

Submit your assessments online or in hard copy format

# Information, Advice or Guidance

High-quality Learning Resources

Offering clear and accurate information, advice or guidance and knowing what can be shared legally and professionally can greatly improve outcomes for a business. There are some fundamental rules for successful information sharing and ensuring staff are aware of these is key.

## Benefits to your organisation

Reduce the risk of malpractice

Increase understanding of accurate record-keeping, effective signposting and referral

Give employees a high standard of learning to support their roles and maintain quality standards

Relevant to a wide variety of people and settings

Provide assurances that your employees are well trained

Create a more motivated and engaged workforce by supporting CPD development and possible career progression

Allow employees to gain relevant skills, knowledge and understanding, leading to improved experiences for those using your services

Reinforce the importance of confidentiality and impartiality

Improve your team's understanding of effective communication techniques

## No cost

Evidence competency of staff in this subject area to external stakeholders

**Places limited — sign up now**

0333 355 4165 or email [info@nutsandboltstraining.co.uk](mailto:info@nutsandboltstraining.co.uk)  
[www.nutsandboltstraining.co.uk](http://www.nutsandboltstraining.co.uk)

# Benefits

No need to formally attend a college, meaning that you can learn in your own time

Further your personal and professional development

Receive a set of high-quality learner support materials that will be yours to keep and use as a reference

Achieve a nationally recognised Level 2 qualification

Receive support and guidance from a dedicated team of qualified assessors/tutors

## How is it delivered?

Alongside the learning materials, you will have the support of a knowledgeable assessor/tutor who will give you advice and guidance on the course content as well as providing robust feedback on the work you complete.

Successful completion of this course ensures that the learner has fully understood these important principles and evidences knowledge of the subject area.

## What is the cost?

Due to the availability of government funding, this qualification may be available at no cost - please enquire. Funded places are limited so please book early to secure your place. Funding is subject to learners meeting set eligibility criteria, which must be provided prior to the start of any course.

Please note that a fee is payable if learners decide to withdraw from the course and do not complete their assessments. Learners must want to independently enrol onto the course.

# We are enrolling NOW... get in touch

If you are interested in finding out more about Learning Curve Group courses and how they can benefit your staff and business, call:

**ncfe.**



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