

<b>AEB Qualifications</b>			
Qualification Title	Level		
	Entry	1	2
Functional Skills in Maths	E1		
Functional Skills in Maths	E2		
Functional Skills in Maths	E3		
Functional Skills in Maths		✓	
Functional Skills in Maths			✓
Functional Skills in English	E1		
Functional Skills in English	E2		
Functional Skills in English	E3		
Functional Skills in English		✓	
Functional Skills in English			✓
Award in Workskills		✓	
Certificate in Digital Skills		✓	
Certificate in Digital Skills			✓
Certificate in Principles of Customer Service			✓
Award in Business Administration		✓	
Understanding Business Improvement Techniques			✓
Certificate in Creating a Business Start-Up			✓
Certificate in Principles of Business Administration			✓
Certificate in Data Protection and Data Security			✓
Award in Mental Health Awareness		✓	
Certificate in Mental Health Awareness			✓
Certificate in Equality and Diversity			✓
Certificate in Understanding Safeguarding and Prevent,			✓
Certificate in Principles of Dementia Care			✓
Certificate in Understanding Autism			✓
Certificate in Understanding Information, Advice and Guidance			✓
Certificate in Understanding Behaviour that Challenges,			✓
Award in Retail Knowledge		✓	
Certificate in Principles of Warehousing and Storage			✓

## Eligibility Requirements for AEB

**Maths & English all levels:** Fully funded legal entitlement  
Available to anyone aged, working / not working etc.  
Needs to not already have L2 qual (GCSEs, Fs or O' Levels)  
**\*\*\*\*Needs to be able to attend classes & committed\*\*\*\***

**L1 Digital Skills (Certificate)** Fully funded legal entitlement  
Available and fully funded to everyone aged 19, unemployed, in work etc  
Must not already have the qual or equivalent  
Must be able to work independently / attend some workshops

### Other L1/L2 quals

19+

Not in work

Doesn't already have a full L2 – 5 GCSEs A to C in 5 subjects or Btec / Technical qual equivalent

### EU

Have been in an EU country for 3 years or more

### Non-EU

Have to have been in UK for 3 years or more and been granted permission to live in the UK

**Contact: [Community@thesourceacademy.co.uk](mailto:Community@thesourceacademy.co.uk) / 0114 2635619 to refer or for more info; can be self-referral or referral by advisor.**

## **SSE Funded Qualification: Steps to Work Programme**

### **Health and Social Care/ Young people/ Children**

NCFE Level 1 Award in Mental Health awareness

NCFE CACHE Level 2 Certificate in Awareness of Mental Health Problems

NCFE CACHE Level 2 Certificate in Understanding Children and Young People's Mental Health

NCFE CACHE Level 2 Certificate in the Principles of the Prevention and Control of Infection in Health Care Settings

NCFE CACHE Level 2 Certificate in Understanding Dignity and Safeguarding in Adult Health and Social Care

NCFE CACHE Level 2 Certificate in Understanding Safeguarding and Prevent

NCFE CACHE Level 2 Certificate in Understanding the Safe Handling of Medication in Health and Social Care

NCFE CACHE Level 2 Certificate in the Principles of Dementia Care

NCFE CACHE Level 2 Certificate in the Principles of End of Life Care

NCFE CACHE Level 2 Certificate in Understanding Autism

NCFE CACHE Level 2 Certificate in Understanding Behaviour That Challenges

### **Business, Leadership and Management**

Pearson Level 1 Award in Business Administration

NCFE Level 2 Certificate in Principles of Business Administration

NCFE Level 2 Certificate in Understanding data Protection and Data Security

NCFE Level 2 Certificate in Creating A Business Start-Up

### **Personal Development and Employability**

Pearson Level 1 Workskills (includes interview skills)

NCFE Level 1 Certificate in Digital Skills

NCFE Level 2 Certificate in Digital Skills for Work

NCFE Level 2 Certificate in Equality and Diversity

Functional Skills Maths and English from Entry 1 - Level 2

### **Retail, Customer Service and Hospitality**

Pearson Level 1 award in Principles of Customer service

NCFE Level 2 Certificate in Principles of Customer Service

NCFE Level 2 Certificate in Understanding Excellence in Customer Service for Hospitality

NCFE Level 2 Certificate in Cleaning Principles

### **Providing Information, Advice and Guidance**

NCFE CACHE Level 2 Certificate in Information, Advice or Guidance

### **Warehouse and Storage**

NCFE Level 2 Certificate in the Principles of Warehouse and Storage

## **Steps to Work Course Info**

- Up to 6 months support with the aim to move into a positive destination i.e. work, apprenticeship, further training etc
- Will complete an action plan and work with the individual to get where they need to be.
- Combination of gaining accredited qualifications and personalised support with CV, confidence, job/apprenticeship search and applications, interview prep, job club
  - Nothing is compulsory so can use the aspects that will benefit them
- Full advice and guidance throughout – all fully trained staff in this area
- Mixture of remote learning and face to face learning
- As soon as they secure a progression destination, they will simply sign off our programme

## **Eligibility Criteria**

16+ not in work or training.

### **EU**

Have been in an EU country for 3 years or more

### **Non-EU**

Have to have been in UK for 3 years or more and been granted permission to live in the UK

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