

SWAP TRAINING FOR SERVICE PROVIDERS



📍 Support for Wigan Arrivals Project

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Support for Wigan Arrivals Project (SWAP) provides training on refugee awareness, the asylum process and migrant workers. We offer standard packages and bespoke training, delivered in-house or through open sessions, and made available to voluntary sector and public sector staff alike. We are confident that a SWAP training session will add value to your staff, your volunteers and your organisation.

“The course was very informative ... I think everyone would be wise to attend. It really does open your eyes to some of the plights that refugees face”

“Our staff were very impressed with the training and found it useful to see the issues raised from a different perspective.”

**Support
for
Wigan
Arrivals
Project**

Training for Service Providers: **REFUGEE AWARENESS**

About the course

The course provides a general overview of the reasons why people flee their home countries to seek asylum abroad, how they arrive in the UK, how the asylum process here works and how someone is given 'refugee' status. It also looks at several of the myths about asylum seekers that have spread in recent years.

Target group

Primarily intended for those who provide a front-line service to asylum seekers, the course may also be useful for people who encounter discrimination and misunderstanding about asylum seekers and refugees in the workplace.

Course aims

To enable service providers to offer a more sympathetic and appropriate service to refugee and asylum-seeker service users through increased understanding of their situation.

Learning objectives

Understanding the national and international framework of refugee law; recognising the "push" factors that make refugees flee; learning the terminology of asylum; knowing how the asylum process works in the UK; discovering the reality behind the asylum myths.

Training for Service Providers: **BESPOKE TRAINING**

Bespoke training can be delivered to public, private or voluntary sector organisations, in-house or at an external venue, for groups of 4 - 12 participants.

Cost

Half-day session = £250 Includes the trainer, light refreshments (tea, coffee, fruit and biscuits), all training materials and room hire. *

Full-day session = £450 Includes the trainer, refreshments (buffet lunch + tea, coffee, fruit, biscuits), all training materials and room hire. *

An additional charge may be added:

⊙ Where the training group size exceeds 12 participants, an additional charge may be made to cover the increased cost of refreshments and training materials;

⊙ If the training package requested requires significant amounts of additional research and materials preparation to meet the requested learning objectives.

Please note that this is an inclusive price, and we are unable to offer reductions to organisations which provide their own venue and catering.

Payment should be made prior to delivery of the course, unless otherwise agreed between SWAP and the requesting organisation.

Training for Service Providers: **THE SMALL PRINT**

Trainers Our training is delivered by qualified, experienced trainers with strong understanding of refugee and migrant rights and the asylum sector, and first-hand knowledge of the practical and social issues faced by migrant workers in the borough.

Location We can bring the training to your premises or elsewhere across the borough, to suit your needs.

Group size Attendance is usually 12 participants per course, to maximise learning benefits for everyone, although larger groups can be accommodated.

Course fees Please see the booking form for details of the fees charged.

Our track record SWAP's training programme builds upon the excellent reputation of its predecessor, Friendly Faces Mentoring Project, which received overwhelmingly positive evaluation from participants and training co-ordinators alike.

In the past we have developed and delivered training sessions to Wigan MBC Children and Young People's Department, Homestart and Ashton Wigan and Leigh PCT, while our open sessions have been attended by staff from Wigan and Leigh Housing, Job Centres Plus, Connexions and YYYYYY among others.

Training for Service Providers: **MIGRANT WORKERS**

About the course The course looks at the definition of a migrant worker, the legal and procedural restrictions governing the right to work in the UK and an overview of migrant worker entitlement to benefits. The key focus is on workers from the new European states (former East Bloc countries) and the conditions under which they are able to work in the UK.

Target group Public and voluntary sector staff delivering services to migrant workers and their families, as well as those who wish to gain a better understanding of the UK's approach to European workers.

Course aims To equip service providers with a better understanding of the rights and restrictions of migrant workers in the UK and enable them to support and signpost migrant worker clients more effectively.

Learning objectives Understanding the system and regulations for workers from the new EU states; increased awareness of social and economic issues facing migrant workers in the UK / Wigan; better knowledge of support and resources available for this group. NB the course does not give specialist, in-depth advice on benefits and welfare entitlement.

Service Provider Training Booking Form



Course details

| | |
|----------------------|--|
| Date of Course | |
| Course Title | |
| Dietary requirements | |
| Additional needs | |

Participant details

| | | | |
|----------------------|--|--|--|
| Name | | Organisation | |
| Organisation address | | Home address for confirmation letter (if applicable) | |
| Contact Phone No. | | Email address | |

Course fee

Please see table opposite for details of course fees

| | | |
|--|------------------------------|------------------------------|
| I enclose a cheque* for the fee of: | £25 <input type="checkbox"/> | £40 <input type="checkbox"/> |
| I enclose a cheque* for the deposit of: | £10 <input type="checkbox"/> | £25 <input type="checkbox"/> |
| * Please make cheques payable to Support for Wigan Arrivals Project (SWAP) | | |

Course fees: standard courses

| | | |
|-------------------------|------------------|---------------------------------|
| Public sector staff: | Half-day session | £25 per person |
| | Full-day session | £40 per person |
| Voluntary sector staff: | Half-day session | Free (£10 deposit per person) * |
| | Full-day session | Free (£25 deposit per person) * |

* Deposit will be returned on attendance of the booked session

Cancellation policy

We require written notice of cancellation if you are no longer able to attend the course which you have booked a place on.

Please note that non-attendance or cancellation of a training place 5 working days or less before the scheduled course date will usually mean that the course fee or deposit cannot be refunded.

- Please book my place on the training session requested opposite. I have read and accept the terms of SWAP's Course fees and Cancellation Policy

Signed: _____

Date: _____

Post this form to: SWAP Office, 28 Upper Dicconson St, Wigan, WN1 2AG

Or fax to: 05601 148560

Please note when faxing a form that places are only reserved on receipt of your fee or deposit.