

CMS VOCATIONAL TRAINING LTD – TIER 2 INFORMATION

Provider Name:	CMS Vocational Training Ltd
Location:	Parr House – Batley
Vocational Area:	Distributive Operations
Target Qualifications:	
Occupational:	NVQ Level 1
Basic Skills:	BKSB – Literacy/Numeracy
Key Skills:	Working With Others Improving Own Learning Problem Solving Information Technology Application of Number Communication
Short Courses e.g. First Aid:	1 Day 'First Aid' Certificate IOSH 'Working Safely' Certificate Manual Handling FLT New Clait (unit accreditation)
Other:	Certificate in Customer Service Certificate in Business Administration Certificate in Retail
Enrichment Activity:	Outward bound Team Building Activities 1, 2 and 3 night residentials Citizenship activities in the Community Environmental task force – local projects
Contacts for Referrals:	John Holmes / Helen Thompson / Nicola Pearson
Intake Arrangements:	Roll on/Roll off – inductions usually every three weeks

Provider Name:	CMS Vocational Training Ltd
Location:	Parr House - Batley
Vocational Area:	Administration
Target Qualifications:	
Occupational:	NVQ Level 1
Basic Skills:	BKSB – Literacy/Numeracy
Key Skills:	Working With Others Improving Own Learning Problem Solving Information Technology Application of Number Communication
Short Courses e.g. First Aid:	1 Day 'First Aid' Certificate IOSH 'Working Safely' Certificate Manual Handling FLT New Clait (unit accreditation)
Other:	Certificate in Customer Service Certificate in Business Administration Certificate in Retail
Enrichment Activity:	Outward bound Team Building Activities 1, 2 and 3 night residentials Citizenship activities in the Community Environmental task force – local projects
Contacts for Referrals:	John Holmes / Helen Thompson / Nicola Pearson
Intake Arrangements:	Roll on/Roll off – inductions usually every three weeks

Provider Name:	CMS Vocational Training Ltd
Location:	Parr House - Batley
Vocational Area:	Customer Service
Target Qualifications:	
Occupational:	NVQ Level 1
Basic Skills:	BKSB – Literacy/Numeracy
Key Skills:	Working With Others Improving Own Learning Problem Solving Information Technology Application of Number Communication
Short Courses e.g. First Aid:	1 Day 'First Aid' Certificate IOSH 'Working Safely' Certificate Manual Handling FLT New Clait (unit accreditation)
Other:	Certificate in Customer Service Certificate in Business Administration Certificate in Retail
Enrichment Activity:	Outward bound Team Building Activities 1, 2 and 3 night residentials Citizenship activities in the Community Environmental task force – local projects
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Intake Arrangements:	Roll on/Roll off – inductions usually every three weeks

Provider Name:	CMS Vocational Training Ltd
Location:	Parr House - Batley
Vocational Area:	Customer Service
Target Qualifications:	
Occupational:	NVQ Level 1
Basic Skills:	BKSB – Literacy/Numeracy
Key Skills:	Working With Others Improving Own Learning Problem Solving Information Technology Application of Number Communication
Short Courses e.g. First Aid:	1 Day 'First Aid' Certificate IOSH 'Working Safely' Certificate Manual Handling FLT New Clait (unit accreditation)
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Enrichment Activity:	Outward bound Team Building Activities 1, 2 and 3 night residentials Citizenship activities in the Community Environmental task force – local projects
Contacts for Referrals:	John Holmes / Helen Thompson / Nicola Pearson
Intake Arrangements:	Roll on/Roll off – inductions usually every three weeks

Provider Name:	CMS Vocational Training Ltd
Location:	Majestic House - Huddersfield
Vocational Area:	Customer Service
Target Qualifications:	
Occupational:	NVQ Level 1
Basic Skills:	BKSB – Literacy/Numeracy
Key Skills:	Working With Others Improving Own Learning Problem Solving Information Technology Application of Number Communication
Short Courses e.g. First Aid:	1 Day 'First Aid' Certificate IOSH 'Working Safely' Certificate Manual Handling FLT New Clait (unit accreditation)
Other:	Certificate in Customer Service Certificate in Business Administration Certificate in Retail
Enrichment Activity:	Outward bound Team Building Activities 1, 2 and 3 night residentials Citizenship activities in the Community Environmental task force – local projects
Contacts for Referrals:	Nichola Brook / Anisa Gajra-Barrett / Carolyn Spence / Diane Boustead
Intake Arrangements:	Roll on/Roll off – inductions usually every three weeks

Provider Name:	CMS Vocational Training Ltd
Location:	Majestic House - Huddersfield
Vocational Area:	Administration
Target Qualifications:	
Occupational:	NVQ Level 1
Basic Skills:	BKSB – Literacy/Numeracy
Key Skills:	Working With Others Improving Own Learning Problem Solving Information Technology Application of Number Communication
Short Courses e.g. First Aid:	1 Day 'First Aid' Certificate IOSH 'Working Safely' Certificate Manual Handling FLT New Clait (unit accreditation)
Other:	Certificate in Customer Service Certificate in Business Administration Certificate in Retail
Enrichment Activity:	Outward bound Team Building Activities 1, 2 and 3 night residentials Citizenship activities in the Community Environmental task force – local projects
Contacts for Referrals:	Nichola Brook / Anisa Gajra-Barrett / Carolyn Spence / Diane Boustead
Intake Arrangements:	Roll on/Roll off – inductions usually every three weeks

Provider Name:	CMS Vocational Training Ltd
Location:	Majestic House - Huddersfield
Vocational Area:	Distributive Operations
Target Qualifications:	
Occupational:	NVQ Level 1
Basic Skills:	BKSB – Literacy/Numeracy
Key Skills:	Working With Others Improving Own Learning Problem Solving Information Technology Application of Number Communication
Short Courses e.g. First Aid:	1 Day 'First Aid' Certificate IOSH 'Working Safely' Certificate Manual Handling FLT New Clait (unit accreditation)
Other:	Certificate in Customer Service Certificate in Business Administration Certificate in Retail
Enrichment Activity:	Outward bound Team Building Activities 1, 2 and 3 night residentials Citizenship activities in the Community Environmental task force – local projects
Contacts for Referrals:	Nichola Book / Anisa Gajra-Barrett / Carolyn Spence / Diane Boustead
Intake Arrangements:	Roll on/Roll off – inductions usually every three weeks

CMS VOCATIONAL TRAINING LTD – TIER 3 (PRE-APPRENTICESHIP) INFORMATION

Provider Name:	CMS Vocational Training Ltd
Location:	Batley – Parr House Huddersfield – Majestic House
Vocational Area:	Warehouse & Distribution
Full qualifications/units available as part of curriculum:	NVQ Level 2 – Unit Accreditation Working With Others Improving Own Learning Problem Solving Information Technology Application of Number Communication Certificate In Adult Literacy Certificate In Adult Numeracy New Clait (unit accreditation)
Details of extended work experience opportunities:	CMS currently contract with many local companies who provide short and long term opportunities for learners.
Intended full apprenticeship route as destination:	NVQ Level 2 in Warehouse & Distribution
Contact for referral:	Huddersfield: Diane Boustead, Anisa Gajra-Barrett, Carolyn Spence, Nichola Brook Batley: John Holmes, Helen Thompson, Nicola Pearson.

Provider Name:	CMS Vocational Training Ltd
Location:	Batley – Parr House Huddersfield – Majestic House
Vocational Area:	Customer Service
Full qualifications/units available as part of curriculum:	NVQ Level 2 – Unit Accreditation Certificate in Customer Service Working With Others Improving Own Learning Problem Solving Information Technology Application of Number Communication Certificate In Adult Literacy Certificate In Adult Numeracy New Clait (unit accreditation)
Details of extended work experience opportunities:	CMS currently contract with many local companies who provide short and long term opportunities for learners.
Intended full apprenticeship route as destination:	NVQ Level 2 in Customer Service
Contact for referral:	Huddersfield: Diane Boustead, Anisa Gajra-Barrett, Carolyn Spence, Nichola Brook Batley: John Holmes, Helen Thompson, Nicola Pearson.

Provider Name:	CMS Vocational Training Ltd
Location:	Batley – Parr House Huddersfield – Majestic House
Vocational Area:	Business Administration
Full qualifications/units available as part of curriculum:	NVQ Level 2 – Unit Accreditation Certificate in Business Administration Working With Others Improving Own Learning Problem Solving Information Technology Application of Number Communication Certificate In Adult Literacy Certificate In Adult Numeracy New Clait (unit accreditation)
Details of extended work experience opportunities:	CMS currently contract with many local companies who provide short and long term opportunities for learners.
Intended full apprenticeship route as destination:	NVQ Level 2 in Business Administration
Contact for referral:	Huddersfield: Diane Boustead, Anisa Gajra-Barrett, Carolyn Spence, Nichola Brook Batley: John Holmes, Helen Thompson, Nicola Pearson.

Provider Name:	CMS Vocational Training Ltd
Location:	Batley – Parr House Huddersfield – Majestic House
Vocational Area:	Retail
Full qualifications/units available as part of curriculum:	NVQ Level 2 – Unit Accreditation Certificate in Retail Working With Others Improving Own Learning Problem Solving Information Technology Application of Number Communication Certificate In Adult Literacy Certificate In Adult Numeracy New Clait (unit accreditation)
Details of extended work experience opportunities:	CMS currently contract with many local companies who provide short and long term opportunities for learners.
Intended full apprenticeship route as destination:	NVQ Level 2 in Retail
Contact for referral:	Huddersfield: Diane Boustead, Anisa Gajra-Barrett, Carolyn Spence, Nichola Brook Batley: John Holmes, Helen Thompson, Nicola Pearson.

CMS VOCATIONAL TRAINING LTD – TIER 3 (PROSPECTS) INFORMATION

Provider Name:	CMS Vocational Training Ltd	Programme length:	3 - 6 weeks
Location:	Majestic House – Huddersfield Parr House - Batley	Group Size	5 -10
Key Skills development / consolidation	All learners are given the opportunity to attend CMS on day release from their respective placement, in order to work towards their Key Skills/Basic Skills. There are also weekly ½ day sessions delivered to support learners in the completion of their targeted 'Technical Certificate'		
Curriculum enrichment E.g. additional advice and guidance, reorientation activities.	Information Advice & Guidance would be arranged for any learner with a relevant PA, partner organisation or specialist support agency(s) etc. in order to help with their decision making and give them a clear direction. This would be for all learners on tier 3 who may need some extra 1:1 support, or it may involve current apprentices, who may have become disillusioned with their training/company and need to re-enter E2E to receive some additional support and guidance to help them re-engage with their training.		
Work Placement taster opportunities:	During the 3–6 week period, learners who are still a little undecided or would like a 'settling-in period' with their companies, would be given the same opportunities as in tier 2, to sample various occupational areas, or 2/3 companies in a similar area.		
Contacts for referrals:	Huddersfield: Diane Boustead, Anisa Gajra-Barrett, Carolyn Spence, Nichola Brook Batley: John Holmes, Helen Thompson, Nicola Pearson.		