





## Gas & Renewables

- ACS Domestic Gas Safety – Initial & Reassessment
- LPG Changeover – PD, LAV, RPH & HTRLP2
- Water By-Laws
- Unvented Hot Water
- Heat Pump Systems
- Solar Thermal Systems
- OFTEC 50, 101, 105E, 600A
- Gas Foundation

## First Aid

- SQA Award in First Aid
- SQA Award in First Aid Requalification
- SQA Award in Emergency First Aid
- SQA Award in Emergency Paediatric First Aid
- Awareness of Mental Health First Aid
- First Aid for Mental Health
- Supervising First Aid for Mental Health

## Electrical

- Design and Installation of Domestic & Small Commercial Electrical Charging Installation
- BPEC Safe Isolation
- IMI Level 2 Award in Electric/Hybrid Vehicle Routine Maintenance Activities
- 18th Edition Wiring Regulations (2nd Amendment)
- 18th Edition Wiring Regulations (2nd Amendment) Update
- Award in the In-Service Inspection & Testing of Electrical Equipment (PAT)
- Global Wind Organisation: Basic Technical Training (BTT)

## Health & Safety

- NEBOSH National General Certificate in Occupational Health & Safety
- IOSH Managing Safely
- IOSH Managing Safely Refresher
- Highfield Level 2 Award in Safe Moving & Handling
- Highfield Award in Principles of Fire Safety

## Food Hygiene

- REHIS Elementary Food Hygiene
- REHIS Intermediate Food Hygiene
- REHIS Advanced Food Hygiene
- REHIS Elementary Certificate in HACCP for Food Manufacturing
- REHIS Intermediate Certificate in HACCP for Food Manufacturing
- REHIS Allergen Awareness
- REHIS Controlling the Risk of Cross Contamination

## Hospitality

- Worldhost – Principles of Customer Service
- Worldhost – Supervising Customer Service Performance
- REHIS Scottish Certificate for Personal Licence Holders
- SQA Craft Baking
- REHIS Elementary Cooking Skills

## Management

- ILM Level 3 Award in Leadership & Management
- ILM Level 3 Certificate in Leadership & Management
- An Introduction to Project Management

## Training

- Certificate in Virtual Training
- SQA Planning & Delivering Training Sessions to Groups

## Digital

- Beginners Excel
- Intermediate Excel
- Advanced Excel
- 3D Computer Aided Draughting (CAD)
- Introduction to Cyber Security
- Introduction to Data Analysis
- Introduction to Power BI
- Digital Leadership & Management

# Work Based Learning & Modern Apprenticeships



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## Modern Apprenticeships

A **Modern Apprenticeship (MA)** is a job which lets people earn a wage and gain an industry-recognised qualification.

For employers, modern apprenticeships help develop their workforce by training new staff, and upskilling existing employees.

Modern Apprenticeships combine a qualification with on-the-job experience. This lets people work, learn and earn at the same time.

**For more information email:**

➤ [apprenticeships@dumgal.ac.uk](mailto:apprenticeships@dumgal.ac.uk)

“ I chose to do a an MA because working in childcare is always something I've wanted to do, wish I had done it sooner. When this opportunity came up, I had to go for it, because I'm getting to learn whilst doing a job that I love. ”

**Shannon Anderson, Child Care Apprentice**



Subject - SVQ's & MA's	Level	MA
Business Administration	5, 6, 8	MA
Team Leader & Management	6	
Management	7	MA
Management	9, 11	
Hospitality Services	4	
Hospitality Services	5	MA
Professional Cookery	4	
Professional Cookery	5, 6	MA
Customer Service	5, 6	MA
Facility Services	5	MA
Facility Services	6	
Hairdressing	5	MA
Motor Vehicle	5, 7	MA
Engineering	6	MA
Construction	6	MA
Domestic Plumbing & Heating	7	MA
Childcare	7, 9	MA
Social Services & Healthcare	6, 7	MA
Social Services & Healthcare	9	
Social Services Children & Young People	7	MA
Social Services Children & Young People	9	
Care Services Leadership & Management	10	
Developing Supervisory Skills	9	

## Customising training needs to fit your business

**Onsite Training** - Dumfries and Galloway College, can deliver any of our certificated courses, listed, at a venue and time that suits. If you have a group of staff, with the same training needs, it may be more cost effective for your organisation to deliver a course specifically to your employees.

**Bespoke Training** - This is a customised solution that can be developed to meet your specific training needs.



➤ [shortcourses@dumgal.ac.uk](mailto:shortcourses@dumgal.ac.uk)



➤ Keeping your **business** one step ahead



## Health & Social Care

- Mental Health Awareness
- Understanding Autism
- Principles of End-of-Life Care
- Understanding the Care and Management of Diabetes
- Understanding the Safe Handling of Medication in Health & Social Care
- Understanding Behaviour that Challenges
- Common Health Conditions
- Prevention and Control of Infection in Health & Social Care Settings
- Principles of Dementia Care
- Introduction to Social Care

## Childcare

- Introduction to Neuroscience & Self-regulation in Early Years
- Understanding Common Childhood Illnesses
- Understanding Children & Young People's Mental Health

## Core Skills

- Numeracy National 5
- Application of Mathematics National Award 5
- Communication NC
- Literature 1

## Sustainability

- Applied in Own Setting
- Social Responsibility of Business in Relation to Sustainability
- Principles of Sustainable Development
- Principles of Sustainable Energy Management
- Principles of Sustainable Transport
- Principles of Waste Management

## Digital

- The Importance of Online Safety
- IT Software Fundamentals
- Using IT to Increase Productivity
- International Certificate of Digital Literacy
- International Computer Driving Licence (ICDL)



## Get a step ahead of the competition

### Training Needs Analysis (TNA)

You want to grow your business, but you know that in order to grow, find new markets and redefine your product and service offering, you may need to train staff or up/reskill them.

Do you want help with identifying what the skills gaps are, how and what training may help you strengthen your business?

**If the answer is yes**, contact us and we can visit your business to go through a Training Needs Analysis to assess the current and desired capabilities within your workforce.

**To find out more contact us via:**

 [businessdevelopment@dumgal.ac.uk](mailto:businessdevelopment@dumgal.ac.uk)

**“** The TNA showed the business that they need to strengthen the technical skills of the team, but also develop some better customer services skills, including up and cross selling! **”**

**6ty Shades of Beauty**



## Facilities Hire

Do you need a comfortable space to run your AGM, a networking event with potential suppliers, or weekly sports session? Dumfries and Galloway College have a range of spaces available that may just suit your event and meeting requirements. We can also arrange for full catering services.

For more information and to discuss your requirements please **contact us via:**

[businessdevelopment@dumgal.ac.uk](mailto:businessdevelopment@dumgal.ac.uk)



## Funding Options



[businessdevelopment@dumgal.ac.uk](mailto:businessdevelopment@dumgal.ac.uk)

### **FWDF is the Flexible Workforce Development Fund – a gateway to free staff training.**

If you are an employer based in Scotland you may be eligible to apply for FWDF funding to support your staff training and development requirements.

No matter what size of organisation you are you may be eligible for funding. If you are an SME (up to 250 staff) you could possibly apply for up to £5k worth of funding, if you are an Apprenticeship Levy payer there could be up to £15k available.

For more information on FWDF, the type of training that could be accessed and how to go about it, **please contact us via:**

[businessdevelopment@dumgal.ac.uk](mailto:businessdevelopment@dumgal.ac.uk)



#### **ITA Individual Training Account**

You may be entitled to funding of up to £200 per year towards a course that is geared towards helping you gain employment or help you with career progression.

For details visit: [www.myworldofwork.co.uk](http://www.myworldofwork.co.uk)



*FWDF has permitted our business to move at pace within regards colleague development. It has helped drive the importance of change within our company, and impacted on the basics of mental health, health and safety and customer service.*

**Covetrus**



#### **SAAS**

Part-Time Fee Grant – eligible learners, over 16 and living in Scotland who have an income of less than £25000 or less.

Eligible courses must be SCQF Level 7 or above.



**Keeping your business one step ahead**

# 5 key reasons to work with us:

- Meet your license requirements with our range of compliance, certified training solutions.
- Enhance your employer brand from investing in your people.
- Gain the skills of tomorrow, today in new and emerging digital and renewable technologies.
- Enjoy training that's tailored around you with our bespoke training offering.
- Access funding schemes that can control the cost meaning you could enjoy the benefit of training your staff for free.

+ ✨

“ Dupont Teijin Films have been participating in the ILM level 3 award and certificate courses for a number of years and the employee feedback on the course structure and delivery is excellent. The courses have proved to be invaluable to our employees who lead or are moving towards leading teams.

**George McCormack, Dupont**



## Modern Apprenticeships

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## Business Development Opportunities and FWDF

➤ [businessdevelopment@dumgal.ac.uk](mailto:businessdevelopment@dumgal.ac.uk)



## Work Based Learning / Scottish Vocational Qualifications (SVQ's)

➤ [svq@dumgal.ac.uk](mailto:svq@dumgal.ac.uk)



## Professional Certificated Courses and Customised Training

➤ [shortcourses@dumgal.ac.uk](mailto:shortcourses@dumgal.ac.uk)



## Open Learning

➤ [openlearning@dumgal.ac.uk](mailto:openlearning@dumgal.ac.uk)

Visit [www.dumgal.ac.uk](http://www.dumgal.ac.uk) to find out more <<<



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