

OTC E-News Issue 5



www.otctraining.co.uk

info@otctraining.co.uk

0161 624 5360

A few words from Kath Soliman, our C.E.O

OTC are busy preparing for the introduction of the Employer Levy changes due on 1st May, 2017. The changes in funding mean employers will choose their provider from a Register of Approved Providers of quality training for apprenticeships. Employers have worked with the Department for Education to create new standards that are high quality and deliver the skills that they need.

There will be a commercial arrangement for the purchase of training and assessment services and we will continue to support our employer partners as we do presently. We are confident of a smooth transitional period and want employers to know that we will continue to communicate changes and provide support where possible. We look forward to the potential benefits that apprenticeships can bring.

Notice regarding Easter Period

Please be advised that learners are not required in the centre during week commencing Monday 17th April. Learners should therefore remain in their workplace during this time.

Lessons in centre will resume week commencing **Monday 24th April.**



Don't forget to consider OTC for your FLT training requirements!



Did you know, we have a fully functional Forklift Truck training area and classroom?

We are also an RTITB registered centre to deliver FLT Counterbalance Courses.

All our counterbalance novice, experienced and refresher courses are run by highly experienced trainers.

We can also offer off site training in Reach, Narrow Aisle, Pivot Steer and Pallet Truck.

Don't delay, book today!



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Considering taking on an Apprentice?

We have an impressive bank of candidates available to see now! Get in touch with our recruitment team by calling 0161 624 5360 or emailing recruitment@otctraining.co.uk

Short Courses

Now available to book for May and June 2017!

Health and Safety

May 2017

- 3 Hour Parent/Carer Paediatric Workshop- Tuesday 9th from 5pm-8pm and Saturday 20th from 9am-12pm
- Counterbalance Refresher – 8th, 12th
- Counterbalance Novice – w/c 15th
- Level 3 Award in First Aid at Work – 16th, 17th, 23rd
- Level 3 Award in Emergency Paediatric First Aid – 25th
- CCNSG Refresher – 26th
- CCNSG Safety Passport – 30th and 31st

June 2017

- IOSH Managing Safely – 6th, 7th, 14th, 15th
- Counterbalance Refresher – 5th, 9th
- Counterbalance Novice – w/c 12th
- Half day Fire Marshal – 13th
- Level 2 Award in Emergency First Aid – 27th
- Level 3 Award First Aid at Work refresher – 28th and 29th

People Management and Professional Development

- How to be an effective Team Leader – 9th May
- An introduction to Basic Training Skills – 11th May
- Effective Appraisal Skills – 18th May
- How to delegate tasks effectively – 24th May
- Giving effective presentations – 8th June
- Time Management – 9th June
- Developing Effective Teams workshop – 30th June

Please visit our website www.otctraining.co.uk for full course info including prices

OTC Breakfast Meeting

Our last Breakfast meeting held on the 10th February 2017, was a great success! Many thanks to all our valued customers/ members who attended. We are hoping to hold another breakfast meeting early Summer; date is yet to be confirmed so watch this space!

OTC Membership

We have now extended and updated the benefits you will receive when you sign up for OTC membership including discounts on all our commercial courses, please ask us for our new information pack now!

Health and Safety Consultancy Packages

Have you got your H&S in the workplace adequately covered? Want to find out more?
Simply call today to get the full lowdown on our H&S packages available.