

# NATTER

Issue 15

April 2011

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**Welcome** to the April edition of Natter.

We hope this newsletter continues to be a good source of news and information. Remember this newsletter is for you, so if you would like to contribute to future editions please phone, fax or e-mail us (contact details above).

We hope you enjoy reading it.

*Editor*

## News

### Prostart Awards 2011

Applications are now open for the Prostart Awards 2011.

Prostart are holding their annual Celebration Event on Thursday 23<sup>rd</sup> June 2011 at The Village Hotel, Chilwell. This event is for all learners that have achieved between 1<sup>st</sup> April 2010 and 31<sup>st</sup> March 2011

If you are an employer delivering training with Prostart or on a training programme with Prostart you could be eligible for one of these awards.

- Career Progression Award
- NVQ Achiever Award
- Foundation Learning Award
- Employer of the Year Award
- Apprentice of the Year Award
- Advanced Apprentice of the Year Award



To find out if you are eligible and request an application form, speak to your assessor or contact Claire Bates on 0844 815 0804

The deadline for completed Nomination Forms is 5pm on Friday 22<sup>nd</sup> April 2011.

To keep up to date with all the news at Prostart become a fan on Facebook or visit:-

**[www.prostartuk.co.uk](http://www.prostartuk.co.uk)**

Comic Relief – Friday 18<sup>th</sup> March

**'Wacky Hat Day'**

Wear a Wacky Hat to Work.

To donate please go to our giving page:

<http://my.rednoseday.com/Prostart>

# RED NOSE DAY

For **Comic Relief 2011**, the Prostart staff and learners got together to raise money and have fun by wearing 'Wacky Hat's' for the day



A total of **£126.00** has been raised to date; you can still donate by going to <http://my.rednoseday.com/Prostart>



**Foundation Learning  
Group  
Mercia College**

Vision: 'To inspire individuals to fulfil their potential and to build excellence through effective training partnerships'

# Success Story



Pamela Hall has joined Citihealth NHS Nottingham as a permanent employee after successfully completing 2 qualifications whilst on an apprenticeship programme with the NHS in Leicestershire. Adam Hewitt a current Administration Apprentice at Citihealth has managed to secure a permanent post with the Legal Services Commission. This shows what great success the NHS is having in developing young people's career aspects.

## Employer of the month



SV Timber Ltd are an independent specialist timber merchant based in Ilkeston, they can offer a full package on anything timber related from sheet materials to sawn carassing, from doors and windows both specials and standards, to machine softwoods and hardwoods. They also have a full

sawmills facilities on site and are able to offer pressure treatment when required.

Prostart has been has been working with SV Timber since the company opened in 2005 and has helped them to recruit Apprentices and train their existing staff. Ed the Director and his Management Team have fully embedded Apprenticeships and Work Based Training into their staff training program. All Employees are given the opportunity to undertake qualifications through Prostart and given the option to take other courses and training to enhance their skills and knowledge of the business.

All the staff at SV Timber are always very welcoming to the Prostart Team and cannot do enough to help the learner's progress through the qualifications and develop their knowledge and skills. S V Timber is a shining example of how work based training can enhance and up skill the existing workforce.

# Case Studies

## Callum Boyle Business Administration Apprentice with NHS Nottingham City

Callum has taken on many tasks since starting with the NHS Nottingham City Business Team in February 2010. He was asked to design and set up a data base for safeguarding supervision, which he did and inputted all the data.

He was asked to help with the backlog of data for Juggle and because he was so good they asked for him to come back on many occasions.

He helps the data managers in the business team.

He manages the monthly data and inputs and collates it.

He has helped creating a few databases that collects the monthly data.

He helped input data on a spread sheet regarding swine flu – which was a big task.

He has created a data base for Shahnaz on PPI

He is undertaking NVQ level 2 and has passed all his exams to date

He has recently completed the EDCL and obtained this qualification

He was given the opportunity to undertake the Prince 2 training at short notice as someone had dropped out of the course. He did this and took the exam, along with 8 senior members of staff and passed. This is a well-known qualification and only normally taken by senior managers.

He undertakes any task asked of him, willingly and efficiently.

He is very thorough and methodical in his work and produces good results

Members of staff often come and ask him to help with their databases when they get stuck.

Callam never minds what he does for people.

Julie his supervisor says 'it has been a pleasure to have Callum as my administration apprentice and he has a good future ahead of him'.



## Quotes

'Through learning we re-create ourselves. Through learning we become able to do something we were never able to do.' **Peter Senge**

Education's purpose is to replace an empty mind with an open one.

**-Malcolm S. Forbes**

## The Wall

If you'd like your comments posted on 'The Wall' please e-mail [info@prostartuk.co.uk](mailto:info@prostartuk.co.uk) or visit Prostart's Facebook page and post a message.

*The Foundation Learning group and staff would like to welcome 4 new learners: Conna Mullins, Danielle Smith, Holly Colman and Antony Barton to Prostart. All have settled into the group really well and have started to make excellent progress with their work.*

# Equality & Diversity



## Equality and Diversity Facts and Figures – part 1

By 2010 only 20% of the working population will be white, male and below age 45 (1)

74% of people interviewed in a recent poll think most discrimination occurs at work (2)

19% of those interviewed had been discriminated against at work (2)

49% of those interviewed said age was the most common reason for discrimination at work (2)

48% said long-term health problem, impairment or disability was the most common reason for discrimination at work (2)

75% of employees expect to work beyond retirement age (3)

1,000,000 people over retirement age are currently working, this is expected to rise to over 3,000,000 by 2017 (3)

By the year 2020 nearly 40% of the population will be over 50 (4)

By the year 2020 58% of people over 50 will have a long-term health problem (4)

People over 50 own 80% of United Kingdom (UK) private wealth, have over 175 billion of disposable income and are responsible for over 40% of consumer demand (4)

Facts and Figures - source

1. National Population Projections, Government Actuaries Department, 2004
2. Survey conducted by GfKNOP for Equality and Human Rights Commission 12-28 September 2007, 1087 adults
3. AON Consulting, 2007
4. National Population Projections 2004, Government Actuary's Department, 2004

## Multifaith calendar for April...

Lots happening in April please go to the BBC page below

<http://www.bbc.co.uk/religion/tools/calendar/date.shtml?month=4&year=2011&go=Go>





# Equality & Diversity (continued)

## Royal Bank Holiday

The Government has agreed that the marriage of Prince William and Catherine Middleton will be marked by a public holiday. The date of the Royal Wedding and the additional public holiday will be Friday 29 April 2011.

The announcement of an extra bank holiday does not increase any entitlement to holiday under the Working Time Regulations, so whether an employee will benefit from the additional bank holiday will be entirely dependent on the wording of their contract. For example, a contract which entitles a worker to, for example, 20 days annual leave in addition to all statutory, bank and public holidays, would potentially give the worker an extra day's paid holiday. But if public holidays are listed by name, in a contract, it could be trickier.

If you need additional help and guidance, contact the Acas Helpline on 08457 47 47 47

## What's in a name...?

### Apple

It was the favourite fruit of founder Steve Jobs. He was 3 months late in filing a name for the business and he threatened to call his company Apple Computers if the other colleagues didn't suggest a better name by 5 O'clock.

### Hewlett Packard

Bill Hewlett and Dave Packard tossed a coin to decide whether the company they founded would be called Hewlett- Packard or Packard- Hewlett.

### Google

The name started as a joke boasting about the number of search -engine would be able to search. It was originally Googol, a word for the number represented by 1 followed by a 100 zeros. After founders Stanford graduate students Sergey Brin and Larry Page presented their project to an angel investor, they received a cheque made out to Google.

# Health & Safety

Advice and Guidance on Health and Safety can be found on the HSE website

To subscribe: <http://www.hse.gov.uk/news/subscribe/index.htm>

For advice on looking after your business:

<http://www.hse.gov.uk/managing/lookingafter.htm#business>

News - Building firm in court after pupil injured on work experience

<http://www.hse.gov.uk/press/2011/coi-yh-4811.htm?eban=rss->

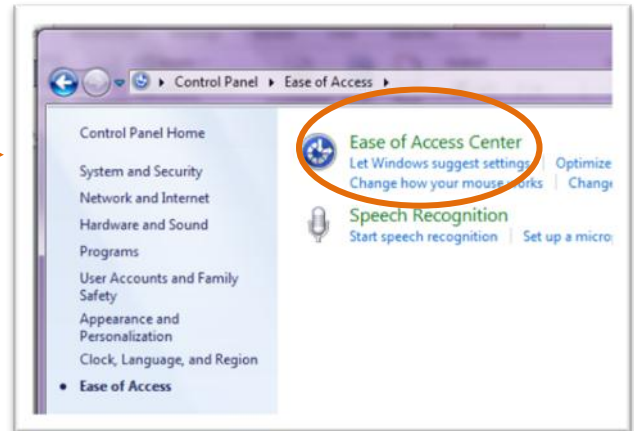
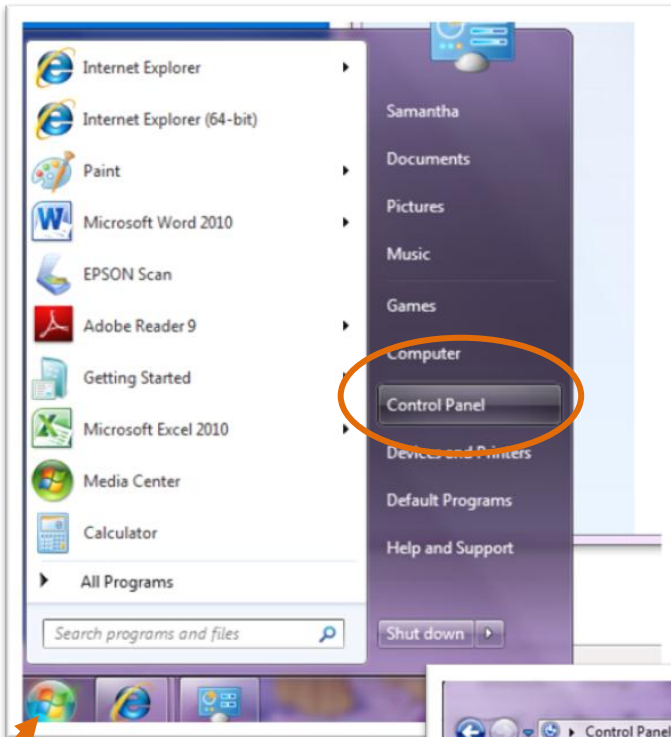
**IOSH Training Course:** 4 day course running in Alfreton - 3/5, 10/5, 17/5 and 24/5. For further information contact Phil Wass at: [Wassmanagement@aol.com](mailto:Wassmanagement@aol.com)

Quote Reference: Prostart Training

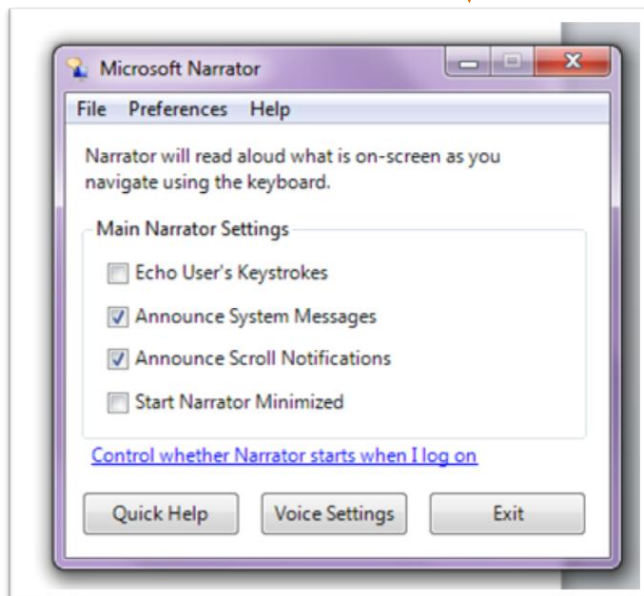
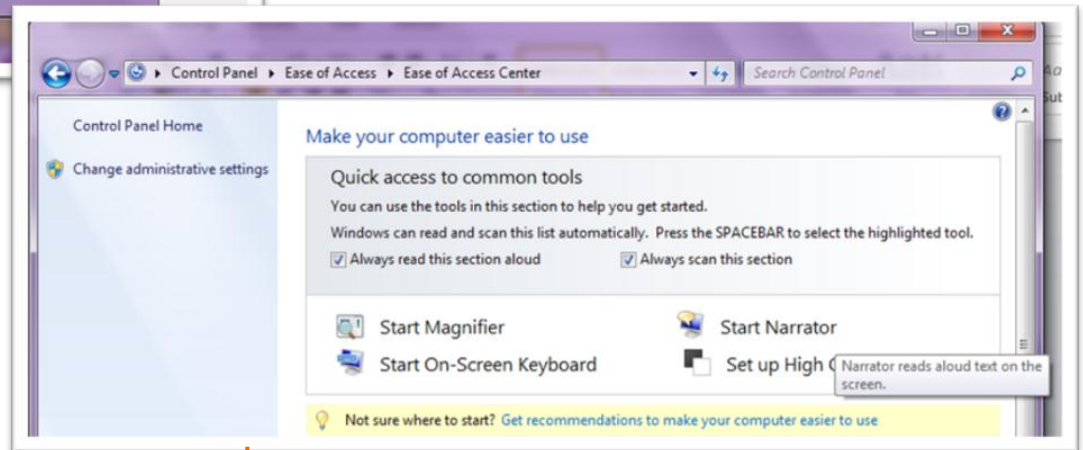
# Tip of the month - setting up speech facility in Microsoft

Go to Start, Control Panel

Select Ease of Access Center



Start Narrator



Adjust settings on here as required

# Achievers March - Congratulations

Ryan	Callum Steven	Advanced Apprenticeship	Business and Administration
Taak	Dhanveer	Advanced Apprenticeship	Accounting
Lewis	James	Apprenticeship	Warehousing and Storage
Pidgeon	Kayleigh	Apprenticeship	Business and Administration
Longford	Leanne	Apprenticeship	Business and Administration
Platkiw	Amy Louise	Apprenticeship	Business and Administration
Holmes	Natelle	Apprenticeship	Business and Administration
Corden	Rachael	Apprenticeship	Business and Administration
Harris	Laura	Apprenticeship	Diploma for IT Users (ITQ) (QCF)
Redford	Gary	Apprenticeship	Warehousing and Storage
Kimberley	Callum	Apprenticeship	Diploma for IT Users (ITQ) (QCF)
Fretwell	Matthew	Foundation Learning	Foundation Learning
Jendraszeski	Szymon	NVQ2	Warehousing and Storage
Burkey	Danielle	NVQ2	Certificate in Customer Service (QCF)
Schoolar	Chantelle	NVQ2	Certificate in Business and Administration (QCF)
Cox	Susan	NVQ3	Business and Administration
Riley	Claire	NVQ3	Business and Administration
Hussian	Nazia	NVQ3	Business and Administration

## Health Corner - Food of the month

Denise's (Healthy Food in the spotlight)

### Pomegranate



High supply of Vitamin K

amount	minerals contained	vitamins contained
One fresh pomegranate contains 4.71 grams of protein, 234 calories and 11.3 grams dietary fiber.	<a href="#">Potassium</a> - 666 mg	<a href="#">Vitamin B1 (thiamine)</a> - 0.189 mg
	<a href="#">Phosphorus</a> - 102 mg	<a href="#">Vitamin B2 (riboflavin)</a> - 0.149 mg
	<a href="#">Magnesium</a> - 34 mg	<a href="#">Niacin</a> - 0.826 mg
	<a href="#">Calcium</a> - 28 mg	<a href="#">Folate</a> - 107 mcg
	<a href="#">Sodium</a> - 8 mg	<a href="#">Pantothenic Acid</a> - 1.063 mg
	<a href="#">Iron</a> - 0.85 mg	<a href="#">Vitamin B6</a> - 0.211 mg
	<a href="#">Selenium</a> - 1.4 mcg	<a href="#">Vitamin C</a> - 28.8 mg
	<a href="#">Manganese</a> - 0.336 mg	<a href="#">Vitamin E</a> - 1.69 mg
	<a href="#">Copper</a> - 0.446 mg	<a href="#">Vitamin K</a> - 46.2 mcg
	<a href="#">Zinc</a> - 0.99 mg	Contains some other vitamins in small amounts.
Also contains small amounts of other minerals.		

Vitamin K is fat soluble and plays a critical role in blood clotting. It regulates blood calcium levels and activates at least 3 proteins involved in bone health.

## Thanks for reading!