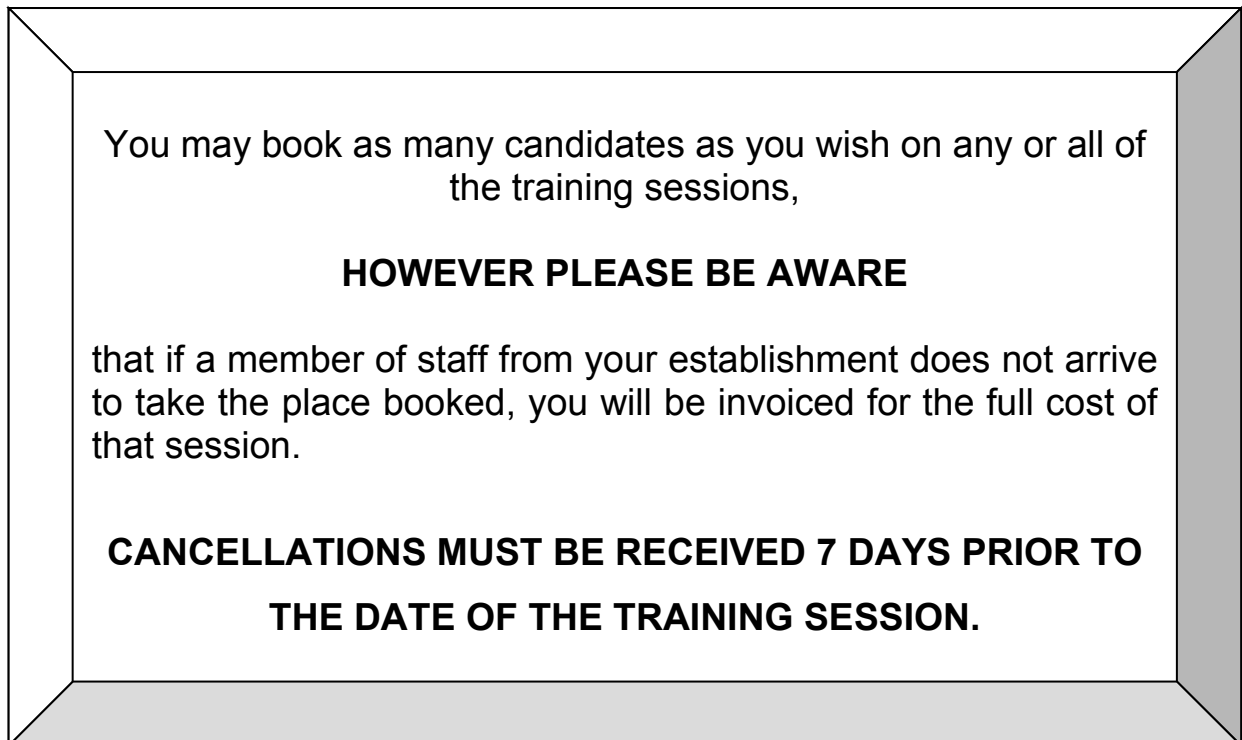


Dear Manager,

All of the sessions detailed in this programme will be held at **The Meadows Community Centre Waterville Road, North Shields, NE29 6BA**. A maximum of 15 candidates can be accommodated on each course, except the Moving and Handling of People session which will be a maximum of 12 candidates. All reservations will be accepted on receipt of the booking form, on a first come first served basis.



Organisations/establishments will be invoiced after the training sessions date. Please complete the enclosed booking confirmation form and return as soon as possible, by fax or post, to secure your places.

Any of the training sessions in this programme can be facilitated in the workplace at manager's request.

In house training for subjects not listed in this programme can also be accommodated.

For further information in relation to your training requirements please contact the L.A.C.C.A.T. Training Services Ltd office.

L.A.C.C.A.T. Training Services Ltd looks forward to supporting companies and individuals to meet their training requirements.

Yours Sincerely,

Lesley A Chennells
Manager

**TRAINING SESSIONS AVAILABLE
FOR
NORTH SHIELDS
27th APRIL 2009 – 30th SEPTEMBER 2009**

APPOINTED PERSONS FIRST AID

Tuesday 26 th May	Full Day 9am – 4pm	THESE SESSIONS ARE £15 PER PERSON. IF A PLACE IS NOT TAKEN ON THE DAY THE FULL COST OF £32.00 excluding vat WILL BE CHARGED TO THE BOOKING ORGANISATION
Thursday 18 th June	Full Day 9am – 4pm	
Monday 13 th July	Full Day 9am – 4pm	
Wednesday 19 th August	Full Day 9am – 4pm	
Thursday 3 rd September	Full Day 9am – 4pm	
Tuesday 29 th September	Full Day 9am – 4pm	

MOVING AND HANDLING OF PEOPLE

Thursday 7 th May	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Monday 8 th June	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Monday 20 th July	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Monday 17 th August	3 hr Session 1pm – 4pm	£17.00 excluding vat
Wednesday 16 th September	3 hr Session 9am – 12 Midday	£17.00 excluding vat

DEMENTIA

Monday 18 th May	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Thursday 30 th July	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Thursday 10 th September	3 hr Session 9am – 12 Midday	£17.00 excluding vat

EPILEPSY

Monday 18 th May	3 hr Session 1pm – 4pm	£17.00 excluding vat
Thursday 30 th July	3 hr Session 1pm – 4pm	£17.00 excluding vat
Thursday 10 th September	3 hr Session 1pm – 4pm	£17.00 excluding vat

POSITIVE CARE PRACTICE

Rights and responsibilities of service users and how carers meet these in daily practice.

Tuesday 5 th May	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Monday 22 nd June	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Tuesday 1 st September	3 hr Session 9am – 12 Midday	£17.00 excluding vat

COMMUNICATION SKILLS

Tuesday 5 th May	3 hr Session 1pm – 4pm	£17.00 excluding vat
Monday 22 nd June	3 hr Session 1pm – 4pm	£17.00 excluding vat
Tuesday 1 st September	3 hr Session 1pm – 4pm	£17.00 excluding vat

DIABETES AWARENESS

Thursday 28 th May	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Monday 20 th July	3 hr Session 1pm – 4pm	£17.00 excluding vat
Wednesday 16 th September	3 hr Session 1pm – 4pm	£17.00 excluding vat

PERSONAL HYGIENE

Thursday 30 th April	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Wednesday 10 th June	3 hr Session 1pm – 4pm	£17.00 excluding vat
Thursday 13 th August	3 hr Session 1pm – 4pm	£17.00 excluding vat
Tuesday 22 nd September	3 hr Session 9am – 12 Midday	£17.00 excluding vat

PREVENTION OF ABUSE

Monday 27 th April	Full Day 9am – 4pm	£32.00 excluding vat
Monday 1 st June	Full Day 9am – 4pm	£32.00 excluding vat
Monday 6 th July	Full Day 9am – 4pm	£32.00 excluding vat
Thursday 6 th August	Full Day 9am – 4pm	£32.00 excluding vat
Tuesday 8 th September	Full Day 9am – 4pm	£32.00 excluding vat

SAFE FOOD HANDLING

Thursday 30 th April	3 hr Session 1pm – 4pm	£17.00 excluding vat
Wednesday 10 th June	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Thursday 13 th August	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Tuesday 22 nd September	3 hr Session 1pm – 4pm	£17.00 excluding vat

MEDICATION AWARENESS

Thursday 7 th May	3 hr Session 1pm – 4pm	£17.00 excluding vat
Monday 29 th June	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Monday 17 th August	3 hr Session 9am – 12 Midday	£17.00 excluding vat

INFECTION CONTROL

Monday 11 th May	3 hr Session 1pm – 4pm	£17.00 excluding vat
Wednesday 3 rd June	3 hr Session 1pm – 4pm	£17.00 excluding vat
Thursday 16 th July	3 hr Session 1pm – 4pm	£17.00 excluding vat
Monday 10 th August	3 hr Session 1pm – 4pm	£17.00 excluding vat
Thursday 24 th September	3 hr Session 1pm – 4pm	£17.00 excluding vat

HEALTH AND SAFETY AT WORK

Monday 11 th May	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Wednesday 3 rd June	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Thursday 16 th July	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Monday 10 th August	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Thursday 24 th September	3 hr Session 9am – 12 Midday	£17.00 excluding vat

PALLIATIVE CARE

Monday 8 th June	3 hr Session 1pm – 4pm	£17.00 excluding vat
Monday 24 th August	3 hr Session 1pm – 4pm	£17.00 excluding vat

CARE PLANNING

Assessment, planning, implementation, evaluation and development of care plans

Thursday 25 th June	3 hr Session 9am – 12 Midday	£17.00 excluding vat
Monday 3 rd August	3 hr Session 9am – 12 Midday	£17.00 excluding vat

DOCUMENTATION AND RECORDING

Thursday 25 th June	3 hr Session 1pm – 4pm	£17.00 excluding vat
Monday 3 rd August	3 hr Session 1pm – 4pm	£17.00 excluding vat

CHALLENGING BEHAVIOUR

Techniques in preventing and defusing challenging behaviour.

Thursday 28 th May	3 hr Session 1pm – 4pm	£17.00 excluding vat
Monday 29 th June	3 hr Session 1pm – 4pm	£17.00 excluding vat
Monday 24 th August	3 hr Session 9am – 12 Midday	£17.00 excluding vat

Any of the training sessions in this programme can be facilitated in the workplace at manager's request.

Bespoke training for subjects not listed in this programme can also be accommodated.

For further information in relation to your training requirements please contact the L.A.C.C.A.T. Training Services Ltd office.