



Changing lives through learning

 Apprenticeships

Up to **£4,000**

Employer Incentive Available

2021

20+ Free* Distance Learning Courses

- ✓ Apprenticeships
- ✓ Customer Service
- ✓ Business Administration
- ✓ Leadership & Management
- ✓ Digital Skills
- ✓ Mental Health + More!

New for 2021!

Business Essentials

Plus - Specialist Traineeships

 Traineeships

 Traineeships
£1,000
Employer Incentive

0330 332 7997

sslcourses.co.uk

* Subject to eligibility

Course Guide 2021

BUSINESS & ADMIN SKILLS

SOMERSET SKILLS & LEARNING



GROW WITH US...

We are here to help and support you and your business with our new range of staff training and development solutions. Most of our courses are free and with our new flexible learning options there is no better time to invest in CPD for your workforce.

Every organisation benefits from developing its staff, whether it's improving skills, filling gaps in knowledge or simply ensuring they have the relevant training to do their jobs effectively. When you choose to partner with us, you will benefit from a dedicated Account Manager who will help you develop and support your training needs.

We have centres in Bridgwater, Frome, Taunton, Shepton Mallet and Yeovil and can deliver courses and training in a range of other locations across the West Country, putting us in an ideal position to support your business and its training needs. We also offer the majority of courses online, via distance learning, to offer flexibility and accessibility to all.

Somerset Skills & Learning help people make positive changes to their lives through learning and can help develop your staff for the future. We work with over 250 organisations, delivering a wide range of funded training and development to support the skills and needs of your staff.

95%

of students would recommend us to family and friends¹

250+

Employer Partners

5

Established for 5 years



Ofsted Good

5+

Multiple Training Centres

Some of our partner employers...



Free* Distance Learning Qualifications

We offer over 20 courses, from compliance to qualifications, including Leadership & Management, Mental Health, Customer Service, Digital Skills, Stress Awareness, Health and Safety and much more.

These qualifications are ideal for CPD and upskilling your staff. The courses are delivered online with expert, local tutors for support, enabling students to study at home or work, at a convenient time. Courses typically take around twelve weeks to complete and lead to a Level 2 qualification.

You can enrol online on our new website, or contact us for more information and group bookings.



sslcourses.co.uk
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¹Source SS&L learner survey 2019



SOMERSET SKILLS & LEARNING

Up to **£4,000**
Employer Incentive
Available

New for 2021!

**Business
Essentials
Online Courses**

**Office & Admin
Apprenticeships**

**Team Leader
Supervisor Standard
Level 3**
Duration 15-18 months

**Business Administrator
Standard
Level 3**
Duration 18 months

**Customer Service
Practitioner Standard
Level 2**
Duration 12 months

**ILM Diploma
Leadership and
Management
Level 3**

Free subject to criteria.
Contact us for details.

Traineeships
£1,000
Employer
Incentive

Traineeships
Business Admin
Customer Service
Digital Skills
Retail + More!

Free* Distance Learning...

L2 Certificate in Lean Management
Techniques

L2 Certificate in Mental Health
Awareness for Managers

L2 Certificate in the Principles of
Customer Service

L2 Certificate in Understanding Data
Protection & Data Security

L2 Certificate in Digital Skills for Work

Plus over 20 more!



GROW YOUR STAFF

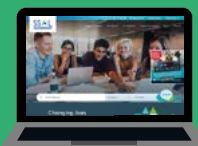
with Traineeships, Apprenticeships &
Continued Professional Development...

- ✓ **Develop** your own talent, with fresh perspective, energy and enthusiasm
- ✓ **Increase** staff loyalty and retention
- ✓ **Develop** motivated, skilled and qualified staff
- ✓ **Boost** productivity
- ✓ **Receive** cost effective training tailored for specific needs
- ✓ **Reduce** recruitment costs

**Call us or go online for
more details...**

0330 332 7997

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* Subject to eligibility

GROW YOUR OWN...

Traineeships

A traineeship is a course with work experience that gets someone ready for work, an apprenticeship or further study. It normally lasts between six weeks and six months.

Our traineeship team have supported over 600 trainees since traineeships began in 2013, many progressing onto apprenticeships or into permanent employment.

If you think you can offer the opportunity of a work placement with training to a person aged 16-24, contact us to find out how we can support you. Plus, we can advise you how your business can benefit from the latest financial incentives available.

What are the benefits to the employer?

Not only will you be supporting someone with their future career plans, but there are huge benefits to you your business, such as:

- ✓ **Offers** your current employees experience in training and mentoring.
- ✓ **Helps** contribute towards increasing your capacity and productivity of your business.
- ✓ **Helps** towards developing a loyal and talented workforce.
- ✓ **Gives** you the opportunity to establish an apprenticeship role following the completion of the traineeship.
- ✓ **Demonstrates** your organisation's support for your community.

Apprenticeships

Apprenticeships are an exciting option for your business, whether for existing or new staff. An apprenticeship is a job with training, with accompanying support and assessment to deliver skills, knowledge and behaviour development.

You can employ anyone aged 16+ as an apprentice, from a school leaver to someone who wants to further or change their career. Your organisation may also benefit from a financial bonus for employing an apprentice. Check with us for the latest incentives available.

In a recent national survey² of employers with apprentices:

86% said apprentices developed skills relevant to their organisation

78% reported improved productivity

90% of apprentices stayed on in their place of work after completing their apprenticeship journey.

² Data source: www.apprenticeships.gov.uk
All information correct at time of print.

Call us or go online for more information about how we can help...

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BUSINESS & ADMIN SKILLS

SOMERSET SKILLS & LEARNING


Ofsted
Good
Provider