

# Hexagram

News, events and short course information from KITS  
Issue 15 August 2007



## Investment ensures a leading edge

Investing in the future of young people in the area, Kirkdale Industrial Training Services (KITS), has developed new facilities as part of its moves to modernise the delivery of its apprentice training.

The latest project has resulted in the significant development of classroom space as part of a £250,000 refurbishment of the KITS premises. This coincides with a recently signed agreement with Leeds College of Technology (LCoT) that will accommodate the delivery of further education teaching on site.

The modern classrooms will provide the backbone for academic learning, delivering by visiting tutors from LCoT and sit alongside ICT suites and a fully resourced workshop designed to replicate modern industrial working conditions in engineering and motor vehicle environments.

"These new classrooms are just the next stage in our determined effort to ensure KITS remains at the forefront of industrial training in this area. Our new relationship with LCoT ensures we can move forward in our training delivery by providing all the elements of apprenticeships learning in the same facility," said KITS CEO David Todhunter.

All KITS engineering apprentices receive training on a wide range of equipment, similar to that found in a modern manufacturing environment: manual lathes and milling machines to the latest CNC machines. Meanwhile the motor vehicle apprentices use a similarly well-equipped workshop with repair and diagnostic machinery.

This is just a part of the services provided at KITS' premises in Armytage Road Brighouse, conveniently placed just a few hundred metres from Junction 25 of the M62. There is ample free parking and catering facilities.

Short courses provided include engineering workplace course plus Health and Safety, First Aid and Management. Recently a new range was introduced in conjunction with Calderdale College – another new partnership.

The conference facilities at KITS provides a wide selection of additional rooms, from those designed for small meetings to seminar rooms flexible enough to satisfy any required style of presentation.

"We have worked hard to develop lasting and valuable relationships with local employers and companies. As we continue to modernise we seek to extend and expand those relationships by offering excellence in all we do," said Mr Todhunter.



One of the new classrooms

## Keeping the standards high

KITS is expecting to have close to a 75% retention and achievement rate for its Advanced Apprenticeship programme in the current year - which means it has beaten the national average for three years in a row.

This is in line with Learning and Skills Council figures for the same period – but the KITS results are consistently above the average.

KITS Advanced Apprenticeship programme success and retention figures are:

2004/5: 51% (average 36.7%)

2005/6: 60% (53.1%)

2006/7: 73% (57.8%)

Apprentice Training Manager, Geoff Varley said: "KITS has recently created a new position within the company for a dedicated Key Skills Tutor/Assessor to address the previous problem regarding slow completion of Key Skills. We now expect to maintain a high level - especially as there are currently outstanding learners on the Apprenticeship programme who have only a small percentage of Key Skills to complete"

## Last Chance for FREE NVQ's!!

The next few weeks sees the last opportunity to sign-up for the free Train-to-Gain

**Fully-Funded** scheme providing Level 2 NVQ's for your staff.

The qualifications are available to staff aged 19+ working for any West Yorkshire based business within the fields of Manufacturing, and Engineering who has less than 5000 employees. NVQ's are available in the following disciplines:

- Performing Manufacturing Operations
- Performing Engineering Operations
- Business Improvement Techniques
- Engineering Maintenance and Installation
- Mechanical Manufacturing Engineering
- Fabrication and Welding
- Technical Services
- Light/Heavy Motor Vehicle

If you would like to discuss this opportunity further and gain an insight into the detail of the NVQ's, please contact me on 01484 711462 or via email at [daviddl@kits-training.co.uk](mailto:daviddl@kits-training.co.uk)

# Apprentices awarded their prizes



Strong, effective and lasting partnerships are the key to a successful apprentice training organisation, Mr Alan Jagger, KITS chairman, said at the annual Prizegiving Evening at the Galpharm Stadium, Huddersfield.

As 90 of his apprentice colleagues looked on, Michael Speight – who works at Huddersfield University, was named Brighouse-based KITS Apprentice of the Year for his high level of work and dedication.

Mr Jagger pointed to the long-established relationships with local employers. Leeds College of Technology and Calderdale College, which ensured the sort of effective training being demanded by educationalists concerned about post school learning in the UK.

Michael (second from right) is pictured with KITS CEO David Todhunter along with other Apprentice prizewinners – from the left, Paul Haylock, Elmedin Kadiric, David Airey, Daniel Morris, Greg Doughty, Jonathan Dickson, Liam Kelly.

## ELECTRICAL COURSES

KITS continues to develop the provision of Electrical Courses for industry, now being delivered in our newly refurbished Electrical Training Rooms.

Courses cover all levels and most provide a City & Guilds qualification.

City & Guilds 2391 Inspection & Testing

City & Guilds 2381 16th Edition

City & Guilds 2377 Portable Appliance Testing

4-Day Basic Electrical Principles and Safety

**NEW!** 1-Day Electricity at Work Regulations **NEW!**

Please refer to our Schedule on the back for the next dates, or call us to receive more information.

# Motor Vehicles in new hands

## Meet the new Motor Vehicle team at KITS:

Kurt Riley (right) Comes to KITS with six years of motor trade experience and two years training experience - and before that he worked in the USA for a while. As a Motor Vehicle Assessor, it's his job to go out to Apprentice candidates and assess their work to ensure they are up to the right standard for qualification.

Stuart Taylor joins KITS as a Motor Vehicle Tutor. He is employed to give the underpinning knowledge to help Apprentices reach the standards required by the awarding body. He worked as a Training Manager for National Tyres, an organisation he was employed by for 24 years. He started there as a fitter after serving his apprenticeship with a haulage company.



## Did You Know?

KITS Motor Vehicle Apprentices receive hands-on training using a wealth of excellent, modern equipment to fit them for the tasks they will encounter in their workplaces.

In the workshops there are three two-poster (electrical hydraulic) ramps and one four-poster MOT testing ramp with centre jack and emission testing – with extraction and headlamp beam setter. There is also a Clean Area where we can strip down

using engine stands and lifting equipment and the latest diagnostic equipment.

The facilities also offer hands on experience in CAN BUS systems on electrics (for loose wiring systems), pneumatic tyre removal and fitting; electronic wheel balance; puncture repairs; valeting; schematic wiring testing.

Meanwhile in the classrooms we have extensive ICT facilities and Internet access for the latest in interactive on-line training

## WOULD YOU PREFER YOUR COPY OF HEXAGRAM TO BE DELIVERED ELECTRONICALLY?

From the next edition in the autumn we will be offering the option of having this newsletter sent to you as an email attachment in pdf format - easily read by standard Acrobat Reader available on most computers.

If you would like to receive Hexagram electronically then please email [info@kits-training.co.uk](mailto:info@kits-training.co.uk), stating your name and company.



## Seasonal Summer Offer

For many organisations, the summer months represent a slowing down of activity. This is just the time to take advantage of the seasonal downturn to ensure company communication and strategy are in place.

The best way to deliver that is by taking your management team out of the workplace for a few hours to update everyone on the targets and task in hand.

KITS not only has the right facilities in which to deliver the right messages but also during this summer has a special offer to incentivise companies interested in seminars, training and meetings.

Any new bookings made for room hire between July 16th and August 1st will qualify for a 10 per cent discount.

The KITS Conference Centre has a wide choice of air conditioned, versatile rooms that can accommodate almost any size and type of event from prestigious conferences, Board meetings to small off-site business meetings, team building and training courses. There is also a separate rest and refreshment area for breaks. The Conference Centre has excellent disabled access and is situated centrally between Leeds and Manchester, just two minutes from Junction 25 of the M62 and has a large car park with space available for up to 130 vehicles.

All rooms are fitted with a rail mounting system for equipment and include projection screen, flip chart, white board and TV and Video. Also included in the hire of each room is an OHP. All rooms are also air-conditioned and have natural light and a telephone point.

Quality self-serve Tea and Coffee machines dispensing a wide range of hot drinks are situated in the Coffee Lounge. Unlimited drinks are available at a small charge per person per day. Alternatively you can arrange to have drinks brought to your room.

In addition a variety of menus for lunch are available.

For more information call 01484 711462.

# Short Course Overview

## ILM Level 3 Introductory Certificate in First Line Management

This programme provides an introduction to the wide range of responsibilities of the first line manager. It has been designed to give practising or potential managers a foundation for development in their role, by assisting participants in gaining the basic knowledge required as a manager, and by developing basic management skills. The programme combines key elements of the full Certificate in a tightly focused package which can produce a step change in performance quickly and economically.

**Course Date:** Commences 05/09/07 through 10/10/07 on a day-per-week basis.

**Investment:** £550 per person + VAT (Due to rise to £650 from 01/09/07)

COURSE TITLE	PRICE	AUG	SEPT	OCT
<b>FIRST AID</b>				
First Aid at Work (4 day)	£175	13-16	10-13 24-27	8-11 22-25
First Aid Requalification (2 day)	£105	28-29	17-18	29-30
First Aid Appointed Person (1 day)	£55	9 30	7, 19 28	12 31
<b>ELECTRICAL</b>				
Portable Appliance Testing – C&G 2377	£120*	9	10	
Inspection, Testing & Cert – C&G 2391	£390*			15-22
Electricity at Work Regulations 16th Edition – C&G 2381	£120 £390*		4 17-20	
Basic Electrical	£390	13-16	3-6	
<b>HEALTH &amp; SAFETY</b>				
CCNSG Safety Passport for Contractors (2 day)	£100#	6-7	3-4	1-2
CCNSG Safety Passport Supervisor	£75#		5	
CCNSG Safety Passport Refresher	£55#	8	6	3
CIEH Level 2 Food Hygiene	£65	20	20	18
SPA Food Safety Passport (2 day)	£130		24-25	
NEBOSH (11 weeks)	£1000		19	
IOSH Managing Safely	£500			15-18
IOSH Working Safely	£175		11	
Fire Marshall Training (half day – pm)	£65		11	
Risk Assessments and Method Statements	£99	16		
Supervisor Roles and Responsibilities (Health & Safety)	£99	23		
Grinding Wheel Safety	£120		17	
<b>MANAGEMENT</b>				
Team Leadership (2 day)	£250	9-10		
ILM Introductory Certificate in 1st line Management New 2007 format (1 day per week over 6 weeks)	£650		06/09 to 10/10	
ILM Certificate in 1st line Management New 2007 format (1 day per month over 12 months)	£1,850		27	
<b>QUALITY SYSTEMS</b>				
Internal Quality Auditor	£165		10	
<b>WORKFORCE DEVELOPMENT</b>				
Introduction to HR	£120	16	21	
HR Law Updates (half-day - pm)	£85	16	21	
Effective Telephone Techniques	£120	22		

Member Company discounts apply

Courses run at Kirkdale House unless otherwise stated

All prices are per person and subject to VAT

# = plus £15 registration fee

\* = plus £35 registration fee



## ILM Level 3 Certificate in First Line Management

The ILM Level 3 Certificate in First Line Management covers the full range of responsibilities of the first line manager, and develops leaders and managers within the national qualifications framework. The full Certificate consists of an induction, and 10 x 15-hour units, plus tutorial support, spread over a 12-month programme.

**Course Date:** Commences 27/09/07 through September 2008, on a day-per-month basis

**Investment:** £1850 per person + VAT

### Introduction to HR

Delegates will be given an introduction to the responsibilities of the HR function and the associated Employment Laws that govern it. By the end of the course, delegates will have an overview on the key issues prevalent in today's workplace and be able to understand the contract of employment, be aware of the implications of discrimination laws including the new Age discrimination law, have an understanding of what make up the group of family friendly policies and an overview on each.

**Course Date:** 16/08/07 or 21/09/07

(half-day - pm)

**Investment:** £85 per person + VAT

### HR/Employment Law Updates

This course is the afternoon session of the Introduction to HR course, and covers the latest amendments and updates to Employment Law in the workplace.

**Course Date:** 16/08/07 or 21/09/07

(half-day - pm)

**Investment:** £85 per person + VAT

**KITS**  
ENGINEERING TRAINING  
EXCELLENCE

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*KITS is striving to  
achieve equality for all*

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