

# LOOKING FOR NEW DIRECTION?

REALISE THE FUTURE

Enhancing people's lives

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



SUMMER TERM 2026

LOWESTOFT



# 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

**Suffolk**  
County Council

**REALISE**  
**FUTURES**

Enhancing people's lives



# 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](mailto:Rebecca.Webb-Heath@realisefutures.org)

**REALISE**  
**FUTURES**

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

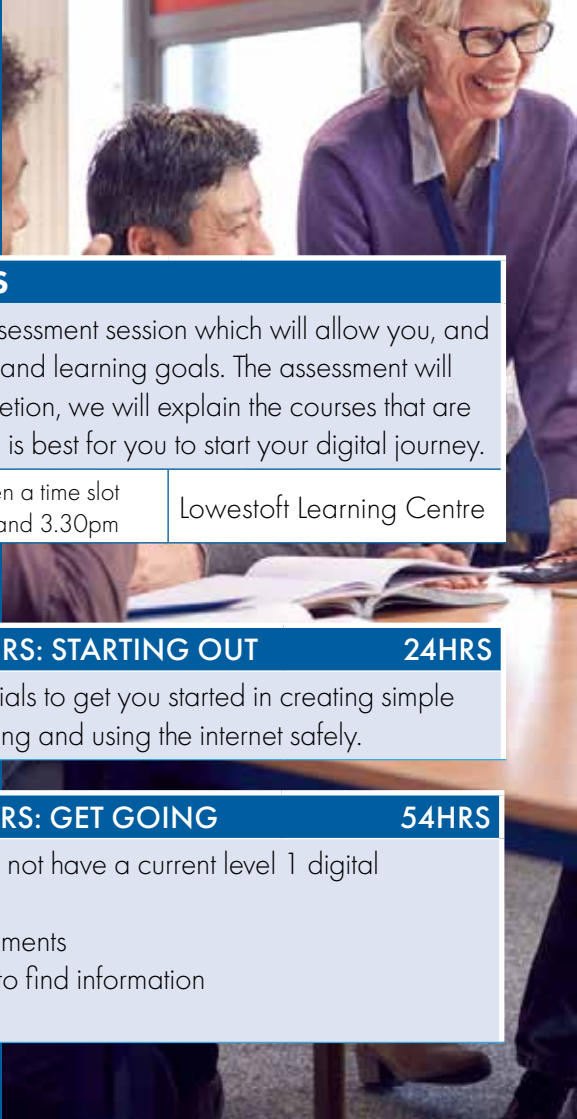
With so many more learning opportunities taking place online, both with us and other providers, these workshops and courses can be the perfect first step to support you as you start your new learning adventure!

## 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”**

# 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.

13/08/2026

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

Lowestoft Learning Centre

## 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.

16/04/2026

10am - 1pm

Lowestoft Library

## AWARD IN RETAIL SKILLS: LEVEL 1 NCFE

**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.

30/04/26 - 28/05/26

10am - 4pm

Lowestoft Library

**“I’m so glad I joined!”**

## 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.

28/04/2026

10am - 1pm

Lowestoft Learning Centre

05/05/2026

10am - 1pm

Lowestoft Learning 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

27/05/26 - 15/07/26

10am - 3pm

Lowestoft Learning Centre

**"A really welcoming class."**

# WORK SKILLS

## 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.

07/04/2026

10am - 1pm

Lowestoft Learning Centre

## MAKE DO AND MEND

20HRS

This course will teach you about becoming more sustainable using the fabrics you may already have in your home, whilst learning valuable lifelong sewing skills, which can be passed down to future generations. It will also benefit your mental health and give you a real sense of achievement when you have something physical to keep at the end of it.

09/06/26 - 30/06/26

9:30am - 2:30pm

Lowestoft Learning Centre

**"I've gained skills I can use in everyday life."**



## **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

15/04/26 - 29/07/26

10am - 2:30pm

Lowestoft Learning Centre

## **SAGE ESSENTIALS: SAFE AND SIMPLE ACCOUNTING**

**24HRS**

This introductory Sage course provides a practical, step by step guide to using Sage 50 Accounts, the most popular accounting software for small and medium businesses. If accounting or bookkeeping is something you do, or would like to do more efficiently, then this is an excellent introduction to develop your skills further. Learn what the software can do and how it can make your life so much easier than doing it by hand!

26/05/26 - 14/07/26

9am - 12pm

Lowestoft Learning 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

## 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.

15/05/26 - 12/06/26

10am - 12:30pm

Lowestoft Learning 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

19/06/26 - 10/07/26

9:30am - 2:30pm

Lowestoft Learning Centre

## WELLBEING IN NATURE

18HRS

This course invites you to engage with the local environment and discover how the natural spaces around us can positively impact wellbeing. You'll explore the community's natural resources and learn ways to use them to support your own wellbeing. Outdoor activities are combined with mindfulness practices, along with written reflections to help you recognise what approaches benefit you most.

23/06/26 - 14/07/26

10am - 12:30pm

Lowestoft Learning Centre

## 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.

01/06/26 - 22/06/26

10am - 3pm

Lowestoft Learning Centre

## BACKYARD HABITAT MANAGEMENT

20HRS

This course will explain how we can improve and manage our gardens and small spaces to manage an existing pond and small meadow for the benefit of wildlife and people. You will also have the chance to undertake other practical projects that help us to minimize our impact on the environment and bring nature into our living spaces.

06/05/26 - 10/06/26

10am - 2:30pm

Lowestoft Learning 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](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 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.

 **Andrew: 07872 002787**

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









Department  
for Education



## CONTACT US

 **0300 456 2050** (local rate)

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

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

 /RealiseFutures

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