

LOOKING FOR NEW DIRECTION?

REALISE
FUTURE'S

Enhancing people's lives

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



**SUMMER
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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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



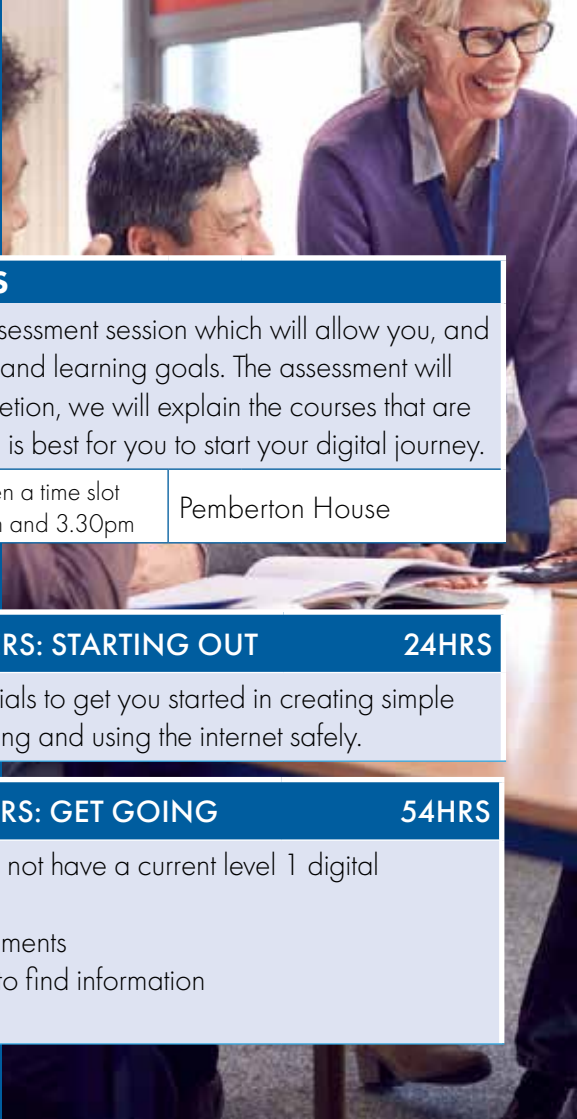
Develop the skills you need to become confident living in your local community.

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.

03/08/2026

You will be given a time slot
between 9.30am and 3.30pm

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

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.

01/06/2026

10am - 1pm

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.

08/06/26 - 13/07/26

10am - 4pm

The Hub Business Centre

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

INTRODUCTION TO SKILLS FOR WORKING AS A BUSINESS ADMINISTRATOR

3HRS

This introductory workshop will identify if this vocation is for you. You will explore the job opportunities available within the Business and Administration sector, identify what communication skills you consider to be important, and will focus on your interests and aspirations for starting a career pathway with the Skills for Working as a Business Administrator Level 1 course.

14/04/2026

10am - 1pm

The Hub Business Centre

SKILLS FOR WORKING AS A BUSINESS ADMINISTRATOR

70HRS

On this course you will learn the essential skills required to start a career in Business Administration and Retail. You will complete multiple units to achieve the Gateway Level 1 Certificate, including Digital Marketing, Customer Service Skills, and Communication Skills for Work. You will also get an opportunity to put your new skills to the test in a Realise Futures learning centre office!

28/04/26 - 28/07/26

10am - 3.30pm

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'.

16/04/2026

9:30am - 12pm

The Hub Business Centre

AWARD IN COUNSELLING SKILLS: LEVEL 1

30HRS

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.

23/04/26 - 02/07/26

9:30am - 12:30pm

The Hub Business Centre

“The course has made me even more sure of my intended career path”

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.

14/04/2026

10am - 1pm

Murrayside Community Centre

21/04/2026

10am - 1pm

Murrayside Community Centre

AWARD IN PREPARING TO WORK IN HEALTH & CARE: LEVEL 1

40HRS

The Level 1 Award in Health and Care provides adults with the essential skills and knowledge to begin a rewarding career in the health and social care sector. Through engaging sessions and practical activities, learners explore key principles such as person-centred care, dignity, safeguarding, equality, and effective communication.

The course offers a supportive introduction to the diverse roles within the industry, helps learners build confidence, and prepares them for employment, apprenticeships, or progression to further study.

05/05/26 - 04/06/26

10am - 3pm

Online via Microsoft Teams

**“I feel much more confident since
completing the course”**

WORK SKILLS

INTRODUCTION TO CREATIVE DIGITAL DESIGN

3HRS

This workshop will introduce you to the important aspects of digital design from developing a website, choosing a domain name, how to manipulate images as well as helping you develop your analytical skills through product investigation and understanding of marketing and promotion. You will build your creative design skills ready to progress onto the Skills for Creative Digital Design course or employment.

08/04/2026

10am - 1pm

The Hub Business Centre

INTRODUCTION TO WORKING IN LOGISTICS

3HRS

Are you interested in a job in logistics? The growing world of logistics offers a wide range of jobs that could be ideal for you. This three-hour workshop will introduce you to the varied jobs within this sector and their roles and responsibilities including delivery driver, warehouse worker, route planner and customer support assistant. You will identify your own skills and abilities and how they are transferrable into the world of logistics.

09/04/2026

10am - 1pm

The Hub Business Centre



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.

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.

“The workshop helped me feel more confident about talking to others again”

HEALTH AND WELLBEING

INTRODUCTION TO MENTAL HEALTH AWARENESS LEVEL 1 WORKSHOP

3HRS

This short workshop gives you an easy and friendly introduction to the ideas you will learn more about in the full course. Your tutor will guide you through simple activities such as group chat, brief tasks, and quiet reflection.

10/04/2026

10am - 1pm

The Hub Business Centre

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

24/04/26 - 15/05/26

9.45am - 2.45pm

The Hub Business Centre

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

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:



Looking for some support, advice or information? Contact us to book an appointment. We can support with: forms, signposting and referring, getting ready for work and engaging with others.

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**



Department
for Education



CONTACT US

 **0300 456 2050** (local rate)

 **www.realisefutures.org**

 **info@rflearn.co.uk**

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