





With an extensive library of off the shelf courses that can be used by organisations in all sectors, to bespoke elearning development, we have your learning and development needs covered.

online learning materials.

Our courses are developed using industry leading development software, this means that if you have your own online learning platform, we can simply send you the course files to upload. Alternatively, we can give your staff access to our courses via our own platform. Monthly staff progress reports are available to keep you up to date with your teams learning journey and results.

Our Courses

FINANCE & COMPLIANCE

- AML & Financial Crime Regulations
- GDPR
- Anti-Bribery Act
- Cyber Security Essentials
- FCA conduct rules training
- **Conduct Rules for Senior Managers**
- Fraud Awareness
- **Display Screen Equipment**
- **PCI DSS**
- **Treating Customers Fairly**
- Vulnerable Customers









PERSONAL DEVELOPMENT

- Job Search Essentials
- Goal Setting and Getting Things Done
- Critical Thinking
- Assertiveness and Self-Confidence
- Managing Personal Finances
- Emotional Intelligence
- Interpersonal Skills
- Coping with Stress Essentials
- Understanding Menopause

LEADERSHIP & MANAGEMENT

- Leading People
- Project Management
- Self-Awareness for Managers
- Finance Management
- Managing People
- Operational Management
- Management of Self
- Building Relationships in Management
- Communication in Management
- Decision Making in Management

HEALTH & SAFETY

- Health and Safety Essentials
- Manual Handling Essentials
- Fire Safety Essentials
- COSHH Essentials
- Asbestos Awareness
- PPF
- Food Safety Essentials
- Covid-19 Infection Awareness and Prevention
- First Aid at Work Essentials
- Paedicatric First Aid Essentials
- Mental Health Awareness
- Managing Conflict

BUSINESS SKILLS

- Compliance continuing Management
- Understanding PESTEL Analysis
- Understanding SWOT Analysis
- Managing Personal Performance& Development
- Roles and Responsibilities of a team leader
- Customer Service
- Business Writing
- Equality and Diversity Awareness
- Introduction to recruitment
- Prevent Duty & British Values

HEALTH & SOCIAL CARE

- Care Certificate
- Care 1 Understanding your role
- Care 2 Your Personal Development
- Care 3 Duty of Care
- Care 4 Equality & Diversity
- Care 5 Working in a Person Centred Way
- Care 7 Communication
- Care 7 Privacy & Dignity
- Care 8 Fluids & Nutrition
- Care 9 Awareness of Mental Health

- Care 10 Safeguarding Adults
- Care 11 Safeguarding Children
- Care 12 Basic Life Support
- Care 13 Health and Safety
- Care 14 Handling Information
- Care 15 Infection Prevention and Control
- Mental Capacity Act 2005
- **■** Pressure sore Prevention
- Understanding Challenging Behaviour