



TRAINING SESSION QUESTIONNAIRE

Please complete the following questionnaire in order for us to better understand our user service needs and requirements:

1. What is your age?

- 16-19
- 20-24
- 25-30
- 31-45

2. Which of the following is important to you when undertaking a course or session

(Please Tick all you feel is important):

- A program which is designed to help you in your goals i.e. planning and steps to executing your goals
- Certificated courses
- could lead to a Job
- Includes Life skills, ie. money management
- Opportunity to create or update new skills gained on your CV and or create portfolio of skills and experience gained
- leads to other courses

3. What words best describes your expectations from a course or training program?

- High quality trainers
- Interactive, ie. team focused
- User Friendly

4. How long have you not been in education or training? (Please tick which applies)

- Currently undertaking a course; (please circle which applies) Full-Time or Part –Time
- Less than six months
- Six months to a year
- 1-2 years
- 3 years or more
- Never attended further education or training

5. If you were offered an opportunity to undergo free training, which of the following would be of interest you?

Below is a list of suggested training courses offered by RDUK – Please Tick the sessions you would be interested in attending in the left column. If have selected more than one session, please indicate your 1st 2nd and 3rd choice using numbers (i.e 1= first choice, 2= 2nd choice and so on) identifying your preferred choices:

Suggested Training Type	Brief Description	Tick course of interest
Parenting Skills	Learning successful parenting; When to apply for schools. Your Environment –friendships and people around your child What support is available and your support network.	
Starting Your Own Business on a Budget	Time Management, Presentation, Self Employment and Benefits, Cash Flow, Accounts, Products, Intellectual Property, Location, Unique Selling Point, Marketing, use of Social Media, Research and Development, market forces, budgeting, Motivation and Determination to succeed despite the odds.	
Safeguarding	Your responsibilities and safeguarding, what you can and can't do according to the law. Importance of knowing what safeguarding means for you and your child(ren) or in and around vulnerable adults.	
Nutrition and the importance of healthy eating	Nutrition and the importance of healthy eating and how this can effect behaviour in children. Eating healthier for overall wellbeing	
Personal Development and leadership	Taking control over your own destiny; Goal setting, your options and motivation and leadership skills.	
Further Education Employability including CV Writing & Exploring useful IT	Exploring the practicalities of returning to full time education What support is available to you, What do you need to be successful i.e. time management commitment, plaining etc. Enhancing your employment prospects. Opportunity to explore options create or update CV, support with job applications and using I.T for personal and career development or enhancement.	
Money Management	How to manage money on a limited budget	
Music Production	How to create and develop beats on a PC and developing song writing skills	
Radio	Producing, Presentation and Technical Training	
Crime Prevention	Anti Social Behaviour, Knowing Your Rights, Joint Enterprise, Gangs & Safeguarding	
Taking back your Diamonds	Self-empowerment for young ladies - User led discussions on topics such as relationships, life choices and more. Evaluating topics and being provided with practical advice and guidance along with additional presentation.	
Food Hygiene	This course will enable learners to identify fundamentals of good food hygiene practice. Learners will be able to state the importance of food safety and gain some knowledge of the systems, techniques and procedures involved. Learners will gain an understanding of how to control food safety risks (personal hygiene, food storage, cooking and handling). Confidence and expertise to safely deliver quality food to customers.	
First Aid	Learners will have the skills and knowledge to provide the organisation with Emergency First Aider's that can provide treatment to their casualties in a prompt, safe and effective manner.	
Counselling	Personal Issues which prevent you from achieving your goals 1-1 private sessions	

6. List 3 other courses which would be of interest to you but are not on our list.

1. _____
2. _____
3. _____

7. Do you have a disability?

If yes, please describe _____

8. What assistance would you like to attend these courses?

- Creche
- Assistance with travel & Lunch
- Wheel Chair Assistance, interpreter, sign language, access
- Other _____

9. Which of the following best describes you? (Please tick which applies):

- Employed; (circle which applies) Full-Time or Part –Time
- Unemployed
- Self employed
- Student
- Income support ESA JSA
- Other Please state _____

Please choose an option that best describes your ethnic origin?

White [] Black [] Asian [] Chinese [] Mixed Ethnic [] Arab [] Other []

10. What are your personal interests or hobbies?

11. What are your future goals?

In order for us to provide you with more information on sessions of interest to you: Please complete the following information in **Blocked letters** . The information provided on this questionnaire will be used in line with Data Protection Act 2014 and 2015 (<https://www.gov.uk/data-protection/the-data-protection-act>).

Name: _____ D.O.B: _____

Email: _____ Contact Number: _____

Address: _____

_____ Post Code: _____

**Thank you for helping us to help you.
Your feedback is extremely important to us!**