

PETROC™

professional, trusted, ambitious

**SKILLS DEVELOPMENT
FOR BUSINESS**

GIVING TALENT A HOME IN THE SOUTH WEST

DEVELOPING MINDS AND GROWING BUSINESS

At Petroc, we're proud of the South West's outstanding reputation in the Engineering, Manufacturing, Digital and Business enterprise sectors; and how North Devon in particular finds itself home to global players in the pharmaceutical, agri-tech, aeronautical, marine, FMCG, filtration, and electronics-based manufacturing and engineering industries.

Add to this our excellent Health & Social Care and Education provisions - alongside our thriving Hair & Beauty and Hospitality & Catering sectors - and it's clear to see that we have the infrastructure for major economic growth in our region.

But what the South West needs is the professional-skills development, and industry-focused training, to match the ambitions and operational requirements of our region's businesses; particularly the small and medium-sized enterprise (SME) sector – that is the lifeblood of our local economy.

Rural regions throughout the country are experiencing an exodus of both qualified professionals, and talented young learners, and the key Science, Technology, Engineering, and Mathematics (STEM) sectors are facing a nationwide skills shortage. Petroc is determined to help reverse these trends.

As one of the South West's leading providers of Further Education and Higher Education, we want to build long-standing relationships with our local businesses; to develop and nurture local talent, support operational innovation, and create the fully-qualified, well-trained, and highly-skilled workforce of the future.

Put simply, we want to give talent a home.

With an extensive range of qualifications, industry courses, and Apprenticeships on offer – from Level 1 all the way to Level 6 – and an array of course durations and delivery methods to choose from; we're here to work in partnership with your business to support your staff development, and aid your financial growth.

HOW YOUR BUSINESS CAN BENEFIT

It's our mission to provide innovative and industry-led education, and help deliver a skilled local workforce, economic growth, and prosperity to the South West.

We'll achieve this through our provision of nationally-recognised, industry-standard educational programmes that include Awards, Certificates and Diplomas; Apprenticeships; Foundation Degrees and Honours Degrees. Our programmes are specifically tailored to meet your business needs, and combat the skills shortages of our key regional industries.

So, what does this mean for your business?

We're here to provide the educational resources, state-of-the-art facilities, and expert-tutors required to allow you to develop and retain local talent; reducing your need to recruit from outside of the region

We'll help you to retrain and upskill your existing workforce, as well as attracting new entrants to your business sector

By providing industry-standard, specialist training facilities locally, we can reduce the need for your current, and future, employees to train outside of the region

Training has a proven positive effect on employee retention - as the employee feels valued by their employer - and the investment in their growth and development builds loyalty

Developing and retraining existing employees reduces recruitment and relocation costs, and expanding your workforce's range of skills can increase your operational output.

PETROC'S MISSION: EXCELLENCE THROUGH LEARNING

All of our courses are carefully selected to create a curriculum that will meet the needs of the workforce of the future, and provide skilled, well-trained and dedicated employees to our local businesses. We monitor the regional, national and international job market to understand what future roles will need to be filled, and we ensure our students are trained to fill these positions.

Petroc has a particularly strong focus on Technology and Engineering; Health, Social Care and Education; and Business and Enterprise, which are all areas viewed by the Government as being in demand both nationally and locally. As well as developing a curriculum fit for the industries of the future, we also consider how we can continue to make subjects even more topical and relevant to the issues of today - for example, with an ever-growing focus on sustainability and the environment, we ensure we incorporate suitable modules into our courses.

We believe in creating Excellence through Learning.

At the heart of what the College does - our area of greatest expertise, and our typical starting point for developing solutions or making a difference - is Learning. That's how we make a positive difference in the world, and how we equip others to do so.

Our objective is to make a positive impact in five key areas:

CREATE OUTSTANDING LEARNER
ACHIEVEMENT IN ALL AREAS

TRANSFORM LIFE CHANCES AND
EMPLOYMENT PROSPECTS FOR ALL

BUILD COMMUNITY AND PROSPERITY WITHIN NORTH AND MID DEVON,
AND THE WIDER SOUTH WEST OF ENGLAND

BOOST PRODUCTIVITY, INNOVATION AND AGILITY
OF LOCAL BUSINESSES AND ORGANISATIONS

TACKLE THE
CLIMATE EMERGENCY

We'll achieve our aims by staying true to our core working values:

PROVIDE A
PERSONALISED AND
CUSTOMER-FOCUSED
EDUCATIONAL SERVICE

OPERATE IN AN AGILE AND
ENTREPRENEURIAL WAY

CONTINUOUSLY
LEARN AND IMPROVE

DELIVER VALUE FOR MONEY

BE DIGITALLY ABLE





PARTNERING WITH PETROC: WHY IT MAKES SENSE

WE UNDERSTAND YOUR BUSINESS NEED

With our operations being based in the heart of Devon, we not only witness the support and training requirements of our region's businesses – but we experience them ourselves. It's this localised knowledge, combined with our extensive network of professional partners, that puts us in the ideal position to provide an educational curriculum that works for you.

Our courses are specifically designed to tackle the current skills shortages in our key regional industries – particularly those experienced by rural regions – and are in line with Heart of the South West Local Enterprise Partnership (LEP) priorities. We've drawn upon applied research to anticipate your future skills requirements, and provide a learning provision that is tailored to the needs of employers throughout Devon and the South West.



SUPPORTED BY OUR EDUCATIONAL AND PROFESSIONAL PARTNERS

KEY REGIONAL STAKEHOLDERS:

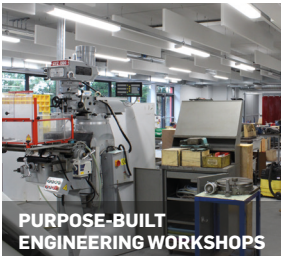
- Torrige District Council
- North Devon District Council
- Mid Devon District Council
- Devon County Council
- Heart of the South West LEP
- South West Growth Hub
- Jobcentre Plus
- North Devon Manufacturing Association
- North Devon Healthcare Trust

EDUCATIONAL PARTNERS:

- University of Plymouth
- University of Bolton
- South West Institute of Technology (SWIoT)

MEMBERSHIP ORGANISATIONS:

- Barnstaple Chamber of Commerce
- Devon Chamber of Commerce
- South West Business Council
- Employment Skills Board (North Devon)
- Mid Devon Business Council



PURPOSE-BUILT
ENGINEERING WORKSHOPS

QUALITY OF FACILITIES AND FACULTY

High-quality training starts with state-of-the-art facilities, and an industry-expert faculty; and that's exactly what Petroc provides. From our newly-developed, technologically-advanced Cotie and SWIoT centres, to our professionally-equipped restaurants and kitchens, to our fully-operational Hair & Beauty Academy; your employees will be taught by our industry-trained and experienced tutors, in a learning environment that's perfectly set-up for student success.



MEDIA LABS

We have dedicated facilities for **Engineering & Manufacturing**, fitted to industry-standards with an array of design, development, 3D scanning and printing, fabrication, welding, and assembly equipment; **Digital & IT Super Rooms**, equipped with i7 workstations with high-res displays, pre-installed with the latest software, applications, and data engineering functionality; fully-operational **hair salons, barber shops, and beauty spas**, where our Hair, Beauty & Therapies students perfect their craft in a professional working environment; **Automotive training facilities**, designed to replicate working life in a real-world garage; an **expansive Construction zone**, providing the ideal location for training the next generation of skilled tradesmen and women; and **fully-functioning restaurants and kitchens**, where we develop our Hospitality & Catering students into the industry professionals of the future.



COMMERCIAL NAIL SALONS

But it's not just your employees who can enjoy our superb facilities, as both our North and Mid Devon campuses have a wide range of business-focussed amenities, available for you to hire at highly-competitive rates.

We can provide your business with relaxed yet professional **meeting and conferencing spaces** - that can accommodate everything from one-to-one meetings, to seminars for 300 attendees - complete with onsite parking, super-fast connectivity, and catering services; **open-plan hot desks** and crisply-modern **design pods**; **state-of-the-art cleanroom manufacturing facilities**; high-quality **dining experiences**, for both large and small parties, at our Taw and Exe restaurants; and we can even meet your business' professional printing, copying, and finishing requirements at **The Print Room**.



MODERN VEHICLE REPAIR
TRAINING CENTRE

Petroc has been awarded STEM Assured standard - retaining the status that was originally awarded in 2014 - and making us **the only STEM Assured college in Devon**. The renewal of the standard is testimony to our distinctive offerings in Science, Technology, Engineering and Mathematics programmes; thereby delivering value to our learners, employers, and the community at large.



We also have the experience and proficiency to deliver high-quality, professional, administrative and organisational qualifications to your business; including a range of CIPD, AAT, ILM and CMI accredited courses.



MODERN CARPENTRY
WORKSHOPS



What's more, when you partner with Petroc, you have access to a host of funded training and development programmes, coaching and mentoring services, and business development facilities - all available through our professional partners.



RESTAURANTS



HAIR & BEAUTY SALONS



SCIENCE LABS



CONFERENCE SPACES



3D PRINTING FACILITIES



LARGE TROWEL
TRADE WORKSHOP



STATE-OF-THE-ART
CLEANROOM



COMMERCIAL KITCHENS

INVESTMENT AND INITIATIVES

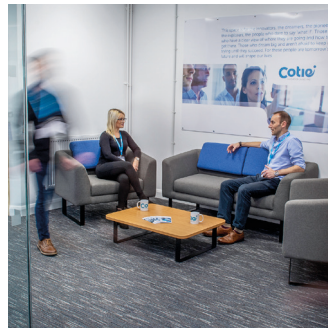
Cotie: Centre of Technology and Innovation Excellence



We don't believe that a business' lack of facilities should be a barrier to their progress. That's why we've created a space for innovation, design, research and manufacturing, where we can provide industry-standard amenities to our local business community.

Developed in association with Petroc, and part-funded by the European Regional Development Fund, Cotie provides SMEs, start-ups, and micro-businesses with access to a wide range of advanced technology-based facilities; all designed to nurture business growth and develop product ideas and concepts.

What's more, all of Cotie's facilities are available to book online or over the phone, at subsidised rates that should fall within even the strictest of budgets, so you need only pay for what you need, when you need it.



SWIoT: South West Institute of Technology

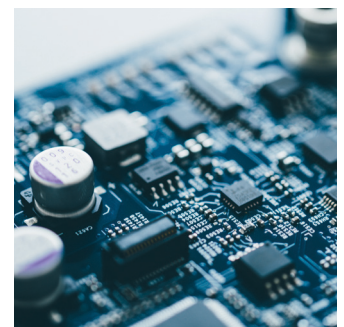
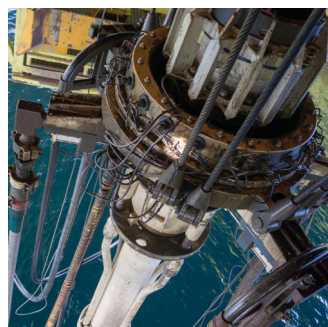
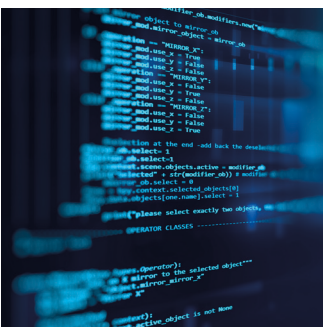


SWIoT has been created as part of the Department for Education's (DfE) £170 million investment, to establish a network of technology institutes across the country.

In addition to our purpose-built facilities, many of our industrial partners have given us the benefit of their expertise, so that the specialist equipment we have installed is of the highest professional quality, and is at the cutting edge of current industry-standard specifications.

Our Engineering Centre of Excellence houses clean room fabrication capabilities; electronics design, manufacture and testing laboratories; additive technologies (3D); and production robotics.

The Digital Science suite contains a bespoke area for developing virtual environments; a large space for drone experimentation; and the latest specification networking, software, and data engineering facilities.



The Petroc Project Team



Through the work of our experienced and skilled Projects Team, SMEs can access funding from UK Government and the European Union to develop their workforce.

The Project Team's work is wide-ranging and includes:

- Upskilling opportunities for your employees to help them progress in the workplace and reach their full potential
- Training for people going through redundancy to support them in returning to employment or education
- Working with employers to offer opportunities to the unemployed, and to diversify the workforce
- Helping organisations to embrace innovation
- Working collaboratively with employers on research trials, and both curriculum and industry secondments



LEARNING AT ALL LEVELS

We don't believe in a 'one size fits all' approach to education; we understand that every individual learner is different, and a lack of prior education should never be a barrier to future learning.

Every student has their own past experience of education, their own goals and aspirations, their own set of circumstances outside of work or study, and their own level of proficiency in their chosen subject.

That's why we offer such an expansive range of qualifications – from Entry Level Maths and English to Honours Degrees – and can provide a variety of delivery methods and course durations, including part-time college-based study, remote distance learning, and workplace Apprenticeships.

And, of course, our educational programmes are specifically designed to cause minimal disruption to your business operations and output. We enable your employee to continue to work while they gain essential qualifications; designed to benefit your business.

QUALIFICATIONS

ESSENTIAL SKILLS & ESOL: Entry Level Maths and English, Foundation Learning, Functional Skills, and English for Speakers of Other Languages (ESOL)

GCSEs: Maths and English for learners who may be returning to education, or lack confidence in these subjects.

CERTIFICATED COURSES: Awards, Certificates, and Diplomas. Ranging from five-week Level 1 Awards, through to two-year Level 5 NVQ Diplomas

CERTIFICATED DISTANCE LEARNING COURSES: Learners can study in their own time, in their own home or place of work

INDUSTRY QUALIFICATIONS: Industry-specific accreditation, regulatory updates, and skills refresher courses

ACCESS TO HIGHER EDUCATION: Subject-specific learning - combined with study skills - to provide a route to university-level qualifications

FOUNDATION DEGREES, HIGHER NATIONAL CERTIFICATES, AND HONOURS DEGREES: Full university-level qualifications leading to FdSc, HNC, BA, and BSc accreditation.

APPRENTICESHIPS: Available at Intermediate (Level 2), Advanced (Level 3), Higher (Level 4/5), and full Degree Apprenticeships (Level 6).



LEVELS EXPLAINED

LEVEL 6: Honours Degree (Final Year)

LEVEL 5: Foundation Degrees (Year 2), Honours Degrees (Year 2), NVQ Level 5, Higher Apprenticeships

LEVEL 4: Foundation Degrees (Year 1), Honours Degrees (Year 1), NVQ Level 4s, Higher Apprenticeships, HNCs

LEVEL 3: A-levels, Vocational Certificates and Diplomas, Advanced Apprenticeships, NVQ Level 3, Access to HE

LEVEL 2: GCSEs, Certificates and Diplomas, Apprenticeships, NVQ Level 2

LEVEL 1: Awards, Certificates and Diplomas

ENTRY LEVEL: Entry Level and Foundation Learning



OUR APPRENTICESHIP SERVICE

WHY YOU SHOULD CONSIDER INVESTING IN AN APPRENTICE

Since 2010, over 4.2 million Apprenticeships have been started in England*, and a massive 76%^ of manufacturing businesses are now investing in Apprenticeships; in order to secure the skills their business needs going forward.

These businesses recognise that Apprenticeships provide a gateway to increased productivity - which in turn leads to improved performance - whilst ensuring a committed, competent and qualified workforce.

Investing in apprentices also increases employee satisfaction, reduces staff turnover, and lowers recruitment costs. It creates the opportunity to cultivate and retain the professions you've invested in, as well as building loyalty within your workforce.

Apprenticeships are also subsidised; therefore, providing you with an affordable workforce-development solution. But, just as importantly, Apprenticeships can introduce diversity, innovative new ideas, and fresh new perspectives to your business.

*House of Commons Briefing Paper 06113, 'Apprenticeship statistics', (06 February 2020)

^MAKE UK, 'National apprentice week statistics', (05 F



WHO CAN BE AN APPRENTICE?

Anyone can be an apprentice, as long as they meet the criteria for the Apprenticeship, as there's no upper age limit.

Also, by choosing an Apprenticeship through Petroc, you'll have the opportunity to upskill your staff to a higher-level apprenticeship in the future.



HOW DO APPRENTICESHIPS WORK?

To employ an apprentice, you'll need to have a genuine job opportunity – one which will offer suitable role-based experiences over the period of the Apprenticeship - to enable the learner to gain a nationally-recognised qualification. As the Apprenticeship provider, we'll work closely with you to identify the suitability and level of Apprenticeship for your candidate. The levels we offer are Intermediate (Level 2), Advanced (Level 3), Higher (Level 4-5), and Degree (Level 6).

An Apprentice should have a contract of employment to cover the duration of the Apprenticeship, and will spend a minimum of 20% of their Apprenticeship completing off-the-job study and training, which will be recorded and evidenced.

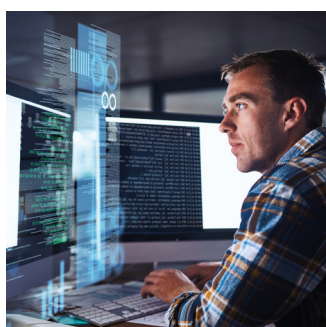
We'll work with you to decide the best way to facilitate the off-the-job training; whether this is as a block release, or via a day-release programme.

The 20% off-the-job training must be directly relevant to the Apprenticeship, and can be delivered in the apprentice's place of work, or at Petroc itself. This can also include off-site industry related visits, competitions, practical training, and workplace shadowing.

If you're a Levy-paying employer - with a payroll in excess of £3 million per annum – we'll support you with setting-up your Digital Apprenticeship Account, into which you'll be making a monthly contribution of 0.5% of the entire salary to HMRC (payments started from 6 April 2017). You'll receive one annual allowance of £15,000 to offset against your Levy payment.

AT ANY ONE TIME,
PETROC SUPPORTS
OVER 1000
APPRENTICES
IN THE WORKPLACE

PETROC WORKS
WITH **OVER 400**
EMPLOYERS
DELIVERING QUALITY
APPRENTICESHIPS



THE PETROC APPRENTICESHIP SERVICE

We have Apprenticeships available in a huge variety of roles and industries, from Level 2 up to Higher and Degree-level - in everything from Carpenter & Joiner to Chef de Partie, from Chartered Manager to Construction Manager, from Customer Service Practitioner to Children's Practitioner – and they're just the careers starting with C.

We have years of experience in sourcing and placing the right Apprentices with the right businesses - we currently have over 1,000 Apprentices in situ with our local Levy and non-Levy business partners - and will provide you with support and guidance throughout the life-cycle of the process.

Our full-list of Apprenticeships is updated regularly, with new opportunities being added all the time; simply visit our website to check out our current vacancies, or contact our Business Engagement Team for more information on how we can help you to find your perfect apprentice.

You might already have a candidate you wish to upskill, or may wish for us to source an apprentice on your behalf, either way, the completeness and quality of our service will remain the same.

We will:

Provide information and advice on how Apprenticeships can work for your business, including upskilling your existing employees

Discuss your individual business needs and the specific role that needs filling, and advise you on which Apprenticeship course is most suitable

Confirm the suitability of your job role for the Apprenticeship Standard, ensuring it covers all the required elements to meet the training needs of the qualification

Support and guide you through the recruitment process, including the creation of a job description, and advertising on the National Apprentice Service site and the Petroc Job Shop

Inform you of any Government funding and incentive payments accessible to you, and advise you on how to apply



MAINTAINING THE RELATIONSHIP

Once your apprentice is enrolled on our programme, we'll continue to work with you to ensure a productive and meaningful Apprenticeship.

We'll provide you with support and guidance, and endeavour to make the service as accessible, clear, realistic and transparent as possible. In order to achieve this, we'll actively encourage your input at various points during the Apprenticeship.

We'll carry out regular review meetings with you - to monitor the apprentice's progress - and we'll conduct quality checks throughout the year; to ensure that we continue to provide a holistic service, and maintain the high-quality of our Apprenticeship delivery.

TRAINEESHIPS

We also offer Traineeships, which are often utilised as a pre-cursor to a full Apprenticeship, or can provide the learner with a direct route into full-time employment.

Traineeships are essentially work placements for young learners from your local community; designed to help you attract a loyal, dedicated and talented workforce, and ultimately increase your operational capacity and productivity.

We'll work with you to design a trainee programme that suits both the requirements of your business, and the needs of the trainee.

DON'T JUST TAKE OUR WORD FOR IT...



"Petroc have been really helpful in the whole setting up process for apprenticeships; from helping with course choices, arranging meetings with programme co-ordinators for apprenticeship overviews and meetings with tutors to discuss actual course content, providing invaluable help in accessing apprenticeship levy funding, a process that can appear intimidating, but which Petroc helped to ensure was a simple and straightforward process."

Amanda | Learning and Development Co-ordinator | North Devon Hospice



DON'T JUST TAKE OUR WORD FOR IT...



"We believe passionately in training our workforce, and we operate a successful apprenticeship scheme and have many employees in long-term career development roles; but it is not always easy for managers and senior staff to commit. These courses have been a great opportunity to deliver valuable education with minimal impact on workloads - and a positive outcome for personal confidence - as well as benefiting the overall skills and capacity of TCI as a company."

Alex Perkis | Managing Director | TCI (GB) Ltd.



"The relationship between Northern Devon Healthcare NHS Trust and Petroc has been long established, and has grown from strength to strength. We truly feel like partners in developing innovative approaches to learning, in health and social care. Petroc have always supported our vision to develop the NHS workforce locally, and enhance skills at every level. We are exceptionally proud of the care academy provision, which has included the development of new roles as well as development of assistant practitioners, nursing associates, and project search. Petroc always seek to understand our needs, and work together to deliver high quality training programmes."

Darryn Allcorn | Chief Nurse | Northern Devon Healthcare NHS Trust



"Working with Petroc to recruit and retain Apprentices has really added value to the whole organisation over at least the last 5 years. Not only do the Apprentices bring energy and creative ideas, but many of our existing employees at Mid Devon District Council act as mentors to our Apprentices - and learning has become a two-way process. This leads to the Apprentice, the mentor and the service area they work in, to benefit hugely."

We take on cohorts of Apprentices each year in our trade and support services, and pride ourselves on working with Petroc to recruit new young talent, which we are then able to progress and develop into talent of the future, with over 80% of our Apprentices gaining full time employment with us."

Helen Duke | Training & Development Officer | Mid Devon District Council



"We have a very close and flexible relationship with Petroc. Petroc provides us with the guidance and advice we need, going above and beyond to cater for our requests or suggest appropriate pathways for our apprentices. The communication and relationship with Petroc are mutually beneficial, our main focus is to support apprenticeships as we believe they provide the best pathway for students today."

Joanna Nancekivell | HR Executive | Applegate

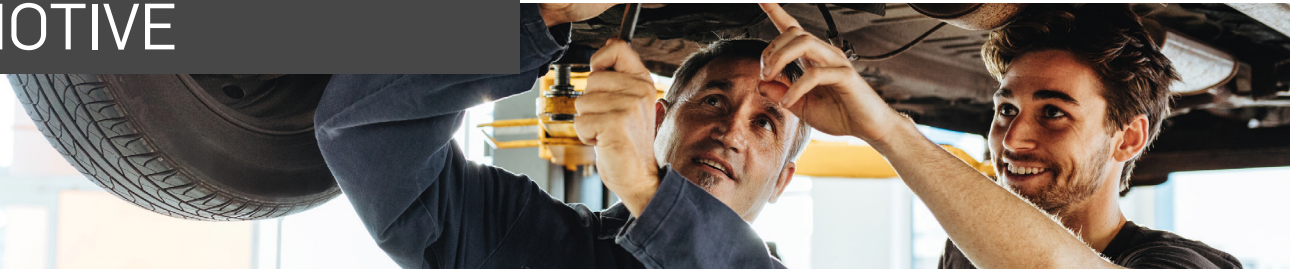


OUR TRAINING SECTORS: GEARED TOWARDS LOCAL INDUSTRY

We understand and support the South West's key industries. This specialised knowledge has allowed us to curate and design an extensive range of qualifications, industry courses, and Apprenticeships, specifically targeted towards growing our region's economy, and developing your workforce.

We provide a full suite of nationally-recognised, industry-standard Awards, Certificates, Diplomas, Apprenticeships, Foundation Degrees and Honours Degrees; designed to meet the exacting needs of each of the following business sectors:

AUTOMOTIVE



There are currently in excess of 38 million licensed vehicles in Great Britain*, and the number of cars on our roads has consistently grown, year-on-year, since the 1940s; this is obviously great news for those of you in the automotive industry.

No matter the make, model, age or price of a car, one thing they all have in common – from Alfa Romeo to Audi, from Mercedes to Mazda, from Ferrari to Ford – is that, sooner or later, they're going to need the expertise of your trained mechanics.

Whether you're looking to upskill an existing employee, expand your back-office capabilities, bring your workforce up-to-speed on Health & Safety, or take on an apprentice to help increase your business capacity; we have a wide-array of professional and industry qualifications geared towards your individual needs.

Taught by our team of industry-trained tutors, in our professional-standard facilities; our courses range from Level 2 Awards and Certificates, all the way to Level 5 Diplomas and Degree Apprenticeships.

We offer qualifications in subjects ranging from **MOT training, Motor Vehicle Service & Maintenance, and Accident Repair**, through to **Customer Service, Human Resources, First Aid**, and much more; so, whatever your developmental needs may be, we're here to help you grow.

And if we don't have what you're looking for, then we can design and deliver a wide-range of bespoke training options; specifically developed for your business.

*Department for Transport, 'Vehicle Licensing Statistics: 2019 Q1' (27/06/19)

BUSINESS & FINANCE



Money really does make the world go round.

Without the underpinning pillars of financial, operational and personnel management, businesses simply couldn't operate - and the financial world as we know it would stop turning.

Whether your company is involved in engineering, manufacturing, pharma, agri-tech, construction, IT, hospitality and catering, leisure and tourism, hair and beauty, healthcare, or absolutely any other industry - the principles of business remain the same. From the largest multi-national conglomerates, to small and medium-sized enterprises, to independent sole traders – the global, national, and regional economy will always need a well-trained, highly-skilled workforce that understands the intricacies of business and finance. That's where Petroc is here to help.

We provide a wide range of industry-standard, nationally-recognised, professional qualifications and career development courses; from Level 2 and 3 Awards and

Certificates, to AAT and CIPD certification, all the way up to Level 4 and 5 Diplomas, Degree Apprenticeships, and full BSc Honours Degrees. Put simply, we have an array of educational programmes to suit every business, and any employee development pathway.

With courses available in **Accountancy & Finance, Management & Leadership, Customer Service, Quality Assurance, Coaching & Mentorship, Human Resources**, and much more besides, we're sure to have a course to meet your exacting business needs.

So, whether you're looking to upskill an existing employee, expand your back-office capabilities, bring your workforce up-to-speed on Health & Safety, First Aid, and industry regulations, or take on an apprentice to help increase your business capacity; Petroc can really help take your business to new heights.

DIGITAL SKILLS & IT

We live in a digital age and technology now shapes our personal and professional lives, what's more, it's completely changed the way our businesses operate on a day-to-day basis. It's anticipated that the UK will need around 1.2 million new technical and digitally skilled employees by 2022, while an estimated 90 per cent of all jobs will require digital skills within the next 20 years*.

The Federation of Small Businesses (FSB) found that 26% of surveyed business owners in England lack confidence in their own basic digital skills, and stated that those small and medium-sized enterprises (SMEs) who don't engage in digital and information technology are placing themselves in an increasingly vulnerable position. So, if you're looking to develop your workforce's technology skills, expand your operations, or future-proof your business for the digital age, then we have the courses you need.

For those of you already operating in the Digital or IT sectors, and are looking to take an existing employee's skills to the next level, take on a new apprentice, or ensure your continued compliance with Health & Safety and industry regulations - we have the perfect training solutions for you also.

All of our Digital courses are taught at our state-of-the-art IT Super Rooms; fully-equipped with i7 workstations with high-res displays, and pre-installed with the very latest software and applications.

We offer qualifications ranging from **Level 1 and 2** Certificates and Awards, through to **Level 3 and 4** Diplomas, right the way up to **Degree Apprenticeships** and full **BSc Honours Degrees**. And with specialised subjects that include **Network and Software Engineering, Cyber Security, IT and Telecoms**, and **Operations and Departmental Management**; the skills your business needs are far closer than you think.

*House of Commons Science and Technology Committee, 'Digital skills crisis', (07 June 2016)

EDUCATION & TRAINING

There can be few vocations in life as rewarding as a career in education, and few feelings as great as seeing the spark of understanding on a student's face as your teachings make sense to them. But, as you're well aware, teaching is about much more than just the imparting of knowledge; it's about making a positive impact on your students' lives; seeing their confidence and self-belief grow; and providing lessons that will shape the next generation.

The very best teachers and learning-support staff know how to engage students on a personal level - they keep learners motivated and interested; they understand how to communicate effectively; they build strong relationships; and they show that they care about their students as people. Put simply, they make a difference.

But before someone can help to educate others, they need to receive the correct training, and achieve the relevant qualifications. And that's where Petroc comes in.

We provide a wide range of nationally-recognised teaching, support, and Cert. Ed. qualifications, career development programmes, and Health & Safety and First Aid courses; from Level 2 Awards and Certificates, to Level 3 and 4 Diplomas and Apprenticeships, all the way to Degree Apprenticeships and BSc Honours Degrees.

Our specialised courses cover **Education & Training, Children's Learning & Development, Supported Employment, Specialist Support** including **Learning Disabilities** and **Mental Health Awareness**, and an array of industry qualifications and business-focussed disciplines.

So, whether you're looking to upskill an existing employee, aid your workforce's personal and professional development, keep up-to-date with industry regulations, or welcome a new apprentice - we can help your organisation to continue making a difference.

ENGINEERING & MANUFACTURING

Engineering and manufacturing are the beating hearts of global industry, and two sectors where the South West has a proud history, and a well-deserved reputation for excellence.

These fast-paced, ever-evolving and fascinating industries are woven into everything we use, everything we see, and everywhere we go. That's why the world continually needs an engineering and manufacturing workforce that is qualified, well-trained, passionate, and dedicated. Petroc is here to provide you with the platform to develop your workforce, and launch your business to new heights.

We provide a wide-range of industry-specific educational programmes; specifically geared towards personal and professional development. What's more, when you enrol an employee on one of our Engineering and Manufacturing courses, they will be taught by our team of industry-expert tutors, and will have full use of our state-of-the-art Engineering Centre.

Our Engineering Centre is a purpose-built, specialist training facility; professionally-equipped with the very latest in industry equipment.

With high-tech CAD facilities, 3D printing, electronics design and assembly, a fabrication and welding workshop, CNC and manual machining, and a bench fitting workshop; all they need bring is their enthusiasm to learn.

We offer an array of professional qualifications from **Level 1 Awards and Certificates**, to **Level 2 and 3 Diplomas**, right the way up to **Level 4 and 5 Apprenticeships** and **BSc Degree Apprenticeships**; in subjects that cover everything from **Mechatronics to Mechanical Engineering**, and **Food Manufacturing to Fabrication**. So, it doesn't matter whether you're looking to upskill an existing employee, diversify the talent of your workforce, or take on a new apprentice; our educational programmes can really help improve your employee's proficiency and productivity.

But more than just sector-specific learning, we also have a range of Health & Safety, First Aid, industry regulation, Digital and IT, and operations-focused qualifications; all designed to increase your business' efficiency and effectiveness.

HAIR, BEAUTY & THERAPIES

By enrolling your employees on a hair, beauty or beauty therapy course with Petroc, it won't just be your clients who look and feel fantastic; your future business prospects will too.

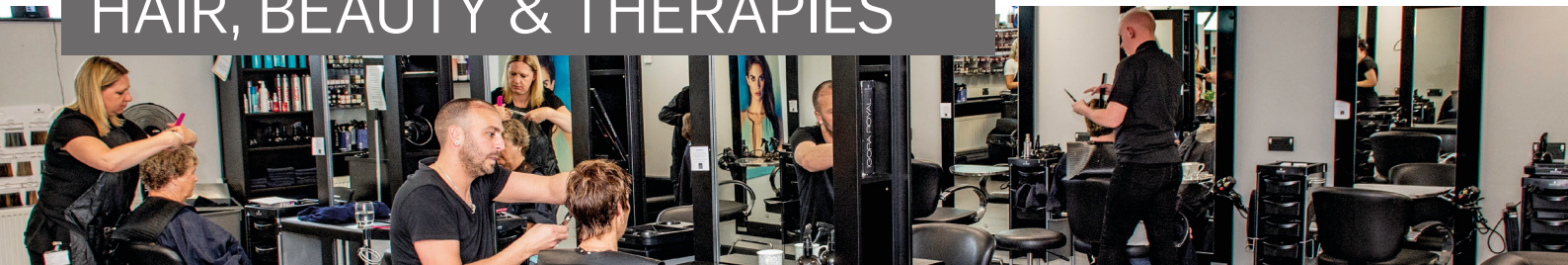
With the UK's hair and beauty industry currently employing around 250,000 people, and with over 43,000 businesses helping to generate in excess of £7.5 billion a year*, one thing is clear – clients will always be on the lookout for fully-trained hairdressers, barbers, beauty and massage therapists, nail technicians, and makeup artists. And we're here to ensure that you have the qualified staff to meet the demand.

Taught by our expert team of tutors, in our industry-standard Hair & Beauty Academy; learners get the chance to hone their skills in a luxury salon setting, while performing real treatments on real clients. With courses available in Hairdressing, Barbering, Beauty Therapy, Nail Technology, Body & Spa Therapy, Massage, and even Micro-Pigmentation Treatments; as long as the student brings an enthusiasm to learn, then we'll provide the professional training.

Our nationally-recognised Hair, Beauty & Therapies qualifications range from **Level 2 Certificates, Diplomas, and Awards**; all the way to **Level 3, 4 and 5 Advanced Technical Diplomas and Apprenticeships**. What's more, we also have a range of **Health & Safety, First Aid**, industry regulation, **Digital and IT**, and **business-focused** qualifications to help you to grow your business.

Whether you're looking to upskill an existing employee; increase the number of treatments your business can offer; find a new apprentice; or expand your back office operations; we're here to ensure you stay a cut above your competition.

*NHBF, '2019 Industry Statistics for Hairdressing, Barbering & Beauty' (23/03/19)



HEALTH & SOCIAL CARE



The South West has the highest average age of any region in the UK (43.9 years compared to a national average of 40.1 years, and just 35.3 years in London*), and we continually attract a high percentage of older residents looking to relocate for their retirement years. But it's not only our ageing population that's driving the ever-increasing demand for care services in the South West - as we've witnessed an increase in the need for child and vulnerable adult care also.

So, it's no surprise that we find ourselves home to a thriving and competitive Health & Social Care industry; one that consists of a wide-variety of caring and supportive environments - including registered care homes, community support organisations, charities, supported and sheltered accommodation, hospitals, and primary care trusts.

But, before someone can help children, young people, vulnerable adults, or the elderly - in any Health or Social Care setting - it's essential that they acquire the right skills, receive the correct training, and are suitably qualified for the role. That's where Petroc is here to help your business.

We offer a wide range of qualifications in Health & Social Care; from **Level 1 and 2 Awards and Certificates**, to **Level 3 and 4 Diplomas and Apprenticeships**, to **Level 5 Higher Apprenticeships and Foundation Degrees**, all the way to our full **BSc (Hons) Degree in Adult Nursing**. Our qualifications are available in areas such as **Youth Work, Adult Care, Learning & Development, Mental Health Awareness, Health & Safety, Emergency First Aid, Leadership and Management**, and much more.

You could be looking to upskill an employee for promotion, continuing your workforce's professional development, getting up-to-speed on industry regulations, or want to find the perfect apprentice - by choosing a Health & Social Care course at Petroc, we'll provide the skills to enable your business to provide the care.

*Resolution Foundation, 'Ageing, fast and slow' (28/10/19)

HOSPITALITY & CATERING



With our rolling hills, glorious beaches, epic moors, stunning coastal scenery, and picturesque towns and villages, the South West is a mecca for millions of UK and overseas holidaymakers, each and every year. Add to this our status as one of the UK's finest regions for local produce - from Exmoor beef to Clovelly crab - and our ever-growing reputation for fine-dining, and it's easy to see why we have such an expansive and competitive Hospitality & Catering industry.

When you enrol your employees on a Hospitality & Catering course at Petroc, they're taught by industry-trained experts, in professionally-equipped facilities; where budding chefs, pâtissiers, caterers, restaurant managers, waiters, bar managers, and back office staff develop the knowledge and skills needed to drive your business forward, and help you really stand out in the crowd.

We provide industry-accredited courses in **General Patisserie & Confectionery, Professional Cookery, Food Safety, Food Allergen Awareness & Control, Customer Service, Health & Safety, First Aid, Personal Licensing**, and a wide-array of industry regulation and business-focussed options.

With qualifications ranging from Level 1 Awards and Level 2 Certificates, through to Level 3 NVQ Diplomas and Apprenticeships, right up to Level 4 and 5 Higher and Degree Apprenticeships, no matter what your employee's current level of proficiency may be, we're sure to have a course to match.

You could be looking to introduce new skills to your workforce, develop and progress an existing employee, invest in professional development, keep up-to-date with industry regulations, or welcome a new apprentice; whatever your business needs, we can be a key ingredient in your recipe for success.

TRADES



The construction industry contributed £117 billion to the UK economy in 2018*, and with no sign of the industry slowing down, there is a constant demand for well-trained, qualified and skilled tradesmen.

Whether you are a contractor or small business owner, Petroc's team of industry-trained tutors, coupled with its state-of-the-art facilities, will provide you and your workforce with the tools needed to ensure a long and successful career in the construction industry.

Our wide range of courses include Plastering, Furniture Making and Property Maintenance, through to Plumbing Studies and Electrical Installations, and our professional-standard carpentry, trowel trade, plumbing and electrical workshops contain the very latest machinery and tools ensuring you learn at the highest standard.

We offer an array of professional qualifications from **Level 1 Certificates** through to **Level 4 HNCs** and **Apprenticeships**, in subjects that cover everything from **Construction, Painting & Decorating, Carpentry & Joinery, Plumbing & Heating** and **Civil Engineering**. We also offer one, two and three-day **industry courses** in areas such as **18th Edition** and **Gas Safety**.

So, whether you're looking to update industry certifications, upskill an employee, diversify the talent of your workforce, or take on a new apprentice; our programmes can really help improve your business's proficiency and productivity.

*House of Commons



EMPLOYER ENGAGEMENT OPPORTUNITIES

There are numerous ways in which Petroc can work in partnership with your business; all designed to nurture local talent, drive business growth, future-proof our region's industries, deliver real-world skills, and create a prosperous South West economy.

By getting involved with any of our employer engagement initiatives, you can help us to develop the workforce of the future, and create your very own talent pipeline of trained employees.

With our combined knowledge and experience of industry skill-requirements - and the region's industrial and economic priorities - we can work together to ensure Petroc's educational provision is perfectly aligned with your business' needs. Our partnership opportunities are focussed on two key areas: Spotting Talent Early, and Collaborative Engagement.

SPOTTING TALENT EARLY

WORK EXPERIENCE

This is an opportunity to provide a learner with a short-term, real-life workplace experience in their chosen industry; while you gauge their potential for future employment. We'll support you with all documentation and Health and Safety requirements.

TRAINEESHIPS

Traineeships are for learners aged 16-24 who are focused on finding employment in your industry, but may lack the skills and experience that you're currently looking for. You'll get the chance to assess their potential, and help them develop their work skills. These are often utilised as a pre-cursor to an Apprenticeship.

T-LEVELS: INDUSTRY PLACEMENTS

Work experience is a vital facilitator for young people entering, and succeeding, in the workplace, and industry-specific placements lie at the heart of our new T-Level qualifications.

T-Levels are Level 3 technical study programmes that are designed to support entry to skilled employment, Apprenticeships or Higher Education.

Petroc will be launching T-Levels in September 2021, with the first courses available in Construction, Digital, Education, Healthcare, and Science.

Industry placements will last for 315 hours (45-50 days on average) spread over two years, for a student on a course directly relevant to your industry. The placement can be shared across two employers, providing that the learner can continue to work towards set learning objectives.

SUPPORTED INTERNSHIPS

Supported internships are full-time study programmes for young people aged 18-24 who have a learning disability and/or autism and who want to find paid employment. You'll help the learner to develop general employability and specialist skills, and gain real-life workplace experience.

VOLUNTEERING OPPORTUNITIES

Many of our students actively engage in community volunteering activities, and we're always on the look-out for volunteering opportunities - particularly in the Health & Social Care, and Education sectors.

INVENTIVE INITIATIVES

Previous initiatives have included product invention, and Dragon's Den-style pitches to industry partners. If you have a great idea for any future initiatives, then we'd love to hear it.

COLLABORATIVE ENGAGEMENT

CO-DESIGNING OUR CURRICULUM

By discussing your business, economic, and technical needs, we can work with you to co-design and co-deliver our curriculum; ensuring that our training programmes provide the skills your industry needs - and deliver employable, skilled staff at all levels.



BESPOKE TRAINING

If we don't currently provide the exact training your workforce requires, then we'll work with you to devise a bespoke programme to meet your business needs. This could be in the form of a short professional development course, or a longer-term qualification.



MENTORING

Mentoring is a hugely-rewarding experience for both you and the learner. It will provide you with valuable insight into the next generation of industry employees, while the learner benefits from your expert knowledge and experience.



EMPLOYER ADVISORY GROUP

By joining our Employer Advisory Group, you'll have the opportunity to directly influence our curriculum development for the benefit of both your industry sector, and your own business, by ensuring we focus on the future skill-needs of your industry.



JOINT BIDS FOR FUNDED PROJECTS AND ACCESSING GOVERNMENT FUNDING TO SUPPORT SKILLS DEVELOPMENT

Past examples include over 60 successful European Social Fund projects; Skills Support for the Workforce (SSW) programmes - developed to upskill employees within the local SME sector, including Innovation and Managing Change in a Post Covid-19 World; Equality & Diversity Good Practice with the Skills Funding Agency via the Equality Challenge Unit; and many others.



WORKSHOPS

Here you'll get the chance to educate and guide the workforce of the future; sharing your knowledge and experience, and explaining the available career options in your industry. We've already experienced great success with our industry-led STEM workshops, delivered via Petroc's Virtual STE(A)M Centre.



HELPING YOU FIND YOUR NEXT EMPLOYEE

If you have an existing or upcoming job vacancy, then we'll work with you to find a perfect match among our pool of talented learners. They could be a student coming to the end of their vocational course - who displays the skills and maturity to add value to your business - or a non-vocational student with the requisite qualities and a great attitude.

We'll apply the same assessment and screening to our talent pool of Apprenticeship candidates; finding you an apprentice who meets your desired criteria, and we'll then assist and guide you through the entire Apprenticeship process.

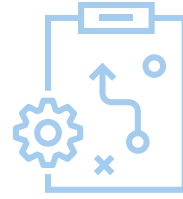
FEEDBACK

It wouldn't be a truly collaborative partnership without continuous two-way feedback. We'll actively encourage you to tell us what we're doing right, and where we could improve.

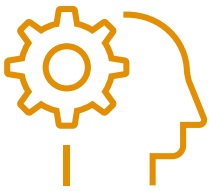
SUCCESS BY NUMBERS



We work with over **1,300** business partners; from start-ups, to SMEs, to multi-nationals



We can offer your business in excess of **350** certificated courses and training programmes



In 2019-20, we provided high-quality, industry-standard training to over **4,000** employees



We currently support over **1,000** Apprenticeships – from Intermediate to Degree Level



In 2018-19, over **97%** of all Petroc learners who completed their qualification, successfully passed

Your employees don't need to travel far, to help your business go further



NEXT STEPS: READ, THINK, DISCUSS

Here at Petroc, we love the South West and we're proud to call it home, and we want to see our regional businesses succeed and reach their full potential; as a thriving local economy benefits us all.

That's why we endeavour to keep everything simple and hassle-free, in order to allow you to focus on the important task of growing your business.

So, your next steps are as easy as one, two, three; and you've already completed step one.

1) Read through our brochure and get a feel for the courses, qualifications, and engagement opportunities we can provide for you and your employees.

2) Think about how we can help your business, or how your business could help nurture local talent.

Maybe consider things like:

- Do you currently have any skill-gaps in your workforce?
- Is there a particular employee you'd like to develop or retrain?
- Are you at risk of losing employees who feel they need to relocate to gain qualifications?
- Are you up-to-date on industry regulations and certifications?
- Are your business' digital and IT skills where they need to be?
- Could your business benefit from an apprentice?
- Could you provide work experience or mentorship to talented learners?
- Are you interested in a mutually-beneficial partnership with one of the South West's leading education providers?

3) Contact our Business Engagement Team to discuss how we can help, support or advise you: business@petroc.ac.uk

We hope to hear from you soon.





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