

# NHS / LPT Sector Based Work Academy Programme (SWAP) level 1

## Course Overview

This is a four-week programme for anyone (19+) who is interested in working in the NHS. This will not only equip you with the right qualifications but will also offer support when completing applications for current Leicestershire Partnership Trust (LPT) and wider NHS vacancies in business administration, health care assistant, customer services, catering, estates, contact centre, facilities and estates, IT, HR and cleaning. This programme includes a wide range of learning opportunities that support you by achieving nationally recognised qualifications including Health Safety, Equality, Diversity and inclusion, customer service, as well as employability skills to support your future career e.g. interview skills. This is an amazing opportunity for anyone with or without the experience of working in the NHS to understand what careers and training opportunities are available and gain support to find the right career for you. During the programme there will be opportunities to speak to colleagues from the NHS and get lots of helpful hints on tips on searching and applying for position. This programme is delivered in partnership with Leicestershire Partnership Trust (LPT) and is offered at regular intervals during 50 weeks of the year, including non-term times (closed two weeks of Christmas). You will need to be committed to complete the whole four weeks, Monday – Friday (9 am – 4 pm).

## What you will learn

During this programme, you will take part in a variety of different learning activities including supported online learning, classroom teaching, discussion, research including watching short clips and practical demonstrations where you will be able to achieve a range of qualifications e.g.: Classroom-based: 1. Customer Service Award level 1 2. Conflict Resolution Award level 1 3. Team Motivation Award 4. Skills for Employability 5. Creating a Tailored Curriculum Vitae level 1 6. Preparation for a Recruitment Interview level 1 7. Building Confidence and Self Esteem level 1 Online learning: 8. Employment Rights, Contracts and Pay Award level 1 9. The Roles and Responsibilities of the Care Worker level 1 10. Health and Safety for the Workplace 11. Recognising and Supporting Equality and Diversity at Work level 1 This is only an example of a few of the qualifications you will gain, you will be offered many other qualifications (level 1 and level 2) depending on your interest, learning ability, and career needs.

## Entry Requirements

You must have achieved an English qualification at entry level 3 or above. If you have any concerns regarding your literacy level, please contact us.

## How you will be assessed

When attending classroom-based sessions, you will complete a variety of short practical and written tasks that will be formally assessed by your tutor to create a portfolio of written evidence. When completing online qualifications, you will complete short mock tests following completion of the learning for each unit and when you are confident, you will then complete the multiple-choice online exam.

## Course Fees

Fee concessions: You will not be required to pay a fee for this course if you are in the following categories: In receipt of one of the following benefits: Universal Credit, JSA or ESA (Employment and Support Allowance Work-Related Action Group) or low waged. Evidence of benefits will be required on the application.

## Course Progression

On completion of this award, your tutor will be able to provide advice and guidance on other programmes. These might include alternative programmes e.g. Functional Skills English, maths or IT. This qualification will support anyone to gain employment by improving their confidence by gaining new skills and qualifications. For more detailed advice and guidance about future steps, you can make an appointment with one of our qualified careers advisers who can support you to find the most suitable career path for you and to make the most of your skills and qualifications.

## What Happens Next

Apply online via the College website. You will be contacted to come into College if required, or you will be sent a conditional offer according to the entry requirements for the course. You will then be invited to enrol for your chosen course of study. For applications via JCP, please let your Work Coach know. Subject to individual eligibility and type of benefit, the vast majority of courses are FREE to people in receipt of an employment-related benefit JSA, Universal Credit or ESA (Employment and Support Allowance). Call us on 0116 224 2125 for more information on fees.

## Course Details

Course Code	P00336
Start Date	Various
Study Hours	Part Time
Duration	4 weeks
Campus	City Skills Centre
Level	1

[Apply Here](#)