

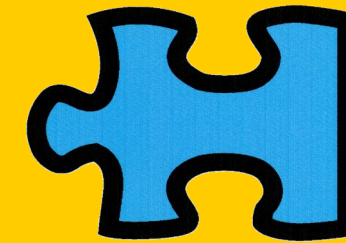
**GWENT
ASSOCIATION OF
VOLUNTARY
ORGANISATIONS**

Charity Reg No. 1113558 Company Limited By Guarantee 5590517
(Est. 1927)

Training & Development

HEALTH & WELLBEING

Course Title	Cost	Feb	March	April
Protection of Vulnerable Adults Awareness	POA		6, 19	20, 26
Safeguarding Children Awareness	POA		21	25
Medication Awareness	POA		7	



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Training Calendar Feb—Apr 2012



Centre Accreditations and Partner Organisations



All courses in RED are now fully subscribed courses

For further information regarding the above courses or any other training requirements contact;

Jan Billinghamurst on 01633 241571, Email: janet.billinghurst@gavowales.org.uk or
Daryl Harries on 01633 241575, Email: daryl.harries@gavowales.org.uk
Further details and a full comprehensive training brochure are available at
www.gavowales.org.uk/en.html/training



Gwent Association of Voluntary Organisations,
Training & Development, Ty Derwen, Church Road, Newport. NP19 7EJ
Tel.01633 241571, 01633 241575, 01633 241550
Web. www.gavowales.org.uk/en.html/training

VOLUNTARY SECTOR FRAMEWORK

Course Title	Cost	Feb	March	April
Committee Skills	£20		14pm	14, 24pm
Intro to Volunteering	£20		5	
Time Management	£20		9	
Basic Accounts	£20	25	10	
Minute Taking	£20		14am	24am
Effective Communication Skills	£20	22		3
Roles & Responsibilities of Trustees & Officers	£20			4, 14
Business Strategic Planning	£20			12

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HEALTH & SAFETY

Course Title	Cost	Feb	March	April
Basic Paediatric First Aid	£38	15, 24		
Basic First Aid	£38	20, 27, 29	6, 13, 15, 22	12, 18, 26
Emergency First Aid at Work (Accredited)	£55		1	
Basic Life Support (CPR)	£35		8	
Food Safety Level 2	£40		28	19
Health & Safety at Work Level 1	£55			17
Health & Safety Risk Assessment Level 2 (2 day course)	£55			24&25
Health & Safety Manual Handling— Theory & Practical	£55		20	

INFORMATION TECHNOLOGY & EMPLOYMENT

Course Title	Cost	Feb	March	April
PowerPoint & Presentation skills	£35			17

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