

Issue 3

WINTER ISSUE - December



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Reflecting on 2020

There is no denying that 2020 has been a tough year. We would like to thank you for your continued support during this time that saw the Covid-19 pandemic temporarily close our centres in March. But we rose to the challenge across all aspects of our business.

Although our first year apprentices could not be in our workshops, they continued the theory side of their studies (BTEC & HNC) through a new remote learning model, which proved so successful that it has now been added to the timetable. Several apprentices were furloughed and sadly it also saw a few leave their apprenticeship without finishing. This was echoed up & down the country.

Several SETA staff were furloughed and others became home teachers as the schools shut. Those staff that were able to do so attended SETA when they safely could and worked extremely hard deep cleaning, redecorating and revamping the workshops in order to be able to re-open as a Covid-19 compliant business in May to commercial customers with new operational procedures in place. A generous donation of PPE from ExxonMobil Fawley helped with this.

The Commercial Team worked hard to re-schedule courses and accommodate adult learners that had their assessments or training postponed. All learners that have been able to attend have done so. The commercial courses continue to be delivered, albeit some of them with smaller class sizes.

A cohort of apprentices returned to their practical workshop training with us in the summer, with the majority returning in September, along with the new starters. All of whom are in 'bubbles'. We saw a dip in the number of apprentices starting in September, but this is just reflecting the national picture

of apprenticeships being down 46% on the same time last year (data from the ESFA between March – July 2020).

On a more positive note, we are in a fortunate position as we are always able to start 'off-the-job' workshop training at several points during the year and are able to adapt to the requirements of local employers.

You'll be pleased to hear that we have increasing numbers of apprentices due to start with us in the Spring, and this combined with the Government extending the Incentive for recruiting a new apprentice until March shows things are looking up for 2021.

With new commercial courses on the horizon, bookings being taken well in advance for our short courses (see the last page) and of course a Covid-19 vaccine being rolled out across England, we have lots to look forward to in 2021.



**Please note that SETA will be closed from the 21st December 2020.
We will be re-opening our doors at 7.30am on the 4th January 2021.**

JOIN TRUSTEE

And make a difference

We are looking for individuals that can help shape the future of our engineering provision on both a commercial and apprenticeship basis.

AGM
18 January 2021
at 2.30pm
Zoom Meeting
confirmation nearer the date

SETA has been delivering engineering apprenticeships and training for over 50 years. This includes theoretical and practical workshop training, as well as bespoke flexible solutions geared around our customers needs.

Our instructors and assessors have years of valuable industry experience behind them to impart to our learners.

Our learners span all stages of their careers from apprentices just starting off, to professionals requiring CPD and upskilling to stay at the top of their game.

Our apprenticeships consistently perform above the national average and compare favourably against other immediate providers in the area.*

We want to continue to meet local, regional and national skills priorities in the form of engineering excellence and to achieve this, we want to bring together the best of our sector and work collaboratively with our partners, key stakeholders and employers to take us forward.

If you have knowledge, experience and expertise that you feel would help us shape our organisation, we

would like to hear from you to become one of our Trustees.

If you are willing to draw upon your industry background, share your knowledge and expertise, it will help ensure our provision continues to be relevant to the sector.

Our Board of Trustees is comprised of non-executive directors representing member companies and executive directors from SETA.

**Make a difference,
 be involved,
 contact us today**

*Govt released statistics on apprenticeship success rates March 2020

Government apprenticeship incentives extended until March 2021

EMPLOYERS receive up to £3,000 for apprentice recruitment

Contact Nick Hinks to discuss recruitment:

nhinks@seta-training.co.uk or call 07946 476817

The chancellor, Rishi Sunak, unveiled his one-year spending review in November for 2021-22. This saw the extension of Government financial support through to March 2021 to help boost the economy.

This means that until the end of March 2021 any firm that hires a new young apprentice aged 16 to 24 will receive £2,000 – on top of the existing £1,000 incentive for 16 to 18s – while those that hire new apprentices aged 25 and over will be paid £1,500.

He also announced that the national minimum wage for apprentices will increase in April 2021 from £4.15 to £4.30 per hour.

[Read more on our website](#)

Engineering apprentices from local employers braved the cold grey weather to take part in a stopping distances challenge in the car park at The SETA as part of Road Safety Week this year (16-22 November 2020).

Their morning briefings during the week saw the apprentices discuss various aspects of road safety as part of the national campaign.

Road Safety Week is the UK's biggest road safety event, coordinated annually by Brake, the road safety charity. It aims to inspire schools, organisations and communities to take action on road safety and promote life-saving messages during the week and beyond, and supports people affected by road crashes and campaigns for safe and healthy mobility for all.

To support this year's campaign message of **No Need To Speed** staff at SETA donned hi-vis clothing, while the students took part in a **"Guess the stopping**

'Brake' Time at SETA

ROAD SAFETY WEEK



distance" challenge. Cones were used to mock up stopping distances to demonstrate the higher the speed, the harder the crash and the greater the risk of death and injury. The week's activities were aimed at inspiring the apprentices

to learn what safe speeds are and reminding everyone how the speed they travel affects other people.

[Read the full article on our website](#)

My name is Gian
and I work for Royle Jackson Ltd

I'm an Apprentice Electrical
Marine & Industrial Engineer

As an engineer I use the following skills:
teamwork, independence, forward thinking,
problem solving and initiative to make me a
good engineer.

The thing about engineering that I love the
most is....

Everyday being different! One day I can be
assisting in the overhaul of a generator in our
workshop and the next be on board a vessel
in the docks assisting in electrical installation
& testing.



tomorrowsengineers.org.uk

#ImAnEngineer
2-6 November 2020

Tomorrow's
Engineers
Week

SETA supported **Tomorrow's Engineers Week** in November by showcasing some of our amazing apprentices currently working towards their engineering apprenticeship with various local employers. Each day through out the week our social media channels set the stage to highlight a different apprentice every day telling us what skills they use to make them a good engineer and what they love about engineering. The week is aimed at widening participation in Science, Technology, Engineering and Maths subjects across the country by bringing **STEM** to life through real-world engineering examples.



To see our other apprentices taking part visit the [Tomorrows Engineers article](#) on our website



Staying Safe Online

Pastoral care and safeguarding is paramount at SETA. As part of the continued support offered apprentices and staff alike took part in “Online Safety” training, delivered, funnily enough, online!

Training covered numerous topics including:

- Keeping your device safe
- Being safe online
- Keeping your personal data safe

A good password is easy to remember but hard to guess. Good idea to pick 3 random words & put them together, or mix up a few words & numbers that mean something to you. Or use the first letters of a song lyric to create a random word.

Protect your device from viruses by installing anti-virus software—good free ones inc AVG, Avast or Windows Defender. **Use a screen lock** (PIN, password or passcode). **Backup your data** in case your device is lost or stolen. Services inc Google Drive, iCloud & OneDrive, or with an external hard drive, memory stick or MicroSD card.

On a shared device - Never save a password, payment details or download documents. Delete documents once you have finished with them (inc the recycle bin) Remember to sign out of accounts.

Stay safe by remembering “if you wouldn’t tell it to a stranger, don’t write it on a social network” (Facebook, Twitter, Instagram). Only share information that you are comfortable with. **NEVER** share your date of birth, home address or phone number. Everything you put up makes up your **digital footprint**. Check & edit your privacy settings so only close friends can search your profile, but you can always block unwanted contacts.

Report online abuse!


The best thing to do if you feel someone is **bullying you** or **trolling** (saying some-

thing negative online to get attention) is to ignore them or block them. If these comments are about religion, race or sexual orientation then they may be considered a **hate crime** and need to be reported.

And finally various forms of **scams** exist to try to get your personal data or money from. They usually pretend to be someone you know or a company you recognise. Never give away personal info, don’t send money to someone you don’t know, and **report a scam to Action-Fraud / 0300 123 2040**.

Here are some top tips for buying safely online this Christmas:

Watch out for fake accounts and websites. Always make sure that the padlock symbol is in the browser window, or that the letters HTTPS are in the URL Link.

Don’t automatically click on pop-ups. Think before you click. 

If you can check the sellers history, comments and reviews before making a purchase. You could be paying more than you need to. If you can shop around first.

Be careful how much personal information you enter. Sellers shouldn’t need you date of birth or bank account passwords. Try to use a protected online payment such as PayPal where possible, and do so from a secure network, not local free WiFi as your data could be stored and logged and put you at risk of fraud.

BUT ABOVE ALL HAPPY SHOPPING!



*Source - BBC.com/top-tips-for-buying-online

The Safeguarding Team can be contacted confidentially via mobile or e-mail:

07594 299517 or safeguarding@seta-training.co.uk

■ **Mike Driscoll** (Safeguarding Lead) ■ **Tracy Simper** ■ **Lily Lavall**

Dates for your diary

| | |
|----------------|---|
| 21 Dec - 3 Jan | Centres Closed |
| 4 Jan | Centres re-open |
| 18 Jan | SETA AGM |
| 8 - 12 Feb | National Apprenticeship Week “Build the Future” |
| 15 - 19 Feb | Closed to apprentices |
| 12 - 16 Apr | Closed to apprentices |

Watch out for:

Virtual Open Event
PREVENT & Safeguarding Session for Employers
Summer Awards Evening

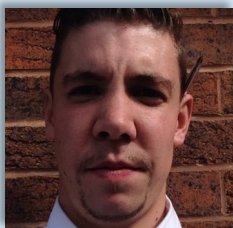
MEET THE COMMERCIAL TEAM



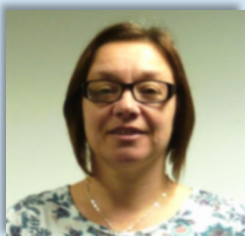
Our busy Commercial Team is your first port of call when contacting SETA.

They are happy to help with the numerous general enquiries coming in to the office. If they can't help, then they will be able to field the enquiry to someone that can! The majority of their time is based around the delivery of various engineering courses, qualifications and assessments run at SETA, as well as the bespoke training delivered on site to employers to meet their local needs. Our courses cover areas such as Electrical, Health & Safety (inc CCNSG Safety Passports), Safe Use of Equipment, CompEx, Machining as well as Welding to name a few! If you have any training needs, please call us and we can see if we can help or point you in the right direction!

Russ James, Commercial Services Manager, overseas the team, as well as project managing the development of new courses. Watch this space for some exciting new developments for 2021!



Nikki Mason, Commercial Services Team Leader, keeps a tight ship with the day to day running of the office. Nikki deals with any of the enquiries, but her forte is CCNSG Safety Passports!



Jan Guy, Commercial Services, is part of the team and will help with enquiries relating to CompEx. Jan liaises with the national awarding body to ensure the smooth running of the portfolio of CompEx courses delivered at SETA.



Amie Goodchild, Commercial Customer Services, is currently deployed to assist with Covid-19 risk mitigation policies.

Call us to discuss your training needs 023 8077 1908

STAFF NEWS...



Designs on the future...

Jon Hall, one of our CompEx trainers, has successfully achieved the CompEx Ex12 (Application Design Engineer) qualification. This now expands Jon's already impressive CompEx portfolio.

Watch this space if you are looking to add this qualification to your own CV...

Following in his Grandads footsteps



The saying is "Like Father Like Son", but not quite in this case! James Needle has followed in his Grandads footsteps by training to be an Electrical Engineer. His Grandad, Mike Needle, worked for Fords in various roles throughout a rewarding career spanning 30 years, starting as an apprentice and ending up as a Supervisor, before becoming an Electrical Assessor/IQA at SETA. Mike is very proud of his Grandson who finished his apprenticeship with Trants this year. Well done James!

Love is in the air!

Congratulations are in order to our Commercial Services Manager, Russ James and Lily Lavall, our EPA Co-ordinator, for getting engaged.

In true traditional style Russ got down on one knee to propose and Lily accepted!



COMMERCIAL COURSES

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Certain class sizes reduced due to Covid-19. Cancellations may be available please contact us.

Click the course title to visit our website for latest availability

ELECTRICAL

City & Guilds 2391

(Inspection & Testing)

11-15 Jan - Training
18 Jan - Practical Assessment
19 Jan - Theory Exam

20-22 & 25-26 Jan - Training
27 Jan - Practical Assessment
28 Jan - Theory Exam

12-16 Apr - Training
19 Apr - Practical Assessment
20 Apr - Theory Exam

City & Guilds 2382-18 (18th Edition)

8-10 Feb
24-26 Mar
12-14 May

City & Guilds 2377-22 (PAT Testing)

22-24 Feb
17-19 May

Mechanical to Electrical Cross-Skilling

15-19 Mar

City & Guilds 2396-01

(Design of Electrical Installations)

Dates to be confirmed. Please register your interest.

AM2/AM2s Preparation Course

1 day classroom &
1 day (optional) workshop

AM2/AM2s Assessment

These are run weekly
please contact us to book.

NOW BOOKING APRIL 2021

HEALTH & SAFETY

CCNSG (2 day)

25-26 Jan 29-30 Mar
18-19 Feb

CCNSG Renewal

27 Jan 31 Mar
25 Feb

Abrasive Wheel Setters

Dates coming soon

WELDING

Our welding bays are
now fully open, and we
can offer:

- Welder Qualifications
- Oxy-acetylene
- Oxy-fuel gas cutting / gouging / heating
- Brazing, Silver Soldering
- MMA ■ MIG
- MAG ■ TIG

PIPEFITTING &

FLANGE INTEGRITY

training available on request

BESPOKE TRAINING

Bespoke courses on
request. Contact us with
your requirements.

COMPEX

CompEx Foundation

12-13 Apr

CompEx Ex01-Ex04 Gas & Vapours

18-22 Jan
22-26 Feb
15-19 Mar

CompEx Ex01-Ex04 Refresher

15-17 Feb

CompEx Ex05-Ex06 Dust

22-25 Mar

CompEx EX11 Mechanical

11-13 Jan
16-18 Feb
23-25 Feb
16-18 Mar
23-25 Mar
20-22 Apr

CompEx EX14 Responsible Person

23-26 Nov
8-11 Mar

CompEx EX12 **NEW!**

Application Design Engineer
8-12 Feb

COMING SOON

- Electric Vehicle Charging - Domestic & Commercial

