West Thames College

PART TIME, FULL TIME AND EVENING COURSES FOR ADULTS

See page 5 for our Open Events.
Would you like to change career or improve your job prospects?

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

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

Our lecturers are industry experts as well as qualified teachers, and they will give you the support and encouragement you need to succeed. We offer financial assistance and guidance on loans and concessions – see page 27 for more information.

See West Thames College for yourself.

There’s no better way of deciding whether we offer the right course for you than by attending one of our Open Events.

See page 5 for details.

Other guides

See our Full Time and Higher Education course guides. Order your copy online at west-thames.ac.uk or call 020 8326 2020.

Also, visit our website for information about our professional short courses, ideal for people working in small to medium sized organisations.
Adult learning programmes rated **Good**
Ofsted, November 2017

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Please check our website west-thames.ac.uk for the latest information.

All information in this booklet is correct at the time of printing (December 2019) but may be subject to change.
About us

West Thames College has two centres – our main campus in Isleworth and the Skills+Logistics Centre in nearby Feltham.

Main Campus / Isleworth
The main campus has a friendly, welcoming atmosphere and combines bright, modern purpose-built buildings with the historic grandeur of Spring Grove House - once the home of Sir Joseph Banks, who sailed the world with Captain Cook.

Skills+Logistics Centre / Feltham
This smaller specialised campus includes multiple workshops and workspaces that create realistic work environments in which to learn various trade skills, from construction to car mechanics.
### 2020 Open Events

Meet our lecturers and students, ask questions and see our excellent facilities - dates below.

#### Open Events at Isleworth
- **Wednesday 5 February**
  - 5-7pm
- **Saturday 14 March**
  - 10am-1pm
- **Wednesday 24 June**
  - 5-7pm

Open Events at Isleworth are for all courses *except* construction, engineering, logistics and motor vehicle.

#### Open Events at Feltham
- **Thursday 6 February**
  - 5-7pm
- **Thursday 12 March**
  - 5-7pm
- **Tuesday 23 June**
  - 5-7pm

Open Events at Feltham are for construction, engineering, logistics and motor vehicle courses *only*.

See our website: west-thames.ac.uk

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**Meet us**

*book online*
Access, English and Maths

English for Work and Study

Entry Level to Level 1
NCFE Functional Skills English

For students who wish to improve their English, build confidence and enhance employability.

Duration 15 weeks
Starts 2 March or 14 September 2020
Day / time 2 days or evenings per week (4 hours for entry level, 5 hours for Level 1)
Fees This course is free. Students do not pay any tuition, exam or college registration fees.
What will I study? Writing, reading, speaking and listening skills.
Next step A higher level course or employment.
Entry requirements You will have an initial assessment to determine your suitability for the course and so that you can be placed in an appropriate group according to your needs.

Maths for Work and Study

Entry Level to Level 1
NCFE Functional Skills Maths

For students who wish to improve their maths, build confidence and enhance employability.

Duration 15 weeks
Starts 2 March or 14 September 2020
Day / time 2 days or evenings per week (4 hours for entry level, 5 hours for Level 1)
Fees This course is free. Students do not pay any tuition, exam or college registration fees.
What will I study? How to represent, analyse and interpret problems using maths tools.
Next step A higher level course or employment.
Entry requirements You will have an initial assessment to determine your suitability for the course and so that you can be placed in an appropriate group according to your needs.

GCSE English

Level 2 AQA GCSE in English Language

For adults 19+ who do not have an A*-C in GCSE English and wish to gain a GCSE qualification.

Duration 30 weeks
Starts 14 September 2020
Day / time Tuesday, 1.20-4.40pm or 6-9pm
Fees This course is free for adults who have the right to remain in the UK.
What will I study? Speaking and listening, writing creatively, and understanding and producing non-fiction texts and spoken and written texts.
Next step Your GCSE qualification will improve your employment prospects and help you apply to university and higher level courses.
Entry requirements Grade D in GCSE English or Level 2 Functional Skills. If you do not have these qualifications you will sit an initial assessment to check if this course is right for you.

GCSE Maths

Level 2 Edexcel GCSE in Mathematics

For adults 19+ who do not have an A*-C in GCSE Maths and wish to gain a GCSE qualification.

Duration 30 weeks
Starts 14 September 2020
Day / time Tuesday, 1.20-4.40pm or 6-9pm
Fees This course is free for adults who have the right to remain in the UK.
What will I study? Number, algebra, geometry, measures, statistics and probability. You will develop your confidence and a positive attitude towards maths and learn to make informed decisions about technology, money management, further learning opportunities and career choices.
Next step Your GCSE qualification will improve your employment prospects and help you apply to university and higher level courses.
Entry requirements Grade D in GCSE Maths or Level 2 Functional Skills. If you do not have these qualifications you will sit an initial assessment to check if this course is right for you.
Access, English and Maths

Access to Higher Education

**Level 3 OCN London Diploma**

Access courses are intensive, demanding one-year courses for students who want to gain the study skills and academic knowledge required for university level study.

**Duration** 1 year full time

**Starts** 14 September 2020

**Day / time** You will attend college 13 hours per week during normal school hours and should plan for a roughly similar amount of independent study.

**Fees** £3384 plus £200 exam fee + DBS fee. This course is eligible for an Advanced Learner Loan. There may be additional fees for materials and course kits. International students pay different fees.

**What will I study?** All students study core subjects: maths and English GCSE and study skills. Please see subject listings below for further course details.

**Next step** HND or degree programme at university. We have strong links with local universities and will help you apply to the course of your choice.

**Entry requirements** Access courses are very demanding and require a high level of study skills. You will have an initial assessment to determine your suitability.

For Access to Midwifery, Nursing or Social Work, you must have GCSEs at A*-C or equivalent in either English or Maths. We will enrol you on the other in the same year of your Access course if required.

For Access to Radiography you must have GCSEs at A*-C or equivalent in English or Maths and Science. We will enrol you on GCSE English or Maths in the same year of your Access course if required.

If you are not quite ready for the Access course, we may recommend the Work and Study or GCSE English and Maths courses instead, before progressing to an Access course.

Choose one of the following subjects:

**Access to Midwifery**

You will study midwifery studies, psychology, health science and sociology. Work experience forms an essential part of the course.

**Access to Nursing**

You will study health science, nursing studies, psychology and sociology. It is essential to do work experience/voluntary work outside study hours, as this will support your application to university. You are expected to find a placement in time for the start of the course.

**Access to Radiography** DBS

You will follow subjects that will aid your application to a Bachelor of Science programme, including physics, mathematics, biology and wider sciences, plus a work experience placement with the NHS.

**Access to Social Work** DBS

You will study sociology and psychology, social policy, social work theory and practice. It is essential to do work experience/voluntary work outside your study hours, as this will support your application to university. You are expected to find a placement in time for the start of the course.

**DBS** You need to pay for a DBS check before you are accepted onto this course.

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**Need childcare while you study?**

The college nursery has places available now – see page 26.
Accounting and Business

The Association of Accounting Technicians (AAT) is the only professional body to offer Diplomas in accounting. AAT qualifications are based on nationally agreed standards of competence.

Award in Bookkeeping

**Level 1 AAT Award**
For those who want to develop a career in bookkeeping and accountancy.

**Duration** 10 weeks

**Starts** 15 January, April or September 2020

**Day/time** Tuesday, 6-9pm

**Fees** £313

**What will I study?** Introduction to bookkeeping, working within bookkeeping, bookkeeping and accounts, spreadsheet software.

**Next step** This qualification will enable you to work at a junior role in an accounts office and progress to the Level 2 Certificate in Bookkeeping and Accounts.

**Entry requirements** You should have basic literacy and numeracy skills.

Certificate in Bookkeeping

**Level 2 AAT Certificate**
For those who want to develop a career in bookkeeping and accountancy.

**Duration** 11 weeks

**Starts** 16 January, April or September 2020

**Day/time** Wednesday, 6-9pm

**Fees** £338

**What will I study?** Processing bookkeeping transactions, control accounts, journals and the banking system.

**Next step** This qualification will enable you to fulfil a wide range of functions in an accounts office.

**Entry requirements** You should have achieved AAT Level 1 in Bookkeeping or equivalent.
Accounting Certificate

Level 2 AAT Foundation Certificate for Accounting Technicians (QCF)

For people who want to gain a recognised qualification in accounting, especially those already employed in an accounts environment.

Duration 1 year

Starts 15 September 2020

Day/time Tuesday and Thursday, 6-8.30pm

Fees £1281

What will I study? Using accounting software, bookkeeping transactions and controls, working effectively in accounting and finance, elements of costing.

Next step Employment as a trainee accountant or accounts assistant, or progress to the AAT Level 3 Diploma.

Entry requirements Good literacy and numeracy skills (GCSE grade C or equivalent) or a bookkeeping qualification.

Accounting Diploma

Level 3 AAT Diploma for Accounting Technicians (QCF)

Those employed in accounting or finance who wish to gain an accounting qualification at an intermediate level.

Duration 1 year

Starts 15 September 2020

Day/time Tuesday and Thursday, 6-9pm

Fees £1558. This course is eligible for an Advanced Learner Loan.

What will I study? Accounts preparation, prepare final accounts for sole traders and partnerships, costs and revenues, indirect tax, spreadsheets and professional ethics.

Next step This qualification prepares you for employment as a trainee accountant, accounts assistant or financial analyst.

Entry requirements Good literacy and numeracy skills (GCSE grade C or equivalent). You should either have the Level 2 AAT Certificate or relevant work experience. You will have an AAT initial assessment.

Destination Business and IT with ESOL support

Level 1 Vocational qualifications and Edexcel ESOL Skills for Life

For more advanced ESOL students who wish to combine English study with Business and IT.

See page 14 for details.
Worldwide Airfares and Ticketing (WAFT)

Level 1 WAFT qualification

Worldwide Air Fares and Ticketing leads to a WAFT qualification.

Duration 12 weeks

Starts 6 January or 16 September 2020

Day/time Wednesday, 6-9pm

Fees £246

What will I study? Fare construction, itinerary design, automated and e-ticketing. You will learn to create the cheapest and most effective tickets using first, business and economy class fares.

Next step If you do not yet have a CRS qualification, you may wish to take the Galileo computerised reservation course. Attractive opportunities for employment in the airline and airport industry are available for those holding these qualifications.

Entry requirements There are no formal entry requirements, however some knowledge of geography would be useful.

Galileo Computerised Reservations

Level 3 Galileo Certificate

For those who wish to learn the world’s most widely used reservation system.

Duration 12 weeks

Starts 21 April 2020

Day/time Wednesday, 6-9pm

Fees £246

What will I study? Using real examples from airlines and airports around the world, you will work at your own speed using a computer based learning package. Course tutors will help you to understand how and why the system works.

Next step Employment with a travel agent or airline.

Entry requirements There are no formal entry requirements, although keyboarding skills would be an advantage. Ideally you should already have completed WAFT Level 1.
Beauty Therapy

Beauty Therapy with Language Support

Level 2 VTCT Diploma
For students whose first language is not English who wish to learn beauty therapy.

Duration 1 year
Starts 14 September 2020
Day/time TBC
Fees £1091 + £85 exam + £253 beauty kit, uniform and books (all fees TBC)
What will I study? Facials, makeup, manicure, pedicure, anatomy and physiology, depilatory waxing, tanning, lash and brow tinting, eyebrow shaping, stock display, reception and salon administration, with English language support.
Next step Level 3 VTCT Diploma in Beauty Therapy or Beauty Therapy Treatments to become a fully qualified beauty therapist.
Entry requirements A good general education. A Level 1 qualification in beauty therapy is helpful but not essential. You will need a reference and be required to pass an English assessment.

Beauty Specialist Techniques

Level 2 VTCT Diploma
An intensive evening course for those who want to change career.

Duration 1 year
Starts 16 September 2020
Day/time Wednesday and Thursday, 6-9pm
Fees £1061 + £85 exam + £253 beauty kit, uniform and books (all fees TBC)
What will I study? Facial treatments, skin care, lash and brow tinting and shaping, manicure and pedicure, waxing, tanning, related anatomy and physiology, professional conduct, reception, stock display and health and safety.
Next step Level 3 Beauty Therapy Treatments to become a fully qualified beauty therapist.
Entry requirements A good general education with good written English. GCSE biology is an advantage. You must be highly motivated and able to practice your treatments at home (we recommend 4 hours per week home study).

Intensive Beauty Therapy

Level 2 VTCT Diploma
For those employed in the industry who want to become fully qualified beauty therapists.

Duration 1 year
Starts September 2020
Day/time TBC (daytime)
Fees £1091 + £85 exam + £253 beauty kit, uniform and books (all fees TBC)
What will I study? Facials, makeup, manicure and pedicure, anatomy and physiology, depilatory waxing, lash and brow tinting, eyebrow shaping, lash perming, tanning, stock display, reception and salon administration.
Next step Level 3 Beauty Therapy Treatments to become a fully qualified beauty therapist.
Entry requirements A good general education with 2 GCSEs at grades A*-C, preferably including English language and a science subject, or successful completion of Foundation Level Beauty Therapy with functional skills in English.
**Lash Extensions**

**Level 3 VTCT Award**

Learn how to provide eyelash extension treatments involving the use of single eyelashes.

**Duration** 4 weeks  
**Starts** 22 November 2019  
**Day/time** Friday (time TBC)  
**Fees** £282

**What will I study?** Consultation techniques, attaching, maintaining and removing single lash systems, and providing aftercare advice.

**Next step** Additional short courses or Level 2 or Level 3 Intensive Beauty Therapy.

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

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**Asian Bridal Makeup**

**Level 3 Award in Asian Bridal Makeup**

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

**Duration** 10 weeks  
**Starts** 15 September 2020  
**Day/time** Tuesdays, 6-9pm  
**Fees** £436

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

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

**Entry requirements** None, but you need to be prepared to practice at home.

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**Intensive Beauty Therapy**

**Level 3 VTCT (VRQ) Diploma**

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

**Duration** 1 year  
**Starts** September 2020  
**Day/time** TBC (daytime)

**Fees** £2583 + £42 books + £20 optional uniform (all fees TBC). This course is eligible for an Advanced Learner Loan.

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

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

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

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**Apprenticeships**

See page 25 for the steps required to take you into the world of earning and learning.
Beauty Therapy Treatments

Level 3 VTCT Diploma

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

Duration 1 year

Starts 16 September 2020

Day/time Wednesday and Thursday, 6-9pm

Fees £2583 + £42 books + £20 optional uniform (all fees TBC). This course is eligible for an Advanced Learner Loan.

What will I study? Electrical facial and body treatments, Indian head massage, hot stone massage, body massage, microdermabrasion, salon management, retail, anatomy and physiology.

Next step Work as a beauty therapist, become self-employed or take further specialist courses.

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

Laser and Intense Pulsed Light (IPL) Treatments

Level 4 VTCT Certificate (QCF)

For qualified beauty therapists who wish to practise laser and IPL in a salon environment.

Duration TBC

Starts February or September 2020

Day/time Day or evening - days and times TBC

Fees £933 + £39 uniform + £9 logbook (all fees TBC). This course is eligible for an Advanced Learner Loan.

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

Entry requirements Level 3 beauty therapy qualification.

Intensive Laser and Intense Pulsed Light (IPL) Treatments

Level 4 VTCT Certificate (QCF)

For qualified beauty therapists who wish to study for a full certificate in laser and IPL with the opportunity to study extra units.

Duration TBC

Starts 11 November 2019

Day/time Daytime course - days and times TBC

Fees £1645 + £39 uniform + £9 logbook (all fees TBC). This course is eligible for an Advanced Learner Loan.

What will I study? How to formulate a course of treatment to suit client needs and use laser and light treatments for skin rejuvenation and hair removal. Extra optional units include epilation, advanced epilation, intermit waxing and individual lashes.

Entry requirements Level 3 beauty therapy qualification.
Computing

Destination Business and IT with ESOL support

**Level 1** Vocational qualifications and Edexcel ESOL Skills for Life

For more advanced ESOL students who wish to combine English study with Business and IT.

**Duration** 1 year

**Starts** 2 March or 14 September 2020

**Day / time** TBC. Course consists of 5 hours per week of English and 4 hours vocational study.

**Fees** £1727.10 plus £77.50 exam fee

**What will I study?** Employment rights, responsibilities and pay, business meeting techniques, spreadsheet and database software, understanding business communication and customer service and preparing for work. The IT element of the course is taught using up-to-date computers and software.

**Next step** Level 2 qualification or employment.

**Entry requirements** You should have a pass at ESOL Entry 3 or equivalent and you will need basic IT skills. You will have an interview and an assessment.

IT User Skills

**Level 1** OCNLR Award

For those in employment or looking for work who wish to develop IT skills for the workplace.

**Duration** 8 weeks

**Starts** January 2020

**Day / time** 6 hours, 2 days per week

**Fees** £269 + exam fee (TBC)

**What will I study?** Word processing, spreadsheets and database software.

**Entry requirements** You should have basic computer skills.

Need childcare while you study?

The college nursery has places available now – see page 26.
Carpentry and Joinery
Level 1 CSkills Diploma
Learn basic carpentry and joinery skills.

Duration 1 year
Starts 6 January or 14 September 2020
Day / time Monday and Wednesday, 6-9.15pm
Fees £328.25 + £75 exam fee
What will I study? Suitable for those with no experience. You will learn timber framing, flooring, roofing, door hanging, staircases, all first and second fittings, technical underpinning knowledge and health and safety requirements for the construction trade.

Next step CSkills Level 1 Certificate
Entry requirements Entry Level 3 English and maths.

Carpentry and Joinery
Level 2/3 CSkills Award
For anyone who wishes to work as a carpenter.

Duration 1 year
Starts 14 September 2020
Day / time Monday and Wednesday, 6-9.15pm
Fees Level 2 £1008 + £145 exam fee TBC / Level 3 £1008 plus £215 exam fee TBC
What will I study? Timber framing, flooring, roofing, door hanging, staircases, all first and second fittings, technical underpinning knowledge and health and safety requirements for the construction trade.

Next step Level 3 Site Carpentry, an advanced apprenticeship or employment.
Entry requirements Level 1 in carpentry or relevant experience and GCSEs in English and maths at grade D or above. There will be an initial assessment.

Plumbing Operations
Level 1 QCF Diploma
Develop plumbing skills for future employment.

Duration 1 year
Starts 14 September 2020
Day / time Monday and Wednesday, 6-9.15pm
Fees £883.75 + £77.50 exam
What will I study? Practical plumbing skills, theory of plumbing trade activities and health and safety.
Next step Level 1 Certificate in Plumbing Skills.
Entry requirements None, but you will have an initial assessment.

Plumbing
Level 2 City & Guilds Diploma
For those interested in a career as a plumber.

Duration 1 year
Starts 14 September 2020
Day / time Monday and Wednesday, 6.30-9.15pm.
Daytime course also available.
Fees £867 + £85 exam
What will I study? The domestic pipework used in plumbing, hot and cold water, electrical safety, environmental awareness and health and safety in the workplace.

Next step Level 3 Advanced Apprenticeship or employment in plumbing.
Entry requirements At least 2 GCSEs at Grade D or above or successful completion of the Level 1 Diploma or a relevant foundation course with functional skills in English and maths. You will have an assessment.

Apprenticeships
See page 25 for the steps required to take you into the world of earning and learning.
Counselling Skills
Level 2 CPCAB Certificate
For those who want to gain counselling skills for everyday life or to use in the workplace.

Duration 1 year
Starts 16 September 2020
Day / time Wednesday, 6-9pm
Fees £718

What will I study? The course provides a thorough grounding in counselling skills, attitudes and values and their application within a variety of work settings. It is a very practical course which will introduce you to the basic skills of active listening and other helping skills.

Next step Level 3 CPCAB Certificate.

Entry Requirements You may have some minimal experience of counselling in the workplace, however this is not essential.

Counselling Studies
Level 3 CPCAB Certificate
For counselling students looking for theory knowledge to support their counselling skills.

Duration 1 year
Starts 16 September 2020
Day / time Wednesday, 6-9pm
Fees £811 + £200 exam (TBC). This course is eligible for an Advanced Learner Loan.

What will I study? The course provides a transition from using counselling skills at an informal level, to counsellor practitioner training. It focuses on the theoretical concepts and skills needed as the foundation for beginning client work experience within a counselling agency setting.

Next step Level 4 CPCAB Advanced Diploma.

Entry Requirements You must have completed the Level 2 CPCAB certificate or equivalent and be fairly confident about your ability to read professional literature and to write with a personal voice.
ESOL (English for Speakers of Other Languages)

Edexcel ESOL Skills for Life
City & Guilds Functional Skills Maths

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

**Duration** Varies

**Starts** September 2020. You may be able to start at other times during the year depending on availability.

**Day/time** 10 hours per week over 3 days. We also offer part-time daytime and evening courses for 5-5½ hours per week over 2 days.

**Fees** Fees vary depending on course and personal circumstances.

**What will I study?** English at a level that’s right for you, including speaking, listening, reading and writing skills. The 10 hour course usually includes maths, citizenship, employability and IT to provide the skills you need for successful study, work and life in the UK.

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

**Entry requirements** None, but you will have an assessment to make sure you are placed in the right class.

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ESOL Destinations

Level 1 vocational qualifications and Edexcel ESOL Skills for Life

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

**Duration** 1 year

**Starts** 2 March or 14 September 2020

**Day/time** Days and times vary depending on course level and will be confirmed when you enrol.

**Fees** £1510 (TBC). Concessions may be available; please see our website for details. You may also pay an exam fee.

**What will I study?** Destination courses consist of 5 hours per week of English and 4 hours per week vocational study at Level 1.

**Where next?** Level 2 qualification or employment.

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

**Choose from the following courses:**

Destination Business and IT See page 14.
Destination Creative and Digital Technologies See page 22.
Destination Hairdressing and Beauty Therapy See page 18.
Destination Health and Social Care and Childcare See page 21.

“Learners on ESOL programmes...have particularly high achievement”

Ofsted November 2017
Hairdressing

**Level 1 City & Guilds VRQ Certificate**

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

**Duration** 30 weeks

**Starts** 17 September 2020

**Day/time** Thursday evenings (TBC)

**Fees** £454.50 + £77.50 exam fee + £98 approx hairdressing kit and £39 optional uniform (all fees TBC)

**What will I study?** You will learn how to shampoo and blow dry and assist stylists at Level 2.

**Next step** You may wish to go on to Level 2 Hairdressing.

**Entry requirements** None.

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**Introduction to Barbering**

**Level 1 West Thames College Certificate**

For adults who want to learn essential barbering techniques.

**Duration** 10 weeks

**Starts** January, April or September 2020

**Day/time** Thursdays, 6.30-8.30pm

**Fees** £328 + £173 barbering kit + £39 approx optional uniform (all fees TBC)

**What will I study?** You will learn techniques such as: clipper work, scissors work, client consultations, blow drying and styling.

**Next step** You may want to go on to a Level 2 hairdressing or barbering course.

**Entry requirements** None.
Hairdressing

**Intensive Barbering**

**Level 2 City & Guilds VRQ Diploma in Barbering**

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

**Duration** 1 year

**Starts** 16 September 2020

**Day/time** Wednesdays daytime TBC

**Fees** £1090.80 + £87.50 exam fee + £350 approx barbering kit, uniform and books (all fees TBC)

**What will I study?** Health and safety, consultation, shampoo and condition the hair and scalp, cut hair using basic barbering techniques, cut facial hair and create an image based theme within the hair sector.

**Next step** You can progress to a Level 3 hairdressing course or progress in a career in the barbering sector.

**Entry requirements** You should have completed the Introduction to Barbering course or be a hairdresser with experience. Acceptance for the course is by interview.

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**Hairdressing**

**Level 2 City & Guilds VRQ Diploma in Hairdressing**

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

**Duration** 1 year

**Starts** 15 September 2020

**Day/time** Tuesdays and Wednesdays, 6-9.30pm TBC

**Fees** £1060.50 + £87.50 exam + £295 approx hairdressing kit, uniform and books (new students) / £240 approx kit, uniform and books (students progressing from Level 1)

**What will I study?** Health and safety in the salon, client consultation for hair services, shampoo and condition hair and scalp. You will learn hairdressing skills to enable you to confidently cut, style, and blowdry a variety of hairstyles. You will have L’Oreal training days in colouring and you can take part in competitions and visit trade fairs.

**Next step** Level 3 Apprenticeship in Hairdressing or specialist units at Level 2.

**Entry requirements** You do not need any formal qualifications, but you must have some work experience involving dealing with the public and we recommend that you have salon experience whilst studying. Good written and oral communication skills are essential. Acceptance for the course is by interview.

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See page 25 for the steps required to take you into the world of earning and learning.
Intensive Hairdressing

**Level 3 City & Guilds VRQ Diploma**

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

**Duration** 1 year  
**_starts** September 2020  
**Day/time** TBC  
**Fees** £3345 + £138 approx hairdressing kit, uniform and books (new students) / £108 approx kit, uniform and books (students progressing from Level 2)  
**What will I study?** Ensuring your own actions reduce risks to health and safety, promoting additional products or services to clients, providing hairdressing consultation services, creating a variety of looks using a combination of cutting techniques.  
**Next step** You can progress your career in salon management or take teacher training or Assessor awards.  
**Entry requirements** You must have Level 2 in Hairdressing or equivalent and be working as a hairdresser in a salon. There will be a trade test as part of the interview.

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Asian Bridal Hairstyling

**Level 1 West Thames College Certificate**

Learn to create classic hairstyles for the Asian bride.

**Duration** 10 weeks  
**Starts** 13 January 2020  
**Day/time** Tuesdays, 6-9pm  
**Fees** £425 + £20 textbook (TBC)  
**What will I study?** This exciting and enjoyable course consists of demonstrations and practical sessions in the college’s modern hairdressing suites. You will learn to create stunning hairstyles and be encouraged to build a photographic portfolio of your work.  
**Next step** You may wish to go on to other courses such as Asian Bridal Makeup or Level 1 Hairdressing.  
**Entry requirements** None.
Health and Care

Destination Health and Social Care and Childcare with ESOL support

**Level 1** BTEC Diploma in Health and Social Care (QCF) and Edexcel ESOL Skills for Life

For more advanced ESOL students who want to develop basic knowledge and skills in health and social care or childcare.

**Duration** 1 year

**Starts** 2 March 2020

**Day / time** Thursdays

**Fees** £1545.30

**What will I study?** Personal care, promoting healthy eating and living, the care needs of children, learning and creative activities, self-assessment and positive attitudes and behaviour at work. There will be visits to care centres and there may be work experience opportunities.

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

**Entry Requirements** You should have a pass at ESOL Entry 3 or equivalent. You will have an interview and assessment. You do not need any previous qualifications in health and social care or childcare. You will be required to complete a DBS check in order to attend a work placement.

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Access to Midwifery, Nursing, Radiography or Social Work

**Level 3** OCN London Diploma

Access courses are intensive, demanding one-year courses for students who want to gain the study skills and academic knowledge required for university level study.

See page 7 for details.

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Need childcare while you study?

The college nursery has places available now – see page 26.
Motor Vehicle Maintenance

Level 1 IMI Diploma

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

Duration 1 year
Starts 6 January 2020
Day / time Monday and Wednesday, 6-9.15pm.
Daytime course also available
Fees £328.25 + £77.50 exam fee

What will I study? Spark and compression ignition engine systems, steering and suspension, vehicle braking systems and the retail automotive maintenance and repair industry.

Next step Level 2 apprenticeship or find work.
Entry requirements None, but you will have an interview.
Specialist Makeup

Fashion Makeup Techniques

Level 3 VTCT Certificate

This course is designed to teach you the basic makeup skills required for working in the fashion and media industries.

Duration 10 weeks
Starts 20 January 2020
Day/time Tuesday, 6-9pm
Fees £472 + £25 brush set + £127 makeup set + £3 log book (all fees TBC). You will need to provide your own writing materials and a camera to record your work. The college will supply course notes and skincare and makeup products.

What will I study? The course is taught by a professional makeup artist working in the fashion and media industries. You will create fashion and beauty looks and learn basic makeup skills required for working in the fashion and media industries, including corrective and beauty makeup techniques and current trends in promotional makeup.

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

Entry requirements None.

Intensive Theatrical Makeup

Level 3 VTCT Diploma in Theatrical Special Effects and Hair and Media Makeup

For those with a passion for the makeup industry.

Duration 1 year
Starts September 2020
Day/time Thursdays TBC
Fees £3345 plus £200 exam. You will need to purchase kits, a logbook and uniform (£532 approx) plus an optional airbrush (£66 approx) – all fees TBC. This course is eligible for an Advanced Learner Loan.

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

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

Entry requirements None.

Asian Bridal Makeup

Level 3 Award in Asian Bridal Makeup

For complete beginners or those already working in the industry.

Duration 10 weeks
Starts 1 October 2019 or September 2020
Day/time Tuesday, 6-9pm
Fees £436

What will I study? Consultation techniques, blending, highlighting and shading, use of colour and removal techniques.

Next step You may wish to go on to other short courses such as Asian bridal hair or mehndi.

Entry requirements None.

Airbrush Makeup

Level 3 VTCT Award

Learn basic airbrush makeup skills required for working in the makeup industry.

Duration 10 weeks
Starts 20 April 2020
Day/time TBC
Fees £650 (TBC)

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

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

Entry requirements None.
Teacher Training

Award in Education and Training

Level 3 City & Guilds 6502

The Award in Education and Training is an introduction to teaching in the further education and skills sector.

Duration 13 weeks
Starts 13 January or September 2020

Day/time
Face-to-face courses – Wednesday 9.20am-12.20pm
Online blended learning – Primarily delivered online plus a small number of face-to-face sessions which will be held on Wednesday 5-8pm.

Fees £441

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

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

Entry requirements You should have a qualification or extensive experience in the subject you intend to teach, and GCSE English and maths or equivalent. IT skills are desirable. Applicants who do not have GCSE English or maths may be admitted to the course at the discretion of the course leader. You should be prepared to take a literacy assessment during the interview.

Teaching English Language to Adults (CELTA)

Level 5 Cambridge Certificate (CELTA)

CELT A is an initial teacher training programme designed for those who wish to teach ESOL or EFL and includes teaching practice and observation.

Duration 11 weeks part-time or 4 weeks intensive
Starts and day/time
14 January 2020 / Tuesday and Thursday, 4.30-8pm
21 April 2020 / Tuesday and Thursday, 9.30am-1pm
6 July 2020 (summer intensive) / 9am-4.30pm
22 September 2020 / Tuesday & Thursday, 4.30-8pm

Fees £1333

What will I study? During the course, you will develop familiarity with the principles of effective teaching and acquire practical skills for teaching English to adult learners. The course includes flexible online learning, teaching practice, observation of experienced teachers in the classroom and completion of a range of practically focused written assignments.

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

Entry requirements 2 A Levels and 5 GCSEs or equivalent. You also need to have a very good command of written and spoken English. No previous teaching experience is necessary.

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

• An apprenticeship typically involves spending four days a week in a work environment gaining practical skills and one day a week studying at college.

• You will receive a salary of approximately £200 per week, depending on the job you are doing and your employer.

• Apprenticeships last on average 12-15 months for Level 2 and 18-24 months for Level 3.

### Earn as you learn

#### 6 steps to apprenticeship success

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

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

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

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

Welfare and Support
Practical financial advice and help with bursaries and entitlements.

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

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

College Nursery
Our college nursery offers full and part-time places for children aged 3 months to 5 years, providing a safe and stimulating learning environment for your children while you study.

Funding and subsidies may be available, but places are limited. For an application form and more information please contact the nursery on 020 8326 2318.
How to apply

Apply online at west-thames.ac.uk

Location
Isleworth
Start Date
09/09/2019
Mode
Full Time
Apply

Select the course you want to study, click the Apply button and complete the form.

Apply in person
Pop into our Information Centre to apply in person, receive advice or book an appointment. Please call 020 8326 2020 to check opening times before setting out.

Interviews
Some courses require an interview before you enrol. You should receive notification of an interview within 28 days of submitting your application.

Further details
Find more information about all of our courses on our website: west-thames.ac.uk.

If you are not sure which course is right for you, please call 020 8326 2020 to arrange an appointment with a careers adviser.

Fees & financial support
You may not have to pay tuition fees if:
• You are in receipt of state benefits and qualify for concessions.
• You are aged 19-23 and do not already have a Level 2 or Level 3 qualification.

We offer support to pay for any course related expenses if you can demonstrate that you are in financial hardship.

Please see the Student Guide to Financial Support, available from the Information Centre or on our website.

Advanced Learner Loan
If you are resident in the UK or EU and aged 19 or over at the start of your Level 3 or Level 4 course, you can apply for an Advanced Learner Loan to pay for the cost of the course.

You will not have to start paying back the loan until you are earning over £21,000 per year. We will advise you how to apply for the loan when you are offered a place on a course.

If you are in receipt of an Advanced Learner Loan and experiencing financial hardship, you may also be eligible for a bursary to help pay for books, childcare, travel to college and materials.
IN ADULT VOCATIONAL LEARNING...STANDARDS ARE PARTICULARLY HIGH

OFSTED