



Community Education  
 Witchford Village College  
 Manor Road, Witchford, CB6 2JA  
[www.witchfordcollege.co.uk](http://www.witchfordcollege.co.uk)  
 Tel: 01353 664468

## Course Information Scrap-Booking

Scrap booking is for everyone. It will transform boxes and drawers of forgotten photos into beautiful albums. Whether you have current photographs, perhaps of a wedding, child or special occasion, or have been researching you family history and want to present your findings along with mementoes and keepsakes - this course is for you. It will suit all levels and creative abilities, starting with basic techniques and progressing to producing professional looking results.

Target Group	This course is for anyone who is interested in learning the art of scrap booking.	
Skills or entry qualification	No previous knowledge or experience required.	
Programme area	8	
Venue	Witchford Village College	
Start Date	21 September 2010	
Day of the week	Tuesday	
Time	7.30 p.m. to 9.30 p.m	
No. of Weeks	5	
No. of Terms	1	
How will your progress and success be monitored and recorded?	Tutor guidance is given continuously throughout the course to record your progress.	
Course Level	Mixed Ability	√
	Pre Entry	
	Level 1	
	Level 2 equivalent to 5 A-Cs GCSE or NVQ2	
	Level 3 equivalent GCE A Level	
Awarding Body	CENTRA	
External Assessment	By Exam	
	By Coursework or Portfolio	
Assessment fee	TBA	

Tuition Fee	£42.50
Concessionary fee	£32
Additional Costs	Photo safe albums in a range of styles and prices will be available to purchase on the day along with other scrap booking accessories.
Requirements for first class	Please bring your photographs that you would like to work on and any materials that you would like to use for this project. A good selection of products will be available to purchase on the course.
Progression post achievement	-
What else will you have to do	We ask all students to complete an Enrolment form giving your details and it includes specific information for student monitoring by the Learning & Skills Council and is a requirement of entry to the course.
How do we know if you are happy with your course	We will offer you the opportunity to complete a mid and end of course evaluation, where you can let us have your feedback on the tuition and other elements of your course. We encourage your views as it enables us to improve the courses we offer. You may contact us at other times if you wish.
What else do we ask of you?	We would like you to let us know if you are unable to turn up to a class or are having any long-term difficulties. We like to know if there is a problem.
Equalities Statement	WVC operates an Equality of Opportunity policy. We will ensure that resources and equipment are accessible to all and make reasonable adjustments to ensure that all can access activities. If you have specific needs, which may affect your learning you are entitled to a confidential interview where we can look at the support you require. We believe that everyone is entitled to learn in an environment that is free from discriminatory behaviour so we building a learning community based on mutual respect and trust.
Contact Us:	Email <a href="mailto:scook2@witchfordvillage.cambs.sch.uk">scook2@witchfordvillage.cambs.sch.uk</a> Or telephone 01353 664468.