

## Course Information Sheet 2025/26

### Work & Wellbeing Non-Qualification Course

<b>Course title:</b>	<b>Exploring Self-Employment</b>		<b>Code: WWSE301</b>
<b>Tutor:</b>	Liz Jones		
<b>Day &amp; Time:</b>	Wednesday & Thursday 9.30am-4.30pm		
<b>Start &amp; End Dates:</b>	22 <sup>nd</sup> & 23 <sup>rd</sup> October 2025	Term 2	Term 3
<b>Number of sessions:</b>	2		
<b>Venue:</b>	Bury Adult Learning Centre		<b>Room No: 19</b>
<b>Learner numbers:</b>	Minimum	Maximum	
	8	12	
<b>Costs:</b>	Full Fee		Discounted Fee
	£62.79		Free

#### What will I learn on this course?

Do you have a great business idea? Would you love to work for yourself and know that you have the ambition and determination to make a success of it? This course is an introduction to self-employment and what is involved in setting up as a self-employed person to help you decide if this could be the right path for you.

By the end of the course, I will be able to:

- Develop my understanding of how to prepare for setting up as a self-employed person.
- Understand what the advantages and disadvantages of self-employment are.
- Understand how and when to contact HMRC and increase my awareness of their help groups.
- Develop an awareness of what expenses I can claim as part of my self-employment and how to set up Excel accounts records/select an accountant.
- Develop an awareness of other organisations that can support my business to get off the ground.

#### Additional information

These courses aim to help people improve their wellbeing and gain the confidence to move into further learning and work, if appropriate. Courses offer a great starting point to develop new skills, gain confidence, improve general wellbeing or adapt to life changes. Some courses may require a pre-course informal meeting.

Before you enrol on a course, advice and information is available to help you decide on the right course for you. Contact Learner Services on 0161 253 7501 or e-mail at [learner.services@bury.gov.uk](mailto:learner.services@bury.gov.uk).

### **What will I need to provide myself?**

Note pad and pen

Your tutor will discuss materials further at the first class.

**Please check that the class is running before buying anything.**

### **What could I do next?**

This course is designed for learners wishing to consider self-employment. You could progress into English, maths, IT or another course within our programme to further develop further your skills for work. Alternatively, if you wish to pursue a hobby or develop a new skill you could progress onto one of our creative courses.

Your tutor will be able to advise on the options available to you in their subject. If you would like to speak to someone about moving on, please ask your tutor to refer you to Learner Services or contact them directly on 0161 253 7501 or e-mail at

[learner.services@bury.gov.uk](mailto:learner.services@bury.gov.uk) .

### **Can I get extra help?**

Support with English and Maths is available. For more information, please contact Learner Services on 0161 253 7501. Extra support is available for those learners who have sensory, physical or cognitive impairments, neuro-divergent or with mental health conditions.

### **Help with paying for your course**

You may be entitled to a reduced fee for your course if you claim a benefit. Please refer to the course guide or ask at the centre for more details. You will be asked to produce evidence on enrolment.

### **How to enrol**

Phone: 0161 253 5772

Call into: Bury Adult Learning Centre, 18 Haymarket Street, Bury, BL9 0AQ

**Please keep your copy of this information sheet. It will be useful throughout your course.**