

Back on Track Education Centre

4th Floor Swan Buildings, 20 Swan Street, Manchester M4 5JW, 0161 8324488

January - March 2012

New to Back on Track?	Tues 1-3pm	Drop-in – every week
	Or phone 0161 832 4488 to make an appointment	

Starter courses ... for people who are new to Back on Track and would like to get back into learning. Extra courses and activities on Tuesdays, for people who are attending a course. Basic skills (literacy) to support learners who are on another course Work experience session every Friday	Mon 1-4	Introduction to computers
	Mon 1-4	Beginner Guitar Group
	Mon 1-4	Healthy cooking on a budget
	Tues 10-3	Activities Day
	Weds 1-4	Everyday computers
	Weds 1-4	Mixed Craft
	Weds 1-4	TV and Reading Club
	Fri 10-3	Work experience session
	Fri 2-4	Moving On Group

Training programmes ...for those who want to get some practical skills. Basic skills sessions, to support your learning on an 'Introduction to...' training programme. Work club every Friday to get support with looking for volunteering opportunities or work.	Mon 10-1	Literacy – Group 1
	Tues 10-3	Activities Day
	Weds 10-1	Basic skills – numeracy
	Thurs 10-4	Introduction to Working in Health and Social Care
	Thurs 10-4	Introduction to Working in Customer Service and Retail Skills
	Thurs 10-4	Introduction to Working in Catering and Hospitality
	Fri 10 – 1	Functional Skills: ICT
	Fri 10-3	Work experience session
	Fri 1-4	Literacy – Group 2
	Fri 2-4	Moving On Group

Dates for Spring Term 2012:

Monday 9th January– Friday 30th March
 (half term Monday 13th February to Friday 17th February 2011)

Back on Track Code of Behaviour

All staff, students and volunteers at Back on Track must follow the Back on Track Code of Behaviour.

This Code is to make sure that all those involved with Back on Track feel comfortable when using the Centre.

It is very important that nobody is prevented from using the Centre because of the unacceptable behaviour of others.

Unacceptable behaviour includes:

- coming to Back on Track whilst under the influence of alcohol or non-prescribed drugs
- verbal or physical abuse or any form of threatening behaviour
- showing a lack of respect for others - e.g. racism, sexism, homophobia

Anyone who breaks this Code and behaves in a way which is offensive or discriminatory will be asked to leave the centre unless they change their behaviour.

Back on Track staff, volunteers and students are expected to value and encourage diversity in all aspects of the service and to actively challenge discrimination.

Back on Track is funded by:



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