

# LOOKING FOR NEW DIRECTION?

REALISE  
FUTURE'S

Enhancing people's lives

WE CAN HELP YOU ON YOUR  
NEW CAREER JOURNEY...



SUMMER  
TERM 2025

LOWESTOFT





# HOW TO BOOK



Call us on 0300 456 2050 (local rate). Alternatively visit a centre and speak to a member of staff.



You will receive a confirmation email with instructions on what you need to do next.



Many places on our courses are FREE so please contact us to see if you are eligible.



Start the course!  
We look forward to seeing you.

# OUR CENTRES...

...are local, friendly places where you can feel comfortable and relaxed while learning.

## IPSWICH

Castle Hill Community Centre IP1 6DG  
Pemberton House Learning Centre IP1 2AQ

## BURY ST EDMUNDS

Learning Centre at Bury Library IP33 1TZ

## STOWMARKET

Stowmarket Learning Centre IP14 1AB

## LOWESTOFT

Lowestoft Learning Centre NR32 1PA

## NEWMARKET

Foley House Learning Centre CB8 0HY



**GET IN TOUCH**  
#learninginsuffolk

 /RealiseFutures

 [info@rlearn.co.uk](mailto:info@rlearn.co.uk)

# ESSENTIAL SKILLS

## English, Maths and ESOL

We have courses in English and maths, which will help you develop your confidence and skills, as well as gaining a qualification.

We offer Functional Skills qualifications in English and maths up to and including Level 2.

We have courses in English for Speakers of Other Languages (ESOL), which will help you develop your skills in speaking & listening, reading and writing in English.

The qualifications we offer are ESOL Skills for Life up to and including Level 2.

Please note that you must attend a Get Ready session before being placed on a course. Get Ready sessions will run 3 times a year ready for the next intake.





# DIGITAL SKILLS

## LEARNING TO LEARN ONLINE

With so many more learning opportunities taking place online, both with us and other providers, these workshops and courses can be the perfect first step to support you as you start your new learning adventure!

## LAPTOPS AND INTERNET

If you do not have easy access to your own laptop/computer or the internet, then we can loan you equipment so you can fully engage in your learning. Whether yours is an online course or a course in one of our centres we can lend you a laptop and/or a portable device to connect to the internet as well as the technical support to use it!

**“I have been using my laptop more at home with confidence”**

# DIGITAL SKILLS



## GET READY FOR DIGITAL SKILLS

Get Ready for Digital Skills is a short assessment session which will allow you, and us, to understand your current skill level and learning goals. The assessment will take roughly 45 minutes, and on completion, we will explain the courses that are available and then guide you on which is best for you to start your digital journey.

Register your interest to be notified when this course begins

## COMPUTER SKILLS FOR BEGINNERS: STARTING OUT

24HRS

On this course, you will learn the essentials to get you started in creating simple documents, sending emails and searching and using the internet safely.

25/04/25 - 20/06/25 9:00 - 12:00

Lowestoft Learning Centre

**“Since attending my course  
I’ve got confidence to do  
more learning.”**

## DIGITAL SKILLS FOR THE OFFICE: LEVEL 2

18HRS

This course is aimed at those who have completed the 'Digital Skills for the Office' course at Level 1 and wish to develop their knowledge and skills in a range of applications while also gaining a formal Level 2 qualification. Areas to study will include the following;

- Word Processing and Spreadsheet Software
- Presentation and Desktop Publishing Software
- Database Software

23/04/25 - 28/05/25	9:00 - 12:00	Lowestoft Learning Centre
11/06/25 - 23/07/25	9:00 - 12:00	Lowestoft Learning Centre

## SAGE FOR BEGINNERS

15HRS

The most popular accounting software for small and medium businesses. If accounting or bookkeeping is something you do or want to do more efficiently then this is an excellent introduction. Learn what the software can do and how it can make your life so much easier than doing it by hand!

Register your interest to be notified when this course begins

# WORK SKILLS

## INTRODUCTION TO THE HEALTH & CARE SECTOR

**3HRS**

Have you considered working within the health and social care sector? This short three-hour workshop will identify if this vocation is for you. You will look at the skills and qualities required for working within this sector and identify your own transferrable skills.

24/06/25

10:00 - 1:00

Lowestoft Learning Centre

## WALKING AND CAMPING

**20HRS**

Walking has long been identified as an excellent form of exercise to promote both physical health and mental wellbeing. On this 5-week course you will undertake group walks safely around Suffolk and Norfolk discovering hidden treasures these counties have to offer. Throughout this course you will develop map reading and navigation skills and other safety aspects of walking and camping such as what to take with you; how to pack a rucksack; and what to check for before setting out. Some of the walks will be off-road. You will need sturdy footwear, suitable clothing, and a basic level of fitness. You will meet at Lowestoft Learning Centre on the 1st session.

04/06/25 - 02/07/25

10:00 - 2:00

Various outdoor locations



## REALISE FUTURES SPRING WATCH

20HRS

Spring is an exciting time of year where plants and animals start to adapt to longer days and warmer temperatures. We will look and listen to how birds and other animals change their behaviour in response to the close of winter and consider the reasons why. We will also examine the life cycle of plants and consider how spring is like a new beginning for many species of flora.

23/04/25 - 21/05/25

10:00 - 2:00

Various outdoor locations

## CERTIFICATE IN SKILLS FOR CHILDCARE: LEVEL 2 NCFE

114HRS

You must have previously completed Level 1 Childcare to attend this course. This course takes place 2 days a week and you will cover:

- Child protection and safeguarding children
- Basic first aid principles
- Communicating with parents and carers
- This course is 2 days a week on a Tuesday and Friday

22/04/25 - 01/07/25

9:00 - 4:30

Lowestoft Learning Centre

# WORK SKILLS

## INTRODUCTION TO SUPPORTING TEACHING

**48HRS**

This course will support anyone who wishes to gain basic skills for assisting in a classroom environment.

You will gain skills in classroom management, planning, assessing and feedback. You will learn about some of the theory based around teaching and how to motivate learners. You will also look at barriers to learning and how they can be overcome to support a learner's journey. If you do not have easy access to your own laptop/computer or the internet, then we can loan you equipment so you can fully engage in your learning.

15/05/25 - 10/07/25

9:30 - 3:30

Online via Microsoft Teams

## EMERGENCY FIRST AID FOR THE WORKPLACE

**6HRS**

Taking part in this one-day workshop will allow you to explore the basic principles of First Aid to prepare you for work and home scenarios that you may experience in the future. On completion of this course, you will receive a certificate of attendance to demonstrate that you have met the course objectives.

09/07/25

10:00 - 4:00

Lowestoft Learning Centre

OUR ADVISOR...

# REBECCA WEBB HEATH

Meet Rebecca in one of your courses to discuss your options

## Our service includes the following:

- National Careers Service and Skills assessment
- Futures for you – 1-to-1 sessions
- Realise Futures Directory
- Volunteering
- Local jobs information
- Indeed job search
- Apprenticeships



Careers, Education,  
Information Advice and  
Guidance Advisor



07753 447607



Rebecca.Webb-Heath@realisefutures.org

**REALISE**  
**FUTURES**

Enhancing people's lives

# WORK SKILLS

## CERTIFICATE IN COUNSELLING SKILLS: LEVEL 2 NCFE

**60HRS**

This course will develop your knowledge and skills in counselling, underpinning the key theoretical approaches to counselling. This course will help you to reflect upon your own values and beliefs, central to increasing your self awareness. You will also explore ethical and safe counselling practice. This qualification is for those who wish to improve their communication skills within personal and professional relationships. A level 1 in counselling skills or equivalent is required to access this course

23/04/25 - 23/07/25

10:00 - 3:00

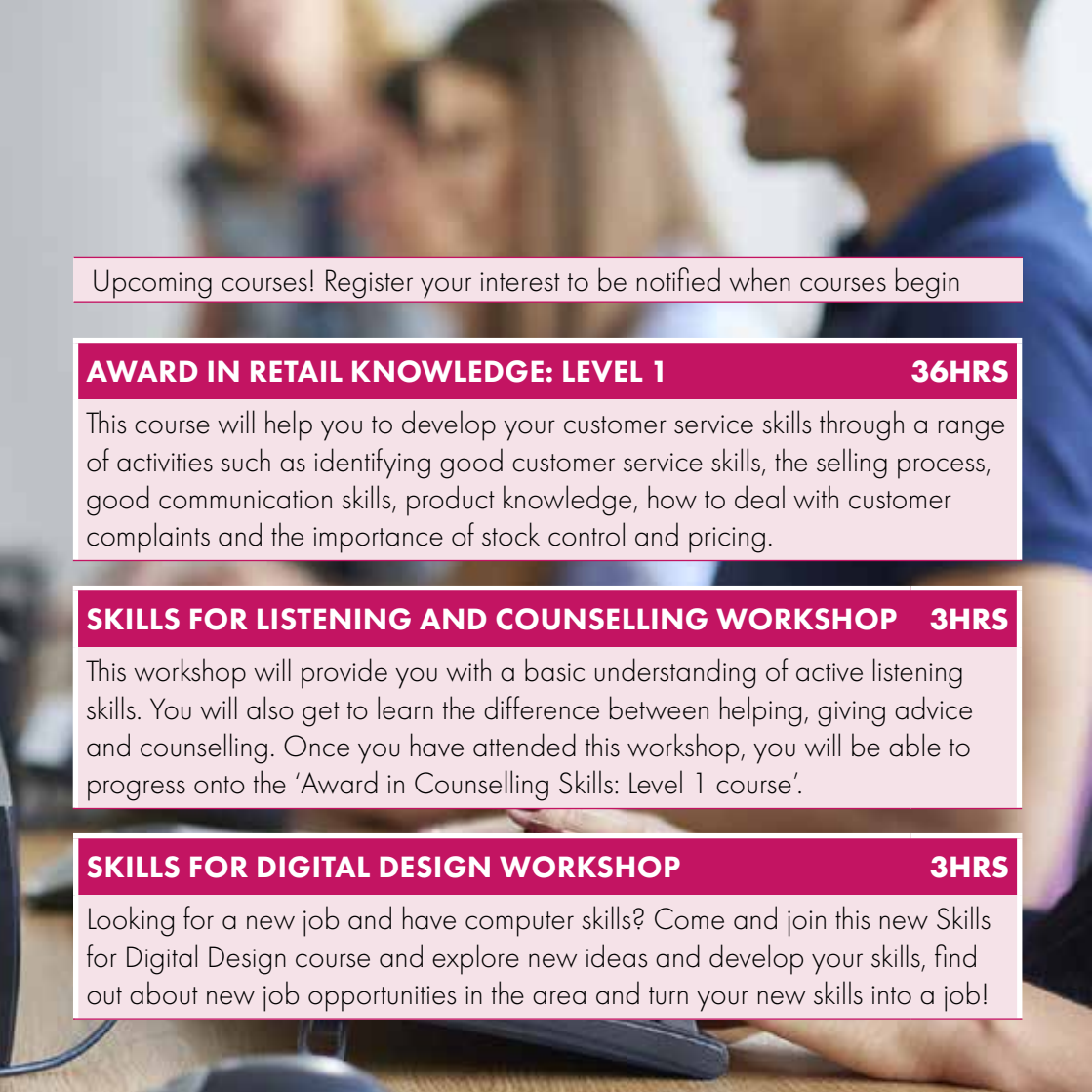
Lowestoft Learning Centre

Upcoming courses! Register your interest to be notified when courses begin

## SKILLS FOR LOGISTICS: LEVEL 1

**54HRS**

This four-week course in logistics follows on from the 'Introduction to Logistics' workshop and will provide an introduction to the growing world of logistics. You will explore various job roles within this sector such as delivery driver, route planner, warehouse manager and customer service assistant and develop knowledge and skills of route planning.



Upcoming courses! Register your interest to be notified when courses begin

### **AWARD IN RETAIL KNOWLEDGE: LEVEL 1**

**36HRS**

This course will help you to develop your customer service skills through a range of activities such as identifying good customer service skills, the selling process, good communication skills, product knowledge, how to deal with customer complaints and the importance of stock control and pricing.

### **SKILLS FOR LISTENING AND COUNSELLING WORKSHOP 3HRS**

This workshop will provide you with a basic understanding of active listening skills. You will also get to learn the difference between helping, giving advice and counselling. Once you have attended this workshop, you will be able to progress onto the 'Award in Counselling Skills: Level 1 course'.

### **SKILLS FOR DIGITAL DESIGN WORKSHOP**

**3HRS**

Looking for a new job and have computer skills? Come and join this new Skills for Digital Design course and explore new ideas and develop your skills, find out about new job opportunities in the area and turn your new skills into a job!

A photograph of a baby sitting on a dark, textured rug in a bright room. The baby is wearing a striped long-sleeved shirt and is holding a wooden drumstick. In the background, there is a window with a metal mesh and a white laundry basket. The right side of the image is a solid yellow vertical bar containing text.

# A HELPING HAND

## Learning in Families

We work in partnership with family hubs in Suffolk to provide a range of Early Years courses and workshops for parents/carers and young children to enjoy together.

We also run courses for parents in primary schools to help them support their child's learning effectively. These are run in partnership with the schools.

- Spend time and interact with other parents/carers on a range of activities.
- Look at ways to support the development of your children's language and communication skills.
- Discuss ways to support your children's personal and emotional development.

If you are interested in these courses, please speak to someone at your local family hub or child's school or contact us directly.

# Do you have a Learning Disability and/or Autism?

# Do you want to meet people in your local area?



Through our **Peer Support Groups**, we help people to get together to:



**Contact us** to find out more, or to talk to us about setting up Peer Support.

 **Debbie: 07738 704732**

 **Anita: 07598 582955**

 **[www.realisefutures.org](http://www.realisefutures.org)**

 **[info@realisefutures.org](mailto:info@realisefutures.org)**

# A HELPING HAND

Upcoming courses! Register your interest to be notified when courses begin

## CONFIDENCE AND WELLBEING

10HRS

This course will support you in better understanding how your personal wellbeing is affected by your levels of confidence and self-esteem. During the course you will explore your personal levels of confidence and self-esteem and identify your barriers to feeling more confident. We will explore ways to build confidence and self-esteem, eg, assertiveness skills and create an action plan for continuing to build confidence and self-esteem in your life.

## STRESS MANAGEMENT

10HRS

Would you like to feel less overwhelmed by stress in your life? On this course we will explore different stress factors in our lives and the impact of stress. We will explore ways to manage our stress and identify next steps following on from this course.

**“Coming along to the course gave me a purpose for the first time in a long time”**



## **CONFIDENCE IN USING A SLOW COOKER**

**10HRS**

On completion of this course you will be gifted a slow cooker! The course gives you the opportunity to keep practicing at home and building on knowledge and skills gained on the course including: how to use a slow cooker; the cost benefits; the health and wellbeing benefits and healthy recipes that you could try yourself at home on completion of the course and receipt of your slow cooker.

## **CONFIDENCE TO DEAL WITH EVERYDAY HOUSEHOLD BUDGETING**

**10HRS**

The aim of this 10 hour course is to build your confidence to make everyday decisions about your personal finances. On this course we will explore personal and household expenditure, building on personal budgeting skills, reducing anxiety around changes that may impact on your financial situation. We will discuss money saving tips and simple changes we can all make that can reduce your outgoings.

## **VOLUNTEERING FOR WELLBEING WORKSHOP**

**3HRS**

Evidence shows that helping others can have a positive effect on your own mental health and wellbeing. On this workshop you will understand the positive impact of volunteering on your wellbeing and why doing good does you good. We will explore different volunteering opportunities and identify a next step to take towards volunteering for wellbeing. At the end of the workshop your tutor can talk to you about the follow on 10hr course, Volunteering for Wellbeing.

## ANGLIA CARE TRUST

Offer support to male and female victims of domestic abuse and provide accommodation for victims who are not eligible for traditional refuges.

**Telephone:** 0800 977 5690

**Web:** [angliacaretrust.org.uk/services/community-safety](http://angliacaretrust.org.uk/services/community-safety)

## SAMARITANS

Provide emotional support to anyone struggling to cope, in emotional distress, or at risk of suicide.

**Telephone:** 116 123

**Web:** [www.samaritans.org](http://www.samaritans.org)

## RELATE

Provide advice and counselling on marriage LGBT issues, divorce and parenting.

**Telephone:** 0300 100 1234

**Web:** [www.relate.org.uk](http://www.relate.org.uk)

## FOOD BANKS

Find a foodbank in Suffolk by searching on the Suffolk Infolink website.

**Web:** [infolink.suffolk.gov.uk](http://infolink.suffolk.gov.uk)

## CITIZENS ADVICE

Offer confidential advice online, over the phone, and in person, for free.

**Telephone:** 0800 144 8848 (England)

**Web:** [www.citizensadvice.org.uk](http://www.citizensadvice.org.uk) (Online chat service provided)

## TURNING POINT

We work with people who need support with drug and alcohol use, mental health, unemployment issues and people with a learning disability.

**Telephone:** 0300 123 0872

**Web:** [www.turning-point.co.uk](http://www.turning-point.co.uk)

## DEBT SUPPORT TRUST

Debt Support Trust is a not-for-profit debt advice charity with trained, friendly debt advisors who can advise you on suitable debt solutions.

**Telephone:** 0800 085 0226

**Web:** [www.debtsupporttrust.org.uk](http://www.debtsupporttrust.org.uk)

## NATIONAL CAREERS SERVICE

Provide information, advice and guidance to help you make decisions on learning, training and work. We help with CVs, action plans & course searches.

**Telephone:** 0800 100 900 (Regional contact centre)

**Web:** [www.nationalcareersservice.gov.uk](http://www.nationalcareersservice.gov.uk)

# Do you have a Learning Disability and/or Autism?

**Do you need some support, advice or information?**

Come along to one of our Walk-in Advice and Guidance sessions. There is no need to book an appointment. Our advisors will talk to you about what support you need.



Contact us to find out more about this service and what's happening in your local area...

 **Debbie: 07738 704732**       **Anita: 07598 582955**  
 **[www.realisefutures.org](http://www.realisefutures.org)**       **[info@realisefutures.org](mailto:info@realisefutures.org)**









# Education & Skills Funding Agency



## CONTACT US

 **0300 456 2050** (local rate)

 [www.realisefutures.org](http://www.realisefutures.org)

 [info@rflern.co.uk](mailto:info@rflern.co.uk)

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