus - Part 1	Wed	18:30 - 20:30	25/09/24	04/12/24	£140	FREE	Brasshouse
Improvers - Module 2	Tue	18:30 - 20:30	24/09/24	03/12/24	£140	FREE	Brasshouse
Improvers Plus - Module 1	Mon	18:30 - 20:30	23/09/24	02/12/24	£140	FREE	Brasshouse
Intermediate 1	Mon	18:30 - 20:30	23/09/24	02/12/24	£180	£180	Online
Intermediate 2	Thu	18:30 - 20:30	26/09/24	05/12/24	£180	£180	Brasshouse
Post Intermediate 2	Fri	10:30 - 12:30	27/09/24	06/12/24	£180	£180	Brasshouse
Advanced Conversation & Culture	Wed	10:30 - 12:30	25/09/24	04/12/24	£180	£180	Brasshouse

German

Beginners - Part 1	Tue	18:30 - 20:30	24/09/24	22/10/24	£70	FREE	Brasshouse
Beginners - Part 2	Tue	18:30 - 20:30	05/11/24	03/12/24	£70	FREE	Brasshouse
Beginners Plus - Part 1	Mon	18:30 - 20:30	23/09/24	02/12/24	£140	FREE	Brasshouse
Improvers - Module 1	Wed	18:30 - 20:30	25/09/24	04/12/24	£140	FREE	Brasshouse
Improvers - Module 2	Thu	16:00 - 18:00	26/09/24	05/12/24	£140	FREE	Brasshouse
Improvers Plus - Module 2	Mon	18:30 - 20:30	30/09/24	09/12/24	£140	FREE	Brasshouse
Lower Intermediate 2 - Module 1	Mon	18:30 - 20:30	23/09/24	02/12/24	£140	FREE	Brasshouse
Intermediate 2	Thu	18:30 - 20:30	26/09/24	05/12/24	£180	£180	Brasshouse
Post Intermediate 2	Tue	18:30 - 20:30	24/09/24	03/12/24	£180	£180	Brasshouse

Greek

Beginners - Part 1	Thu	18:30 - 20:30	26/09/24	24/10/24	£90	£90	Brasshouse
Beginners - Part 2	Thu	18:30 - 20:30	07/11/24	05/12/24	£90	£90	Brasshouse
Improvers - Module 1	Tue	18:30 - 20:30	24/09/24	03/12/24	£180	£180	Brasshouse
Intermediate 1	Mon	18:30 - 20:30	23/09/24	02/12/24	£180	£180	Brasshouse
Post Intermediate 2	Wed	18:30 - 20:30	25/09/24	04/12/24	£180	£180	Brasshouse

Italian

Beginners - Part 1	Tue	18:30 - 20:30	24/09/24	22/10/24	£70	FREE	Brasshouse
Beginners - Part 2	Tue	18:30 - 20:30	05/11/24	03/12/24	£70	FREE	Brasshouse
Beginners Plus - Part 1	Thu	16:00 - 18:00	26/09/24	05/12/24	£140	FREE	Brasshouse
Beginners Plus - Part 2	Tue	18:30 - 20:30	24/09/24	03/12/24	£140	FREE	Brasshouse
Improvers - Module 1	Wed	18:30 - 20:30	25/09/24	04/12/24	£140	FREE	Brasshouse
Improvers Plus - Module 1	Mon	18:30 - 20:30	23/09/24	02/12/24	£140	FREE	Brasshouse

A way with words in many languages

Maria is a native Greek speaker who started studying Spanish with us nearly three years ago.

By day Maria works as an Urban Designer and in the evening comes to Brasshouse Centre to indulge her love of languages. What immediately impresses you about Maria is that although she has a demanding job she always puts the maximum effort into her language learning. In every lesson she challenges herself to achieve excellence.

Her tutor says:

“Maria’s written work is always perfect. Whenever I read it I never have to correct anything. I even have to write on it ‘zero corrections’ so she knows I’ve read it! Her writing is always so expressive and contains many little details that allow you to feel her personality. Maria isn’t just translating from one language to another, she expresses her thoughts and paints pictures in Spanish. She really has immersed herself in the language and culture.”

Maria is also very sociable and cares about others in her group. After all this time learning together, they have become a great group of friends in the classroom.

We look forward to welcoming back Maria to continue her studies and watching her Spanish powers continue to blossom.

**Contact BAES to find out more
about joining a Language course**



Italian (continued)

Intermediate 1	Thu	18:30 - 20:30	26/09/24	05/12/24	£180	£180	Brasshouse
Intermediate 2	Wed	18:30 - 20:30	25/09/24	04/12/24	£180	£180	Online
Post Intermediate 2	Thu	10:30 - 12:30	26/09/24	05/12/24	£180	£180	Brasshouse
Advanced Conversation & Culture	Wed	18:30 - 20:30	25/09/24	04/12/24	£180	£180	Online

Japanese

Beginners - Part 1	Tue	18:30 - 20:30	24/09/24	22/10/24	£70	FREE	Brasshouse
Beginners - Part 2	Tue	18:30 - 20:30	05/11/24	03/12/24	£70	FREE	Brasshouse
Beginners Plus - Part 1	Thu	18:30 - 20:30	26/09/24	05/12/24	£140	FREE	Brasshouse

Korean

Beginners - Part 1	Wed	18:30 - 20:30	25/09/24	23/10/24	£90	£90	Brasshouse
Beginners - Part 2	Wed	18:30 - 20:30	06/11/24	04/12/24	£90	£90	Brasshouse
Beginners Plus - Part 1	Mon	18:30 - 20:30	23/09/24	02/12/24	£180	£180	Brasshouse

Mandarin

Beginners - Part 1	Wed	18:30 - 20:30	25/09/24	23/10/24	£70	FREE	Brasshouse
Beginners - Part 2	Wed	18:30 - 20:30	06/11/24	04/12/24	£70	FREE	Brasshouse
Beginners Plus - Part 1	Wed	18:30 - 20:30	25/09/24	04/12/24	£140	FREE	Brasshouse
Beginners Plus - Part 2	Thu	18:30 - 20:30	26/09/24	05/12/24	£140	FREE	Brasshouse
Improvers - Module 3	Tue	18:30 - 20:30	24/09/24	03/12/24	£140	FREE	Brasshouse
Improvers Plus - Module 3	Thu	18:30 - 20:30	26/09/24	05/12/24	£140	FREE	Brasshouse

Spanish

Beginners - Part 1	Thu	18:30 - 20:30	26/09/24	24/10/24	£70	FREE	Brasshouse
Beginners - Part 1	Sat	10:00 - 12:00	28/09/24	26/10/24	£70	FREE	Brasshouse
Beginners - Part 2	Thu	18:30 - 20:30	07/11/24	05/12/24	£70	FREE	Brasshouse
Beginners - Part 2	Sat	10:00 - 12:00	09/11/24	07/12/24	£70	FREE	Brasshouse
Beginners Plus - Part 1	Tue	18:30 - 20:30	24/09/24	03/12/24	£140	FREE	Brasshouse
Beginners Plus - Part 2	Tue	18:30 - 20:30	24/09/24	03/12/24	£140	FREE	Brasshouse
Improvers - Module 1	Wed	18:30 - 20:30	25/09/24	04/12/24	£140	FREE	Brasshouse
Improvers - Module 1	Sat	10:00 - 12:00	28/09/24	07/12/24	£140	FREE	Brasshouse
Improvers - Module 2	Tue	18:30 - 20:30	24/09/24	03/12/24	£140	FREE	Brasshouse
Improvers - Module 3	Tue	18:30 - 20:30	24/09/24	03/12/24	£140	FREE	Brasshouse
Improvers Plus - Module 2	Wed	18:30 - 20:30	25/09/24	04/12/24	£140	FREE	Brasshouse
Lower Intermediate 1 - Module 1	Wed	18:30 - 20:30	25/09/24	04/12/24	£140	FREE	Brasshouse
Lower Intermediate 1 - Module 2	Thu	18:30 - 20:30	26/09/24	05/12/24	£140	FREE	Brasshouse
Post Intermediate 2	Wed	10:30 - 12:30	25/09/24	04/12/24	£180	£180	Brasshouse
Advanced Conversation & Culture	Thu	10:30 - 12:30	26/09/24	05/12/24	£180	£180	Brasshouse

How to join a course: Full details of how to enrol onto one of our courses can be found on **Page 6** of this brochure. Please contact our **Admissions Team** on **0121 303 4318** for more details.

History

History

Queen Anne: A monarch to end a dynasty	Mon	10:00 - 11:30	23/09/24	02/12/24	£140	£140	Erdington
Queen Anne: A monarch to end a dynasty	Fri	12:30 - 14:00	27/09/24	06/12/24	£140	£140	Yardley Wood

Route to Work: Employment Workshops



Do you need a bit of help to find your way into employment?

Looking for work? Keep missing out at job interviews? Or not even getting your foot in the door? Our up-to-date and comprehensive Route to Work programme can help you get the skills and know how to return to employment or change career in today's constantly evolving job market.

These workshops will explore all aspects of the job searching process and will provide you with ideas and tips on how to improve your employability skills.

How do I book a place?

Course information about our latest workshops is available on our website. Please go to the *Route to Work* page at https://bit.ly/BAES_RTW_web

You can book a place by going to https://bit.ly/BAES_RTW_if and filling in an Expression of Interest form. You will be emailed back on the same email address you gave us to confirm your place. This may take a few days.

Flexible online learning courses

Looking for a Job & CV Writing

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Looking for a Job & CV Writing	Mon - Fri	09:30 - 15:00	01/08/24	31/07/25	FREE	FREE	Online

Communication Skills - Prepare for an Interview

Communication Skills - Prepare for an Interview	Mon - Fri	09:30 - 15:00	01/08/24	31/07/25	FREE	FREE	Online
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Time Management & Productivity for Work

Time Management & Productivity for Work	Mon - Fri	09:30 - 15:00	01/08/24	31/07/25	FREE	FREE	Online
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**Route
TO WORK**

WITH BIRMINGHAM ADULT EDUCATION SERVICE



Train to Earn

Is a gap in your workskills stopping you getting that job?

A training programme that gets you into work fast

Train to Earn is designed to allow you to quickly get the qualifications and workskills you will need to be successful in the workplace.

Our Employment Team works with local employers to recruit to real job opportunities by setting up short, intensive training that has a guaranteed job interview on successful completion of the programme.


Our tutors and employment team have extensive experience of getting people ready to work and supporting them to overcome any barriers that might be stopping them getting and staying in work.

We currently run programmes in the following employment sectors: Hospitality, Health and Social Care, Construction and Driving with established local businesses such as National Express, Midland Mencap and Summerhill Services Ltd

How does it work?

Our two or three week training programme will help you to gain specific qualifications and develop essential workskills so that you are ready and able to start work quickly.

During the programme you will also meet a representative from your potential employer so that you can find out more about them. This will give you the opportunity to ask any questions you have about the job and your future career prospects. We will make sure that you have a great CV and understand how to write an effective application form so that you are equipped to apply for jobs.



**Guaranteed
job interview
at the end of
the programme**

Why you should give it a go

Our training programme is completely free to you. Furthermore, because we only set up programmes with employers who are actively looking to recruit to current positions, on successful completion of the programme you will have the opportunity to interview for real job vacancies.



By completing a Train to Earn programme you will also be developing a range of transferable workskills that are relevant to a wide range of jobs. Dependent on the type of work involved in the programme you join you will also have achieved qualifications that will improve your CV.

How to join a programme

Before you join one of our training programmes we will need you to meet with one of our employment team. We will invite you to come into one of our centres for a short assessment session where we can tell you more about the opportunity. We will also do a quick check that you have the right level of English and maths skills to succeed on the programme.

Programmes in 2024

Construction

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Into Employment	Mon - Fri	09:30 - 17:00	11/11/24	22/11/24	FREE	FREE	Brasshouse

Housekeeping & Cleaning

Into Employment	Mon - Fri	09:30 - 15:00	14/10/24	25/10/24	FREE	FREE	Brasshouse
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Midland Mencap

Into Employment	Mon - Fri	09:30 - 15:00	16/09/24	27/09/24	FREE	FREE	Brasshouse
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National Express

Into Employment	Mon - Fri	09:30 - 15:00	05/08/24	23/08/24	FREE	FREE	Brasshouse
Into Employment	Mon - Fri	09:30 - 15:00	09/12/24	20/12/24	FREE	FREE	Brasshouse

Please note course dates may change dependent on available job vacancies.

To find out more about our Train to Earn programme and to check out the latest opportunities contact the Employment Team

Email: employability@baes.ac.uk | Visit: www.learnbaes.ac.uk/employability

Computers Skills and Training for Work

Make sure that IT works for you!

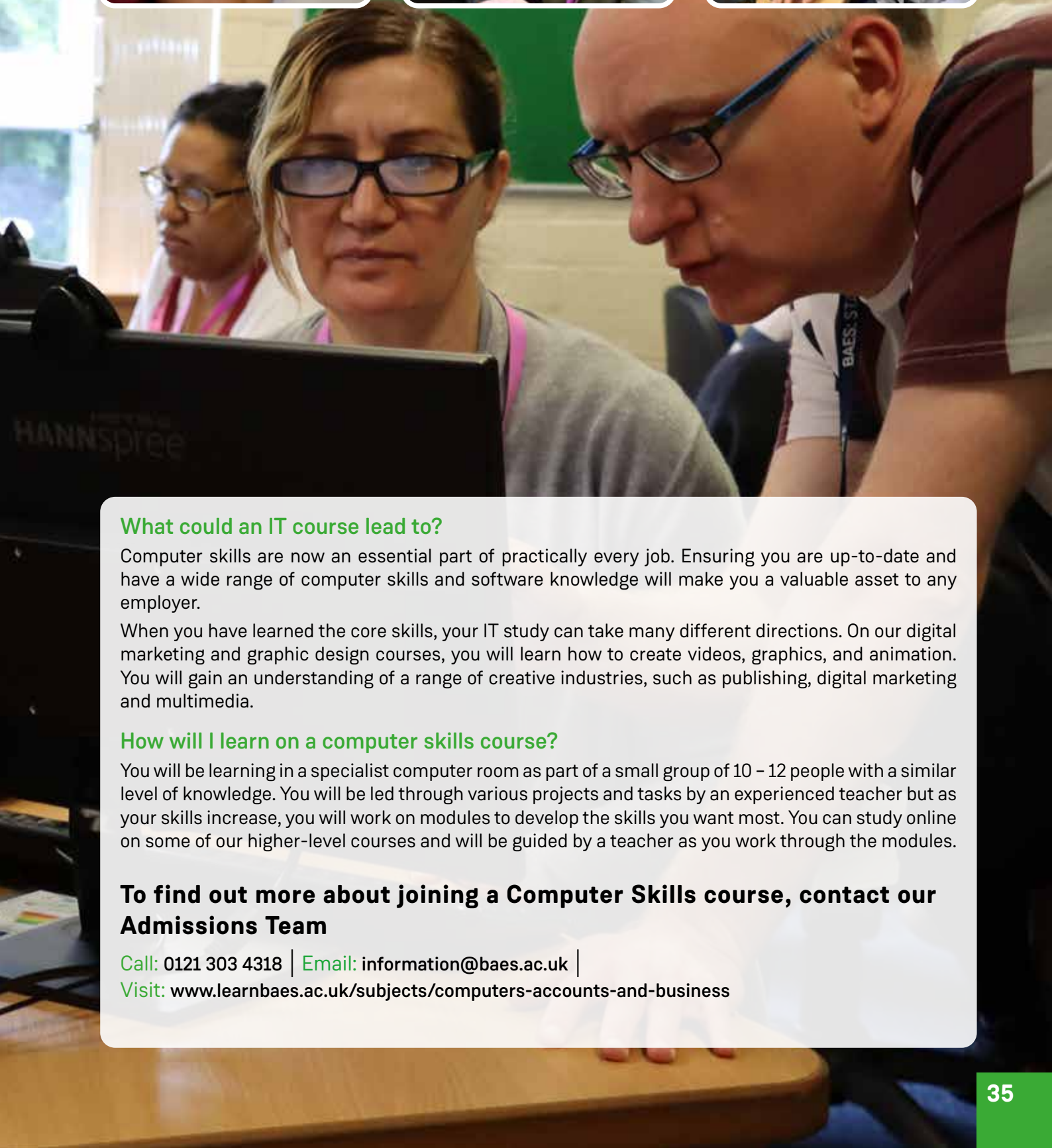
When using computers and smartphones, it is important to feel confident with the technology, able to use a range of software and be safe online.

Whether you're keeping in touch with family and friends, having the skills to access better job opportunities, booking medical appointments, or ordering goods online, our range of computer courses will help you to feel confident in doing all these everyday tasks.

What will you learn on a computer skills course?

Our computer courses will ensure you have the confidence, skills, and knowledge to use a computer to access the services and information you need to function, thrive, save money, and be included. You will learn how to create, edit and produce text documents, spreadsheets, presentations, video and picture files. You will also learn about mobile technology, apps, and websites to make the most of the internet and access a wide range of valuable services.

It's not just IT skills that you will develop on our courses. You will also develop your problem solving, analytical abilities and communication skills.



What could an IT course lead to?

Computer skills are now an essential part of practically every job. Ensuring you are up-to-date and have a wide range of computer skills and software knowledge will make you a valuable asset to any employer.

When you have learned the core skills, your IT study can take many different directions. On our digital marketing and graphic design courses, you will learn how to create videos, graphics, and animation. You will gain an understanding of a range of creative industries, such as publishing, digital marketing and multimedia.

How will I learn on a computer skills course?

You will be learning in a specialist computer room as part of a small group of 10 – 12 people with a similar level of knowledge. You will be led through various projects and tasks by an experienced teacher but as your skills increase, you will work on modules to develop the skills you want most. You can study online on some of our higher-level courses and will be guided by a teacher as you work through the modules.

To find out more about joining a Computer Skills course, contact our Admissions Team

Call: 0121 303 4318 | Email: information@baes.ac.uk |

Visit: www.learnbaes.ac.uk/subjects/computers-accounts-and-business



Getting to grips with the digital world so he can stay connected

David is 77 years old and has several health and mobility problems. In spite of these difficulties, he is always on time for his computer classes and puts 100% effort into completing his work. After class, he spends his afternoon using the centre's IT facilities. BAES has become his second home.

David is motivated by his wish to learn as much as he can as he looks to the future. He plans to be ready to maintain his independence in case one day he is not able to leave his home. To do this, he aims to be confident online to order goods, manage any support he may need and stay in touch with friends.

At the moment, our IT course is a wonderful reason for David to get out the house, meet friends, learn something new, and feel included. He loves our learning centre, the learner's room, and spending time with us.

His teacher says:

"David is a person that deserves admiration. At his age and with such a painful illness, he still comes to our centre everyday to use the PCs and join his class. Technology does not intimidate him and in all my classes he wants to learn and know more."

David intends to continue his studies and challenge himself every day. It is wonderful to see how he tries to learn new things every day. We hope he has many more years of learning to come with us.

Contact BAES to find out about joining a Computer Skills course

Computer Skills for Life and Work

From complete beginner to being ready for a career in IT

Computer Skills - Beginners

Suitable for those with no previous computer knowledge who wish to learn how to use a computer. You will learn how to switch on a PC and log in, how to use the keyboard and mouse, open and close down programs safely and other essential skills.

Computer Skills - Beginners Plus

Suitable for those with some computer knowledge who wish to learn how to create simple text documents and use the internet. You will learn how to set up an email account and also navigate websites while protecting your personal information. You will learn about mobile technology devices like tablets and smartphones.

Computer Skills - Improvers

Suitable for people with basic computer knowledge who want to further enhance their digital skills, learn more about commonly used Microsoft computer software and safe use of the internet.

Computer Skills - Improvers Plus

Suitable for those looking to further develop their computer software skills and learn how to create, edit and save different types of files such as documents, images and videos. You will learn how to effectively use online searches to find websites for shopping and comparing prices, as well as government sites to access public services. On successful completion of the course you will gain an Entry 3 level IT qualification.

How to join a course: Full details of how to enrol onto one of our courses can be found on **Page 6** of this brochure. Please contact our **Admissions Team** on **0121 303 4318** for more details.

Computer Skills for Everyday Life - Level 1

Suitable for those with a solid understanding of computers who wish to improve their existing skills. You will use a variety of Microsoft applications to create, edit and save different types of files and develop a better understanding of different types of websites and internet banking. On successful completion of the course you will gain a Level 1 IT qualification.

Computer Skills for Work - Level 2

Suitable for learners who wish to enhance their competence in using word processing, spreadsheet, and presentation software. You will gain a Level 2 qualification by producing a portfolio that will show employers that you have the skills to work in office and administration settings.

ICDL (International Computer Driving Licence) - Level 2

Suitable for learners who wish to enhance their competence in using word processing, spreadsheet, and presentation software. You will gain a Level 2 qualification by sitting a timed exam that will show employers that you have the skills to work in office and administration settings.

ICDL (International Computer Driving Licence) - Level 3

Suitable for those who already have a good level of IT competence and experience of using Microsoft applications. This course will take your knowledge to an advanced level and gain you access to Further Education and University courses that specialise in computer skills and careers in IT.

Computers Skills and Training for Work

Computer Skills for life and work

Computer Skills - Beginners

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Beginners	Mon	13:00 - 15:00	09/09/24	06/01/25	FREE	FREE	Sparkhill
Beginners	Mon	13:00 - 15:00	09/09/24	06/01/25	FREE	FREE	Stone Hall
Beginners	Tue	13:00 - 15:00	10/09/24	07/01/25	FREE	FREE	Shard End
Beginners	Tue	13:00 - 15:00	10/09/24	07/01/25	FREE	FREE	Yardley Wood
Beginners	Wed	13:00 - 15:00	11/09/24	08/01/25	FREE	FREE	Brasshouse
Beginners	Wed	13:00 - 15:00	11/09/24	08/01/25	FREE	FREE	Saltley
Beginners	Thu	13:00 - 15:00	12/09/24	09/01/25	FREE	FREE	Aston
Beginners	Thu	13:00 - 15:00	12/09/24	09/01/25	FREE	FREE	Brasshouse
Beginners	Thu	13:00 - 15:00	12/09/24	09/01/25	FREE	FREE	Erdington
Beginners	Thu	13:00 - 15:00	12/09/24	09/01/25	FREE	FREE	Northfield
Beginners	Thu	13:00 - 15:00	12/09/24	09/01/25	FREE	FREE	Shard End
Beginners	Fri	09:30 - 11:30	13/09/24	10/01/25	FREE	FREE	Stone Hall
Beginners	Fri	13:00 - 15:00	13/09/24	10/01/25	FREE	FREE	Selly Oak
Beginners	Fri	13:00 - 15:00	13/09/24	10/01/25	FREE	FREE	Yardley Wood

Computer Skills - Beginners Plus

Beginners Plus	Thu	09:30 - 12:30	12/09/24	30/01/25	FREE	FREE	Erdington
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How to join a course: Full details of how to enrol onto one of our courses can be found on **Page 6** of this brochure. Please contact our **Admissions Team** on **0121 303 4318** for more details.

Computer Skills - Improvers

Improvers	Mon	09:30 - 12:30	09/09/24	11/11/24	FREE	FREE	Sparkhill
Improvers	Tue	09:30 - 11:30	10/09/24	07/01/25	FREE	FREE	Erdington
Improvers	Tue	09:30 - 12:30	10/09/24	12/11/24	FREE	FREE	Brasshouse
Improvers	Wed	09:30 - 12:30	11/09/24	13/11/24	FREE	FREE	Saltley
Improvers	Thu	09:30 - 12:30	12/09/24	14/11/24	FREE	FREE	Aston
Improvers	Thu	09:30 - 12:30	12/09/24	14/11/24	FREE	FREE	Northfield
Improvers	Thu	09:30 - 12:30	12/09/24	14/11/24	FREE	FREE	Shard End
Improvers	Fri	09:30 - 12:30	13/09/24	15/11/24	FREE	FREE	Selly Oak
Improvers	Fri	09:30 - 12:30	13/09/24	15/11/24	FREE	FREE	Yardley Wood
Improvers	Fri	12:00 - 15:00	13/09/24	15/11/24	FREE	FREE	Stone Hall

Computer Skills - Improvers Plus

Improvers Plus	Mon	09:30 - 12:30	18/11/24	28/04/25	FREE	FREE	Sparkhill
Improvers Plus	Tue	09:30 - 12:30	19/11/24	29/04/25	FREE	FREE	Brasshouse
Improvers Plus	Wed	09:30 - 12:30	20/11/24	04/06/25	FREE	FREE	Saltley
Improvers Plus	Thu	09:30 - 12:30	21/11/24	01/05/25	FREE	FREE	Aston
Improvers Plus	Thu	09:30 - 12:30	21/11/24	01/05/25	FREE	FREE	Northfield
Improvers Plus	Thu	09:30 - 12:30	21/11/24	01/05/25	FREE	FREE	Shard End
Improvers Plus	Fri	09:30 - 12:30	22/11/24	09/05/25	FREE	FREE	Selly Oak
Improvers Plus	Fri	09:30 - 12:30	22/11/24	02/05/25	FREE	FREE	Yardley Wood
Improvers Plus	Fri	12:00 - 15:00	22/11/24	02/05/25	FREE	FREE	Stone Hall

Extending his network to build a career in the UK

Ghasem joined BAES in September 2023, enrolling on ICDL Advanced, a level 3 IT qualification, and also an ESOL entry level course.

In Iran, Ghasem worked as a highly skilled Network Engineer. He is keen to build a new IT career in the UK and enrolled onto our ICDL course to improve his knowledge of Microsoft systems, software and computer networking. His goal is to secure a place at University to further improve his employment prospects.

Ghasem came to our classes already possessing remarkable IT skills. However, he is the first to recognise he has learnt so many new skills that he is able to use outside the class. Although English is not his first language, Ghasem never shies away from a challenge. He has pushed himself to demonstrate skills within the classroom, to help his fellow students understand.

His teacher says:

“I have had some amazing students but I am really rooting for Ghasem. He has so much skills and knowledge to offer any employer. He has an amazing personality which lights up any room and a humility that is very rare for someone who is so talented.”

Ghasem has exceeded all our expectations, completing all his exams ahead of deadlines. We believe there is so much more to come and wish him a brilliant career.

Contact BAES to find out about joining a Computer Skills course



Computer Skills for Everyday Life

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Introduction	Tue	09:30 - 12:30	10/09/24	12/11/24	FREE	FREE	Yardley Wood
Introduction	Tue	13:00 - 15:00	10/09/24	10/12/24	FREE	FREE	Brasshouse
Introduction	Tue	13:00 - 15:00	10/09/24	10/12/24	FREE	FREE	Sparkhill
Level 1 Award	Mon	09:30 - 12:30	09/09/24	23/06/25	FREE	FREE	Stone Hall
Level 1 Award	Mon	09:30 - 15:00	09/09/24	06/01/25	FREE	FREE	Northfield
Level 1 Award	Tue	09:30 - 12:30	10/09/24	10/06/25	FREE	FREE	Shard End
Level 1 Award	Tue	09:30 - 15:00	10/09/24	14/01/25	FREE	FREE	Aston
Level 1 Award	Tue	12:00 - 15:00	10/09/24	10/06/25	FREE	FREE	Erdington
Level 1 Award	Wed	09:30 - 15:00	11/09/24	08/01/25	FREE	FREE	Selly Oak
Level 1 Award	Fri	09:45 - 15:00	13/09/24	17/01/25	FREE	FREE	Saltley
Level 1 Award	Tue	09:30 - 12:30	19/11/24	10/06/25	FREE	FREE	Yardley Wood
Level 1 Award	Wed	09:30 - 12:30	11/09/24	06/11/24	FREE	FREE	Stone Hall

Computer Skills for Work

Level 2	Mon	09:30 - 13:00	09/09/24	21/07/25	£463	FREE	Online
Level 2	Thu	09:30 - 12:30	12/09/24	24/07/25	£463	FREE	Brasshouse
Level 2	Wed	09:30 - 12:30	13/11/24	23/07/25	£463	FREE	Stone Hall

Microsoft courses: Online Learning

Our suite of online short software courses will boost your employees' potential and your company's productivity.

- **Excel:** Beginners | Improvers | Advanced |
- **Excel:** PivotTables **Excel:** VLOOKUP Tables
- **Excel:** Beginners | Improvers | Advanced |
- **Cyber Security Awareness for Businesses:** Beginners
- **OneDrive:** Improvers
- **OneNote:** Beginners
- **Outlook:** Beginners | Improvers | Advanced |
- **Project Online Essentials:** Improvers
- **PowerPoint:** Beginners | Improvers | Advanced |
- **Project Power Users:** Advanced
- **SharePoint:** Beginners | Improvers | Advanced |
- **Teams:** Beginners | Improvers |
- **Word:** Beginners | Improvers | Advanced |
- **Planner:** Improvers
- **Power BI:** Improvers



FREE*

*These course are free if you are unemployed and are actively looking for work or **£50** for Beginners courses and **£100** for Improvers and Advanced level courses

To find out more contact our Admissions Team on **0121 303 4318**

or email information@baes.ac.uk

ICDL (International Computer Driving Licence)

ICDL - Level 2 Certificate (BCS)

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Level 2 Certificate	Tue	09:30 - 12:30	10/09/24	22/07/25	£463	FREE	Sparkhill

ICDL - Level 3 Certificate (BCS)

Level 3 Certificate	Tue/Wed	18:00 - 21:00	10/09/24	04/06/25	£1,210	FREE	Online
Level 3 Certificate	Wed	09:30 - 15:00	02/10/24	16/07/25	£1,210	FREE	Erdington

Digital Skills for Work

Digital Marketing

Introduction to Digital Marketing - Level 1 (Award)	Mon	09:30 - 12:30	07/10/24	13/01/25	£166	FREE	Erdington
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Graphic Design

Introduction to Graphics Design - Level 1 (Award)	Wed	09:30 - 12:30	11/09/24	29/01/25	£261	FREE	Brasshouse
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Flexible Learning - IT Courses

Fill that gap in your IT knowledge fast

Sometimes there is just a particular function or task that you need to do on your computer. These short courses are designed to work through a particular IT skill so you build up that knowledge fast.

This is flexible online learning so you complete the course at your own speed and at times that suit you.

- Earn an Income from Online Activity (£35 or FREE)
- Find Offers Online (£35 or FREE)
- How to Create a Logo (£35 or FREE)
- How to Edit A Photograph (£35 or FREE)
- How to Keep Safe Online (£35 or FREE)
- How to Set up a BRUM Account (£35 or FREE)
- How to Set up a LinkedIn Account (£35 or FREE)
- How to Set up and use an email account (£35 or FREE)
- How to Set up a Social Media Campaign (£35 or FREE)
- How to Set up a Your Own Business (£35 or FREE)
- Use Microsoft Teams (£35 or FREE)
- Video Calling (£35 or FREE)
- Communicate with Friends & Family through Social Media (£35 or FREE)



To find out more contact our Admissions Team on **0121 303 4318**
or email information@baes.ac.uk



“I just love my numbers!”

Geoff had to leave his job as a care worker when he needed to have a hip replacement. In March 2021, he decided to get out and start looking for a new career.

With a lifelong love of numbers, he chose an Accounts course at Brasshouse. Geoff instantly felt part of the learning community and realised that his physical problems weren't a barrier to his succeeding. He credits this support with what drove him to want to succeed so much.

While studying on this course, Geoff noticed that the offices to the Commonwealth Games were in the Library too and decided he wanted to get involved. He was delighted to be accepted as a volunteer at his beloved Edgbaston Cricket Ground.

Enjoying his studies, Geoff took his learning to the next level and enrolled onto the challenging level 3 qualification. Partway through this course, he got the call to have his operation. After twelve weeks of intense rehabilitation he was determined to return and complete what he had started. Not succeeding straightaway, Geoff showed his resilience and determination by repeating the exam which he then passed.

Geoff is currently looking for an accountancy role. While he does this, he is volunteering with the accounts team to keep his skills sharp and ready to go when the job opportunity he so richly deserves turns up.

Contact BAES to find out more about joining an Accounts course

Accounts & Business

Bookkeeping & Accounts

Accounts and Bookkeeping qualifications add up to a secure career

When you have AAT qualifications, employers take notice and recognise you for having the knowledge and practical skills to succeed in their business. That is because, from day one of the course, you learn accounting skills to apply in real life situations. You aren't only gaining a qualification; you are gaining everything you need for a successful career. Businesses always need people with financial skills.

AAT Bookkeeping - Level 1 Award

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Level 1 Award	Wed	09:30 - 13:30	11/09/24	15/01/25	£262	FREE	Brasshouse
Level 1 Award	Fri	09:30 - 15:00	06/12/24	07/03/25	£272	FREE	Brasshouse

AAT Accounting - Level 2 Certificate

Level 2 Certificate	Wed	09:30 - 16:00	11/09/24	23/07/25	£1,090	FREE	Brasshouse
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AAT Bookkeeping - Level 2 Certificate

Level 2 Certificate	Thu	09:30 - 12:30	12/09/24	05/06/25	£492	FREE	Brasshouse
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AAT Bookkeeping Level 3 Certificate

Level 3 Certificate	Mon/Tue	18:30 - 21:00	09/09/24	10/06/25	£1,055	FREE	Brasshouse
Level 3 Certificate	Fri	09:30 - 15:00	13/09/24	20/06/25	£1,055	FREE	Brasshouse

Business Skills - Level 1 Award

Level 1 Award	Fri	09:30 - 15:00	13/09/24	29/11/24	£235	FREE	Brasshouse
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Computerised Accounts using SAGE software

Introduction	Tue	09:30 - 15:00	10/09/24	08/10/24	£100	FREE	Brasshouse
Intermediate	Tue	09:30 - 15:00	15/10/24	14/01/25	£200	FREE	Brasshouse
Advanced	Thu	13:00 - 15:00	12/09/24	24/07/25	£300	FREE	Brasshouse



Thinking of a career in teaching?

Do you think teaching might be the job for you but you're not ready to commit to a full-time qualification? Our courses will help you to decide if this is the correct career choice for you.

Education & Training - Level 3

This qualification course will introduce you to the basics of teaching and allow you to gain some practical classroom skills. The course is delivered online with significant elements of self-study and regular tutorials. Course requirements: GCSE English and Maths at Grade 4/C or above, or equivalent.

Education & Training Level 3 Award	Wed	18:00 - 20:00	25/09/24	18/12/24	£394	£394	Online
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Health and Social Care

Rewarding careers that will make a positive difference in the lives of others

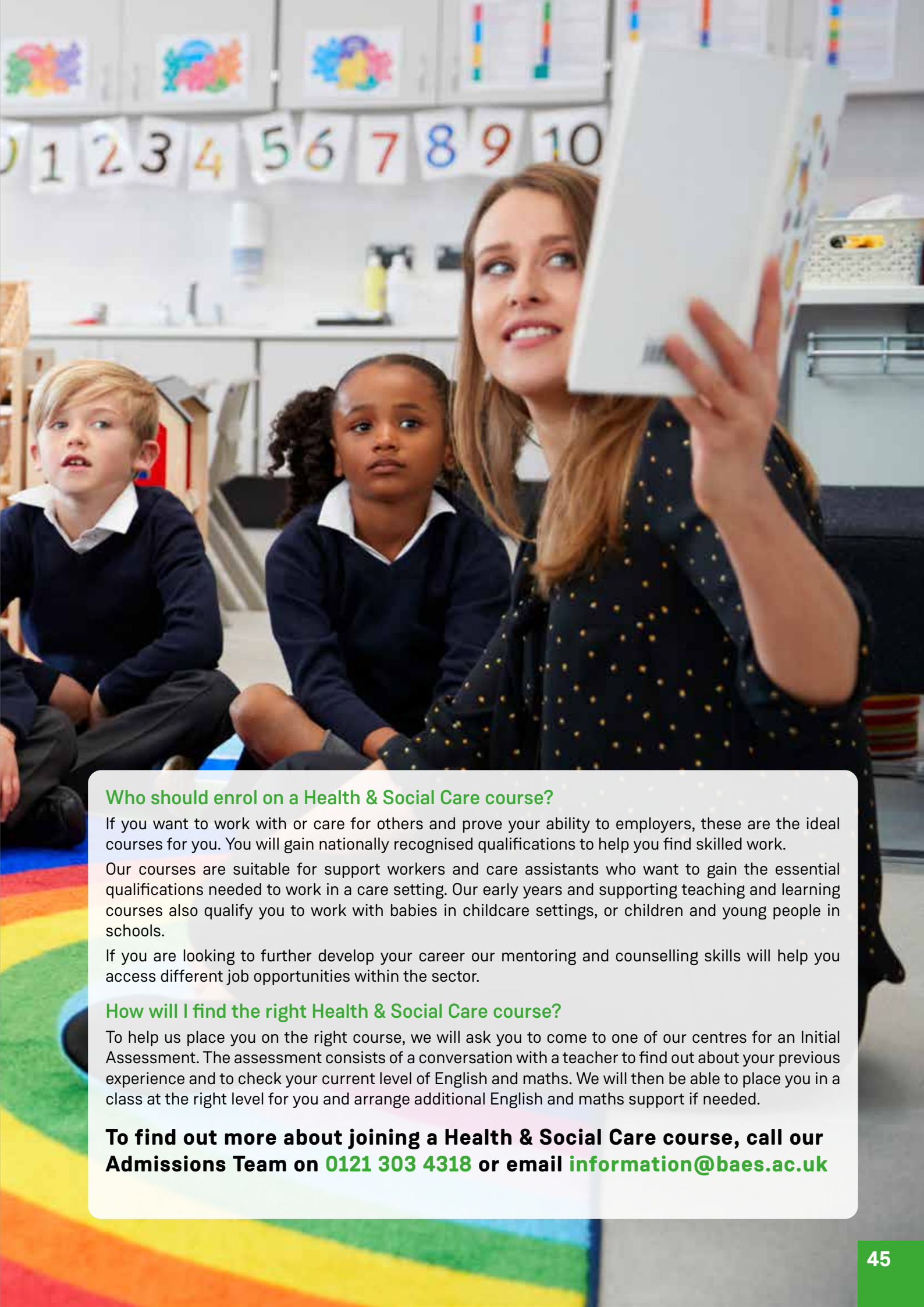
Recognise natural talent and develop your caring skills to build a rewarding career supporting others.

A career working in a nursery, school, or health and social care setting can be incredibly satisfying, but it requires dedication, determination, emotional resilience and, most of all, a real desire to help others.

What skills will you learn on a Health & Social Care course?

Our courses will enhance your personal experience and qualities. You will build on your personal skills so that you can inspire the next generation to be successful, and help people in your care to resolve issues so that they can achieve their goals.

You will develop a broad range of professional skills and acquire specialist knowledge to be ready to work in a range of education and care settings.



Who should enrol on a Health & Social Care course?

If you want to work with or care for others and prove your ability to employers, these are the ideal courses for you. You will gain nationally recognised qualifications to help you find skilled work.

Our courses are suitable for support workers and care assistants who want to gain the essential qualifications needed to work in a care setting. Our early years and supporting teaching and learning courses also qualify you to work with babies in childcare settings, or children and young people in schools.

If you are looking to further develop your career our mentoring and counselling skills will help you access different job opportunities within the sector.

How will I find the right Health & Social Care course?

To help us place you on the right course, we will ask you to come to one of our centres for an Initial Assessment. The assessment consists of a conversation with a teacher to find out about your previous experience and to check your current level of English and maths. We will then be able to place you in a class at the right level for you and arrange additional English and maths support if needed.

To find out more about joining a Health & Social Care course, call our Admissions Team on 0121 303 4318 or email information@baes.ac.uk

Health & Social Care

Counselling & Mentoring

Do you want to use your knowledge and life experiences to help others succeed? Our mentoring courses will get you to explore, practise and refine your skills so you are ready to support others to reach their potential.

Our Counselling Skills qualification courses are designed to give learners the underpinning knowledge, skills and competencies to use counselling and coaching skills ethically and safely in a variety of contexts and supportive roles.

Mentoring - Level 1 Award (TQUK)

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Level 1 Award	Tue	09:30 - 12:30	24/09/24	04/02/25	£203	FREE	Brasshouse
Level 1 Award	Wed	18:00 - 21:00	25/09/24	05/02/25	£203	FREE	Online

Counselling Skills - Level 2 Certificate (NCFE)

Level 2 Certificate	Mon	09:30 - 14:30	09/09/24	12/05/25	£476	FREE	Erdington
Level 2 Certificate	Wed	10:00 - 13:00	11/09/24	23/07/25	£476	FREE	Erdington
Level 2 Certificate	Thu	10:00 - 14:00	12/09/24	19/06/25	£476	FREE	Northfield
Level 2 Certificate	Fri	09:30 - 14:30	13/09/24	09/05/25	£476	FREE	Erdington
Level 2 Certificate	Mon	18:00 - 21:00	23/09/24	22/07/25	£476	FREE	Erdington
Level 2 Certificate	Fri	09:30 - 15:00	27/09/24	09/05/25	£476	FREE	Aston

Counselling Skills - Level 3 Diploma (NCFE)

Level 3 Diploma	Tue	18:00 - 21:00	10/09/24	23/07/25	£575	FREE	Erdington
Level 3 Diploma	Wed	18:00 - 21:00	11/09/24	23/07/25	£575	FREE	Online
Level 3 Diploma	Tue	09:30 - 15:00	24/09/24	01/07/25	£575	FREE	Aston
Level 3 Diploma	Wed	09:30 - 15:00	25/09/24	02/07/25	£575	FREE	Brasshouse

Mental Health

These courses introduce a wide range of mental health conditions and will help you to develop an understanding and awareness of the problems that can cause mental ill-health. You will gain an insight into how various mental health issues can impact on the sufferer and how you can support people to manage and work through these problems.

Working in Mental Health - Level 2 Certificate (NCFE)

Level 2 Certificate	Wed	09:30 - 15:00	11/09/24	16/07/25	£716	FREE	Shard End
Level 2 Certificate	Thu	09:30 - 15:00	12/09/24	24/07/25	£716	FREE	Erdington

Health & Social Care

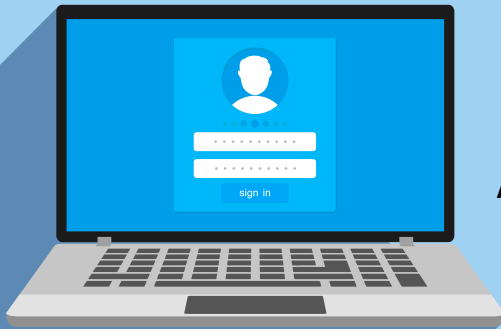
These course are aimed at people who are new to, or keen to develop knowledge of working in the adult social care sector. The course will cover: communication, equality, diversity and inclusion, safeguarding and protection, duty of care and the importance of health and safety, person-centred approaches and confidentiality in adult social care.

Health and Care - Entry Level 3 Award (Gateway)

Entry 3 Award	Wed	09:30 - 14:30	25/09/24	22/01/25	£258	FREE	Brasshouse
Entry 3 Award	Tue	09:30 - 14:30	01/10/24	06/05/25	£258	FREE	Saltley

Working in the Health Sector - Level 2 Certificate (CACHE)

Level 2 Certificate	Mon	09:30 - 15:00	09/09/24	23/06/25	£616	FREE	Saltley
Level 2 Certificate	Wed	09:30 - 15:00	25/09/24	02/07/25	£616	FREE	Brasshouse



Flexible Online Learning

Learning on your terms

A flexible online learning course means that you can study in a way that best suits your lifestyle and personal circumstances.

After you have enrolled on a course, your tutor will be in touch to let you know your login details and answer any questions you may have. They will also advise you on the latest course completion date.

How you study then is up to you. You pick when you study and how quickly you do the course.

To enrol onto these courses you must have a Level 2 Qualification in English and complete our online assessment. Please register for only one course at a time.

Course Title	Starts	Finish by	Full	Discount
Alcohol Awareness - Level 1 Award (NCFE)	01/08/24	31/07/25	£100	FREE
Allergy Awareness in Children - Level 2 Certificate (TQUK)	01/08/24	31/07/25	£150	FREE
Bullying in Children & Young People - Level 2 Certificate (TQUK)	01/08/24	31/07/25	£150	FREE
Information, Advice or Guidance - Level 2 Certificate (NCFE)	01/08/24	31/07/25	£150	FREE
Mental Health Awareness - Level 1 Award (TQUK)	01/08/24	31/07/25	£100	FREE
Preparing to Work in Adult Social Care - Level 2 Certificate (NCFE)	01/08/24	31/07/25	£150	FREE
Special Education Needs & Disabilities - Level 2 Certificate (TQUK)	01/08/24	31/07/25	£150	FREE
Substance Misuse - Level 1 Award (NCFE)	01/08/24	31/07/25	£100	FREE
Understanding Autism - Level 2 Certificate (NCFE)	01/08/24	31/07/25	£150	FREE
Understanding Autism - Level 3 Certificate (NCFE)	01/08/24	31/07/25	£199	FREE
Understanding Children & Young Peoples Mental Health - Level 2 Certificate (TQUK)	01/08/24	31/07/25	£150	FREE
Understanding Mental Health - Level 3 Certificate (NCFE)	01/08/24	31/07/25	£199	FREE
Understanding Nutrition and Health - Level 2 Certificate (NCFE)	01/08/24	31/07/25	£150	FREE
Working in Mental Health - Level 2 Certificate (NCFE)	01/08/24	31/07/25	£150	FREE
Working with Individuals with Learning Disabilities - Level 2 (NCFE)	01/08/24	31/07/25	£150	FREE

Continued Professional Development: Specialist Interests

ADHD	01/08/24	31/07/25	£50	FREE
Forced Marriage and Honour-based Violence Awareness	01/08/24	31/07/25	£50	FREE
Keeping Young People Safe Online	01/08/24	31/07/25	£50	FREE
Knife Crime Awareness	01/08/24	31/07/25	£50	FREE
Menopause Awareness	01/08/24	31/07/25	£50	FREE
Role of the Senco	01/08/24	31/07/25	£50	FREE
Safeguarding in Out-of-School Settings	01/08/24	31/07/25	£50	FREE
Spiking Awareness	01/08/24	31/07/25	£50	FREE
Stalking and Harassment Awareness	01/08/24	31/07/25	£50	FREE
Suicide Awareness and Prevention	01/08/24	31/07/25	£50	FREE
Understanding Gender and Identity in Children and Young People	01/08/24	31/07/25	£50	FREE
Understanding the Power of the Influencer	01/08/24	31/07/25	£50	FREE

Working with Children and Young People

An Early Years Education & Care qualification will open doors to a wide variety of jobs in nurseries, pre-schools, out-of-school clubs or even provide a way to live and work abroad as an au pair.

If you want to be involved with teaching and learning, Supporting Teaching & Learning courses will develop the skills needed to be an effective support assistant. For some learners, this leads to further education and a teaching career.

Entry requirement to accessing work opportunities in schools: To join a course which includes work-based placements in a care setting, school or college you will need to apply for a disclosure certificate. These are obtained from the Disclosure and Barring Service (DBS). **If your course requires a placement in a nursery or school setting you will need to be able to secure this for yourself.**

Working with Children - Entry 3 Certificate (CACHE)

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Entry 3 Certificate	Mon	09:30 - 15:00	23/09/24	03/03/25	£394	FREE	Aston
Entry 3 Certificate	Tue	09:30 - 15:00	24/09/24	04/03/25	£394	FREE	Selly Oak
Entry 3 Certificate	Thu	09:30 - 15:00	26/09/24	06/03/25	£394	FREE	Shard End

Preparing to Work in Schools - Level 1 Award (CACHE)

Level 1 Award	Mon	09:30 - 15:00	23/09/24	20/01/25	£233	FREE	Brasshouse
Level 1 Award	Mon	09:30 - 15:00	23/09/24	20/01/25	£233	FREE	Shard End
Level 1 Award	Tue	09:30 - 15:00	24/09/24	21/01/25	£233	FREE	Erdington
Level 1 Award	Tue	09:30 - 15:00	24/09/24	21/01/25	£233	FREE	Sparkhill
Level 1 Award	Wed	09:30 - 15:00	25/09/24	22/01/25	£233	FREE	Online
Level 1 Award	Thu	09:30 - 15:00	26/09/24	30/01/25	£233	FREE	Aston
Level 1 Award	Thu	09:30 - 15:00	26/09/24	23/01/25	£233	FREE	Northfield
Level 1 Award	Fri	09:30 - 15:00	27/09/24	24/01/25	£233	FREE	Shard End

Supporting Teaching & Learning - Level 2 Certificate (CACHE)

Level 2 Certificate	Mon	09:30 - 15:00	10/03/25	21/07/25	£450	FREE	Brasshouse
Level 2 Certificate	Mon	09:30 - 15:00	10/03/25	21/07/25	£450	FREE	Shard End
Level 2 Certificate	Tue	09:30 - 15:00	11/03/25	22/07/25	£450	FREE	Erdington
Level 2 Certificate	Tue	09:30 - 15:00	11/03/25	22/07/25	£450	FREE	Sparkhill
Level 2 Certificate	Wed	09:30 - 15:00	12/03/25	23/07/25	£450	FREE	Online
Level 2 Certificate	Thu	09:30 - 15:00	13/03/25	24/07/25	£450	FREE	Aston
Level 2 Certificate	Thu	09:30 - 15:00	13/03/25	24/07/25	£450	FREE	Northfield
Level 2 Certificate	Fri	09:30 - 15:00	14/03/25	25/07/25	£450	FREE	Shard End

Early Years Education & Care - Level 2 Diploma (CACHE)

Level 2 Diploma	Mon	09:30 - 15:00	23/09/24	21/07/25	£720	FREE	Aston
Level 2 Diploma	Wed	09:30 - 15:00	25/09/24	23/07/25	£720	FREE	Sparkhill
Level 2 Diploma	Fri	09:30 - 14:30	27/09/24	25/07/25	£720	FREE	Brasshouse

Supporting Teaching & Learning - Level 3 Diploma (CACHE)

Level 3 Diploma	Mon	09:30 - 15:00	23/09/24	21/07/25	£1,290	FREE	Northfield
Level 3 Diploma	Tue	09:30 - 15:00	24/09/24	22/07/25	£1,290	FREE	Shard End
Level 3 Diploma	Wed	09:30 - 15:00	25/09/24	23/07/25	£1,290	FREE	Aston
Level 3 Diploma	Thu	09:30 - 14:30	26/09/24	24/07/25	£1,290	FREE	Brasshouse
Level 3 Diploma	Thu	09:30 - 15:00	26/09/24	24/07/25	£1,290	FREE	Sparkhill

Working with Adults

Education & Training Level 3 Award (TQUK)	Wed	18:00 - 20:00	25/09/24	18/12/24	£394	£394	Online
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It's now her time to make a career

Siema has dedicated her life to caring for her family. She has watched her children growing up and work towards achieving their career goals.

Happy to see them exploring their options, there was a part of her that regretted she had never had the opportunity to reach her own potential as a learner.

Siema had always enjoyed spending time with her own children and felt drawn to working in schools. In 2022 she enrolled on Working with Children course and also started to improve her English and Maths. At the start her confidence was low and she often asked for help with work which was within her capability.

Over the last 18 months, her tutors have been delighted to see her develop into a confident, independent learner. She not only completes all assessments to a high standard but is supportive of other learners and balances the demands of her courses, placement and very busy homelife.

She is now developing strong leadership skills, often taking the lead in class activities. When she started studying, Siema lacked concentration. It is great to see how focused she has now become.

Siema intends to complete her Supporting Teaching and Learning – Level 3 course next year and achieve Level 2 in Maths and English so that she can work as a teaching assistant.

Contact us to find out about joining a Health & Social Care course



Community & Family Learning

We are passionate about improving social mobility and inclusion.

Our Community Learning Team works with the adults currently furthest from education and employment opportunities. Our diverse range of courses enable residents to re-engage with their communities, make friends, further their learning, and help them gain employment to make a positive difference in their lives.

Our Community Learning programme inspires learners:

- to explore and develop their talents
- to break down social and economic barriers in their life
- to become confident members of society



Computer Skills

Introduction to computer skills | Beginners | Beginners Plus | Next steps |



Creative Arts

Introduction to creative arts | Drawing and painting | Digital art | Hair and Beauty | Cake art | Textiles | Floristry | Jewellery making | Resin | Clay | Arabic calligraphy |



Developing Stronger Communities

Freedom programme | Becoming a parent ambassador | Communities for Empowerment | Community learning champions |



English

Grammar and punctuation | Introduction to writing | Read with confidence | Prepare for English Functional Skills |



English for Speakers of Other Languages (ESOL)

Introduction to ESOL | ESOL for beginners | Preparing for ESOL qualifications | ESOL for neighbourhood care |



Family Learning

Time to talk | Is my child school-ready? | Learning through play | Storytelling | Empowering children | Phonics play | Introduction to childcare | Build it together | Homework havens |

What we offer you

Our team will work with you to design an appropriate and engaging course programme to help you achieve many positive outcomes for your service users.

We run the classes at your venue so your clients don't need to worry about travelling somewhere new. We also have a range of courses designed for both adults and children, so you can provide exciting opportunities for families to work and learn together.

What do we need from you?

We need you to provide the venue, publicise our courses, recruit learners to join the programmes, and also help us comply with health & safety and safeguarding regulations.

How to get started?

If you are part of a public or voluntary sector organisation and would like to know more about how we can help make a difference to the people you engage and work with, we would love to hear from you.

Contact our Community Learning Team

Email: CLenquiries@baes.ac.uk

Course information:

www.learnbaes.ac.uk/subjects/community-learning



Green Living

Neighbourhood care | Upcycling and recycling | All about energy |



Healthy Living

Healthy eating | Waste not, want not | Taste the world | Sow and grow | Active life | Healthy body |



Maths

Magic maths | Fear not maths | Prepare for maths Functional Skills |



Media and Performing Arts

Social media | Podcasting | Performing arts |



Wellbeing

Empowering ourselves | Healthy relationships | Men Matter | My mental health and me | Wellbeing and mindfulness |



Want to find out more?

Scan the QR code to visit our website and access our short course information sheets.

www.learnbaes.ac.uk/subjects/community-learning

Arts & Crafts



Get creative for pleasure, relaxation, or work

Our extensive range of arts and crafts courses is just what you need if you are looking to spark a new creative interest or develop an existing hobby.

A great way to relax and escape from everyday life

Discover the positive impact of creativity on your mental wellbeing. For some learners, a course can be just the boost to their confidence they need to turn a creative talent into a career. Whatever your reason for enrolling, you will be surprised at how quickly you produce work that fills you with pride, and impresses your family and friends.

What can you expect on an Arts & Crafts course?

You will learn as part of a small group in a supportive and inclusive environment taught by a highly skilled practitioner. Joining an adult education course can be a fun and easy way to meet new like-minded people with similar interests.

How will I learn on an Arts & Crafts course?

On a course for beginners you will be led through a variety of projects by experienced and qualified tutors. However, if you already have existing skills and join one of our intermediate classes, you will work on your own projects, and the teacher will be available to offer tips and guide you as needed.

To find out about joining an Arts & Crafts course, call our Admissions Team on 0121 303 4318 or email information@baes.ac.uk





All the right ingredients for business success

When Ella came to her first cookery class at the beginning of 2023 she had no previous baking experience.

After her first lesson, she was completely hooked and enrolled on every baking and cake decoration course she could find.

Previously Ella had worked in the Care Sector but had to give up her job after a serious cycling accident. At home with no job, she became isolated, developing low self-esteem and anxiety. Looking to get back out into the world, she contacted Erdington Centre about a cake decorating course. She immediately felt at home and devoured every bit of new knowledge.

She would then go home and practise until she achieved perfection. Ella was like a sponge, but one that retains everything!

Attending the courses has helped Ella to re-invent herself and find a new purpose in life. As well as developing fantastic culinary skills, she has found the courses therapeutic and her tutor's belief in her a huge motivation.

As a result of Ella's new skills and confidence, she and her partner are about to open *Merlin's* a unique fantasy horror-themed café/restaurant in Birmingham City Centre.

We are so proud of Ella's new enterprise. We know she has the skills and determination to make it a success.

Contact BAES to find out more about our Arts & Crafts courses

Arts, Crafts and Digital Media

Art

Drawing Skills

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Beginners	Mon	09:30 - 12:30	16/09/24	21/10/24	£91	FREE*	Brasshouse
Beginners	Mon	09:30 - 12:30	04/11/24	09/12/24	£91	FREE*	Brasshouse

Drawing & Painting

Beginners / Intermediate	Thu	09:45 - 12:45	19/09/24	24/10/24	£91	FREE*	Stone Hall
Beginners / Intermediate	Thu	09:45 - 12:45	07/11/24	12/12/24	£91	FREE*	Stone Hall

Watercolours

Beginners / Intermediate	Fri	09:30 - 12:30	20/09/24	25/10/24	£91	FREE*	Northfield
Beginners / Intermediate	Fri	09:30 - 12:30	08/11/24	13/12/24	£91	FREE*	Northfield
Art for Wellbeing	Mon	13:00 - 15:00	16/09/24	21/10/24	£64	FREE*	Brasshouse
Art for Wellbeing	Thu	13:15 - 15:00	19/09/24	24/10/24	£48	FREE*	Stone Hall
Art for Wellbeing	Mon	13:00 - 15:00	04/11/24	09/12/24	£64	FREE*	Brasshouse
Art for Wellbeing	Thu	13:15 - 15:00	07/11/24	12/12/24	£48	FREE*	Stone Hall

Cake Decorating & Cookery

Cake Baking & Cookery

Bake Classic Cakes	Wed	18:00 - 21:00	18/09/24	23/10/24	£91	FREE*	Erdington
Festive Cake Designs	Tue	18:00 - 21:00	05/11/24	10/12/24	£91	FREE*	Erdington
Beginners	Mon	17:30 - 20:30	16/09/24	21/10/24	£91	FREE*	Erdington
Cookies, Muffins & Cakes for Beginners	Mon	09:30 - 12:30	16/09/24	21/10/24	£91	FREE*	Erdington
Festive Cake Baking - Beginners / Intermediate	Mon	09:30 - 12:30	04/11/24	09/12/24	£78	FREE*	Erdington
Family Favourites - Beginners	Tue	18:00 - 21:00	17/09/24	22/10/24	£91	FREE*	Erdington
Pastries and Puddings	Mon	17:30 - 20:30	04/11/24	09/12/24	£78	FREE*	Erdington
Plan & Cook for the Festive Season	Wed	18:00 - 21:00	06/11/24	11/12/24	£91	FREE*	Erdington
Cooking Classic Dishes	Sat	09:30 - 12:30	21/09/24	26/10/24	£78	FREE*	Erdington
Cooking for the Festive Season	Sat	09:30 - 12:30	09/11/24	14/12/24	£78	FREE*	Erdington

Cake Decorating & Sugarcraft

Cake Decorating - Basic Cakes	Mon	13:00 - 16:00	16/09/24	21/10/24	£91	FREE*	Erdington
Cake Decorating - Festive	Mon	13:00 - 16:00	04/11/24	09/12/24	£78	FREE*	Erdington
Sugarcraft for Beginners	Thu	09:15 - 12:15	19/09/24	24/10/24	£78	FREE*	Shard End
Sugarcraft for Beginners	Thu	12:30 - 15:00	19/09/24	24/10/24	£78	FREE*	Shard End
Sugarcraft for Beginners	Thu	09:15 - 12:15	07/11/24	12/12/24	£91	FREE*	Shard End
Sugarcraft for Beginners	Thu	12:30 - 15:00	07/11/24	12/12/24	£78	FREE*	Shard End
Sugarcraft for Beginners / Intermediate	Thu	09:15 - 12:15	19/09/24	24/10/24	£91	FREE*	Shard End

If you are eligible for FREE Arts, Crafts and Digital Media courses please note that this is limited to two courses per term.

Crafts

Jewellery Making

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Resin - Beginners	Thu	18:00 - 20:30	19/09/24	24/10/24	£78	FREE*	Brasshouse
Beginners / Intermediate	Thu	18:00 - 20:30	07/11/24	12/12/24	£78	FREE*	Brasshouse

Woodwork

Beginners / Intermediate	Mon	18:30 - 21:00	16/09/24	21/10/24	£120	£120	Erdington
Beginners / Intermediate	Wed	18:30 - 21:00	18/09/24	23/10/24	£120	£120	Erdington
Beginners / Intermediate	Mon	18:30 - 21:00	04/11/24	09/12/24	£120	£120	Erdington
Beginners / Intermediate	Wed	18:30 - 21:00	06/11/24	11/12/24	£120	£120	Erdington

Digital Media & Performance

Digital Photography

Beginners	Thu	16:00 - 18:00	19/09/24	24/10/24	£64	FREE*	Brasshouse
Beginners	Thu	16:00 - 18:00	07/11/24	12/12/24	£64	FREE*	Brasshouse
Beginners / Intermediate	Thu	18:15 - 20:45	19/09/24	24/10/24	£78	FREE*	Brasshouse
Beginners / Intermediate	Sat	10:00 - 12:30	21/09/24	26/10/24	£78	FREE*	Brasshouse
Beginners / Intermediate	Thu	18:15 - 20:45	07/11/24	12/12/24	£78	FREE*	Brasshouse
Beginners / Intermediate	Sat	10:00 - 12:30	09/11/24	14/12/24	£78	FREE*	Brasshouse
Image Editing using Photoshop & Lightroom	Mon	18:00 - 20:30	16/09/24	21/10/24	£78	FREE*	Brasshouse
Image Editing using Photoshop & Lightroom	Mon	18:00 - 20:30	04/11/24	09/12/24	£78	FREE*	Brasshouse

Performing Arts

Beginners / Intermediate	Thu	12:30 - 15:00	19/09/24	24/10/24	£78	FREE*	Shard End
Beginners / Intermediate	Thu	12:30 - 15:00	07/11/24	12/12/24	£78	FREE*	Shard End

Social & Digital Media

Social Media - Beginners	Fri	09:30 - 11:30	20/09/24	25/10/24	£64	FREE*	Selly Oak
Creating a YouTube channel	Fri	12:00 - 14:00	20/09/24	25/10/24	£64	FREE*	Selly Oak
Video Editing	Fri	09:30 - 11:30	08/11/24	13/12/24	£64	FREE*	Selly Oak
Developing a career in social media	Fri	12:00 - 14:00	08/11/24	13/12/24	£64	FREE*	Selly Oak

Floristry

Floristry

Beginners	Wed	18:00 - 20:30	18/09/24	23/10/24	£78	FREE*	Erdington
Beginners	Wed	09:30 - 12:00	06/11/24	11/12/24	£78	FREE*	Erdington
Basic Centrepieces - Beginners	Wed	09:30 - 12:00	18/09/24	23/10/24	£78	FREE*	Erdington
Beginners / Intermediate	Fri	09:30 - 12:00	20/09/24	25/10/24	£78	FREE*	Shard End
Beginners / Intermediate	Wed	18:00 - 20:30	06/11/24	11/12/24	£78	FREE*	Erdington
Beginners / Intermediate	Fri	09:30 - 12:00	08/11/24	13/12/24	£78	FREE*	Shard End
Arrangements - Intermediate	Tue	10:00 - 12:30	17/09/24	22/10/24	£78	FREE*	Erdington
Modern Designs - Intermediate	Tue	10:00 - 12:30	05/11/24	10/12/24	£78	FREE*	Erdington

If you are eligible for FREE Arts, Crafts and Digital Media courses please note that this is limited to two courses per term.

Stepping out the dark and into the spotlight

When Aruna enrolled on a Performing Arts course in early 2023 she had no previous experience of performing.

However, Aruna saw the class as an opportunity to challenge herself and to increase her self-confidence.

Having suffered with depression for many years, Aruna has previously found her condition a barrier to accessing education. At the beginning, she again struggled with her mental health. However, she has persevered and developed effective self-help tools to overcome this. Her attendance is now brilliant.

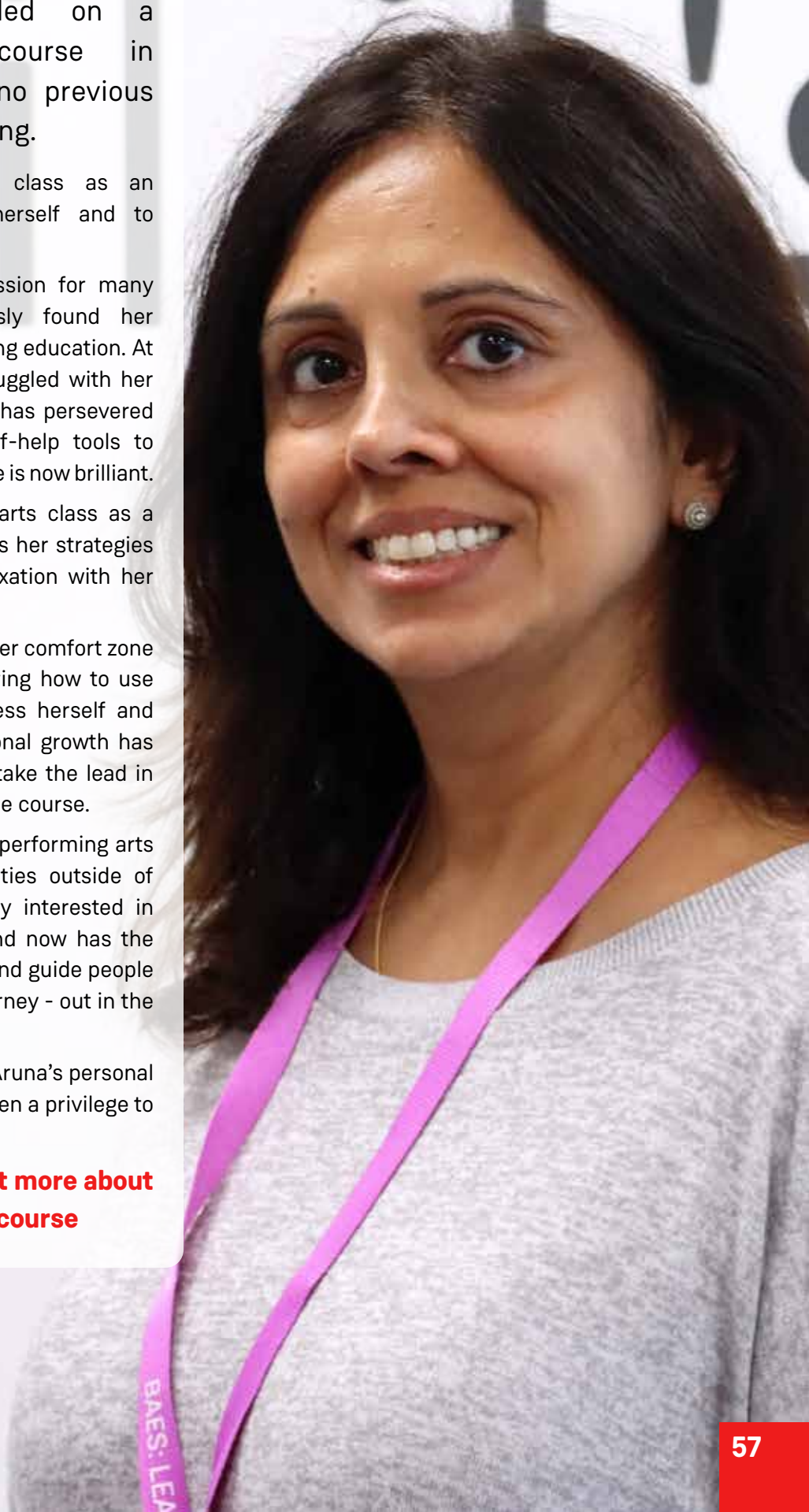
Aruna uses the performing arts class as a wellbeing platform and shares her strategies to find inner peace and relaxation with her fellow classmates.

Aruna has had to step out of her comfort zone numerous times while exploring how to use her voice and body to express herself and to convey stories. This personal growth has given her the confidence to take the lead in many performances during the course.

The skills she has learned in performing arts have also created opportunities outside of the classroom. Aruna is very interested in Buddhism and meditation and now has the confidence to lead sessions and guide people on a positive and spiritual journey - out in the community.

We are excited to see where Aruna's personal journey will take her. It has been a privilege to see her blossom.

Contact BAES to find out more about joining an Arts & Crafts course



Hair & Beauty

Course Title	Day	Times	Start	Finish	Course Costs		Centre
					Full	Discount	
Hair & Beauty	Wed	12:30 - 15:00	18/09/24	23/10/24	£78	FREE*	Sparkhill
Hair & Beauty	Wed	12:30 - 15:00	06/11/24	11/12/24	£78	FREE*	Sparkhill

Textiles, Clothes Making and Accessories

Sewing Skills

Beginners	Mon	09:00 - 12:00	16/09/24	21/10/24	£91	FREE*	Stone Hall
Beginners	Mon	09:00 - 12:00	04/11/24	09/12/24	£91	FREE*	Stone Hall
Beginners	Mon	09:30 - 12:00	16/09/24	21/10/24	£78	FREE*	Shard End
Beginners	Mon	12:30 - 15:00	16/09/24	21/10/24	£78	FREE*	Shard End
Beginners	Tue	18:00 - 20:30	17/09/24	22/10/24	£78	FREE*	Erdington
Beginners	Wed	09:30 - 12:00	18/09/24	23/10/24	£78	FREE*	Aston
Beginners	Wed	18:00 - 20:30	18/09/24	23/10/24	£78	FREE*	Erdington
Beginners	Mon	09:30 - 12:30	04/11/24	09/12/24	£78	FREE*	Shard End
Beginners	Mon	12:30 - 15:30	04/11/24	09/12/24	£78	FREE*	Shard End
Beginners	Wed	09:30 - 12:00	06/11/24	11/12/24	£78	FREE*	Aston
Beginners	Wed	18:00 - 20:30	06/11/24	11/12/24	£78	FREE*	Erdington
Beginners / Intermediate	Mon	09:30 - 12:00	16/09/24	21/10/24	£78	FREE*	Saltley
Beginners / Intermediate	Mon	12:30 - 15:00	16/09/24	21/10/24	£78	FREE*	Saltley
Beginners / Intermediate	Tue	09:30 - 12:00	17/09/24	22/10/24	£78	FREE*	Sparkhill
Beginners / Intermediate	Tue	12:30 - 15:00	17/09/24	22/10/24	£78	FREE*	Saltley
Beginners / Intermediate	Mon	12:30 - 15:00	04/11/24	09/12/24	£78	FREE*	Saltley
Beginners / Intermediate	Tue	09:30 - 12:00	05/11/24	10/12/24	£78	FREE*	Sparkhill
Beginners / Intermediate	Tue	12:30 - 15:00	05/11/24	10/12/24	£78	FREE*	Saltley
Beginners / Intermediate	Tue	18:00 - 20:30	05/11/24	10/12/24	£78	FREE*	Erdington

Clothes Making and Sewing Skills

Beginners / Intermediate	Wed	12:30 - 15:00	06/11/24	11/12/24	£78	FREE*	Aston
Beginners / Intermediate	Tue	12:30 - 15:00	17/09/24	22/10/24	£78	FREE*	Sparkhill
Beginners / Intermediate	Wed	12:30 - 15:00	18/09/24	23/10/24	£78	FREE*	Aston
Beginners / Intermediate	Tue	12:30 - 15:00	05/11/24	10/12/24	£78	FREE*	Sparkhill
Pattern Cutting	Fri	10:00 - 12:30	20/09/24	25/10/24	£78	FREE*	Brasshouse
Pattern Cutting	Fri	10:00 - 12:30	08/11/24	13/12/24	£78	FREE*	Brasshouse

Garment Making and Accessories

Intermediate	Fri	10:00 - 12:30	20/09/24	25/10/24	£78	FREE*	Sparkhill
Intermediate	Fri	12:30 - 15:00	20/09/24	25/10/24	£78	FREE*	Sparkhill
Intermediate	Sat	10:00 - 12:30	21/09/24	26/10/24	£78	FREE*	Erdington
Intermediate	Fri	10:00 - 12:30	15/11/24	13/12/24	£64	FREE*	Sparkhill
Intermediate	Fri	12:30 - 15:00	15/11/24	13/12/24	£64	FREE*	Sparkhill
Intermediate	Sat	10:00 - 12:30	09/11/24	14/12/24	£78	FREE*	Erdington

Asian Fashion

Clothes Making	Thu	09:30 - 12:00	19/09/24	24/10/24	£78	FREE*	Sparkhill
Clothes Making	Thu	12:30 - 15:00	07/11/24	12/12/24	£78	FREE*	Sparkhill
Clothes Making & Pattern Cutting	Thu	12:30 - 15:00	19/09/24	24/10/24	£78	FREE*	Sparkhill
Clothes Making & Pattern Cutting	Thu	09:30 - 12:00	07/11/24	12/12/24	£78	FREE*	Sparkhill

If you are eligible for FREE Arts, Crafts and Digital Media courses please note that this is limited to two courses per term.

Volunteering

with Birmingham Adult Education Service



Share your skills and knowledge with others

Get valuable experience in a teaching environment

Boost your confidence and enrich your C.V.

To find out more, contact our Volunteer Organiser

Email: volunteering@baes.ac.uk

Call: **0121 812 0511** or **07592 586 471**

Visit: www.learnbaes.ac.uk/volunteering or scan the QR code



Help change a life when you volunteer with us



Adult Education

Adult Education Centres

Aston Centre

99 Whitehead Road,
Aston, B6 6EJ
Tel: 0121 675 5921

Northfield Centre

45 Church Road,
Northfield, B31 2LB
Tel: 0121 464 8272

Shard End Centre

Heathway Shopping Centre,
Shard End, B34 6QU
Tel: 0121 675 3485

Brasshouse Centre

1st floor, Library of Birmingham
Centenary Square, B1 2ND
Tel: 0121 303 0114

Saltley Centre

80 Anthony Road,
Saltley, B8 3AA
Tel: 0121 303 9219

Sparkhill Centre

477 Stratford Road,
Sparkhill, B11 4LE
Tel: 0121 464 1893

Erdington Centre

101 Sutton New Road,
Erdington, B23 6RE
Tel: 0121 464 6190

Selly Oak Centre

33b Hubert Road,
Selly Oak, B29 6DX
Tel: 0121 675 5933

Stone Hall Centre

1083 Warwick Road,
Acocks Green, B27 6QT
Tel: 0121 464 9150

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