













FREE CPD COURSES

CPD courses currently available, all are official CPD certified and nationally recognised. The courses are online so are flexible to suit your needs, and will be a great addition to your CV. On completion, learners will be issued with an e-certificate.






Childcare and Education

-  Principles of Internet Safety
-  Safeguarding Adults and Children












Business, Leadership and Management

-  Conflict Management
-  Discipline in the Workplace
-  Induction of New Staff
-  Leading and Motivating a Team
-  Organising and Delegating
-  Performance Management
-  Planning and Allocating Work
-  Solving Problems and Making Decisions
-  Stress Management
-  Understanding Leadership



Health and Safety

-  COSHH Risk Assessment
-  DSE Risk Assessment
-  Fire Safety Principles
-  Health and Safety in the Workplace
-  Manual Handling Safety at Work











Health and Social Care

-  Alcohol Awareness
-  Dementia Awareness
-  Safeguarding Adults and Children
-  Sexual Health Awareness
-  Substance Misuse Awareness
-  Understanding Anxiety
-  Understanding Depression
-  Understanding Eating Disorders
-  Understanding Stress
-  Understanding the Safe Handling of Medication
-  Mental Health Awareness
-  Mental Capacity Act




Retail and Hospitality

-  Prepare to Deliver Excellent Customer Service
-  Food Safety Awareness

Personal Development and Employability











-  Essentials
-  Induction Essentials
-  First Aid Programme
-  Introduction to First Aid – Zone 1
-  Introduction to First Aid – Zone 2
-  Introduction to First Aid – Zone 3
-  Introduction to First Aid – Zone 4
-  Personal Money Management
-  Rights and Responsibilities
-  Understanding Equality and Diversity

Health and Fitness



-  Explore the Principles of Healthy Eating
-  Principles of Weight Management
-  Understand the Principles of Exercise and Fitness

Accounting and Finance*

Unit Resource and Revision Guides:

-  Ethics for Accountants – Level 3
-  Indirect Tax - Level 3
-  Bookkeeping Controls - Level 2
-  Elements of Costing - Level 2
-  Advanced Bookkeeping - Level 3
-  Bookkeeping Transactions - Level 2
-  Final Accounts Preparation - Level 3
-  Management Accounting: Costing – Level 3
-  Spreadsheets for Accounting – Level 3
-  Work Effectively in Finance – Level 2

Other Courses:

-  Level 2 Synoptic Assessment Preparation Revision Resource
-  Level 3 Synoptic Assessment Preparation Revision Resource

****Please note that there is a £50 charge for the Accounting and Finance courses.***