

LOOKING FOR NEW DIRECTION?

**REALISE
FUTURE**S

Enhancing people's lives

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



**SPRING
TERM 2026**

IPSWICH



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



ARE YOU AGED 19 OR OVER AND DO YOU LIVE IN SUFFOLK?

WE CAN HELP

We are dedicated to moving people forward and supporting them to overcome barriers.

Do you need support to access any of the following:

- > Learning
- > Volunteering
- > Training
- > Employment

Suffolk Bright Futures is a Countywide project, providing a **121-coaching service**, with a focus on those who:

- > Are unemployed or on a low income
- > Have English as a second language
- > Have a physical health or wellbeing support need



coaching@realisefutures.org



01473 275957



Department
for Education



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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 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 – one to one 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
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Enhancing people's lives

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”

ESOL COURSES

ENGLISH FOR
SPEAKERS OF
OTHER
LANGUAGES

TAKE YOUR NEXT STEPS TO SUCCESS



ESOL Skills for Life



UK Life and Work Skills



Personal and Social Skills



Progression (E3 and L1)



Vocational Courses (L2)



Contact us to discuss
how you can take
your first step.

TAKE YOUR NEXT STEPS TO SUCCESS

STEP 1

You'll have a **full skills assessment** at a Get Ready session, plus an informal chat with our team.

STEP 2

If you're accepted on the programme our team will **suggest which courses** you'll need to take to progress.

STEP 3

You'll **begin one or more of our courses** below to help you on your journey...

ESOL Skills for Life



Develop your English language skills – for Adult learners living in the UK who need English language skills for everyday life, for further study or for employment. You will learn all the essential skills in reading, writing, speaking and listening.

Progression



Our progression courses will help you take the next step into further education or rewarding employment. Grow your confidence and expand your knowledge to either advance your career, develop skills for volunteering or prepare yourself to take part in community projects.

UK Life and Work Skills



Learn all about the key aspects of British society, to help you in life and work.

Personal and Social Skills



Develop the skills you need to become confident living in your local community.

Vocational Courses



Learn practical skills, focussed on a particular job or role, that will get you ready for the workplace.

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.

05/01/2026

9:30am – 11 am or 11:30am – 1 pm

Pemberton House

Our digital courses include:

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.

COMPUTER SKILLS FOR BEGINNERS: GET GOING

54HRS

This course is free to anybody that does not have a current level 1 digital qualification. On this course you will:

- Create, save, print and retrieve documents
- Use the internet and search engines to find information
- Send emails with attachments

COMPUTER SKILLS FOR BEGINNERS: MOVING AHEAD 54HRS

This course is free to anybody that does not have a current level 1 digital qualification. This course is aimed at those who can confidently use a computer, save files, send attachments and use Word and Excel. If you are using a computer everyday but do not have a qualification in ICT, this course will build on your existing skills and on completion you will gain a level 1 qualification.

DIGITAL SKILLS FOR THE OFFICE: LEVEL 1 54HRS

This course is aimed at those who have good keyboard, mouse and basic computer skills. It is also suitable for those who have progressed through the Computer Skills for Beginners package - including Starting Out, Get Going and/or Moving Ahead - and wish to develop their knowledge in a range of software applications, including Microsoft Word, Excel and PowerPoint.

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

WORK SKILLS

CREATIVELY DESIGN YOUR OWN BUSINESS

30HRS

Have you ever thought about setting up your own small business but not sure how to go about it? If so, this course is for you. Each week you will develop your creative and digital skills through a range of activities to help you gain confidence to make decisions and help you consider what you need to do to develop your own business.

You will learn how to make creative decisions and choose a business name, company logo and a website to promote your business. You will also consider choosing a domain name, relevant marketing skills and how to promote your new business.

This course is ideal progression from the Skills for starting your own business course, for beginners and those with some experience of using a computer.

18/03/26 - 29/04/26

10:00am - 3:00pm

The Hub Business Centre

**"I shall use my skills going
forward in everyday life."**

INTRODUCTION TO STARTING YOUR OWN BUSINESS

3HRS

This three-hour workshop will help you take the first steps toward starting your own business. You will learn how to create a simple business plan, understand your customers, and explore ways to market your business. We'll also introduce key financial planning skills to help you get started. With practical advice and support, this session will build your confidence and give you the knowledge to take the next step in your business journey.

07/01/26

10:00am - 1:00pm

Pemberton House

SKILLS FOR DEVELOPING YOUR OWN BUSINESS

40HRS

Thinking about working for yourself but not sure where to start?

Whether you already have a business idea or just want to explore if self-employment could be right for you, this course will help you take those first steps on your journey.

You'll find out what it takes to be a successful business owner, reflect on your own skills and strengths, and learn how to develop any areas you'd like to improve. Together, we'll explore realistic business ideas, look at the pros and cons, and gather feedback to help you choose one to take forward. You'll also learn how to spot common risks and how to share your idea clearly with others. By the end of the course, you'll have a clearer idea of whether self-employment is right for you - and a simple plan to help you move forward with confidence.

14/01/26 - 11/03/26

10:00am - 3:00pm

Pemberton House

WORK SKILLS

INTRODUCTION TO RETAIL

3HRS

Have you thought about a job in retail but not sure what skills or experience you might need? Are you looking to return to work but need a refresher course or simply a change in jobs?

This introductory course has been designed to show you how to go about it and enable you to develop new skills and knowledge as well as giving those with some previous experience a positive update towards applying for new jobs.

12/01/2026

10:00am - 1:00pm

The Hub Business Centre

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.

19/01/26 - 02/03/26

10:00am - 4:00pm

The Hub Business Centre

“I have used my skills to help with my new job”

SKILLS FOR LOGISTICS: LEVEL 1

54HRS

Have you thought about a job in retail but not sure what skills or experience you might need? Are you looking to return to work but need a refresher course or simply a change in jobs?

This introductory course has been designed to show you how to go about it and enable you to develop new skills and knowledge as well as giving those with some previous experience a positive update towards applying for new jobs.

14/01/26 - 04/03/26

10:00am - 4:00pm

The Hub Business Centre

**"I was able to attend
an interview with new
confidence and managed
to get the job I had
applied for."**

WORK SKILLS

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'.

08/01/2026

10:00am - 1:00pm

The Hub Business Centre

AWARD IN COUNSELLING SKILLS: LEVEL 1

3HRS

Are you considering moving into a career in Counselling?

This course will help you gain more understanding of counselling and listening skills. Come along, explore and develop your practical skills in active listening and theoretical knowledge of counselling.

Attending the 3-hour workshop will help you prepare for this course.

15/01/26 - 26/03/26

10:00am - 1:00pm

The Hub Business Centre

**"The course has made me even more
sure of my intended career path"**



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

07/01/26 - 04/03/26

10.00am - 2.30pm

The Hub Business Centre

“It has really encouraged me that I’m doing the right thing wanting to change career. Counselling is something I’ve wanted to do for a very long time.”

WORK SKILLS

HEALTH AND CARE WORKSHOP

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.

09/01/2026

10:00am - 1:00pm

Pemberton House

CERTIFICATE IN SKILLS FOR HEALTH & CARE: LEVEL 1

161HRS

This accredited course aims to equip all learners with the skills and knowledge to start out in a successful career within the health and social care industry. The course will provide you with the skills and knowledge to provide high standards of person-centered care for adults who access these services. This course is delivered two days a week for a total of 26 sessions.

This course consists of nine modules, which will be delivered using a range of presentation styles and fun activities for learners to engage in. Laptop loans are available on request.

27/01/26 - 19/05/26

9:30am - 3:30pm

Online via Microsoft Teams



CERTIFICATE IN SKILLS FOR HEALTH & CARE: LEVEL 2

The Level 2 Certificate in Health and Care will provide you with the skills, knowledge, and expertise to embark on a successful career working across the Health and Care sector.

The smile and that special “thank you” that you receive from patients you look after, make working in Health and Social care extremely rewarding, and you will get an incredible sense of fulfilment and purpose. Upon successful completion of the Level 2 Certificate in Health and Care, you will be able to apply for a wide range of job roles across the sector. Laptop loans are available on request. (You must have already completed Level 1)

30/01/26 - 19/06/26

9:30am - 3:30pm

The Hub Business Centre

CERTIFICATE IN SKILLS FOR CHILDCARE: LEVEL 2 NCFE

114HRS

You must have previously completed Level 1 Childcare to attend this course. This course is fun and practical, you will cover the following units:

- Safeguarding the welfare of children and young people
- Importance of play for early learning
- Use food and nutrition to plan a healthy diet
- Young children’s development
- Respecting and valuing children

30/01/26 - 26/06/26

9:15am - 2:15pm

Microsoft Teams



LEARNING TOGETHER

Our workshops and courses run in partnership with schools and family hubs across Suffolk. If you are a parent of a baby, or child at primary school, then our free family courses are a wonderful way to build your confidence and support your child.

- Take time to explore through play and everyday activities ways to support the healthy development of your child
- Meet likeminded families and enjoy their support and friendship
- Gain a better understanding of the schools curriculum and the early years foundation stage so you are informed and a step ahead

All our courses involve hands on activities, laughter and lots of time for you to develop confidence and ask questions. If you are interested in joining our workshops and 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:



**Support
each other**



**Share
experiences**



**Make new
friends**



**Be more
confident**



**Get out
and about**

Looking for some support, advice or information? Come along to one of our Walk-in Advice & 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, or to talk to us about setting up Peer Support.

 **Paula: 07738 704713**

 **www.realisefutures.org**  **info@realisefutures.org**

HEALTH AND WELLBEING

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.

AWARD IN STRESS AWARENESS: LEVEL 1

18HRS

Over 5 sessions you will begin to identify symptoms of stress and reduce these using healthy strategies. Through the learning we will delve into the definition of stress, the prolonged effect it has on wellbeing and the way it differs between people.

“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 course is to build your confidence to make everyday decisions about your personal finances. 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.

AWARD IN MENTAL HEALTH AWARENESS: LEVEL 1

18HRS

Your tutor will take you through a variety of learning activities such as group discussion, workbooks, practical activities, pair work, and independent research. You will explore:

- What is meant by mental health
- Some of the social and personal effects of mental ill health
- Some of the responses to mental health issues
- The impact of cultural diversity in relation to mental health issues

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

SAMARITANS

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

Telephone: 116 123

Web: www.samaritans.org

RELATE

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

Telephone: 0300 100 1234

Web: www.relate.org.uk

FOOD BANKS

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

Web: 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 (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

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

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

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NOTES

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on the right side, suggesting it's resting on a surface.



Department
for Education



CONTACT US

 **0300 456 2050** (local rate)

 **www.realisefutures.org**

 **info@rflearn.co.uk**

 **/RealiseFutures**

**REALISE
FUTURES**

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