

**FREE MEMBER LEARNING PROGRAMME 2018**

**UNISON is committed to supporting our members to engage in learning for personal and professional benefit. We are passionate that all learning is valuable whether you take it back into your work, your community and your family. We believe we can all learn tools and techniques to better support ourselves and others.**

**Our members tell us that those in support roles, such as cleaning, catering, portering, transport, homecare, admin often don’t get access to workshops for ‘professionals’ such as dementia, palliative care, leadership, resilience, mental health or autism. With UNISON you do. Members who also have these caring responsibilities at home are also welcome. We are particularly committed to encouraging women members to become more active in UNISON and have a number of women only workshops.**

**The courses UNISON offer aim to give you the opportunity to develop your thinking on issues as diverse as women’s history, mental health, caring for older people, diversity, dementia, patient safety, politics and communication. We are keen for members to progress on the skills escalator and are very proud of our work with the Open University which has enabled members to progress to different careers including nursing, social work and management. The training in our partnership programme with Health Employers has also opened up new jobs and new opportunities. UNISON has a bursary programme with a limited number of learning grants which are available.**

**All courses are free. Our workshops are one of the benefits of being a UNISON member. There is no entitlement to time off to attend, but often managers are supportive particularly where it relates to your work role or for those experiencing stress at work.**

**Some of these courses have limited number of places due to their interactive nature so early booking is advised.**

**SUPPORTING YOURSELF AND OTHERS**

**These workshops may be relevant to you in your work or life outside work**

**Bullying – How To Deal With It As Someone Who Experiences It or As A Manager**

***10am – 4pm Mon 12 March Ballynahinch; Tues 1 May Derry; Mon 12 Nov UNISON Belfast***

Bullying in a work environment can cause tremendous emotional distress as well as severely impact on people’s capacity to carry out their role. Employers have a duty of care to employees and there are a number of remedies you can pursue if you believe you are being bullied. For managers it is important to ensure that staff are enabled to work in a supportive environment which maximises their ability to contribute. Sometimes there is a blurred line between performance management and a belief by the staff member that they are being bullied. This course will explore the employer’s duty of care, what constitutes bullying, what remedies are available to someone who is experiencing it and how managers can respond pro-actively. It will be delivered by Barbara Martin, ICTU tutor.

**Communicating from the Inside Out**

***10am – 4pm Fri 23 Feb; Thurs 1 Nov UNISON Belfast***

This highly practical, interactive and engaging one day course will provide an insight into communication styles, behaviour and personality traits and develop an understanding of how and why people behave and communicate the way they do. You will learn how to connect with others on a one to one or group basis using a range of techniques around language, physiology and voice. This workshop can support you to engage more effectively with those you work with and those you support in your personal or professional life. The tutor is Gerry Kelly, trainer of NLP

**Dementia for Carers**

***6 – 8.30pm Mon 24 Sept, 1, 8 & 15 Oct UNISON Belfast***

This is a four week evening series of workshops for members who are supporting someone in their family or a friend with dementia. It aims to give people a better understanding of dementia, what your loved one is experiencing and how best to support them. It will also cover topics such as legal and finance issues, personal care and wellbeing, communication, coping with stress and what services are available. The programme will be delivered by the Alzheimer’s Society

**Effective Communication: Strategies for Creating Clarity in the Workplace**

***10am – 4pm Tuesday 17 April UNISON Belfast***

This workshop aims to enable members to look at how communication can support engagement with colleagues on a range of issues.  Effective and respectful communication can facilitate a positive working environment while communication breakdown can be a source of conflict and stress. This workshop is particularly useful for those who supervise or manage others but is also relevant to those working in any kind of teams e.g. in health, in a school, in a voluntary organisation It will help participants to understand better how communication works, why it breaks down, the pitfalls of poor communication, how to improve your own communication skills and the assertiveness model for effective communication. It will be delivered by Deirdre Gunn.

**English Improvement & IELTS Exam Preparation Class**

UNISON offers a weekly class on a Wednesday to those for whom English is not their first language to help support their engagement in workplaces. The general English class (2.30 – 4.30pm) is for those wishing to improve their English speaking and writing. The IELTS exam preparation class (5 – 7pm) is for those who require a level 7 in IELTS typically for NMC or GMC registration. You need to score at least 5 at the assessment to attend. This class is also open to asylum seekers and refugees as part of UNISON’s commitment to supporting inclusion. The class is delivered by Susan Good. Contact Nathalie Donnelly directly to register N.Donnelly@unison.co.uk

**Essential Skills English, Maths and Computers**

Many people missed out on getting an O Level or GSCE first time round. The five Colleges of Further Education offer free Essential Skills courses which provide qualifications which are comparable to GCSE C grade. Some people undertake them to get a qualification, others so they can help children or grandchildren with homework. The course runs once a week for 15-20 weeks starting in January and September. Contact the College directly to register. The Maths/Numeracy course at Level 2 meets one of the criteria for entry onto the Open University Nursing programme. Some of the Health Trusts are offering classes, contact your local Learning & Development team.

**Foundations of Resilience: The Keys to reaching your Potential, at Work and Personally**

***10am – 4pm Mon 9 April; Thurs 15 Nov UNISON Belfast***

This one day workshop aims to enhance your confidence, courage, enjoyment and commitment to be true to yourself and take positive action in the workplace by: providing a practical skills step by step tool kit for you to use in and beyond this workshop to identify and support your unique strengths and action, to stop any erosion now, restore your foundations and grow through tough challenges. It will offer you the latest evidence / research on resilience in pictures and words including the science of the brain and voluntary and involuntary nervous system. Giving you examples from real life locally and from other cultures internationally to explore and learn from in small and large group activities and reflection, it invites you to explore and learn together from live situations you face in a safe, challenging and enjoyable way. It will be delivered by Rosie Burrows BACP, SEP, PhD Resilience and Trauma Specialist.

**Interview Skills for Health & Social Care**

***10am – 4pm Wed 18 April; Tues 9 Oct UNISON Belfast***

The Health & Social Care service uses both a competency based and values based interview process. This workshop will enable you to understand and convey your skill set within this framework. It will allow you to recognise the skills and knowledge you have, support you to reflect them in an application form and put them across using strong examples in the interview setting. It will cover common pitfalls of applicants and tips for improving your confidence at interviews. While the focus will be on the Health & Social Care service, the workshop will have wider application. It will be delivered by Kevin Clarke, HR in Belfast Trust.

**Interview Skills for the Open University Pre-Reg Nursing Programme**

***Belfast Trust Area – Thurs 22 March 10am – 12pm & 2 – 4pm; Thurs 12 April 2-4pm UNISON Belfast***

***SE Trust Area – Mon 26 March 10am – 12pm Newtownards ; 2 – 4pm Downpatrick***

***Western Trust Area – Wed 11 April 10am – 12pm UNISON Derry; 2 - 4pm Omagh***

***Southern Trust Area – Fri 13 April 11am – 1pm Craigavon; 2 – 4pm Newry***

***Northern Trust Area – Fri 20 April 10am – 12pm Ballymena; 2 – 4pm Coleraine***

Over the past number of years UNISON has been supporting members to access the Open University pre-reg nursing initiative through the provision of the K101 health and social care module and our workshop programme. This workshop will help candidates prepare for the OU pre-reg nursing interview which is very competitive. It will help applicants identify relevant skills and convey them in an interview setting. It will be delivered by Fidelma Carolan, UNISON.

**Interview Skills for School Based Staff**

***4 – 5.30pm Thurs 22 March UNISON Belfast; Mon 26 March Downpatrick; Wed 11 April Omagh; Fri 13 April 4 – 5.30pm Newry; Fri 20 April 4 – 5.30pm Coleraine***

Increasingly schools and the Education Authority are using a competency based interview process. This short session will introduce you to writing your application form and translating your experience into positive examples of your skills at interview. It will be delivered by Fidelma Carolan, UNISON

**Keeping Children Safe Online**

***6 – 8pm Wednesday 13th June in UNISON Belfast***

The session explores safeguarding in the context of young people’s lives and their use of social media. It provides an enhanced awareness of offender behaviour, tactics and use of new technology and assists professionals, parents and carers to formulate prevention and intervention strategies to keep children and young people safer. It will delivered by Bill Woodside, INEQE

***Losing a Baby: What do parents want and need?***  (open to all)

***6 – 8pm Wed 18 April UNISON Belfast***

This event is being run in partnership with SANDS NI, The Stillbirth and Neonatal Death Charity. In Northern Ireland over 3 babies a week are stillborn or die in the first four weeks of life. This experience is traumatic for families and challenging for health professionals. Drawing on her PhD research and work with mothers and fathers who have lost babies to stillbirth and neonatal death, Dr Sam Murphy from the Open University will outline how it can feel to lose a baby before or around the time of birth.  She will explore how women and men experience the event and suggest ways in which they can be supported through such a tragic and traumatic event*.* This is being offered in partnership with UNISON Women’s Committee and there will be a voluntary collection for SANDS NI on the night.

**Managing Difficult Conversations**

***10am – 4pm Mon 1 Oct UNISON Belfast***

Interaction with other people is a normal day to day activity but how can you most effectively manage more complex scenarios? Shauna Hughes, CEO at EyeChange Consultancy, will share her expertise, equipping delegates to feel more confident about how to conduct and manage difficult conversations. Best practice workplace advice will be explored using, in part, real life scenarios. As a master NLP practitioner, Shauna will explore the use of language and you will learn how to spot when a conversation is heading towards confrontation and how to diffuse the situation using language. Body language cues will also be discussed. It will be delivered by Shauna Hughes, CEO Eye Change Consultancy.

**Managing Your Time: Getting Stuff Done**

***10am – 12.30pm Tues 9 Oct UNISON Belfast***

We have all been to workshops which promised to show us ways of working faster and more productively. But as we know all too well, these don’t really work, or at least not for long. This workshop will instead focus on the underlying principles behind good work habits and how these can enable you to prioritise your work and get things done. Drawing on the ideas of Franklin-Covey and David Allen, this workshop will also identify a number of practical actions that you can take which will support these principles and make you feel like you are in control of your work again. It will be delivered by Helen Evans, Open University.

**Menopause Awareness**

***6 – 8pm Thurs 12 April UNISON Belfast***

When you hear the term menopause do you think hot sweats, night flushes, tiredness, lack of libido, anxiety, insomnia, weight gain, dry skin...? In this evening session Dr Joanne McManus will give participants an overview of menopause and provide accurate, up to date, evidence based information to enable women to make informed choices. She will discuss perimenopausal, menopausal and post-menopausal phases  as well as the hormonal changes. Joanne is a Consultant Gynaecologist and specialist in Reproductive Medicine in Belfast Trust. This is being offered in partnership with UNISON Women’s Committee and links to wider discussions around the impact of the menopause on women at work.

**Mental Health First Aid**

***10am – 4pm Wed 28 & Thurs 29 Nov UNISON Belfast***

This is a two day course which supports participants to provide help to a person developing a mental health problem or who is in a mental health crisis. It will explore what is meant by mental health / mental ill health; Dealing with crisis situations such as suicidal behaviour, self-harm, panic attacks and acute psychotic behaviour; Recognising the signs and symptoms of common mental health problems including depression, anxiety disorders, psychosis and substance use disorders; Where and how to get help; Self-help strategies. It is targeted at any member working or volunteering in a school, youth organisation, mental health services, hospital or residential setting, but all members are welcome. It will be delivered by Aware NI.

**Mental Health in Your Workplace Seminar** (open to all)

***10am – 12.30pm Thurs 17 May UNISON Belfast***

Mental health is the number one health and safety concern for Trade Unions and UNISON members across all sizes of workplaces in Northern Ireland.  Many employers are also experiencing increasing levels of mental health issues within their workforce.  This seminar is organised by UNISON Disability Committee and aimed at employers and trade union activists.    Key themes will include – the law and mental health, reasonable adjustment, the employee perspective and good practice in the workplace.  It will feature input from the Equality Commission, Belfast Trust HR and UNISON’s Disability Committee.

**Mindfulness – An Introduction**

***10am – 4pm Thurs 22 Feb; Tues 4 Sept UNISON Belfast***

The practice of mindfulness emphasises listening to, observing and acknowledging emotional experiences and enables people to develop a more finely tuned awareness of their inner experiences and to cultivate an improved regulation of their emotional responses.  There is a growing research base indicating its efficacy to promote physical, psychological and emotional wellbeing.  It has been used to treat a range of problems including the management of mood disorders, chronic pain, arthritis, sleep disturbance, stress, chronic fatigue and professional burnout.  It will be delivered by Monique Harte & Greg Kelly, University of Ulster OT Department.

**Mindfulness – Advancing Practice**

***10am – 4pm Tues 20 & 27 Nov UNISON Belfast***

This two day workshop explores the growing evidence base the use of Mindfulness-Based Stress Reduction (MBSR) and Mindfulness-Based Cognitive Therapy (MBCT) in relieving physical pain and emotional suffering.   Participants will be supported to begin their own mindfulness practice and to develop their own knowledge and skills of mindfulness based approaches in health care.   Participants will be facilitated to skill share and consider strategies for the application of mindfulness within their individual work place.   Participants must have completed an introductory mindfulness course to book on this workshop, as it will assume a working knowledge of mindfulness.  It will be delivered by Monique Harte and Greg Kelly, University of Ulster OT Department

**Mindfulness - Acceptance & Commitment Therapy (ACT)**

***6 – 9pm Thurs 15 March UNISON Belfast***

Acceptance and Commitment Therapy Training (ACT) helps you to accept what is out of your control and make a commitment to taking positive action to restore your health and vitality. This approach has been used effectively in treating depression, anxiety, chronic pain, substance use, eating disorder and a range of other conditions. It aims to help you combat the suffering caused by avoidance and develop the psychological flexibility to be open to what matters to you. The workshop will provide you with an introduction to ACT and to practice three mindfulness based skills: Defusion – letting go of unhelpful thoughts and beliefs. Acceptance – making room for painful feelings and becoming free from the struggle they cause. Contact – with the present moment experience to develop an attitude of openness. Whilst life will continue to present difficult challenges, we hope this session will equip you for them to have less impact and influence over you. It will be delivered by Monique Harte, University of Ulster OT Department.

**Mindfulness for Pain Management**

***6 – 9pm Mon 1 Oct UNISON Belfast***

Physical pain is unavoidable, but meditation practice can ease the mental suffering that often accompanies it.  Mindfulness teaches people with chronic pain to be curious about the intensity of their pain, it also teaches individuals to let go of goals and expectations. When you expect something will ease your pain, and it doesn’t or not as much as you’d like, your mind goes into alarm- or solution-mode.  It’s not about achieving a certain goal – like minimising pain – but learning to relate to your pain differently. This workshop will explore some of the theory and techniques around using mindfulness to help manage pain. It will be delivered by Monique Harte, University of Ulster OT Department.

**Money Management – Supporting Communities with Welfare Reform**

***10am – 4pm Tues 13 March UNISON Belfast***

This fully interactive course will look at the potential financial impact of Welfare Reform and how to support those affected within the community. It covers the topic of budgeting, borrowing, spending, managing money within households, financial inclusion, digital inclusion, using online tools to manage money, and signposting to support services available. It will provide participants with useful tools and information to support money management.  It is aimed at Branch Welfare Officers, advice and advocacy workers but open to any member. It will be delivered by Advice NI.

**Palestine – A Local View** (open to all)

***6 – 8pm Wed 27 June UNISON Belfast***

This evening is a unique opportunity to hear from two local UNISON activists who have recently returned from a trip to Palestine.  Margaret McKee from the Royal Victoria Hospital and Kevin Hillick from our Down Education branch will share their account of meeting people who are living in the West Bank, the challenges they are facing in their daily lives and a shared experience of conflict.  This is being run in partnership with UNISON Global Solidarity Group

**Planning for Retirement**

***10am – 3.30pm Fri 6 April, City Hotel Armagh; Fri 12 Oct UNISON Belfast***

This one day workshop offers those who are intending to retire the chance in the near future or through ill health to find out about a range of information such as financial planning, benefits advice, volunteering and educational opportunities. It will include input from a selection of Lighthouse Financial Services, Benefits Advisor, University of the 3rd Age, Commissioner for Older People, Volunteer Now, Age NI, Abbey Insurance and Thompsons Solicitors. Members are welcome to bring their partners.

**Presentation and Public Speaking Skills**

***10am – 4pm Tues 6 Nov UNISON Belfast***

This workshop is designed for people who would like to develop confidence and/or skills in speaking in public situations. It is entirely skills focused and participants will have the opportunity to make a brief presentation (putting what you have learned into practice) and receive feedback in a constructive and safe environment.  It is delivered by Helen Evan, Open University.

**Stress – Supporting Yourself**

***10am – 4pm Mon 5 March Cookstown; Fri 18 May UNISON Belfast; Mon 18 June Banbridge; Fri 19 Oct Strabane; Mon 10 Dec UNISON Belfast***

This one day workshop helps participants identify the triggers for stress and what you can do to recognise and address them. It looks at stress as a health and safety issue in the workplace and how you can have conversations with managers or colleagues about your feelings. It explores effective strategies for minimising the effect of stress and some relaxation techniques. It will be delivered by Deirdre Gunn.

**Suicide & Self Harm – The Challenge for Front Line Staff** (open to all)

***10am – 12.30pm Thurs 21 June (rescheduled date) – UNISON Belfast***

One of the most challenging issues for paramedic and emergency department staff is responding to individuals who have attempted suicide or supporting someone who has self harmed.  In this workshop Open University researchers Kerry Jones and Sharon Mallon will present findings in this area exploring the experience of patients, as well as the complex feelings that may be triggered among staff by such events, before concluding by discussing and the importance of self care.  This event is targeted at paramedics, emergency department staff, managers and HR professionals with a responsibility for duty of care.

**Suicide Awareness & Prevention**

***9.30am – 4pm Mon 17 Sept UNISON Belfast***

This is a one day workshop which aims to give participants an understanding of the issues around suicide, why people consider it, risk factors, why someone may not ask for help, how to communicate safely with someone at risk; and support networks.  This is open to any member who has an interest from a professional or personal perspective.  It is delivered by PIPS, Belfast

**Understanding Islam** (open to all)

***6 – 8pm Thurs 12 April UNISON Belfast***

Members of the Muslim community make up 0.2% of the Northern Ireland population but experience a disproportionate amount of prejudice. Media portrayal of the Islamic faith is often set only in the context of global unrest. This workshop describes how Islam is both a religion and a peaceful way of life, to allow people from a diverse society to understand the meaning of Islam and Muslims and to dispel common myths and misconceptions. It will be delivered by Brenda Skillen, NI Muslim Family Association. This is being run in partnership with our Black & Migrant Workers group and is open to all.

**Understanding The Assembly**

***10am – 12.30pm Thurs 3 May; Wed 17 Oct in Parliament Buildings, Stormont***

Despite the current political stalemate, we are offering this opportunity to find out about our official seat of regional government. The Assembly is where decisions are taken on issues such as health, education, welfare reductions and transport, which affect all of our lives. This workshop provides participants with an understanding of the workings of the Assembly, its committees and structures. It will explore topics such as voting, petition of concern, the stages a Bill goes through before becoming law. Developing a better knowledge of this will enable people to engage in the democratic process and understand how to lobby to affect positive change. It will include a tour of Parliament Buildings and be delivered by the Assembly Education Team

**WOMEN’S DEVELOPMENT**

**Building Confidence for Women**

***10am – 4pm Fri 23 Feb Armagh; 20 April Ballymena; 15 June Cookstown; 5 Oct Derry; 30 Nov Belfast***

Women are the backbone of our trade union, standing up for colleagues in local workplaces as reps and managing complex busy lives. However, often women don’t feel they have confidence to stand up for themselves focusing on everyone else’s needs but don’t take the time or have the confidence work on our own needs. Too often we say yes when we really want to say no, don’t ask for what we really want and shy away from opportunities when they arise. The good news is that self-confidence can be learned and we can build a set of skills that will encourage you to respond differently. Come along to this one day course and find out how you can take the first steps to changing your life. It will be delivered by Deirdre Gunn.

**Pathways into UNISON**

***Fri 23 & Sat 24 Feb; Fri 8 & Sat 9 June; Fri 7 & Sat 8 Sept***

UNISON relies on hundreds of local reps in workplaces across Northern Ireland. These are people who want to play a role in standing up for colleagues and the service they work for. 85% of UNISON members are women, many of whom work part time or in more than one job. However as in society, that proportion of women are not reflected in the activist base or decision making structures within branches. For women members who are interested in stepping forward and becoming a workplace rep we run an overnight residential workshop to find out how the union works and how you can become more active.

**Women’s Health & History**

***Sat 19 & Sun 20 May Newcastle; Sat 24 & Sun 25 November Bushmills***

This is an overnight residential which brings women members together to look at how issues affecting women’s health have changed over the past 100 years. It will introduce you to some of the women in the past who led the way challenging conditions for women in the mills and factories, who campaigned for the vote and who were at the forefront of the development of the NHS. It will chart the more recent history of the impact of the Troubles on women’s health as well as the changes in local health provision. Travel and accommodation expenses are available for this course.



**SUPPORTING YOU IN YOUR JOB ROLE**

**You are also welcome to attend if these are relevant to you personally or as a volunteer**

**Acute Head Injury: Recognition and Early Management**

***2 – 4.30pm Thurs 13 Sept UNISON Belfast***

This workshop will cover the pathology of the most common head injuries admitted to hospital wards. Key aspects of acute and emergency management  will be discussed.  The second half of the workshop will focus on how to accurately perform and record neurological observations. Under national guidelines neurological observation should only be performed by registered health care practitioners, however unregistered staff are welcome to attend. It may also be of interest to those working in home care or day care who are looking after clients with head injuries. It will be delivered by Colin Williamson, Head Injury Liaison Nurse.

**Anaphylaxis**

***6 – 9pm Thurs 15 March UNISON Belfast***

Anaphylaxis is the most severe form of allergic reaction. It is life threatening and requires immediate first aid and emergency medical assistance. Topics covered will include definition of anaphylaxis; Identifying triggers; recognition and treatment of severe allergic reaction; life threatening issues associated with anaphylaxis; when to call for help; treatment and essential communication. This course is suitable for healthcare professionals who are involved in administering medications as well as those in a high risk environment where such medication is available. It will be delivered by Shirley Johnston, nurse educator and Open University Practice Tutor.

**Autism - Fundamentals**

***6 – 9pm Wed 23 & 30 May UNISON Belfast***

This workshop will be run over two evenings and offers a basic knowledge and understanding of the main features associated with Autism Spectrum Disorder (ASD).  Participants will acquire a fundamental understanding of the main features associated with ASD, using and understanding language, the importance of routine, appreciation of sensory issues and adaptations which may be of help. It is of particular relevance to members in schools and youth settings but may be of interest to parents and volunteers. It will be delivered by Autism NI.

**Autism - Mental Health & Anxiety Mgt for Children & Young People**

***10am – 3pm Tues 8 May; Fri 7 Dec UNISON Belfast***

Anxiety is one of the biggest challenges facing young people with autism, their families and their school. Many young people can experience anxiety in all areas of their lives, school, family, and social life, and it may compound the difficulties they experience when communicating, interacting socially, and controlling their emotions. Managing Anxiety explains a range of different types of strategies that can help manage anxiety in school and home, and takes into consideration the different roles people play in a child's or young person’s life: parent, sibling and teacher. This training session will provide participants with information on common mental health challenges that people with autism can experience. There will be a particular emphasis on the experience of anxiety, this will include depression, anxiety disorders and cognitive strategies to help manage anxiety. It will be delivered by Fiona McCaffrey, Middletown Centre for Autism.

**Autism - Positive Behaviour Support for Children & Young People**

***10am – 3pm Tues 8 May UNISON Derry***

Children and young people with autism can experience high levels of anxiety and stress and this often results in distressed behaviours. Responding effectively to behaviour remains a concern for professionals working within education. Early intervention and planning is important to ensure that children have an array of proactive strategies to defuse rather than escalate a difficult situation. This workshop will explore how core features can influence behaviour and the benefits of Behaviour Support Plans. It will be delivered by Frances O’Neill / Majella Nugent, Middletown Centre for Autism.

**Autism - Relationships and Sexuality Education for Young People**

***10am – 3pm Fri 5 Oct UNISON Belfast***

This session will examine the impact of adolescence on young people with autism. Participants will be shown how to incorporate behavioural interventions with visual strategies to help teenagers with autism cope with some of the typical issues of adolescence. The training will provide practical strategies that educational professionals may use to support teenagers with autism. It will also focus on the delivery of sex and relationships education for students with autism. It will be delivered by Majella Nugent, Middletown Centre for Autism

**Autism – Sensory Processing**

***10am – 3pm Fri 16 Nov UNISON Belfast***

This training session will examine the sensory processing difficulties frequently associated with ASD and will demonstrate how these deficits impact upon learning, play, social interactions and behaviour in the school environment. The training will be divided into the following areas: Sensory processing difficulties associated with ASD; The impact of sensory processing on learning, play, social interactions and behaviour; Strategies to address sensory processing issues in the school environment and other contexts

The training session will consist of a combination of presentations, practical activities and case study discussions and will be delivered by Jill McCanney, Middletown Centre for Autism

**Bereavement – Dealing with Grief and Loss**

***1.30 – 4.30pm Thurs 10th May UNISON Belfast***

Many of our members, particularly in home care, daycare, residential settings and special needs schools, develop a relationship with clients and pupils.  The aim of this half day session is to provide participants with an awareness of grief and its impact on ourselves and others; an understanding of the theories of loss grief and bereavement;  an increased awareness of how they could apply theories of loss grief and bereavement to practice when working with those facing loss, grief and bereavement; an awareness of the range of  human responses to loss grief and bereavement and an overview of strategies they could employ to support those living with loss grief and bereavement.   It may also be useful for managers to support staff who have experienced bereavement.  It will be delivered by Loretta Gribben, Public Health Agency

**Caring for Older People**

***10am – 4pm Thurs 20 Sept UNISON Belfast***

The care of older people is a complex and skilled. Carers in both hospital and community settings need to be knowledgeable, flexible and positive in their interventions. It is essential to underpin this holistic approach with an insight into the relationships between the client's individual needs and the attitudes and resources that currently exist within Northern Ireland. The workshop objectives are based on the idea that care of older people needs to be holistic with more insight into the concept of the ageing as defined within the 21st Century. This course is suitable for any healthcare professional who is involved in meeting the full range of needs of older people in a variety of care settings. It will be delivered by Shirley Johnston, nurse educator and Open University Practice Tutor.

**Care of the Patient on Oxygen Therapy**

***2 – 5pm Wed 13 June UNISON Belfast***

Oxygen therapy can save lives. On-going assessment and evaluation must be continually carried out to ensure treatment is safe and effective. This workshop will outline when oxygen therapy might be used ,the delivery methods applicable to varying patient groups, identify appropriate saturation ranges, and identify the practical care required for the patient on Oxygen therapy.  It will be delivered by Shirley Johnston, nurse educator and Open University Practice Tutor.

**Care of the Patient with a Gastrostomy Tube**

***6 – 9pm Wed 13 June UNISON Belfast***

The placement of a gastrostomy tube is considered to be a safe and effective intervention in the management of nutrition and hydration conditions. Health care providers play an active role in caring for and managing patients with a gastrostomy. This workshop will explore the basic nursing care required, and how to prevent and manage common complications.  It will be delivered by Shirley Johnston, nurse educator and Open University Practice Tutor.

**Clinical Effectiveness for Nurses & Midwives**

***10am – 4pm Wed 31 Oct UNISON Belfast***

This workshop will invite participants to explore how to keep personal practice safe through the lens of clinical effectiveness.  It will cover what clinical effectiveness is and what it means to nurses in a very busy clinical environment versus what it means to the manager/organisation. Participants will discuss the enablers and barriers to clinical effectiveness, why it’s important, identify the structures and processes available to nurses for safe practice and how clinical effectiveness impacts on our patients. It will be delivered by Shirley Johnston nurse educator and Open University Practice Tutor.

**Continence Awareness**

***2 – 4pm Thurs 19 April Derry; 7 June Enniskillen; Tues 18 Sept Lisburn; 11am – 1pm Wed 3 Oct Newry***

This workshop is aimed at home care workers, health care assistants and care assistants and will present an introduction to continence, what causes incontinence, how it impacts on people differently, good skin care and the types of aids and products that are available. It will be delivered by Janice Matthews, Tena Nurse Advisor

**Delirium**

***10am – 12.30pm Tues 27 Feb UNISON Belfast***

This half day introductory course is for all staff working in Health and Social Care including nurses, AHP, Health Care Assistants. Delirium is a deterioration in mental functioning, which is triggered by an acute illness of the body or the brain, intoxication or drug abuse. Delirium creates problems for health care professionals because it is complex to diagnose and care for. Good management of delirium requires knowledge of mental status assessment and awareness of the medical and environmental factors that may be involved. This course will look at what is and what is not delirium, impact of delirium, risk factors associated with delirium, prevention and assessment. It will be delivered by Nichola Cullen, Public Health Agency



**Dementia – An Introduction**

***10am – 12.30pm Mon 19 Feb UNISON Belfast; 2 – 4.30pm Thurs 7 June in UNISON Derry***

There are a growing number of people living with dementia and this is recognised as a major social, economic and health care challenge. In Northern Ireland it is estimated there are over 21,000 people living with dementia. Learning how to best respond to someone with dementia is essential for all health & social care staff and family carers. Understanding dementia should improve the quality of the health and social care interaction as well as care received by a person living with dementia. This course will highlight what is meant by the term dementia, understanding conditions that cause dementia, know why receiving a diagnosis is important, recognise that each individual is unique, as well as touching on issues such as communication, behaviour, stress and distress. The workshop supports the outcomes of the Dementia Learning & Development Framework. It will be delivered by Dr Una Lynch from Sonrisa Solutions Ltd., qualified nurse, midwife and health visitor for over thirty years who has worked in academia, policy and practice.

**Dementia – Understanding Stress and Distress**

***10am – 4pm Thurs 3 May UNISON Belfast; Tues 6 Nov in UNISON Derry***

This training will help you to understand what we mean by stress and distress, identify the factors which can contribute to people with dementia feeling stressed or/and distressed and improve your skills in working with people who experience this.  It will cover understanding behaviour as a means of communication of needs & identifying those needs; the impact of changes in the brain and the environment on behaviour; recognise the social and emotional needs of people with dementia; Identify the triggers for distressed behaviour; developing strategies and interventions for distressed clients. The workshop supports the outcomes of the Dementia Learning & Development Framework . It will be delivered by Dr Una Lynch from Sonrisa Solutions Ltd., qualified nurse, midwife and health visitor for over thirty years who has worked in academia, policy and practice.

**Dementia – Understanding Pain**

***10am – 12.30pm Wed 20 June; Tues 20 Nov UNISON Belfast***

Recognising the signs and pain assessment for a person living with dementia behavioural changes can be one of the key indicators of potential pain, a person living with dementia who cannot self-express pain verbally may exhibit behaviours that could be interpreted as behavioural and psychological symptoms of dementia (BPSD) or may actually be a means of communication. This will explore pain in a person living with dementia, potential signs and assessment using a validated assessment tool; and how we can potentially reduce distress through effective assessment and management of pain. The workshop supports the outcomes of the Dementia Learning & Development Framework. It will be delivered by Shauna Rooney, Four Seasons Healthcare

**Dignity – Putting It at the Heart of Health & Social Care**

***1.30 – 4pm Tues 19 June; 10am – 12.30pm Thurs 8 Nov UNISON Belfast***

“Treat people as individuals and uphold their dignity” (NMC & NISCC Code). Improve your practice by developing your ability to articulate how what you do contributes to and upholds the dignity of the people with whom you are working. Dignity is at the heart of effective health and social care. But what does dignity mean? How does dignity relate to human rights obligations? People can identify with the notion of dignity and can tell when their dignity has been violated. Dignity is however notoriously difficult to articulate. And when health systems fail – an inability to uphold to dignity is usually at the centre. If a practitioner can’t describe or explain what dignity means it is difficult if not impossible to ‘uphold dignity’. This training programme provides participants with a deep understanding of dignity. It begins with an historical overview of philosophical approaches to dignity. It examines the reasons why it is accepted that all people, including their dead bodies should be treated with dignity. The training is very participative and draws on real life scenarios and situations. It will be delivered by Dr Una Lynch

**K101 – Introduction to Health & Social Care Open University Level 4**

This is an 8 month course which UNISON offers in partnership with HSC Trusts (Oct – June). Participants get paid release (at line manager’s discretion) and access to a bespoke study skills programme with additional face to face tutorials. It awards 60 credits at Level 4. Previous participants have included health care assistants, home care, admin, cleaners, labs, catering and support workers. The module covers four areas – it paints a broad picture of care in the UK, ranging from the caring within families, to primary health care, acute care in hospitals and social care in the community; it explores the impact of care needs and care services on people’s sense of identity and self-worth; it considers the settings in which care takes place and is managed; it examines how care can go wrong and what individuals can do to try to prevent this. Assignments must be submitted online and access to a computer is required. It is a compulsory module on the Open University pre-reg nursing programme, BSc Health & Social Care, BSc Health Sciences and BSc Social Work. Recruitment for this course takes place in April/May but you can express an interest prior to that to receive notification when applications become available. Email your details to EducationNI@unison.co.uk

**Female Genital Mutilation Workshop for Health Professionals** (open to all)

***10.30am – 12.30pm Fri 18 May - UNISON Belfast***

This event is run in partnership with the Royal College of Midwives and is supported by the Somali Action Women's Network (SWAN) in NI.   **Female genital mutilation (FGM) is a procedure where the female genitals are deliberately cut, injured or changed, but where there's no medical reason for this to be done.** It's also known as "female circumcision" or "cutting", and by other terms such as sunna, gudniin, halalays, tahur, megrez and khitan, among others.  FGM is usually carried out on young girls between infancy and the age of 15 and has an a lifelong impact on their health and particularly with issues around pregnancy.  The Dept of Health has issued safeguarding guidelines for health professionals.   This workshop will cover: The social and cultural context of FGM; Overcoming cultural and language barriers; FGM legislation; Safeguarding; Managing disclosure and reporting; Supporting FGM survivors.

It will be delivered by Angie Marriott, Cross Cultural Diversity Consultant

**Male Infertility - Time to Talk About It**

***6 – 8pm Wed 12 Sept UNISON Belfast***

Let’s talk about Men. Well more accurately men and their fertility. Since the world began we have focused on women. They have had all the attention and have also taken the blame when a baby didn’t appear.  Now it’s time to focus on men - men and infertility, men and their part in miscarriage, men’s reproductive health as an indication of later onset disease . We have learned a lot in the past 20 years but that’s just the tip of the iceberg. This workshop will explore current research and is open to members working in health, counselling or those who are interested in a personal capacity. It will be delivered by Professor Sheena Lewis, QUB & Managing Director of Lewis Fertility Testing

**Managing an Infection Outbreak in a Nursing Home**

***10am – 4pm Thurs 11 Oct UNISON Belfast***

The occurrence of outbreaks of infection in community settings varies greatly. In many outbreak situations or where there is increased potential for spread, it is necessary for further action to be taken. This workshop will explore the general principles used in managing effectively outbreaks in community nursing and residential homes. It will be delivered by Shirley Johnston nurse educator and Open University Practice Tutor.

**Medications – The Importance of Accuracy in Administration**

***2 – 5pm Thurs 15 March UNISON Belfast***

This workshop is for those who have responsibility for administering medication in acute, residential or home settings. It will explore the over arching policies and supporting legal documents which safeguard the patient and professional. Participants will have the opportunity to discuss case studies and learn from situations where there was poor medicine management. The workshop will highlight the five rights of medicine management and basic drug calculations. It will be delivered by Shirley Johnston, Nurse educator and Open University Associate Lecturer.

**NISCC Registered Private Sector Members – Understanding Your Terms and Conditions, the NISCC Code and Implications for Practice**

***6 – 8pm Mon 12 Feb; 2 – 4pm Thurs 15 March; 6 – 8pm Mon 8 Oct; 2 – 4pm Wed 21 Nov UNISON Belfast***

This is a workshop for those NISCC registered members in the private and independent sector.  Many staff are on zero hours contracts, minimum wage and statutory benefits.  This workshop will cover what your legal entitlements are in relation to pay, travel, shift patterns, holidays, sick leave.  It will also outline the importance of your responsibilities to work within the NISCC Code of Conduct to keep your practice safe and protect those in your care. It will be delivered by Joe Lynch, UNISON Rep

**NISCC – Delivering on Standards – A Shared Responsibility** (open to all**)**

***10am – 12.30pm Tues 17 April UNISON Belfast***

This seminar is aimed at managers in statutory, private and third sector organisations who employ staff who are regulated by the Northern Ireland Social Care Council.   It will cover issues such as thresholds for reporting, employer compliance with the raising concerns guidance, an overview of trends and patterns of reported incidents and support for maintaining standards of care.   This event is run jointly by UNISON and NISCC and is open to all.

**Nursing & Midwifery Council (NMC) Professional Accountability and Record Keeping**

***1.30 – 4pm Fri 23 Feb; Thurs 8 Nov UNISON Belfast***

Although accountability is often perceived as being something to do with blame it is better defined as being able to account for one’s actions.  However, a practitioner may also be responsible for the actions of another if care was delegated inappropriately. This study day will examine the ways in which health care staff may be asked to justify their decisions.  It will include discussion on maintaining good electronic and hard copy records, understanding Data Protection, Freedom of Information and policy.  The day will also orientate participants to NMC regulation and explain Fitness to Practice proceedings.  It is targeted at nurses and midwives. It will be delivered by Dr Jane Wright who has a background in Nurse Education and currently advises and represents professionals who come to the attention of their professional regulator

**Palliative Care – An Introduction**

***10am – 12.30pm Thurs 10 May UNISON Belfast***

This half day workshop is open to all members but will be of particular relevance to members working in homecare, care homes and hospital settings. It seeks to develop the knowledge, understanding and application of palliative care principles across a variety of care settings - community, care homes and hospital. By its nature palliative care encompasses physical, psychological, social and spiritual aspects of care to patients and their families. Linking these aspects to care delivery, the workshop will encourage those delivering care to reflect on current practice, and suggest ways in which future palliative care practice could be enhanced.  It will be delivered by NI Hospice

**Palliative Care Emergencies**

***10am – 12.30pm Thurs 1 Nov UNISON Belfast***

This half day session is targeted at nurse and student nurse members. The workshop focuses not only situations that are imminently life threatening, but also on those that could result in impaired quality of life for the remainder of the person’s life. These can include issues such as malignant spinal cord compression, superior vena cava obstruction, hypercalcaemia, neutropaenic sepsis, haemorrhage, seizures and pathological fractures. At the end of the workshop participants will be able to recognise a palliative care emergency and identify the appropriate person centred care and treatment of the conditions. It will be delivered by the NI Hospice.

**Palliative Care - Symptom Management**

***10am – 12.30pm Mon 8 Oct UNISON Belfast***

This half day session aims to provide participants with an understanding of holistic palliative care to clients and patients with a life limited progressive illness. It aims to equip health care professionals with the knowledge and understanding of symptom management in palliative and end of life care; and the provision of physical, psychological, spiritual and social support in order to provide person centred care and to achieve the best quality of life for patients / clients and their families. The session will be delivered by the NI Hospice.

**Palliative Care - Pain Assessment & Management**

***1.30pm – 4pm Mon 8 Oct UNISON Belfast***

The aim of this half day session is to enable participants to develop their understanding and skills in assessment and management of pain in patients with advanced progressive life limiting illness.  It is open to all staff who engage with patients in receipt of end of life care in acute, care home and home care settings. The session will be delivered by NI Hospice

**Palliative Care -** **Talking about Death**

***10am – 12.30pm Tues 19 June UNISON Belfast***

“People who are dying do not take on the persona of someone else, but die as themselves” (*Death and Dying,* OU). Quality of communication can define the experience of death, yet it appears to present many challenges. Taboos, language, traditions and expectations are a few of the issues which may shape an individual’s experience at the end of life. This session will explore how we communicate with people who are approaching the end of their life, and provide an opportunity to share our understanding and perspectives on this normal, but extraordinary, experience. It will be delivered by Aine MacNamara, Open University.

**Palliative Care – The Importance of Nutrition**

***10am – 12.30pm Thurs 24 May UNISON Belfast***

Good nutrition is important in caring for patients with life-limiting illness, not only for meeting the body’s physical requirements but also because of its associated social, cultural and psychological benefits. Appropriate nutrition and hydration is very important for those in receipt of palliative care.   Needs can change as disease progresses and can impact on symptoms.   This workshop will cover best practice in relation to nutrition and hydration and also explore how the relationship with food for those at end of life and their families changes. This is particularly relevant to catering staff working in hospital and residential settings, home care workers as well as care staff, nurses and AHPs. It will be delivered by Corrina Grimes, Dietician, Public Health Agency.

**Palliative Care – Total Pain**

***10am – 12.30pm Thurs 22 Nov UNISON Belfast***

This workshop will explore the impact of psychological and physical pain on those who are at end of life.  The session will give participants an understanding of the concept of Total Pain; an increased awareness of the need to adopt a systematic whole person approach to total pain assessment and management and using a case study - the application of the  knowledge of total pain by MDT in managing patient symptoms.  It will be delivered by Loretta Gribben, Public Health Agency

**Revalidation and Reflective Practice**

***2 – 4.30pm Mon 26 Feb UNISON Belfast***

The NMC now requires all registered nurses and midwives to undertake revalidation on a phased basis.  This workshop will prepare you for revalidation, by explaining the procedure, the requirements and how you can ensure you comply.  It will cover completing the relevant documentation, for example, reflective pieces of work as well as presenting your portfolio of evidence.  It is only relevant to nurses and midwives. The workshops will be delivered by Dr Jane Wright, nurse educator.

**RQIA - Understanding Registration, Inspection and Enforcement** (open to all)

***11am – 12.30pm on Monday 23rd April in UNISON Belfast***

This session will give participants an overview of categories of care, an insight into how analysis of information and intelligence informs the RQIA inspection process.  It will present an overview of enforcement and thresholds for intervention. It will be delivered by Kathy Fodey, Director of Regulation and Nursing RQIA and is open to all.

**Self Harm and Young People**

***6 – 9pm Thurs 26 April (rescheduled date) UNISON Belfast***

This evening workshop is open to members who wish to come in a personal or professional capacity. In 2014/15 there were 8,453 self-harm presentations to Emergency Departments (ED) in Northern Ireland and this does not reflect the total incidence of self harm. This session seeks to enable people to understand self harm and provide support for young people who are at risk. It will explore - What is self harm? Why do young people self harm? What can be done? It will be delivered by Rosemary Risk, Lecturer in Occupational Therapy, Ulster University

**Sepsis – Recognising and Managing It**

***1.30pm – 4.30pm Thurs 7 June UNISON Belfast***

Sepsis is a common and potentially life-threatening condition triggered by an infection.  If not treated quickly, sepsis can eventually lead to multiple organ failure and death.  This workshop will focus on identifying early signs and symptoms and current management strategies for sepsis.  It is targeted at nurses, AHPs and health care assistants but open to any member. It will be delivered by Aine MacNamara, staff tutor with the Open University

**Spiritual Dimensions of Care** (open to all)

***10am – 4pm Mon 16 April NI Hospice Education Centre***

This one day event is being run in partnership with the NI Hospice and is open to all. The workshop is for any health care worker and other related personnel eg chaplains, volunteer hospital visitors. The programme aims to raise awareness about the concept of spiritual care, equip participants with an understanding of how to recognise and identify a patient’s spiritual needs. It will also help participants become more aware of resources available in healthcare settings in relation to religious faiths and Spiritual needs. The session will be delivered by Fiona Timmins, Associate Professor at the School of Nursing and Midwifery, Trinity College Dublin. She has more than 128 publications in peer-reviewed journals and has written/co authored 10 nursing textbooks.

**Stoma Care – Promoting Good Practice**

***6 – 8pm Thurs 22 Feb; Mon 1 Oct UNISON Belfast***

An increasing number of people in residential, home and acute settings are managing stomas. This workshop aims to give those who work with patients/clients with stomas a firm base on which to develop practice required for managing the complex needs of these patients. The workshop will look at different types of stomas, understanding the needs for different appliances, reasons for stoma formation, good skin management as well as problem solving and the impact of diet and lifestyle. We welcome care staff, support workers, nurses, AHPs, home care and classroom assistants. It will be delivered by Maggie Ferguson, Stoma Nurse, Sangers

**Supporting Transgender Young People in School & Youth Settings** (open to all)

***10am – 12.30pm Wed 16 May UNISON Belfast***

This half day workshop is being run in partnership with UNISON LGBT to celebrate LGBT Awareness Week and is open to all. It is targeted at youth workers, educational welfare officers, social workers but open to all. Families with trans children can find many barriers to education. Anxiety and trepidation can affect the young person, the family and also the teaching and support staff tasked with supporting the individual. Guidance developed by SAIL, Genderjam and Youthnet promote good practice in smoothing the transition of young people attending schools or youth organisations. This workshop will give an overview of trans, duty of care obligations and discuss how environments can be more trans inclusive. It will be delivered by SAIL / Genderjam.

**Using Creativity Therapeutically with Children & Young People**

***10am – 4pm Mon 19 Nov UNISON Belfast***

This workshop offers an opportunity through experiential learning to explore the use of creative interventions for children who have experienced trauma including abuse. The day will consist of  opportunities to use your creativity using different mediums , art, narrative, music, puppets, clay etc.in helping children communicate. The day will demand all participants to be actively involved and no one need worry about their artistic skills since it is the experience that matters. Time will be given to outline creative group  therapy techniques for teenage girl survivors of sexual abuse.  It will be delivered by Rosemary Risk, Lecturer in Occupational Therapy, Ulster University psychology, Brendan Mc Conaghy physio, Diane Keys occupational therapist and my Trainees Richard Black and Denise Connolly.

**Wound Care – An Introduction**

***10am – 12.30pm Thursday 5th April in UNISON Derry***

This workshop is aimed at nurses and midwives.  It will cover a range of topics around wound care including wound aetiology and healing, factors affecting wound healing, wound infection, wound pain, assessment and management principles.  It will be delivered by Jennifer Mullan, Tissue Viability Nurse, Western Trust

**Wound Care – Assessment, Diagnosis and Management of Leg Ulcers**

***10am – 4pm Fri 20 April UNISON Belfast***

This one day workshop will cover a range of topics including epidemiology, impact and costs of leg ulcers, underlying aetiology of leg ulcers, principles of assessing a patient with a leg ulcer, compression therapy and bandaging. It is part of the Tissue Viability Leading Change Competency Based Learning Programme which has been developed with the Huddersfield University. It will be delivered by Tissue Viability Nurse, Urgo Medical.

**Wound Care – Pressure Ulcer Prevention and Management**

***10am – 4pm Mon 3 Sept UNISON Belfast***

This one day workshop will cover a range of topics including how pressure ulcers develop, identifying patients/clients at risk, assessing a patient’s skin, formulating a management plan, categorising pressure damage, documenting, reporting and root cause analysis. It is part of the Tissue Viability Leading Change Competency Based Learning Programme which has been developed with the Huddersfield University. It will be delivered by Tissue Viability Nurse, Urgo Medical.

**Wound Care - Pressure Ulcer Prevention For Home Care, Care Assistants & Nursing Auxiliariles**

***2 – 4pm Thurs 7 June Enniskillen; Thurs 21 June UNISON Derry; 6 – 8pm Wed 3 Oct Enniskillen***

This workshop is aimed at home care workers, care assistants, student nurses, AHPs and nursing auxiliaries.  Pressure Ulcers are preventable and care staff have a crucial role to play in protecting those in your care from considerable pain and in worse case scenarios amputation.  This session will cover how pressure ulcers develop, identifying patients/clients at risk, assessing a patient’s skin and how to prevent them.   It will be delivered by Jennifer Mullan / Heather Ogle, Tissue Viability Nurse, Western Trust

**Wound Care – Assessment and Management**

***10am – 4pm Mon 5 Nov UNISON Belfast***

This is a one day workshop which will cover a range of topics around wound care including wound aetiology and healing, factors affecting wound healing, wound infection, wound pain, assessment and management principles. It is part of the Tissue Viability Leading Change Competency Based Learning Programme which has been developed with the Huddersfield University. It will be delivered by Tissue Viability Nurse Urgo Medical.



**EDUCATIONAL GRANTS & LEARNING BURSARIES**

UNISON wants to help members realise their potential. We offer financial support to members taking part in various educational and learning opportunities, as well as learning discounts from a number of providers. The number of grants is limited and they are awarded on a first come, first served, basis. You can download the relevant application form at <https://learning.unison.org.uk/financial-support>

**Open University awards**

Open University awards are available to UNISON members undertaking 30 and 60 point [Open University](http://www.open.ac.uk/choose/unison/) courses up to and including undergraduate level at their own expense. Awards are made as follows:

60 point courses: £200 30 point courses: £100

You may also qualify for a full or partial grant from Student Finance NI if your household income is below approx £22,000. Open University courses are also now eligible for student loan applications.

**Trade Union and Labour Movement or Women’s Studies grants**

Members studying these subjects can apply for the following:

Certificate or Diploma grants of up to £300 towards fees for members on Trade Union and Labour Movement or Women’s Studies courses

Bachelor or Masters Degree study: substantial grants for union reps studying Trade Union and Labour Movement or Women’s Studies degrees

**Learning grants**

These grants of up to £100 are intended to help members studying at levels up to and including undergraduate at their own expense on the following types of courses:

* Trade Union and Labour Studies (where an applicant has not received a bursary)
* non-vocational education up to and including undergraduate level (e.g. GCSE maths or English)
* vocational education relevant to public service work up to and including undergraduate level

**Grants for School Support Staff**

To help you get on at work and develop your career, UNISON is offering personal learning development grants for members who are school support staff. A limited number of awards of up to £300 each are being offered to help towards course fees.

**Grants for Personal Care Assistants**

To help you get on at work and develop your career, UNISON is offering personal learning development grants for

* members who provide personal care in private or charity run/voluntary aided homes or individuals’ own homes
* A limited number of awards of up to £300 each are being offered to help towards course fees.

**Learning discounts for UNISON members**

Members can get fee discounts for distance learning from:

[The Open University](http://www.open.ac.uk/) – 10% discount on a range of modules

[National Extension College](http://www.nec.ac.uk/) – 10% discount on all NEC courses, including GCSEs, A-levels, and vocational courses

[CILEx Law School](http://www.cilexlawschool.ac.uk/) – 5% discount on law courses (excluding legal practice course or postgraduate Diploma in Law

[The Open College of the Arts](http://www.oca-uk.com/) – £50 off OCA tutored arts and craft courses for UNISON members and their families

**Some Other UNISON Member Benefits**

[**https://benefits.unison.org.uk**](https://benefits.unison.org.uk)

You will need to quote your membership number – which you can get from our

Belfast office 028 90270190

* Advice and representation on all workplace issues
* Legal services including employment, personal injury and non work related
* Free legal will – ring 0800 0857857 and they will send you a form
* 10% discount on some Open University modules [www.open.ac.uk](http://www.open.ac.uk)
* Discount on insurance with UIA and LV via website
* Discount with Abbey Insurance (car, home, holiday) 08000 665544
* Discounts on travel, eyecare, mortgages
* A charitable welfare fund and debt advice line 0800 389 3302 (Mon - Fri 8am-8pm, Sat 9am-3pm)
* Book and educational study grants <https://learning.unison.org.uk/financial-support>
* Independent financial advice from Lighthouse Financial Services
* Grants for members on low income for school uniforms (June) and winter fuel scheme (Jan)
* Monthly face to face immigration legal advice clinics Contact

 N.Donnelly@unison.co.uk for an appointment

* Self organised groups – to get regular information and updates
	+ Lesbian, gay, bi & trans members – contact Fidelma

 F.Carolan@unison.co.uk

* + Black & migrant worker members - contact Nathalie
	+ N.Donnelly@unison.co.uk

UNISON in Northern Ireland has 40,000 members across health and social care, education and the community/voluntary sector and 1.3 million members across the UK

**Not yet in UNISON? Ring 028 90270190 for a form or join online** [**www.unison.org.uk/join**](http://www.unison.org.uk/join)

**UNISON College Application Form**

**All courses are free and refreshments are provided**

**Due to the numbers of people booking and not turning up without prior notice, we have incurred significant additional costs and people on waiting lists missed out on a place. Those who book and do not turn up for two courses without notice may not be accommodated for future courses.**

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| **National Insurance:** |
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| **WORKPLACE /EMPLOYER** |  |
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**or email to** **educationni@unison.co.uk**.

**You can apply online at** [**www.unison-ni.org.uk/education-and-training**](http://www.unison-ni.org.uk/education-and-training)

**For information on the course you can email** **educationni@unison.co.uk** **or ring UNISON 028 90270190 and ask for the Education team.**