

# Course Guide 2023

Courses for everyone across the  
**Castleford, Selby & Wakefield Districts.**

Includes:  
**Adult Learning,  
English & Maths,  
Professional Courses,  
University Level Courses,  
Apprenticeships,  
Online Learning  
and much more...**



***Now's the time...***

to improve your employability skills,  
to **change career** or **retrain**,  
to **get a university level qualification**,  
to **update your basic skills**,  
and **do something fun!**

# Welcome

At the Heart of Yorkshire Education Group, our mission is to deliver an expansive curriculum of the highest standard, responsive to learners' needs across a range of levels and for all ages – ensuring everyone has the opportunity to access education at any stage of their life.



Whether you are looking to progress your career with a professional qualification, change career direction with an apprenticeship or higher education programme, or are hoping to upskill with one of our part-time adult or distance learning courses, we're sure to have something that's right for you.

In this guide, you will find the wide range of courses we offer, across a number of levels, from our Colleges in Castleford, Selby and Wakefield.

These programmes are designed with learners at the heart of them, ensuring students have the tools they need to choose the path that's right for them and are able to benefit from enhanced progression opportunities.

We pride ourselves on working closely with employers locally, regionally and nationally to design our curriculum provision, guaranteeing students have the education, training and skills they need to enter today's labour market.

We create professional and real-life learning environments within our state-of-the-art facilities, with courses delivered by highly-qualified and industry-expert lecturers.

I hope you enjoy reading more about the Group and what we have to offer. Most importantly, I hope that you are able to get a glimpse of what your future could look like as a student at the Heart of Yorkshire Education Group and how we can help you meet your aspirations and goals.

I look forward to meeting you soon!

**Sam Wright**

Principal and Chief Executive  
Heart of Yorkshire Education Group

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# Secure your dream job with our free\* courses

Have you always dreamed of working in Health and Social Care, Early Years or Teaching, but don't have the qualifications to do so?

As part of the Government's Free Courses for Jobs initiative, we're offering adults a range of free programmes - enabling you to kickstart your career, retrain or upskill in these key sectors.

If your dream is to enter a teaching role, then our Level 3 Award in Education and Training could be perfect for you. Delivered at our three Colleges, the programme is an ideal first step for anyone considering a career in teaching or training - giving you the knowledge to plan, assess and deliver teaching sessions, as well as how to deliver constructive feedback.

For those considering a career or upskilling in Early Years, we're offering adults a free space on our Level 3 Diploma for the Early Years Workforce at Castleford College and Wakefield College - allowing you to become a fully qualified Early Years Educator and work with children aged 0-7 years in a range of settings.

Addressing the rising demand for Health and Social Care workers, we're also helping adults gain the skills and knowledge to work in the sector through our free programme in Level 3 Health and Social Care.



The part-time courses are delivered flexibly and are free for students who are 19 or over who live within North or West Yorkshire at the start of their course and don't have a Level 3 qualification or higher.

If you are interested in applying to one of our Free Courses for Jobs programmes, please contact our Course Information Team on **01924 789111** or at [courseinfo@wakefield.ac.uk](mailto:courseinfo@wakefield.ac.uk).

\*Free Courses for Jobs initiative. Get in touch for further details.

## Money Matters

We know that money matters, now more than ever. There are many ways to cover the cost of a course including various finance options that we can support you with, and some courses will even be free depending on your circumstances.



### Free Courses for Jobs

Aged 19 or over and don't hold a Level 3 qualification? Or, earning under the National Living Wage or unemployed?

We have a range of courses in areas including accounting, construction, early years, engineering, health & social care, mental health and welding.

### Adult Learner Loans

If you are aged 19+ and studying for a Level 3 or higher-level course, you can apply for an Advanced Learner Loan to help with the costs of your course.

There are no upfront fees to pay, your repayments don't start until the April after you complete or leave the course and your income is over a certain threshold.

### Higher Education Student Loans

Whether you want to study a university course either full-time or part-time, you are entitled to some form of financial support.

Tuition fee loans are available from the Student Loans Company for most students, for more details visit our website or call 01924 789111 for more information.

### Other Free or Funded Courses

Some courses may be free based on location, level and prior qualifications. These include maths & English GCSEs and Skills for Life qualifications.

Lots of our students do not pay fees or have reduced fees, based on personal and financial circumstances.

Call our friendly and knowledgeable Financial Support Team to discuss your options on **01924 789549** or email [student.finance@wakefield.ac.uk](mailto:student.finance@wakefield.ac.uk)



**Heart of Yorkshire**  
Education Group

# Discover your new passion or skill

Are you looking for a new pastime or a way to expand your skillset? We have an exciting range of courses available which could be perfect for you.

From dog grooming, to garment making to plastering, our courses are designed to give you the knowledge and freedom to "Do It Yourself".

Learning a new life skill can be liberating and can also enable you to save costs, by giving you the expertise and power to do the tasks you once have hired a professional to do. You may also find a new passion, which could lead you to a new hobby or even a new business venture.

Or, you could learn a new language, expand your digital skills or upskill with our professional courses – the possibilities are endless!

What's more, these short courses are delivered part-time on an evening or a weekend, meaning you can fit them around other commitments. Our friendly and experienced tutors will also give you feedback to help you to further develop your skillset and ensure you get the most out of your course.



Our courses are suitable for all adults of all ages and in some cases, may be free\*.

If you are interested in applying to any of our courses, please contact our Course Information Team on **01924 789111** or at **[courseinfo@wakefield.ac.uk](mailto:courseinfo@wakefield.ac.uk)**.

\*Free - some courses may be free based on location, level and prior qualifications.

## Green skills for green jobs

Our aim as an organisation is to place environmental sustainability at the heart of everything we do. One of our strategic priorities is to **'commit wholeheartedly to the development of sustainability within our communities.'**



We fully recognise the role we need to play in supporting the region's aspirations and focus on sustainability measures, including reducing our carbon footprint and moving towards net zero, alongside developing sustainability skills in readiness for green jobs.

Our Sustainable Curriculum is rapidly increasing with the development of green skills for green jobs, whilst also ensuring core sustainability skills and carbon literacy are accessible for all and developed both internally and externally providing access to sustainability education.

For more Information, please contact our Course Information Team on **01924 789111** or email **[courseinfo@wakefield.ac.uk](mailto:courseinfo@wakefield.ac.uk)**.

### Available green skills courses:

#### Automotive

- LEVEL 1** IMI Award in Electric/Hybrid Vehicle Awareness
- LEVEL 2** IMI Award in Electric/Hybrid Vehicle Routine Maintenance Activities
- LEVEL 2** IMI Award in Electric/Hybrid Hazard Management for Emergency & Recovery Personnel
- LEVEL 3** IMI Award in Electric/Hybrid Vehicle System Repair & Replacement
- LEVEL 4** IMI Award in the Diagnosis, Testing & Repair of Electric/Hybrid Vehicles and Components

#### Construction

- LEVEL 3** Green Skills: Installation & Maintenance of Heat Pump Systems
- LEVEL 3** Green Skills: Fundamentals of Building Information Modelling
- LEVEL 3** Green Skills: Implementation of Building Information Modelling
- LEVEL 3** Green Skills: Rainwater Harvesting & Greywater Recycling Systems

#### Engineering

- LEVEL 3** Green Skills: Installation and Maintenance of Heat Pump Systems
- LEVEL 3** Principles of Carbon Capture & Storage



# Improve your **maths** & **English** skills

We can help and support you to gain qualifications in English and maths, whatever stage you're at. GCSEs and Skills for Life qualifications are nationally recognised and achieving them can open doors to different courses and careers.

- + Classes are with other adults and are informal and friendly
- + Courses are flexible and can fit around your current commitments
- + Held throughout the year, either during the day or evening
- + The course and qualification are free if you don't already have a GCSE grade 9-4 or A\*-C

Courses now available at **Castleford College**, **Selby College** & **Wakefield College**.

Call **01924 789111** for more information.



## Do you want to learn **English**?

## We can help!

Courses now available at **Castleford College**, **Selby College** & **Wakefield College**.

Call **01924 789111** for more information.



## Online Learning

### Why do an Online Learning course?

- + FREE\* of charge
- + Study from home
- + Gain new skills
- + Learn at your own pace
- + Achieve a nationally recognised qualification



FREE\* courses available in the following areas:

- + Health & Social Care
- + Health & Wellbeing
- + Children & Young People
- + Business Support


\*These courses are FREE subject to the eligibility criteria being met by the learner.

To enrol on any of our **Online Learning** courses listed throughout this guide, please contact the **Course Information Team** on **01924 789111** or email [courseinfo@wakefield.ac.uk](mailto:courseinfo@wakefield.ac.uk).



# Course listings

If you'd like further information about any of the courses featured in this guide, details of any other courses offered by the **Heart of Yorkshire Education Group** or details of how to apply please visit [www.heartofyorkshire.ac.uk/course-guide](http://www.heartofyorkshire.ac.uk/course-guide), telephone **01924 789111** or email [courseinfo@wakefield.ac.uk](mailto:courseinfo@wakefield.ac.uk).

Course Name	Level	Start Date	Day(s)	Duration	Location	Cost
<b>Access to Higher Education</b>						
 <b>Lucy</b> <b>Access to Health Science Professions</b> <i>"I really enjoyed the structure of the course and class interaction with like-minded people. My tutor Emma was an excellent source of support and she delivered information session on Psychology, which was an area I particularly liked."</i> <b>For more information about Access to Higher Education courses, please see page 12.</b>						
Access to Higher Education - Art & Design Pathway	3	Sept	3 days per week	1 Year	WC	£3,928
Access to Higher Education - Healthcare Professions Pathway	3	Sept	2 days per week	1 Year	WC	£3,384
Access to Higher Education - Health Science Professions Pathway	3	Sept	2.5 days per week	1 Year	SC	£3,384
Access to Higher Education - Humanities & Social Sciences Pathway	3	Sept	2 days per week	1 Year	WC	£3,022
Access to Higher Education - Science Pathway	3	Sept	2 days per week	1 Year	WC	£3,384
<b>Accounting &amp; Bookkeeping</b>						
AAT Foundation Certificate Bookkeeping	2	Sept, Jan	Contact Us	3 months	WC CC	£362
AAT Foundation Certificate in Accounting (AQ2022)	2	Sept, Jan	Contact Us	12 months	WC CC	£633
AAT Advanced Certificate in Bookkeeping	3	Sept, Jan	Contact Us	3 months	WC CC	£1,265
AAT Advanced Diploma in Accounting (AQ2022)	3	Sept, Jan, Feb, May	Contact Us	1 year	WC CC	£2,573
AAT Professional Diploma in Accounting (Q2022)	4	Sept	Contact Us	15 months	WC	£2,573
<b>Animal Care</b>						
Certificate for Dog Grooming Assistants (7763-02)	2	Sept	1 day or eve per week	35 week	WC	£1,180
<b>LEVEL 2</b> <b>Certificate for Dog Grooming Assistant</b> <p>This course is ideal for those who want to work in the dog grooming industry either working in a salon, setting up in business or working as a mobile dog groomer. You will need to have a good understanding of dog behaviour and a passion for working with dogs.</p> <div> <div> <b>The modules of study include:</b> <ul style="list-style-type: none"> <li>+ Prepare and groom dogs prior to bathing</li> <li>+ Bathe and clean dogs</li> <li>+ Dry dogs and prepare their coats for styling</li> </ul> </div> <div> <ul style="list-style-type: none"> <li>+ Clean and maintain equipment used for grooming or removing hair from animals</li> <li>+ Control and restrain animals</li> <li>+ Basic trimming of a dog's coat</li> </ul> </div> </div> 						
<b>Location:</b> <div> <div>CC</div> Castleford College           <div>SC</div> Selby College           <div>WC</div> Wakefield College           <div>O</div> Online Courses           <div>W</div> Workplace Learning         </div> <p>For more details on the locations of our Colleges, please see refer to the map on page 16, the postal addresses for our Colleges can be found on page 15.</p>						
<b>Level:</b> <p>In many subjects the Heart of Yorkshire Education Group offers courses at various levels, dependent on the degree of difficulty of the course, e.g. a Level 1 course is generally for someone seeking a first qualification in a subject and a Level 5 course is equivalent in difficulty to a foundation degree qualification.</p> <p>Entry Level (E) courses are usually basic skills courses below Level 1.</p>						
<b>Start Date:</b> <p>Please contact us for the start date of the course, unless specified.</p> <p><b>Various</b> - a course which has start dates throughout the year.</p> <p><b>Flexible</b> - a course where you can start at any point throughout the year.</p> <p><b>Day(s) and Times:</b></p> <p>Please contact us for the day(s) and times you will need to attend, unless specified.</p> <p><b>Duration:</b></p> <p>Total length of the course. Some courses can be taken on either a part-time or full-time basis.</p>						
<b>Cost:</b> <p>Fees stated are per year or stated duration if less than a year.</p> <p><b>*Free</b> - some courses may be free based on location, level and prior qualifications.</p> <p>Lots of our students do not pay fees or have reduced fees, based on personal and financial circumstances.</p> <p>However, if you do need to pay, there's lots of advice and support we can give you that will help. Please contact us for further information.</p>						

**Contact us to find out more...**

For all course enquiries telephone **01924 789111** or email [courseinfo@wakefield.ac.uk](mailto:courseinfo@wakefield.ac.uk)



Course Name	Level	Start Date	Day(s)	Duration	Location	Cost
<b>Automotive</b>						
IMI Award in Electric/Hybrid Vehicle Awareness	1	Various	Contact Us	4 hours	<b>CC</b>	£150
IMI Award in Electric/Hybrid Vehicle Hazard Management for Emergency and Recovery Personnel	2	Various	Contact Us	2 days or equivalent over evening sessions	<b>CC</b>	£299
IMI Award in Electric/Hybrid Vehicle Routine Maintenance Activities	2	Various	Contact Us	2 days or equivalent over evening sessions	<b>CC</b>	£299
IMI Award in Electric/Hybrid Vehicle System Repair and Replacement	3	Various	Contact Us	2 days or equivalent over evening sessions	<b>CC</b>	£450
IMI Award in the Diagnosis, Testing and Repair of Electric/Hybrid Vehicles and Components	4	Various	Contact Us	2 days or equivalent over evening sessions	<b>CC</b>	£550
Part-time DVSA MOT Managers Course (AEDM)	3	Various	Tues - Fri for one wk	4 days	<b>CC</b>	£500
Certificate in Motorcycle Maintenance SEG Awards	2	Sept	One day per week	1 Year	<b>CC</b>	£920
Diploma in Motorcycle Maintenance & Repair	3	Sept	One day per week	1 Year	<b>CC</b>	£3,345
Vehicle Technician Accredited Assessment (VTAA)	3	Various	Contact Us	1 day	<b>CC</b>	£450
Motor Vehicle MOT Testers Course	2	Various	Tues - Fri for one wk	4 days	<b>CC</b>	£800
Part-time Motorcycle MOT Testers Course	2	Various	Tues - Fri for one wk	4 days	<b>CC</b>	£800

<b>Business, Management &amp; Leadership</b>						
Equality and Diversity	2	Flexible	Flexible	12 weeks	<b>O</b>	Free*
Information, Advice or Guidance	2	Flexible	Flexible	12 Weeks	<b>O</b>	Free*
Lean Organisation Management Techniques	2	Flexible	Flexible	10 Weeks	<b>O</b>	Free*
ILM Diploma in Team Leading	2	Flexible	Contact Us	Approximately 8 months	<b>W</b>	£1,100
ILM Diploma in Management	3	Flexible	Contact Us	Approximately 12 Months	<b>W</b>	£2,573
CMI Award in the Principles of Management & Leadership	3	Various	Contact Us	2-3 months	<b>O</b>	£300
CMI Certificate in the Principles of Management & Leadership	3	Various	Contact Us	4 months	<b>O</b>	£600
CMI Diploma in the Principles of Management & Leadership	3	Various	Contact Us	1 year	<b>O</b>	£1,500
CMI Award in Management & Leadership	5	Various	Contact Us	2-3 months	<b>O</b>	£600
CMI Certificate in Management & Leadership	5	Various	Contact Us	5 months	<b>O</b>	£1,200
CMI Diploma in Management & Leadership	5	Various	Contact Us	1 year	<b>O</b>	£2,310
ILM (NVQ) Diploma in Management & Leadership	5	Flexible	Contact Us	Approximately 18 Months	<b>W</b>	£3,120

LEVEL 2/3/4/5

## CMI & ILM Courses

Interested in developing your management or leadership skills? We offer professional qualifications from the Chartered Management Institute (CMI) and the Institute of Leadership and Management (ILM). Both offer a range of programmes geared towards equipping managers at all levels with the skills needed to excel and progress in their careers.

There are courses available for:

- + Supervisors and team leaders
- + Aspiring managers and leaders
- + Practising junior/middle managers



<b>Business Support</b>						
Principles of Business Administration	2	Flexible	Flexible	15 Weeks	<b>O</b>	Free*
Principles of Team Leading	2	Flexible	Flexible	17 Weeks	<b>O</b>	Free*
Certificate in Digital Marketing	2	Flexible	Flexible	8-12 weeks	<b>O</b>	Free*
Certificate in Event Planning	2	Flexible	Flexible	8-12 weeks	<b>O</b>	Free*
Diploma in Business Administration	2	Flexible	Contact Us	12 months	<b>W</b>	£2,400
Diploma for the Business Administrator	3	Flexible	Contact Us	18 months	<b>W</b>	£3,600

<b>Childcare &amp; Early Years</b>						
Awareness of Bullying in Children and Young People	2	Flexible	Flexible	10 Weeks	<b>O</b>	Free*
CACHE Diploma for the Early Years Workforce	3	Sept	4 hours per week	2 Years	<b>WC</b> <b>CC</b>	£2,882
Diploma for the Early Years Practitioner	3	Various	Contact Us	18 Months	<b>W</b>	£3,600

**Contact us to find out more...**

For all course enquiries telephone **01924 789111** or email **courseinfo@wakefield.ac.uk**

Course Name	Level	Start Date	Day(s)	Duration	Location	Cost
Early Years Practitioner	2	Various	Contact Us	12 months	<b>WC</b> <b>CC</b>	Contact Us
Safeguarding, Prevent & British Values	2	Flexible	Flexible	9 Weeks	<b>O</b>	Free*
Understanding Behaviour that Challenges	2	Flexible	Flexible	15 Weeks	<b>O</b>	Free*
Understanding Children and Young People's Mental Health	2	Flexible	Flexible	12 Weeks	<b>O</b>	Free*
Understanding Distressed Behaviour in Children	2	Flexible	Flexible	8 Weeks	<b>O</b>	Free*

## Computing

Essential Digital Skills	E3/L1	Sept, Dec, April	Flexible	12 Weeks	<b>WC</b> <b>SC</b>	£300
Award in Cyber Security	1	Sept, Dec, April	Contact Us	12 weeks	<b>WC</b> <b>SC</b>	£330
Award in Digital & IT Skills	2	Sept, Dec, April	Flexible	12 weeks	<b>WC</b> <b>SC</b>	£300

## LEVEL 2

### Digital & IT Skills

The Level 2 Award in Digital and IT Skills is a flexible qualification that will help you develop the skills you need to use digital technology effectively in a range of environments. This course is ideal for learners who want to develop their digital skills, improve their job prospects or prepare for further study.

#### The course covers a range of topics, including:

- + Word processing
- + Spreadsheets
- + Presentation software
- + Programming
- + Cybersecurity
- + Using digital technologies



## Construction, Civil Engineering & Building Services

Award in Water Supply (Water Fittings) Regulations and Water Byelaws in the UK	3	Various	Various	1 day	<b>CC</b>	£195
Certificate in Construction & the Built Environment	3	Sept	Tuesday	1 Year	<b>CC</b>	Contact Us
DIY Carpentry Skills: Introductory and Extender Courses	1	Dec, Mar, Jun	Saturday	1 day	<b>SC</b>	Free*
DIY Electrical Skills: Basic Electrical for the home	1	Various	Various	5 Hours	<b>CC</b>	Free*
DIY Plastering Skills: Introductory and Extender Courses	1	Dec, Mar, Jun	Various	5 Hours	<b>CC</b>	Free*
DIY Plumbing Skills: Introductory and Extender Courses	1	Dec, Mar, Jun	Various	5 Hours	<b>CC</b> <b>SC</b>	Free*
DIY Tiling Skills: Introductory and Extender Courses	1	Dec, Mar, Jun	Saturday	5 Hours	<b>CC</b> <b>SC</b>	Free*
DIY Trowel Skills: Introductory and Extender Courses	1	Various	Various	5 Hours	<b>CC</b> <b>SC</b>	Free*
Green Skills: Fundamentals of Building Information	3	Various from Sept to March	Various	1 day	<b>CC</b>	Contact Us
Green Skills: Implementation of Building Information Modelling	3	Various from Sept to March	One day over 5 consecutive weeks	5 days	<b>CC</b>	Contact Us
Green Skills: Installation and Maintenance of Heat Pump Systems	3	Nov	Various	3 days	<b>CC</b>	Contact Us
Green Skills: Rainwater Harvesting & Greywater Recycling Systems	3	From Oct	Various	2 days	<b>CC</b>	Contact Us
HNC Higher National Certificate in Construction and the Built Environment (Construction) Pearson BTEC	4	Sept or Jan	One day per week	18 months to 2 years	<b>WC</b> <b>CC</b>	£3,475 per yr
Qualifications for Skills: NVQ Certificate in Construction and Civil Engineering Operations (Construction) - General Construction	2	Various	Contact Us	12 months	<b>CC</b> <b>W</b>	£362
NVQ Diploma in Plumbing and Heating	2	Flexible	One day a week	2 years	<b>CC</b>	£2,190
NVQ Diploma in Trowel Occupations (Construction)	3	Various	Contact Us	15 months	<b>CC</b> <b>W</b>	£5,421

#### Location:

- CC** Castleford College
- SC** Selby College
- WC** Wakefield College
- O** Online Courses
- W** Workplace Learning

For more details on the locations of our Colleges, please see refer to the map on page 16, the postal addresses for our Colleges can be found on page 15.

#### Level:

In many subjects the Heart of Yorkshire Education Group offers courses at various levels, dependent on the degree of difficulty of the course, e.g. a Level 1 course is generally for someone seeking a first qualification in a subject and a Level 5 course is equivalent in difficulty to a foundation degree qualification.

Entry Level (E) courses are usually basic skills courses below Level 1.

#### Start Date:

Please contact us for the start date of the course, unless specified.

**Various** - a course which has start dates throughout the year.

**Flexible** - a course where you can start at any point throughout the year.

#### Day(s) and Times:

Please contact us for the day(s) and times you will need to attend, unless specified.

#### Duration:

Total length of the course. Some courses can be taken on either a part-time or full-time basis.

#### Cost:

Fees stated are per year or stated duration if less than a year.

**\*Free** - some courses may be free based on location, level and prior qualifications.

Lots of our students do not pay fees or have reduced fees, based on personal and financial circumstances.

However, if you do need to pay, there's lots of advice and support we can give you that will help. Please contact us for further information.

**Contact us to find out more...**

For all course enquiries telephone **01924 789111** or email **courseinfo@wakefield.ac.uk**



Course Name	Level	Start Date	Days(s)	Duration	Location	Cost
NVQ Diploma in Trowel Occupations (Construction) - Bricklaying	2	Various	Contact Us	12-18 months	<b>CC</b> <b>W</b>	£1,045
Qualifications for Skills: NVQ Diploma in Wood Occupations (Construction)	1	Various	Contact Us	12 months	<b>CC</b> <b>W</b>	£1,045
NVQ Diploma in Wood Occupations (Construction) - Site Carpentry	2	Various	Contact Us	12 months	<b>CC</b> <b>W</b>	£635
NVQ Diploma in Wood Occupations (Construction) - Site Carpentry	3	Various	Contact Us	15 months	<b>CC</b> <b>W</b>	£2,583
Site Operatives Training Programme	1	Sept, March	A full week(s)	1 or 2 weeks	<b>CC</b>	Contact Us

#### LEVEL 1/2

### DIY Skills

Our DIY Skills courses are designed for homeowners and property developers interested in developing the practical skills to complete tasks within residential premises they own. The courses are offered with flexible start dates throughout the year. These short courses are generally free depending on your location, level and prior qualifications.

#### Courses include:

- + DIY Carpentry Skills
- + DIY Electrical Skills
- + DIY Plastering Skills
- + DIY Plumbing Skills
- + DIY Tiling Skills
- + DIY Trowel Skills



### Customer Service

Principles of Customer Service	2	Flexible	Flexible	18 Weeks	<b>O</b>	Free*
Diploma for Customer Service Practitioners	2	Flexible	Contact Us	12 months	<b>W</b>	£2,400
Diploma for Customer Service Specialists	3	Flexible	Contact Us	15 months	<b>W</b>	£3,600

### Dental Nursing

Diploma in Dental Nursing 4238-03	3	Various	Various	18 months	<b>WC</b> <b>W</b>	£3,600
Certificate in Dental Radiography	NA	Various	6 full days	6 - 8 months	<b>O</b> <b>W</b>	£1,090
Part-time Level Certificate in Oral Health Education	NA	Various	6 full days	6 - 8 months	<b>O</b> <b>W</b>	£1,080

### Engineering

HNC/HND General Engineering (RQF)	4 & 5	Sept	Contact Us	24 months	<b>SC</b>	Contact Us
HNC Higher National Certificate in Electrical and Electronic Engineering	4 & 5	Sept	One day per week	18 to 24 months	<b>CC</b>	£3,475
HNC Higher National Certificate in General Engineering (Mechanical)	4 & 5	Sept	One day per week	18 to 24 months	<b>CC</b>	£3,475
Introduction to Control and Automation	2	Flexible	Face-to-face 3 days & online 1 day	25 Hours	<b>SC</b> <b>O</b>	£300
Coded Welding	NA	TBC	1 day	1 day	<b>CC</b> <b>SC</b>	On application
City and Guilds Award in Introductory Welding Skills (3268)	1	Sept, Jan	Tues and Thurs eve	10 Weeks	<b>CC</b>	£815
City and Guilds Award in Welding Skills (3268)	2	Sept, Jan	Tues and Thurs eve	10 Weeks	<b>CC</b>	£815
EAL Diploma Engineering Operations (Skills) - Mechanical Route	2	Sept	One day per week	1 year	<b>CC</b>	£1,287
EAL Diploma Engineering Operations (Skills) Fabrication & Welding Route	2	Sept	One day per week	1 year	<b>CC</b>	£1,287
City and Guilds Award in Welding Skills (3268)	3	Sept, Jan	Tues and Thurs eve	10 Weeks	<b>CC</b>	£815
Diploma Advanced Manufacturing Engineering (Development Technical Knowledge) - Electrical Electronic	3	Sept	One day per week	2 Years	<b>CC</b>	£2,840
Diploma Advanced Manufacturing Engineering (Development Technical Knowledge) - Mechanical	3	Sept	One day per week	2 Years	<b>CC</b>	£2,840
Principles of Carbon Capture and Storage	3	Flexible	Contact Us	3 Weeks	<b>SC</b>	Contact Us
Welding Workshop	1 & 2	Sept, Jan	One evening per wk	10-20 weeks	<b>SC</b>	Contact Us

### Institute of Technology

Selby College is amongst a consortium of colleges across the region to develop the Yorkshire & Humber Institute of Technology (IoT), one of twelve IoTs across the country, designed to increase higher level technical skills for employers.

The IoT brings capital funding into the region for partners to invest in industry-standard equipment to provide higher level technical training. This massive training boost enhances employment opportunities and ensures highly qualified employees for the regions' employers.

Our IoT programmes include T Levels, Apprenticeships and degree-level courses in Engineering and Digital Skills.

#### YORKSHIRE & HUMBER

**I N S T I T U T E** OF  
**T E C H N O L O G Y**



**Contact us to find out more...**

For all course enquiries telephone **01924 789111** or email **courseinfo@wakefield.ac.uk**

Course Name	Level	Start Date	Day(s)	Duration	Location	Cost
<b>English &amp; Maths</b>						
Part-time GCSE English and Functional Skills English Classes	E1 to L2	Sept	Contact Us	Contact Us	<b>CC</b> <b>SC</b> <b>WC</b>	Free*
Part-time GCSE Maths and Functional Skills Maths Classes	E1 to L2	Sept	Contact Us	Contact Us	<b>CC</b> <b>SC</b> <b>WC</b>	Free*

## Michael

### Level 2 Functional Skills in English

*"I chose to study the Level 2 Functional Skills in English to help me meet the entry requirements needed for the University degree I had been conditionally accepted for. The staff at the College went out of their way to support me and facilitate a rapid assessment of my needs, to ensure that I could complete the assessments in time for my University placement. The team are wonderful, supportive and very friendly, going above and beyond."*

### ESOL (English for Speakers of Other Languages)

Part-time ESOL	All Levels	Various	Various	Contact Us	<b>WC</b> <b>SC</b> <b>CC</b>	Contact Us
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### Floristry

Award in Creative Craft - Floristry	2	Oct	Thursday Evening	20 Weeks	<b>WC</b>	£785
Level Certificate in Creative Craft - Floristry	3	Sept	Tuesday Evening	35 Weeks	<b>WC</b>	£840

### Hairdressing & Beauty Therapy

Certificate in Barbering 3002-25	2	Sept	Thursday	1 Year	<b>CC</b>	£980
Diploma in Barbering	2	Sept	Contact us	1 Year	<b>SC</b>	Contact Us
Diploma in Beauty Therapy 3003-63	2	Sept	Thursday	1 Year	<b>CC</b>	£1,280
Diploma Women's Hairdressing 3002-61	2	Sept	Tuesday	1 Year	<b>CC</b> <b>SC</b>	£1,280
Certificate in Hairdressing 3002-34	3	Sept	Monday	1 Year	<b>CC</b>	£1,730



## Jo

### Level 2 NVQ Diploma in Barbering

*"I'm currently a carer so the evening class fits around my work. I was looking to do something I enjoy, and become self-employed; this course will allow me to do this by learning a new skill whilst still having the flexibility to work."*

### Health & Wellbeing

Diploma in Care	2	Flexible	Flexible	12 months	<b>WC</b> <b>CC</b> <b>W</b>	On application
Diploma in Healthcare	3	Flexible	Flexible	24-30 months	<b>WC</b> <b>CC</b>	£3,600
Qualifications in Assessment	3	Various	Flexible	6-10 months	<b>WC</b> <b>W</b>	Contact Us
Qualifications for Quality Assurance	4	Various	Flexible	10 months	<b>W</b>	Contact Us
Principles of the Prevention and Control of Infection in Healthcare Settings	2	Flexible	Flexible	10 weeks	<b>O</b>	Free*
Awareness of Mental Health Problems	2	Flexible	Flexible	16 weeks	<b>O</b>	Free*
Nutrition and Health	2	Flexible	Flexible	11 weeks	<b>O</b>	Free*
Principles of Dementia Care	2	Flexible	Flexible	12 weeks	<b>O</b>	Free*
Principles of End of Life Care	2	Flexible	Flexible	12 weeks	<b>O</b>	Free*

#### Location:

- CC** Castleford College
- SC** Selby College
- WC** Wakefield College
- O** Online Courses
- W** Workplace Learning

For more details on the locations of our Colleges, please see refer to the map on page 16, the postal addresses for our Colleges can be found on page 15.

#### Level:

In many subjects the Heart of Yorkshire Education Group offers courses at various levels, dependent on the degree of difficulty of the course, e.g. a Level 1 course is generally for someone seeking a first qualification in a subject and a Level 5 course is equivalent in difficulty to a foundation degree qualification.

Entry Level (E) courses are usually basic skills courses below Level 1.

#### Start Date:

Please contact us for the start date of the course, unless specified.

**Various** - a course which has start dates throughout the year.

**Flexible** - a course where you can start at any point throughout the year.

#### Day(s) and Times:

Please contact us for the day(s) and times you will need to attend, unless specified.

#### Duration:

Total length of the course. Some courses can be taken on either a part-time or full-time basis.

#### Cost:

Fees stated are per year or stated duration if less than a year.

**\*Free** - some courses may be free based on location, level and prior qualifications.

Lots of our students do not pay fees or have reduced fees, based on personal and financial circumstances.

However, if you do need to pay, there's lots of advice and support we can give you that will help. Please contact us for further information.

**Contact us to find out more...**

For all course enquiries telephone **01924 789111** or email **courseinfo@wakefield.ac.uk**



Course Name	Level	Start Date	Days(s)	Duration	Location	Cost
Principles of Working with Individuals with Learning Disabilities	2	Flexible	Flexible	13 weeks		Free*
Understanding Autism	2	Flexible	Flexible	14 weeks		Free*
Understanding the Care and Management of Diabetes	2	Flexible	Flexible	9 weeks		Free*
Self-harm and Suicide Prevention	2	Flexible	Flexible	8 weeks		Free*

### Health & Social Care

Health & Social Care	3	Sept, Jan, April	Thursday	18 Months		£2,882
Understanding the Safe Handling of Medication in Health and Social Care	2	Flexible	Flexible	11 Weeks		Free*
Certificate in Special Educational Needs and Disability	2	Flexible	Flexible	8-12 weeks		Free*
Certificate in Understanding Specific Learning Difficulties	2	Flexible	Flexible	8-12 weeks		Free*
Certificate in Understanding Mental Health First Aid & Mental Health Advocacy in the Workplace	2	Flexible	Flexible	8-12 weeks		Free*
Certificate in Intro to Caring for Children & Young People	2	Flexible	Flexible	8-12 weeks		Free*
Certificate in Principles of Working and Supporting Individuals with Learning Disabilities	2	Flexible	Flexible	8-12 weeks		Free*

### Hospitality & Catering

Certificate in General Patisserie & Confectionery	2	Sept	Thursday	30 weeks		£294
NVQ Diploma in Professional Cookery	2	Sept	One day per week	1 Year		£1,280
NVQ Diploma in Professional Cookery	3	Sept	One day per week	1 Year		£3,345

### Music

Exploring Music Production	1	Flexible	Tuesday	6 Weeks		Free*
Music Technology	NA	Flexible	Wednesdays	7 Weeks		£190

### Personnel/HRM

CIPD Associate Diploma in People Management	5	Various	Contact Us	1 year		£2,130
CIPD Foundation Certificate in People Practice	3	Various	Contact Us	1 year		£1,400

### Science

GCSE Biology	2	Sept	Monday evening	1 Year		£400
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### Sport

Strength and Conditioning	1	Flexible	One weekend	TBC		£160
Diploma in Gym Instructing and Personal Training	3	Sept	One evening per wk + 1 weekend per month	20 weeks		£2,225
Diploma in Personal Training	3	Sept	One evening per wk + 1 weekend per month	20 weeks		£811
Diploma in Sports Massage Therapy	3	Sept, Jan	One evening per wk	15 weeks		£2,225
Certificate in Sports Massage Therapy	4	Sept	One evening per wk	12 weeks plus 2 weekends		£811

### Teacher Training

 <b>Lyndsey</b> <b>Certificate in Education (Lifelong Learning)</b> <i>"I like the variety of students on my course. It has been really insightful to hear of others' experiences and teaching journeys. My tutors have been extremely helpful."</i>						
Award in Education and Training	3	Sept, Jan	TBC	7 wks (daytime), 13 wks (evening)		£440
Certificate in Supporting Teaching and Learning in Schools	2	Various	Flexible	10 - 12 months		POA
Certificate in Supporting Teaching and Learning in Schools	3	Various	Flexible	12 months		POA
Diploma in Specialist Support for Teaching and Learning in Schools	3	Various	Flexible	12- 16 months		POA
Part-time Certificate in Education (Lifelong Learning), Professional Graduate Certificate in Education (Lifelong Learning) and Post-Graduate Certificate in Education - In-Service Option	5, 6, 7	Sept	Contact Us	2 years		£3,475 per yr

**Contact us to find out more...**

For all course enquiries telephone **01924 789111** or email **courseinfo@wakefield.ac.uk**

19+ and dream of going to **University**?  
Want a **meaningful career**?  
Thinking of **retraining**?

# Your Fast Track to University with Access to Higher Education

**Extensive support**  
**No upfront fees**  
**High levels of success**

**Courses  
starting in  
September  
2023**



The UK currently has a record number of job vacancies and demand for qualified workers has never been higher!  
Exciting opportunities are open to those considering university, without the traditional entry requirements to get there.

**Example career pathways include:**

Selby College	
Career Pathway	Access Pathway
Nursing / Paramedic Science / Midwifery	Health Science Professions

Wakefield College	
Career Pathway	Access Pathway
Artist / Graphic Designer / Photographer	Art & Design
Nursing / Paramedic Science / Midwifery	Healthcare Professions
Social Work / Primary Teaching	Humanities & Social Sciences
Pharmacist / Radiographer / Dietician / Biochemist	Science

All of our **one-year Access courses** are either **free** or the tuition fee cost is 'written off' if you complete a degree, so you never have to pay anything back!

**Contact us to find out more:**

01924 789111 or email [courseinfo@wakefield.ac.uk](mailto:courseinfo@wakefield.ac.uk)



 **University Centre**  
at the **Heart of Yorkshire** Education Group

Castleford | Selby | Wakefield

# Rethinking University Education

**There's still places on  
courses starting this  
September, it's not too  
late to join us!**

**Get a degree level qualification at the  
Heart of Yorkshire Education Group**



We offer a wide range of courses at our Colleges in **Castleford**, **Selby** and **Wakefield** with over **50 different courses** ranging from **Animal Care** to **Teacher Training**.

Our **flexible approach** to teaching and learning means you can study many of our courses **part-time around other commitments**, and our **fees are lower than most universities**.

Our range of **Higher National Certificates and Diplomas**, **Foundation Degrees**, **Top-Ups** and **Full Bachelor's Degrees** ensure you can choose the right level for you.

To find out more...

Call: **01924 789111**

Email: **[courseinfo@wakefield.ac.uk](mailto:courseinfo@wakefield.ac.uk)**

Visit: **[www.heartofyorkshire.ac.uk/HE](http://www.heartofyorkshire.ac.uk/HE)**



# Relax, dine and unwind with us...

Did you know that you can enjoy some delicious food and a range of treatments in our state-of-the-art restaurants and hair & beauty salons, across our three Colleges?



Providing a total body and mind experience, where you can relax, revitalise and re-energise in stylishly contemporary surroundings, our hairdressing and beauty therapy salons provide a retreat where you can revitalise.

You can enjoy a range of hair, beauty, makeup, and holistic treatments at our salons – from facials to eye treatments to hair colouring and cutting.

Our salons use products only available to the industry and are proud to work in close association with Dermologica, Eve Taylor, Wella, Elemis and Andrew Barton – ensuring you can enjoy high-quality products, at a fraction of the cost.

All of our treatments are performed by our students under the supervision of our highly qualified tutors.

Something to celebrate? Perhaps a birthday, exam success or a special anniversary? Why not meet your friends at one of our on-site restaurants and enjoy fine food in a sophisticated but relaxed atmosphere.

To book a table at one of our Restaurants or book a treatment at one of our Hair & Beauty salons, please contact:

#### **Gaskell's Restaurant, Wakefield College**

EMAIL [gaskellsrestaurant@wakefield.ac.uk](mailto:gaskellsrestaurant@wakefield.ac.uk)  
TELEPHONE 01924 789505

#### **The Restaurant, Selby College**

EMAIL [info@selby.ac.uk](mailto:info@selby.ac.uk)  
TELEPHONE 01757 2110 s00

#### **Elements Hair & Beauty Salon, Wakefield College**

EMAIL [elements@wakefield.ac.uk](mailto:elements@wakefield.ac.uk)  
TELEPHONE 01924 789409

#### **Aspire Salon, Selby College**

EMAIL [aspire@selby.ac.uk](mailto:aspire@selby.ac.uk)  
TELEPHONE 01757 211021

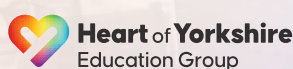


Using the finest locally-sourced produce, our training restaurants provide some of the best value for money delicacies in Selby and Wakefield, which are served by students studying in our award-winning Hospitality & Catering departments.

## Your Journey, Your Career. It starts here...

### It's not too late to apply

**A LEVELS > T LEVELS > VOCATIONAL COURSES  
APPRENTICESHIPS > FOUNDATION LEARNING**



Call **01924 789111**  
or email **[courseinfo@wakefield.ac.uk](mailto:courseinfo@wakefield.ac.uk)**

**[heartofyorkshire.ac.uk/school-leaver](http://heartofyorkshire.ac.uk/school-leaver)**

# Work. Earn. Learn

**Apprenticeships** at the **Heart of Yorkshire Education Group** are for anyone aged **16 or over**.

They allow you to **'earn while you learn'**, as you gain the **valuable workplace skills** and **experience** you'll need to get a **foot on the career ladder**.

We work with a **variety of superb employers**, both small and large, who offer who offer **hundreds of vacancies**, **great opportunities** and **prospects for your future**.

## **Our Apprenticeships include:**

Accounts / Brickwork / Business Administration / Carpentry & Joinery / Civil Engineering / Construction / Customer Service / Dental Nursing / Electrical Installation / Engineering / Food Operations & Food Technology / Health & Social Care / Human Resources (CIPD) / Information Technology / Leadership & Management (ILM, CMI) / Legal Executive / Logistics / Motor Vehicle / Motorcycle Maintenance & Repair / Plumbing / Sport / Supporting Teaching & Learning (Classroom Assistant).

If the apprenticeship you're interested in isn't listed, or if you want to enrol on an Apprenticeship, please contact the **Apprenticeships Team** on **01924 789469** or email **apprenticeships@wakefield.ac.uk**.

"The thing I enjoy most about my Apprenticeship is working within a team of people who are supportive and that I can learn from. It's also giving me experience of working in an office environment and in marketing and events planning, which I have really enjoyed."

**Chloe**  
**Business Administration Apprentice**

"Doing an Apprenticeship is the best thing I've ever done, and I wouldn't have had the opportunity to take part in the WorldSkills UK competition without it. I learnt a lot taking part in the competition including how to stick weld, which I can now apply day-to-day in my Apprenticeship."

**Lucas**  
**Engineering Apprentice**



## **Apprenticeships**

Heart of Yorkshire Education Group

Castleford | Selby | Wakefield

# The Business School

at the **Heart of Yorkshire Education Group**

## Invest in Your Future

**Take that next step in your career or secure a promotion with our wide range of professional courses.**

Whether you are looking to change career paths or upskill in a current role, we can help you gain the expertise and training you need.

- + Gain acquired skills in your chosen sector
- + Secure industry-accredited qualifications
- + Study flexibly around work or other commitments
- + Receive career advice and support

We offer courses in a range of fields accredited by the appropriate professional body:

- + **Accountancy** courses awarded by the **AAT**
- + **Human Resources** courses awarded by the **CIPD**
- + **Leadership & Management** courses awarded by **CMI** and **ILM**
- + **Plus many other professional courses**

Find out more about our range of professional courses by contacting our Course Information team on **01924 789111** or at **courseinfo@wakefield.ac.uk**.





# Money matters and important weblinks

Fees are complicated and everyone's circumstances are different. Fee concessions and the fee rate payable may be subject to your age, previous qualifications, the course you want to study and your residency status in the UK.

This means that in many cases, students don't have to pay fees or can benefit from reduced fees due to their personal or financial situation.

If you find that you don't qualify for financial support, please contact our Financial Support team on 01924 789549 or at [student.finance@wakefield.ac.uk](mailto:student.finance@wakefield.ac.uk), who will be able to give you advice and support regarding your situation.

## Course-Specific Charges

For some courses, you may be required to pay for course materials and/or additional individual fees to Examination Awarding Body organisations. You will be advised of these when you enrol.

## Advanced Learner Loans (Further Education)

If you are aged 19+ and studying for a Level 3 or higher-level course, you can apply for an Advanced Learner Loan to help with the costs of your course. There are no upfront fees to pay, your repayments don't start until the April after you complete or leave the course and your income is over a certain threshold.

For more information, contact our Student Service teams using the details below to find out more.

## Student Loans (Higher Education)

Whether you want to study a university course either full-time or part-time, you are entitled to some form of financial support. Tuition fee loans are available from the Student Loans Company for most students – see [www.slc.co.uk](http://www.slc.co.uk) or [www.gov.uk/studentfinance](http://www.gov.uk/studentfinance) for more details about student finance options and to find out whether you would qualify for a loan.

## Financial Support Weblinks

Our websites are a valuable resource with the latest contact details and information on how we can help support your success.



### Castleford College & Wakefield College

Website Link:

[www.wakefield.ac.uk/study-with-us/fees-and-money-matters/](http://www.wakefield.ac.uk/study-with-us/fees-and-money-matters/)



### Selby College

Website Link:

[www.selby.ac.uk/course-type/fees-funding](http://www.selby.ac.uk/course-type/fees-funding)

## Additional Learning Support

Students at the Heart of Yorkshire Education Group receive excellent levels of support from our dedicated and specialised Additional Support teams who can help with learning workshops, study skills, assistive technology and adaptation needs.



### Castleford College & Wakefield College

Website Link:

[www.wakefield.ac.uk/about-us/student-support/special-educational-needs](http://www.wakefield.ac.uk/about-us/student-support/special-educational-needs)



### Selby College

Website Link:

[www.selby.ac.uk/students/additional-learning-support](http://www.selby.ac.uk/students/additional-learning-support)

## CUT OUT AND KEEP

# Open Events 2023/24

Visit one of our Open Events to find out more about our courses, talk to the tutors and take a tour of our fantastic facilities.

**OCT 18** **Wakefield College & Castleford College**  
Wednesday, 18<sup>th</sup> October, 2023  
5pm to 7pm

**OCT 21** **Selby College**  
Saturday, 21<sup>st</sup> October, 2023  
10am to 12pm

**NOV 18** **Wakefield College & Castleford College**  
Saturday, 18<sup>th</sup> November, 2023  
10am to 12pm

**NOV 22** **Selby College**  
Wednesday, 22<sup>nd</sup> November, 2023  
5pm to 7pm

**FEB 3** **Selby College**  
Saturday, 3<sup>rd</sup> February, 2024  
10am to 12pm

**FEB 7** **Wakefield College & Castleford College**  
Wednesday, 7<sup>th</sup> February, 2024  
5pm to 7pm

## Get in Touch

Whether you want to know more about a particular course, have questions about applying, or want to know more about life at college, we are here to help you!

### Castleford College

Thunderhead Ridge  
Castleford  
West Yorkshire  
WF10 4UA

Telephone: 01924 789789  
[www.castleford.ac.uk](http://www.castleford.ac.uk)

### Wakefield College

Margaret Street  
Wakefield  
West Yorkshire  
WF1 2DH

Telephone: 01924 789789  
[www.wakefield.ac.uk](http://www.wakefield.ac.uk)

### Selby College

Abbot's Road  
Selby  
North Yorkshire  
YO8 8AT

Telephone: 01757 211000  
[www.selby.ac.uk](http://www.selby.ac.uk)

### Heart of Yorkshire Education Group

Margaret Street  
Wakefield  
WF1 2DH

Telephone: 01924 789789  
[www.heartofyorkshire.ac.uk](http://www.heartofyorkshire.ac.uk)

## Course Information

Our Course Information Team can explain all about the hundreds of courses we have on offer across our three Colleges:

**01924 789111 – [courseinfo@wakefield.ac.uk](mailto:courseinfo@wakefield.ac.uk)**

## Careers

Unsure about what course is right for you or how you can get into a particular industry? Our Careers Team is on hand to help with careers and employability advice and guidance.

### Castleford College & Wakefield College

**01924 789301 / 01924 789113 – [careers@wakefield.ac.uk](mailto:careers@wakefield.ac.uk)**

### Selby College

**01757 211060 – [careers@selby.ac.uk](mailto:careers@selby.ac.uk)**

Connect with us on social media...





# How to find us

Our Colleges are conveniently located along the M62 corridor, enabling us to proudly serve the needs of each of our local communities.



## Enrolling with us

Found a course that you are interested in? Before starting your programme, you will need to apply and enrol at the campus where your course will be delivered.

To enrol onto one of our programmes, please contact our Admissions Team on [admissions@wakefield.ac.uk](mailto:admissions@wakefield.ac.uk) or call **01924 789110** to book an appointment.

If you want to enrol on an apprenticeship, please contact the Apprenticeships Team on **01924 789469** or email [apprenticeships@wakefield.ac.uk](mailto:apprenticeships@wakefield.ac.uk).

If you are aged 19+ you will need to bring evidence to prove your right to live in the UK if you are not a UK/EU/EEA citizen, this could be your passport or birth certificate, along with provide proof of your address dated within the past 3 months.

You will also need to bring a method of payment for your course fees where you need to pay.

### Please Note:

This prospectus was accurate at the time of printing. Given the interval between printing and enrolment, some of the information may change.

It is therefore very important that you check our websites for any updates before you apply for one of our courses.

To do so please visit: [www.heartofyorkshire.ac.uk/courses-for-adults](http://www.heartofyorkshire.ac.uk/courses-for-adults)

Where there is a difference between the contents of this prospectus and our websites, the contents of the websites take precedence and represent the basis on which we intend to deliver our services to you.

You are also advised to read the information at [www.heartofyorkshire.ac.uk/course-guide](http://www.heartofyorkshire.ac.uk/course-guide) which will apply should you accept an offer to study with the college.

The College shall not be liable to any person for any loss, costs charges or expenses arising out of the information set out in this prospectus or any changes to the same.