

# FREE courses

ENROL TODAY  
SCAN HERE



SCAN ME

## SEE OUR COURSE LIST BELOW

We provide FREE courses to help you upskill, retrain and take part in personal and professional development.



**European Union**  
European  
Social Fund



**European Union**  
European Structural  
and Investment Funds



# Essex Retrain, Retain, Gain

PROJECT 2021-23

# FREE courses

\*check for eligibility

## Eligibility

- Adults aged 19 and over.
- Must meet ESF eligibility on residency.
- Only available to those that are living & working in the Greater Essex area (Essex, Southend and Thurrock Local Authority areas)
- We will support you throughout the enrolment process with available options.

We offer a wide range of online Continued Professional Development (CPD) courses which are easy to access, boost essential skills and are a great addition to your CV.

Through our programme, gain access to exciting and flexible online learning content that you can study from anywhere, at any time. All our short courses are delivered fully online and are auto-marked, meaning valuable feedback and results are instant.



These short, bite-sized programmes are interactive and engaging and take on average just two hours to complete.

- A great addition to your CV, show commitment in a chosen industry and beneficial for improving overall technical knowledge.
- Study online in your own time to suit you.



# Personal Development and Employability

CPD	GDPR
CPD	Introduction to First Aid – Zone 1
CPD	Introduction to First Aid – Zone 2
CPD	Introduction to First Aid – Zone 3
CPD	Introduction to First Aid – Zone 4
CPD	Personal Money Management
CPD	Principles of Safeguarding
CPD	Rights and Responsibilities
CPD	The importance of British Values
CPD	The importance of Online Safety
CPD	The Prevent Duty
CPD	Understanding Equality and Diversity

## Sustainability

CPD	Principles of Sustainable Energy Management
CPD	Principles of Sustainable Transport
CPD	Social Responsibility of Business in relation to Sustainability
CPD	Sustainability Applied in Own Setting
CPD	Sustainability in the Construction Sector

# Business, Leadership and Management

CPD	Conflict Management
CPD	Discipline in the Workplace
CPD	Induction of New Staff
CPD	Leading and Motivating a Team
CPD	Organising and Delegating
CPD	Performance Management
CPD	Planning and Allocating Work
CPD	Solving Problems and Making Decisions
CPD	Stress Management
CPD	Understanding Leadership
CPD	Safeguarding Adults and Children
CPD	Understanding Consent for Staff CPD

## Health and Safety

CPD	COSHH Risk Assessment
CPD	DSE Risk Assessment
CPD	Fire Safety Principles
CPD	Health and Safety in the Workplace
CPD	Manual Handling Safety at Work
CPD	Prevention and Control of Infection
CPD	Principles of Waste Management

# Health and Social Care

CPD	Alcohol Awareness
CPD	Dementia Awareness
CPD	Substance Misuse Awareness
CPD	Understanding Anxiety
CPD	Understanding Depression
CPD	Understanding Eating Disorders
CPD	Understanding Stress
CPD	Understanding the Safe Handling of Medication
CPD	Mental Health Awareness
CPD	Mental Capacity Act
CPD	Understanding Domestic Abuse

# Retail and Hospitality

CPD	Prepare to Deliver Excellent Customer Service
CPD	Food Safety Awareness

# Health and Fitness

CPD	Explore the Principles of Healthy Eating
CPD	Principles of Weight Management
CPD	Understand the Principles of Exercise and Fitness
CPD	Principles of Healthy Eating



# Childcare and Education

CPD	Principles of Internet Safety
CPD	Safeguarding in Education
CPD	Understanding Bullying and Discrimination in Children and Young People

Proof for free courses required - **one** of the items listed below - Right to live / work in UK



Full UK Passport



Birth / adoption certificate (EU Member State)



Marriage/civil partnership certificate (if partner has legal right to live in the UK and this can be evidenced)

.....  
Proof for free courses required - **one** of the items listed below - Evidence of employment/self employed



Latest payslip



Employment contract

**CONTACT US**



**01702445700**



**Sacc@southend-adult.ac.uk**



**www.southend-adult.ac.uk**

**ENROL NOW**



**European Union**  
European Social Fund



**European Union**  
European Structural and Investment Funds

