

FREQUENTLY ASKED QUESTIONS for Employees

What sort of courses are there?

There are over 7000 courses! So, there will be a course that can help and support you. In addition to standard course, we tailor courses to suit you, we will discuss this with you before you start – so you get the course the works best for you. Some courses are only one unit, while others give fully accredited vocational qualifications. Some course may be to refresh or upskill your knowledge or they may cover areas where you have an interest or where you are looking for a new job role.

Are they “proper” courses?

Yes. Most courses are fully accredited courses by either NCFE or Highfield Awarding Organisations and are recognised nationally. Even if you only do one unit that may carry separate certification and credits towards a full course. All courses will be certificated for attendance and content.

Are all courses funded?

The majority of courses are fully funded through the ESFA provision – the ESFA will not fund “license to practice” courses, these are mandatory courses like Manual Handling at Work or Emergency First Aid at Work, as the company may have to have that training by law. Both short courses (those of a day or less) and longer vocational courses up to and including Level 3 are fully funded.

What if I don't finish the course – will I or my employer be charged?

No, there are no charges to anyone, whatever the outcome.

How long will each course take?

That depends on the course that is undertaken, some only take one day, others a few weeks, it depends upon how much time you are willing to put in as each course is at self-paced, so you can take as long as required.

How will I learn?

We will send you all course material electronically, so you will need access to the internet and a device; you will be given a contact number to your tutor and the tutor will then send you links to virtual classrooms for remote live sessions at agreed times. You will also be given contact details to the tutor for support, if you are unable to attend or miss a live session, you can obtain a link to the session to watch and email the tutor any questions they may have. The tutor may also schedule 1 2 1 sessions should they be required. **This is NOT Distance Learning**; participants are always given a real tutor and access to the tutor for support throughout the course.

Can I do these courses if I am only part time or on zero hours contract?

Yes. If you work, it does not matter how many hours work. You cannot do these courses if you are registered unemployed, there is other funding for this, you should ask your work coach.

How do I sign up?

You can contact Xyrius on 0121 663 0033 and speak to one of our Training Team, email training@xyrius.co.uk or fill in the Expression of interest course, we will then discuss with you courses you may be interested in and complete the paperwork – its as easy as that.