

YEAR OF WOMEN WORKERS

Past. Present. Future.
Stronger together.

UNISON
South East

We Can Do It!



EQUAL PAY
EQUAL
RESPECT



SOUTH EAST
TRAINING PROGRAMME 2027



UNISON
College

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Passport courses



New Stewards



Health & Safety



Womens



WELCOME



The commitment to lifelong journey has long been a core trade union value. It's a powerful way for us to build confidence, learn new skills and provide workers with the tools needed to take action in their workplaces and communities.

My own journey in UNISON started when I was encouraged to become a local organiser. Since then, I've had the opportunity to work in a range of roles, including as Head of Equalities here in the South East, and to see first-hand the difference that learning and development can make to our members and activists. I was very proud to return to the South East as regional secretary in January 2026.

That's why I'm pleased to introduce our 2027 Regional Learning Programme.

At National Delegate Conference in June 2026, UNISON designated 2027 as our Year of the Women Worker. It is an opportunity to celebrate the contribution women make to our union while continuing to tackle the inequalities women face at work and in wider society.

Our learning programme will play an important part in that work. We're relaunching the Women's Passport, with learning covering women's history, women's leadership, menopause in the workplace, sexual harassment and sexual safety, alongside many other opportunities to develop skills, knowledge and confidence.

There's much more to the programme too. We're introducing a new way to register for courses through our Learning

Management System, managed centrally by LAOS. In 2026, workers gained new rights under the Employment Rights Act (ERA). Our updated two-day ERA refresher course will be delivered both online and in the classroom

We're working hard to make sure we can continue offering high-quality learning across the region, this includes working with Shrewsbury College and developing a team of six tutors based in the South East.

There will also be new Equality Reps training, reflecting the new legal rights and protections coming into force under the Employment Rights Act, giving Equality Reps full statutory recognition and legally enforceable rights.

But this programme is about more than courses. It is about giving UNISON members the confidence to get involved and make change happen.

Whether you're a new member thinking about getting more involved, an experienced activist looking to develop your skills, or somewhere in between, I hope you'll find something here that inspires you.

I look forward to seeing you on a course in 2027.

Jo Galloway
Regional Secretary

MEET THE TEAM

Introducing the Regional Education Team who will support you around Learning and Organising. You can contact the Regional Education Team (e-learning) on educationse@unison.co.uk or Member Learning (webinars) on membereducationse@unison.co.uk.



Sam Raymond

Regional Education Officer

s.raymond@unison.co.uk

Sam works closely with the Regional Education and Training Committee and has responsibility for the strategy, planning and implementation of UNISON South East's Education provision. Please contact Sam for advice on any education policy matters and how to integrate organising around learning in your Branch.



Bridget Satchell

Member Learning Course Administrator

membereducationse@unison.co.uk

Bridget offers administrative support to members applying to attend Member Learning Courses in the region. She works closely with the Regional Education Officer to ensure that members have a positive learning experience. Please contact Bridget if you have any questions relating to Member Learning.



Vicki Gibbs

Area Organiser (Education and Equalities)

v.gibbs@unison.co.uk

Vicki works closely with the Regional Education Officer and other strategic Equality leads to support the provision of our courses and webinars.

MEET THE TEAM

Introducing the Regional Education Team who will support you around Learning and Organising. You can contact the Regional Education Team (e-learning) on educationse@unison.co.uk or Member Learning (webinars) on membereducationse@unison.co.uk.



Therese Parmenter

Regional Course Administrator

educationse@unison.co.uk

Therese deals with all admin queries relating to all courses on offer in the region. She works closely with the Regional Education Officer to ensure that members have a positive learning experience and is the first point of call for newly elected Education Co-ordinators. Please contact Therese if you have any questions relating to course administration.

IMPORTANT INFORMATION

What are our courses like?

Our courses are friendly and informal. Our training is aimed at making learning a fun rather than a daunting experience. Everyone's views and experiences are listened to. You will not be lectured at, but given every opportunity to participate and there is no exam at the end unlike school or college.

How do I apply for a course or webinar?

Click on the link next to the event description which will take you to an email address where you will need to register your interest in attending or the link to download a classroom based course application form.

Are there closing dates for courses?

All classroom based and E-learning courses have a 2 week closing date and for webinars it is 48 hours to allow for registration documents and guidance on how to access the systems to be sent.

What happens if I have not received joining instructions for a course that I have applied for?

These will be sent by email 2 weeks before the start of a course but may have gone to your junk email box, if not, please contact Therese Parmenter at educationse@unison.co.uk

What happens if I need to cancel my place on a course?

Due to these courses being in high demand, with waiting lists if we exceed numbers, we ask that you notify us as a matter of urgency to enable us to be able to offer the place to others who may be on the waiting list.

Do you all courses start and finish at the same time?

No, all courses start and finish at different times which we will notify you of, once you have registered your interest in attending.

Am I entitled to time off to attend a course?

Yes, if you are an Activist, you should approach your line manager to arrange time off in the same way you would for annual leave. More details on arranging time off can be found on **page 7**.

Is there a cost for me to attend the course?

Classroom-based courses: £35 per day. All online activist courses of 3-hours or more, will be subject to a fee of £10 per day. All member learning courses will remain free of charge. All fees and travel expenses will be paid by your branch.

What are the cancellation charges?

Cancellation fees (payable by branches):

- ▶ Cancellation before course closing date (2 weeks before start date) – no charge
- ▶ Cancellation after closing date in genuine emergency – 50% of course fee
- ▶ Cancellation after closing date with no emergency – 100% of course fee. For cancellations after the
- ▶ closing date and before the course starts, where places can be filled with a suitable substitute from the branch or from a regional waiting list there is no charge
- ▶ Non-attendance with no notification – 150% of course fee.

What do I do if I have further questions to ask before I apply for a course?

If you have any questions that have not been covered above or need any further information please contact the regional education administration team at educationse@unison.co.uk or questions relating to webinars at membereducationse@unison.co.uk.

Do the courses get updated?

Yes. New courses are added on a quarterly basis therefore you will need to check the programme for most up to date information.

FACILITY TIME AND MANAGING COURSEWORK

What is facility time?

Facility time is time off from an individual's job, granted by the employer, to enable a rep to carry out their trade union role including online/hybrid learning. This can include time off to complete trade union related training.

The right to time off

In workplaces where the trade union is recognised, trade union workplace representatives have a right to paid time off for the purpose of carrying out their trade union duties or to take part in union training.

Where there isn't a recognition agreement or facility time agreement, reps should seek advice from their branch in the first instance in regards to time off for training.

How do I request facility time?

You will need to request facility time from your manager in order to receive time off to complete the course. As soon as you have the dates of the course you would like to complete, approach your manager and request the facility time you require; try and give them as much notice as possible. Make sure to specify the amount of uninterrupted time needed

to complete the course and any tutorial dates/times that you must attend.* If you have a work diary or calendar, block out the time that you are completing the course so colleagues know not to interrupt you. If this first conversation with your manager is a verbal discussion, follow up with an email to confirm the conversation.

**For some of our courses there are no set tutorial times and the work can be completed flexibly. Instead you should ask for the amount of hours per week needed and that this can be taken at any time during your working week. For example, for our online Organising Stewards course, you should ask for 6 hours per week of facility time to complete the course (5 hours for the coursework, 1 hour to discuss queries and questions with your mentor) Be sure that specific time is allocated in your diary to complete the work.*

Time management and managing coursework

We recommend that you dedicate time to complete the course each week. It can be hard to complete the course if you are unsure when you will get an opportunity to complete the coursework. Set aside specific times to complete the work, even if it is one of our courses that can be completed flexibly.

Points to consider

Where are you going to be doing the online course? In a busy or loud environment which may be distracting? Somewhere where you are likely to be interrupted? If possible find a quiet space to complete the course either at work or at home.

What equipment are you going to use? To access all of our E-learning courses, you will need a tablet or computer. If you are using your employer's IT equipment, then make sure you have permission to use it for a trade union course. Most facility agreements allow you to use employer equipment, but check with your branch if you are unsure.

BRANCH BASED COURSES (PROCEDURES)

In order that we can effectively monitor and track who attends training, Regional Organisers and Branches arranging courses should follow the guidelines below:

1. An evaluation should take place jointly between the Branch and the Regional Organiser in the first instance to assess the need for the training.
2. If a Branch requests an ERA Refresher course or an Introduction to Employment Law course they must ensure that all participants have attended all 5 days of the Organising Stewards Course beforehand.
3. In order for a course to run there should be a **minimum of 12 participants**. If a Branch cannot meet this minimum, they may decide to work with neighbouring Branches to make up the number; or ask the Regional Organiser. **Failure to ensure that there are 12 participants may result in financial penalties or cancellation.**
4. The attached form should be completed by the course organiser and then forwarded to the Regional Organiser for authorisation. There should be a lead in time of at least 10 weeks between the date of receipt of the form by the Regional Organiser and the first day of the course. Upon receipt the Education and Training Team will arrange a tutor and provide the course training materials. Once the tutor is arranged and upon request, the contact details of the tutor will be forwarded to the Regional Organiser or the elected person in the Branch responsible for organising the course.
5. With appropriate assistance from the Regional Organising Team, the Branch will arrange the venue, the catering, accommodation, publicity and recruitment, and cover Branch participants' expenses, where applicable and the courier costs for the course materials.
6. Where a course is for more than one branch or other branch members are attending, the host branch will use the scale of charges as set out in the SE education programme to charge other branches for their members attendance. Where the cost of catering and venue hire is expected to be over or under the reclaim amount, the host branch should set a charge that ensures the event is cost neutral, which all branches should be made aware of in advance.
7. The final details of the course including date(s), times and numbers attending should be agreed between the Regional Organiser, Branch contact and the Education and Training Team
8. A closing date of 2 weeks prior to commencement should be agreed. If 12 participants have not been recruited by the closing date the Education and Training Team should be contacted immediately, since if the course is cancelled there may be financial implications to the Branch. The closing date may need to be extended if there is a shortfall of confirmed applicants by the original closing date and the Education and Training Team still believe that the course may run. If this happens the Regional Education Regional Education

Administrator will ensure where possible that the closing date is extended to give enough time for applicants to make alternative arrangements if the course was to be cancelled. When the final closing date is reached, the Regional Education Organiser will decide if the course is viable and the Regional Education Administrator will write to the applicants accordingly. **Please in the meantime/until applicants get confirmation that the course will run, ensure that any arrangements are made provisionally by/on behalf of the applicants, where possible.**

9. The attendance list should be completed by the Tutor, and together with course evaluation forms and the tutor report form, returned to the Education and Training Team no later than 3 working days after the course ends.

A South East Branch based course application form can be found on the [next page](#).

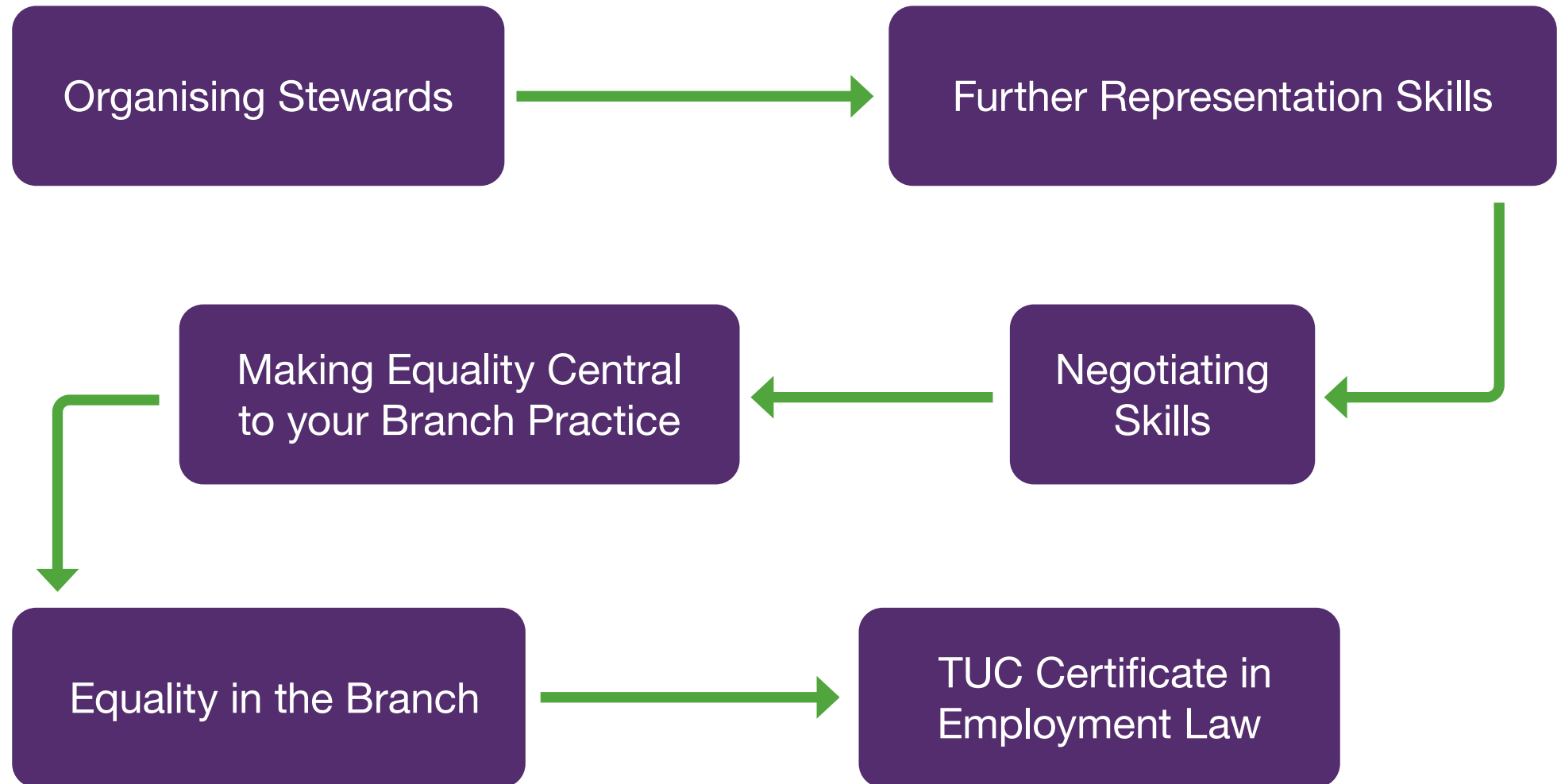
BRANCH BASED COURSE APPLICATION FORM



Proposed Course (Title):	
Briefly explain how this course helps to meet UNISON's Regional Aims and Objectives:	
Proposed date(s):	Proposed Venue:
Branch Name:	Estimated No. of participants:
Any requests regarding tutor provision?	
Name of Regional Organiser who requested course: Will you be attending? ☐ Yes ☐ No (Preferably 'Yes' for Basic New Stewards Course, Grievance and Disciplinary Handling, and One Step Ahead courses in particular. However, you can attend any other course as well) (If No) Please provide name of Regional/Area Organiser who will be attending, if applicable.	Who should we contact in the branch? Name: Post Held: Tel: Mobile: Email:
Regional/Area Organiser authorisation: Signed:	Date:

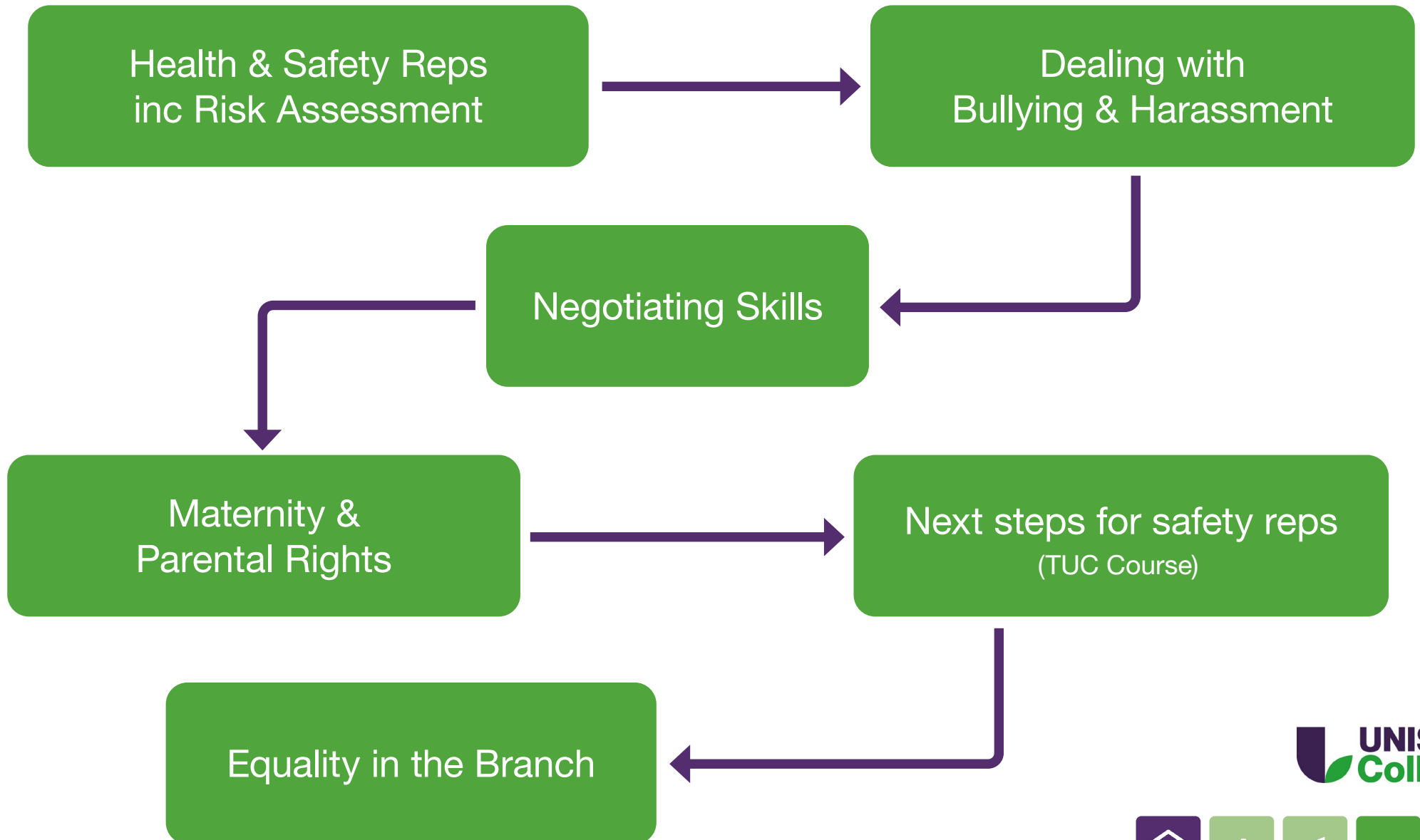


SUGGESTED TRAINING ROUTE FOR ALL STEWARDS



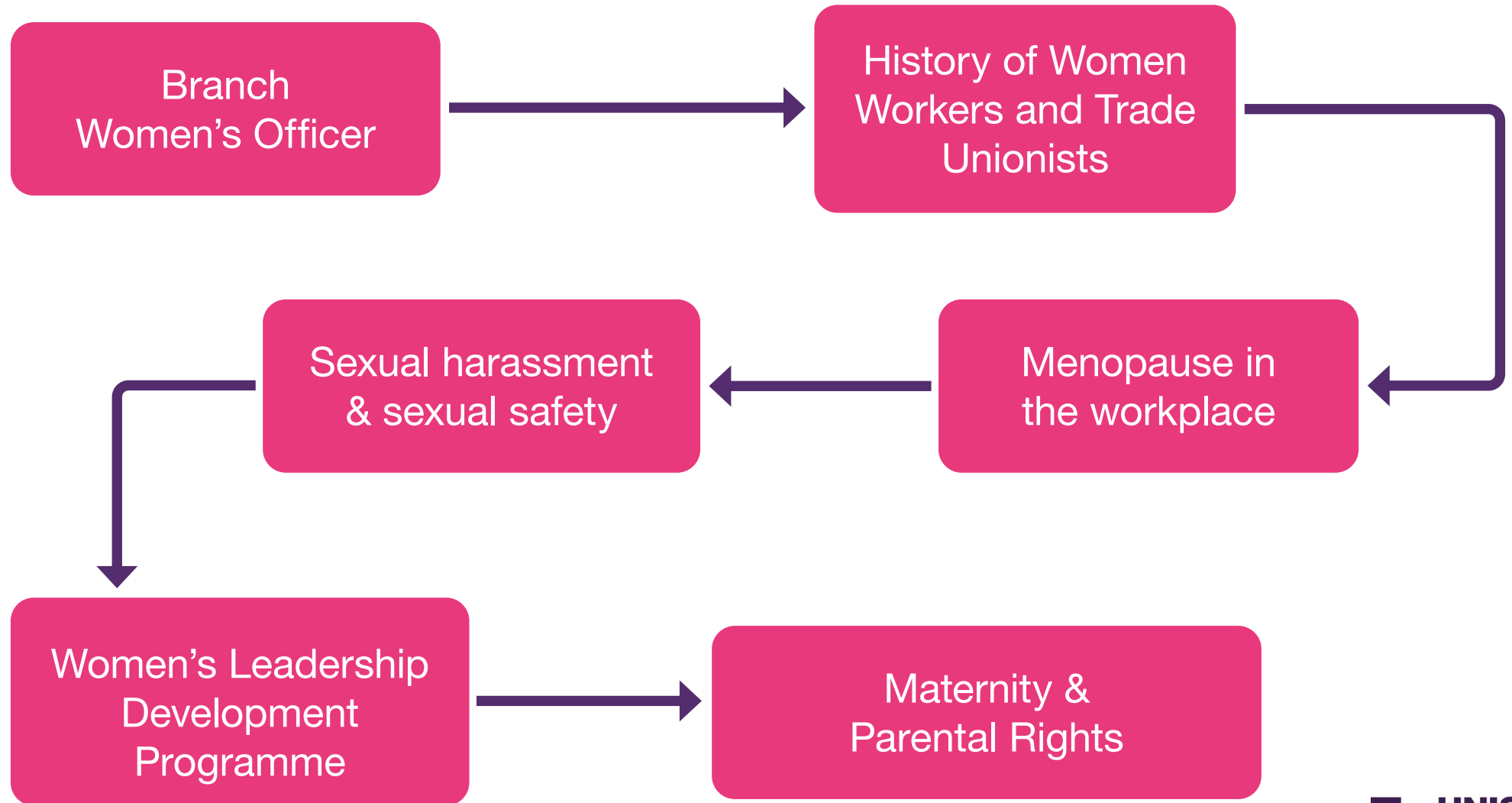


SUGGESTED TRAINING ROUTE FOR ALL HEALTH & SAFETY REPS





SUGGESTED TRAINING ROUTE FOR ALL WOMEN COURSES



LEARNING MANAGEMENT SYSTEM (LMS)

We're excited to announce that UNISON College's new Learning Hub (LMS) will be launching soon!

The new Learning Hub has been designed to make accessing learning easier, quicker and more intuitive for UNISON members and activists. It will bring learning together in one place, making it simpler to find and access the courses, resources and support you need.

We'll be in touch once the Learning Hub has officially launched, and we'll also update this programme page with the latest information including a link to our LMS once officially launched. In the meantime, please continue to use our booking form and keep an eye on this page for updates.

COURSES AT A GLANCE

CLASSROOM E-LEARNING

Date	Venue	Course
11–15 January	Online	Organising Stewards > 
21–22 January	Online	ERA Refresher >
15–19 February	Woking	Organising Stewards > 
23 February	Online	Unconscious Bias >
8–12 March	Online	Organising Stewards > 
15–19 March	Woking	Health & Safety Reps > 
22–23 March	Online	ERA Refresher >
5–6 April	Brighton	ERA Refresher >
8 April	London	Neurodiversity –Strength in UNISON > 
12–16 April	Brighton	Organising Stewards > 
16–18 April	Eastbourne	Women's Leadership Development Programme > 
22–23 April	Online	Dealing with Bullying & Harassment > 
8–9 May	Non-residential	Branch Officers Training Weekend >
8–9 May	Southampton	Branch Women's Officer > 
12–13 May	Online	ERA Refresher >
17–21 May	Online	Organising Stewards > 
28 May	Woking	Equality in the Branch >  

Date	Venue	Course
1 June	Woking	U in UNISON >
4 June	Online	Menopause in the workplace > 
7–11 June	Online	Health & Safety Reps > 
14–18 June	Woking	Organising Stewards > 
24–25 June	Portsmouth	ERA Refresher >
28–29 June	Woking	Further Representation Skills > 
5–9 July	Online	Organising Stewards > 
12–13 July	Online	ERA Refresher >
16–18 July	Eastbourne	History of Women Workers and Trade Unionists > 
19–20 July	Woking	Negotiating Skills >  
26 July	Online	Maternity & Parental Rights > 
3, 10, 17, 24 & 31 August	Online	Organising Stewards > 
3 September	Online	Unconscious Bias >
6–7 September	Maidstone	ERA Refresher >
13 September	Online	Sexual Harassment & Sexual Health > 
13–17 September	Portsmouth	Organising Stewards > 
27–28 September	Woking	Dealing with Bullying & Harassment > 

COURSES AT A GLANCE

CLASSROOM E-LEARNING

Date	Venue	Course
4 October	Woking	U in UNISON >
4–8 October	Brighton	Health & Safety Reps > 
11–15 October	Online	Organising Stewards > 
18 October	Woking	Equality in the Branch >  
25–26 October	Online	ERA Refresher > 
28–29 October	Online	Negotiating Skills >  
8–12 November	Maidstone	Organising Stewards > 
15 November	Online	Making Equality Central to your Branch Practice > 
22–23 November	Woking	ERA Refresher >
29–30 November	Woking	Further Representation Skills > 
1–2 December	Online	ERA Refresher >
6–10 December	Online	Organising Stewards > 
13–17 December	Online	Health & Safety Reps > 

Organising Stewards

This course is aimed at newly elected and less experienced UNISON stewards and is delivered either online or in a classroom. This course will help you to understand the steward's role in organising members at local level and help you to feel confident in carrying out your duties as a steward.



The course will help you:

- ▶ Understand the role of an organising union in public services
- ▶ Recognise the importance of equalities in UNISON
- ▶ Work with members to tackle issues in the workplace
- ▶ Work with members in resolving cases
- ▶ Know where and when to seek advice and guidance
- ▶ Understand how procedures work in practice
- ▶ Handle grievance and disciplinary and similar types of cases as the representative of UNISON members within your workplace
- ▶ Become certified as competent to accompany members at a disciplinary and grievance hearing in line with Employment Relations Act 1999
- ▶ Understand the broader roles in which UNISON operates, including internationally.

Requirements for online courses:

The structure of this course is a combination of set tutorial times and coursework which can be completed within each week flexibly. The tutor of the course as well as an assigned mentor will be on hand to help with any questions you may have. Here are a number of other criteria which you must be able to commit to before embarking on the course and these are listed below.

- ▶ A computer or tablet on which you can access Microsoft Teams
- ▶ Permission from your employer if you are using their IT equipment
- ▶ Agreed Facility Time (time off) from your employer. If you need any help with this, then please speak to your branch
- ▶ To be able to commit to attending all tutorials
- ▶ Learners will need approx. five hours per week inclusive of tutorial times (An additional one hour may be necessary to receive support from your mentor)
- ▶ There will also be time slots for 1:1 sessions with the tutor if needed, this will be discussed at the beginning of the course

As well as the tutor support, you will be assigned a mentor to help with questions.

We are not able to send out hard copies of course related resources at the moment, you will be able to access them electronically.

ACTIVIST COURSES

CLASSROOM E-LEARNING

Organising Stewards (5 days)



E-LEARNING

11–15 January 2027

To complete this course you will require a total of 30 hours facility time between 11–15 January 2027.

The course is 25 hours tutorial (see below) and 5 hours of self-guided learning, which could include tutor and 1-1 learning support.

Tutorial Dates:

Monday 11 January (10am – 3pm)
Tuesday 12 January (10am – 3pm)
Wednesday 13 January (10am – 3pm)
Thursday 14 January (10am – 3pm)
Friday 15 January (10am – 3pm)

This course is delivered online by Shrewsbury College. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0003

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

CLASSROOM

15–19 February 2027

Woking

This course is classroom based, delivered by Shrewsbury College, at UNISON, Woking Office.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-001

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

ACTIVIST COURSES

CLASSROOM E-LEARNING

Organising Stewards (5 days)



E-LEARNING

8–12 March 2027

To complete this course you will require a total of 30 hours facility time between 8–12 March 2027.

The course is 25 hours tutorial (see below) and 5 hours of self-guided learning, which could include tutor and 1-1 learning support.

Tutorial Dates:

Monday 8 March (10am – 3pm)
Tuesday 9 March (10am – 3pm)
Wednesday 10 March (10am – 3pm)
Thursday 11 March (10am – 3pm)
Friday 12 March (10am – 3pm)

This course is delivered online by Shrewsbury College. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0004

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

CLASSROOM

12–16 April 2027

Brighton

This course is classroom based, delivered by Shrewsbury College, at the Jubilee Library, Brighton.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0008

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

ACTIVIST COURSES

CLASSROOM E-LEARNING

Organising Stewards (5 days)



E-LEARNING

17–21 May 2027

To complete this course you will require a total of 30 hours facility time between 17–21 May 2027.

The course is 25 hours tutorial (see below) and 5 hours of self-guided learning, which could include tutor and 1-1 learning support.

Tutorial Dates:

Monday 17 May (10am – 3pm)
Tuesday 18 May (10am – 3pm)
Wednesday 19 May (10am – 3pm)
Thursday 20 May (10am – 3pm)
Friday 21 May (10am – 3pm)

This course is delivered online by Shrewsbury College. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0017

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

CLASSROOM

14–18 June 2027

Woking

This course is classroom based, delivered by Shrewsbury College, at UNISON, Woking Office.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0019

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

Organising Stewards (5 days)



E-LEARNING

5–9 July 2027

To complete this course you will require a total of 30 hours facility time between 5–9 July 2027.

The course is 25 hours tutorial (see below) and 5 hours of self-guided learning, which could include tutor and 1-1 learning support.

Tutorial Dates:

Monday 5 July (10am – 3pm)
Tuesday 6 July (10am – 3pm)
Wednesday 7 July (10am – 3pm)
Thursday 8 July (10am – 3pm)
Friday 9 July (10am – 3pm)

This course is delivered online by Shrewsbury College. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0021

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

E-LEARNING

3–31 August 2027

To complete this course you will require a total of 30 hours facility time between 3-31 Aug 2027.

The course is 25 hours tutorial (see below) and 5 hours of self-guided learning, which could include tutor and 1-1 learning support.

Tutorial Dates:

Tuesday 3 August (10am – 3pm)
Tuesday 10 August (10am – 3pm)
Tuesday 17 August (10am – 3pm)
Tuesday 24 August (10am – 3pm)
Tuesday 31 August (10am – 3pm)

This course is delivered online by Shrewsbury College. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0033

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

ACTIVIST COURSES

CLASSROOM E-LEARNING

Organising Stewards (5 days)

CLASSROOM

13–17 September 2027

Portsmouth

This course is classroom based, delivered by Shrewsbury College, in Portsmouth (venue TBC).

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0024

[BOOKING FORM \(PDF\)](#)

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E-LEARNING

11–15 October 2027

To complete this course you will require a total of 30 hours facility time between 11–15 October 2027.

The course is 25 hours tutorial (see below) and 5 hours of self-guided learning, which could include tutor and 1-1 learning support.

Tutorial Dates:

Monday 11 October (10am – 3pm)

Tuesday 12 October (10am – 3pm)

Wednesday 13 October (10am – 3pm)

Thursday 14 October (10am – 3pm)

Friday 15 October (10am – 3pm)

This course is delivered online by Shrewsbury College. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0026

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)



ACTIVIST COURSES

CLASSROOM E-LEARNING

Organising Stewards (5 days)

CLASSROOM

8–12 November 2027

Maidstone

This course is classroom based, delivered by Shrewsbury College, at Orida Hotel, Maidstone.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0028

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

E-LEARNING

6–10 December 2027

To complete this course you will require a total of 30 hours facility time between 6–10 December 2027.

The course is 25 hours tutorial (see below) and 5 hours of self-guided learning, which could include tutor and 1-1 learning support.

Tutorial Dates:

Monday 6 December (10am – 3pm)

Tuesday 7 December (10am – 3pm)

Wednesday 8 December (10am – 3pm)

Thursday 9 December (10am – 3pm)

Friday 10 December (10am – 3pm)

This course is delivered online by Shrewsbury College. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0031

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)



ACTIVIST COURSES

CLASSROOM E-LEARNING

ERA (Employment Relations Act 1999) Refresher Training

What is it?

By law, all workplace representatives are required to undertake training at least once every five years to keep up to date and maintain their ERA certification. The refresher course aims to update reps on new legislation which is relevant to their role and introduce new developments within UNISON.

The legal position

The Trade Union and Labour Relations (Consolidation) Act 1992 makes provision for trades unions to elect officials in workplaces to act as representatives of the union. The Act, in conjunction with the ACAS Code, requires the employer to give reasonable time off to these trade union officials to carry out duties which are concerned with industrial relations, and to undergo training in aspects of industrial relations. UNISON identifies officials accredited under the 1992 Act as Stewards.

PLEASE NOTE:

This is the only course that complies with ERA recertification.

ACTIVIST COURSES

CLASSROOM E-LEARNING

ERA Refresher Training (2 days)

E-LEARNING

21–22 January 2027

This course is a total of ten hours spread over two days between 21–22 January 2027.

Tutorial Dates:

Thursday 21 January (10am – 3pm)

Friday 22 January (10am – 3pm)

This course is delivered online by Shrewsbury College. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0002

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

E-LEARNING

22–23 March 2027

This course is a total of ten hours spread over two days between 22–23 March 2027.

Tutorial Dates:

Monday 22 March (10am – 3pm)

Tuesday 23 March (10am – 3pm)

This course is delivered online by Shrewsbury College. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0006

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

ACTIVIST COURSES

CLASSROOM E-LEARNING

ERA Refresher Training (2 days)

CLASSROOM

5–6 April 2027

Brighton

This course is classroom based, delivered by Shrewsbury College, at Jubilee Library, Brighton.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0007

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

E-LEARNING

12–13 May 2027

This course is a total of ten hours spread over two days between 12–13 May 2027.

Tutorial Dates:

Wednesday 12 May (10am – 3pm)

Thursday 13 May (10am – 3pm)

This course is delivered online by Shrewsbury College.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0016

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

ACTIVIST COURSES

CLASSROOM E-LEARNING

ERA Refresher Training (2 days)

CLASSROOM

24–25 June 2027

Portsmouth

This course is classroom based, delivered by Shrewsbury College, in Portsmouth (venue TBC).

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0020

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

E-LEARNING

12–13 July 2027

This course is a total of ten hours spread over two days between 12–13 July 2027.

Tutorial Dates:

Monday 12 July (10am – 3pm)

Tuesday 13 July (10am – 3pm)

This course is delivered online by Shrewsbury College.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0022

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

ACTIVIST COURSES

CLASSROOM E-LEARNING

ERA Refresher Training (2 days)

CLASSROOM

6–7 September 2027

Maidstone

This course is classroom based, delivered by Shrewsbury College, at Orida Hotel, Maidstone.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0023

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

E-LEARNING

25–26 October 2027

This course is a total of ten hours spread over two days between 25–26 October 2027.

Tutorial Dates:

Monday 25 October (10am – 3pm)

Tuesday 26 October (10am – 3pm)

This course is delivered online by Shrewsbury College.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0027

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

ACTIVIST COURSES

CLASSROOM E-LEARNING

ERA Refresher Training (2 days)

CLASSROOM

22–23 November 2027

Woking

This course is classroom based, delivered by Shrewsbury College, at UNISON, Woking Office.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0029

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

E-LEARNING

1–2 December 2027

This course is a total of ten hours spread over two days between 1–2 December 2027.

Tutorial Dates:

Wednesday 1 December (10am – 3pm)

Thursday 2 December (10am – 3pm)

This course is delivered online by Shrewsbury College.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0030

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

Health & Safety Representatives (5 days)

This course is aimed at new health and safety representatives. We have transformed our classroom based course into an online course, delivered by experienced TUC tutors.

You will learn about health and safety legislation, including the law relating to risk assessment, and also your employer's responsibilities. It will help you work with members to tackle workplace issues and develop your confidence to represent them effectively.

The course will help you:

- ▶ Find out more about your role as a UNISON Health & Safety rep
- ▶ Practice the skills you will need
- ▶ Develop your confidence to represent your members effectively
- ▶ Understand your employer's key responsibilities for health and safety at work
- ▶ Understand the law relating to health and safety at work
- ▶ Show an awareness of the risks in the workplace
- ▶ Understand the key legal requirements concerning risk assessments and the criteria used
- ▶ Be familiar with the UNISON approach to risk assessment
- ▶ Understand how risk assessment can be used as part of a workplace strategy for improving the health, safety and welfare of their members
- ▶ Develop a risk assessment resource pack for use in the workplace and union

As the course involves group work and discussion, you will be expected to attend webinar based tutorials at fixed times. There are a number of other criteria which you must be able to commit to before embarking on the course and these are listed below.

You will need:

- ▶ A computer or tablet on which you can access Microsoft Teams
 - ▶ Permission from your employer if you are using their IT equipment
 - ▶ Agreed Facility Time (time off) from your employer. If you need any help with this, then please speak to your branch
 - ▶ To be able to commit to attending all tutorials
 - ▶ Learners will need approx. 2-3 hours per week for group work (5 hours per week including tutorials)
 - ▶ There will also be time slots for 1:1 sessions with the tutor if needed, this will be discussed at the beginning of the course.
- As well as the tutor support, you will be assigned a mentor to help with questions.

We are not able to send out hard copies of course related resources at the moment, you will be able to access them electronically.



ACTIVIST COURSES

CLASSROOM E-LEARNING

Health & Safety Representatives (5 days)



CLASSROOM

15–19 March 2027

Woking

This course is classroom based, delivered by Shrewsbury College, at UNISON, Woking Office.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0005

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

E-LEARNING

7–11 June 2027

To complete this course you will require a total of 30 hours facility time between 7–11 June 2027.

The course is 23.75 hours tutorial (see below) and 6.25 hours of self-guided learning, which could include tutor and 1-1 learning support.

Tutorial Dates:

Monday 7 June (10am – 2.45pm)

Tuesday 8 June (10am – 2.45pm)

Wednesday 9 June (10am – 2.45pm)

Thursday 10 June (10am – 2.45pm)

Friday 11 June (10am – 2.45pm)

This course is delivered online by Shrewsbury College. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0018

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)



ACTIVIST COURSES

CLASSROOM E-LEARNING

Health & Safety Representatives (5 days)



CLASSROOM

4–8 October 2027

Brighton

This course is classroom based, delivered by Shrewsbury College, at the Jubilee Library, Brighton

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0025

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

E-LEARNING

13–17 December 2027

To complete this course you will require a total of 30 hours facility time between 13–17 December 2027.

The course is 23.75 hours tutorial (see below) and 6.25 hours of self-guided learning, which could include tutor and 1-1 learning support.

Tutorial Dates:

Monday 13 December (10am – 2.45pm)

Tuesday 14 December (10am – 2.45pm)

Wednesday 15 December (10am – 2.45pm)

Thursday 16 December (10am – 2.45pm)

Friday 17 December (10am – 2.45pm)

This course is delivered online by Shrewsbury College. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0032

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

ACTIVIST COURSES

CLASSROOM E-LEARNING

Further Representation Skills (2 days)

This course is aimed at existing UNISON Stewards and is designed to follow on from the Organising Stewards course.

The course will cover:

- ▶ Process for identifying needs and exploring what is and isn't a case
- ▶ Recap on sources of information especially the ACAS code
- ▶ Preparing for a grievance and a capability case
- ▶ Planning and building a case including interviewing witnesses
- ▶ Possible outcomes from cases
- ▶ Building confidence, getting organised and looking after yourself

CLASSROOM

28–29 June 2027

Woking

This course is classroom based, delivered by Shrewsbury College, at UNISON, Woking Office.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0039

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

CLASSROOM

29–30 November 2027

Woking

This course is classroom based, delivered by Shrewsbury College, at UNISON, Woking Office.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0040

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)



ACTIVIST COURSES

CLASSROOM E-LEARNING

Dealing with Bullying & Harassment (2 days)

The course is aimed at active members who want to find out more about identifying problems of bullying and harassment in their workplaces and look at ways of raising these issues with the employer and within the branch.

The course will cover:

- ▶ How to identify potential cases
- ▶ How to deal with them in the workplace
- ▶ How to negotiate with the employer around these issues



E-LEARNING

22–23 April 2027

This course is delivered online by Shrewsbury College. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0035

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

CLASSROOM

27–28 September 2027

Woking

This course is classroom based, delivered by Shrewsbury College, at UNISON, Woking Office.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0036

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

ACTIVIST COURSES

CLASSROOM E-LEARNING

Negotiating Skills (2 days)

This course is aimed at UNISON representatives who are involved in negotiations or who are likely to become involved in negotiations with management on pay and conditions of service.

The course will cover:

- ▶ Understanding the process of negotiating
- ▶ Becoming familiar with different styles of negotiating
- ▶ Working effectively as part of a negotiating team
- ▶ Understanding how to prepare, present and negotiate on an issue
- ▶ Developing and practising negotiating skills

The course is organised in an active way that gives us all an opportunity to have a say as well as listen to others. In addition, a large part of the course is based on practice negotiating sessions giving you practical experience of negotiating situations.

The scenarios used in the course are designed to be as close to reality as possible and will enable you as a group to work together to develop strategies for successful negotiations.



ACTIVIST COURSES

CLASSROOM E-LEARNING

Negotiating Skills (2 days)



CLASSROOM

19–20 July 2027

Woking

This course is classroom based, delivered by Shrewsbury College, at UNISON, Woking Office.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0041

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

E-LEARNING

28–29 October 2027

This course is delivered online by Shrewsbury College. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Once you have been enrolled your contact will be directly with Shrewsbury College.

Course code: 08-27-0042

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

ACTIVIST COURSES

CLASSROOM E-LEARNING

Making Equality Central to Your Branch Practice

The course is **mandatory** for all Stewards that have completed the Organising Stewards course within the last 2 years.

This course aims to:

- ▶ Look at how reps can make equality central to their union practice
- ▶ Learn about equality legislation
- ▶ Find out more about UNISON's equality campaigns
- ▶ Action plan

E-LEARNING

15 November 2027
10am–3pm

If you would like to attend this course, then please register your interest below remembering to **quote your membership number**.

Spaces are **limited to 25** and will be booked on a first come first served basis.

Course code: 08-27-0038

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)



Equality in the Branch

This course is designed as an introduction to equality in the branch.

The course will enable participants to:

- Understand the roles of the Branch Equalities Co-ordinator, Equality Reps and Self-Organised Groups officers
- To improve their knowledge of the tools you can use to tackle discrimination and promote equality
- Develop their understanding of equality in UNISON
- Promote equality organising in their workplace and branch and contribute to the Branch Development Plan
- Develop realistic action plans



CLASSROOM

28 May 2027

Woking

This course is classroom based, delivered by UNISON South East, at UNISON, Woking Office.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0043

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

CLASSROOM

18 October 2027

Woking

This course is classroom based, delivered by UNISON South East, at UNISON, Woking Office.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0044

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

ACTIVIST COURSES

CLASSROOM E-LEARNING

Unconscious Bias

In this workshop you will learn about what unconscious bias actually is and how our brains process information.

This workshop will cover:

- ▶ Why does unconscious bias happen and where does it come from?
- ▶ What are the effects and impact of unconscious bias on individuals in society and in the workplace?
- ▶ How can we address our own and other people's unconscious bias and take practical steps towards managing it?

E-LEARNING

23 February 2027
9am–12pm

If you would like to attend this course, then please register your interest below remembering to **quote your membership number**.

Spaces are **limited to 25** and will be booked on a first come first served basis.

Course code: 08-27-0033

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

E-LEARNING

3 September 2027
9am–12pm

If you would like to attend this course, then please register your interest below remembering to **quote your membership number**.

Spaces are **limited to 25** and will be booked on a first come first served basis.

Course code: 08-27-0034

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

ACTIVIST COURSES

CLASSROOM E-LEARNING

Neurodiversity – Strength in UNISON

The aim of this course is to understand neurodiversity, supporting neurodivergent members, and building inclusive branches.

Bringing together reps, activists, and neurodivergent members to share experiences, develop our understanding of neurodiversity, and build a stronger, inclusive UNISON. The day will combine practical training for representatives and branch committee members with space for neurodivergent members to connect, share experiences, and shape our union



CLASSROOM

8 April 2027

London

This course is classroom based, delivered by UNISON South East, at UNISON Centre, London.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0047

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)



ACTIVIST COURSES

CLASSROOM E-LEARNING

U in UNISON

This workshop is aimed at new members and members who want to find out what being a member of UNISON means.

This course will cover:

- ▶ How UNISON works?
- ▶ What a Steward does?
- ▶ UNISON structures and how the union works?
- ▶ Legal rights of a rep?
- ▶ How to get involved?

CLASSROOM

1 June 2027

Woking

This course is classroom based, delivered by UNISON South East, at UNISON, Woking Office.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0052

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

CLASSROOM

4 October 2027

Woking

This course is classroom based, delivered by UNISON South East, at UNISON, Woking Office.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0053

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

ACTIVIST COURSES

Branch Officer Training Weekend

8–9 May 2027, Hilton Southampton, Utilita Bowl, Botley Road, Southampton, SO30 3XH

All Branch Officer training courses are **non-residential**, aimed at all newly elected and/or untrained officers. Accommodation if required, will need to be booked by your Branch.

Branch Secretary

This course is designed to help existing and potential UNISON Branch Secretaries to carry out their role effectively. As well as examining the role of the Branch Secretary and the branch itself the course focuses on the skills branch secretaries need, developing a team approach to branch work and on the future development of Branch Secretaries.

Course code: 08-27-0009

Branch Chairperson

The course is aimed at anyone who has to chair a formal trade union meeting, whether it be Branch meetings, Branch committee, working parties or Self-Organised Group meetings. Find out how to practice the skills needed to run a meeting so as to be fair to all participants. This course is suitable for all activists but especially Branch Chairs.

Course code: 08-27-0010

Branch Equality Officer

This course is open to all Branch Equality Officers and Branch Officers for Self-Organised Groups, this course will look at the role of the Equality Officer, how to organise for equalities in Branches. It will also look at equalities as a bargaining and campaigning issue.

Course code: 08-27-0011

BOOKING FORM (PDF)

BOOKING FORM (DOCX)

ACTIVIST COURSES

Branch Officer Training Weekend

8–9 May 2027, Hilton Southampton, Utilita Bowl, Botley Road, Southampton, SO30 3XH

All Branch Officer training courses are **non-residential**, aimed at all newly elected and/or untrained officers. Accommodation if required, will need to be booked by your Branch.

Branch Women's Officer

This course will show how Branch Women's Officers can contribute to the effectiveness of the branch and play a part in discrimination. The overall aim of the course is to help women's officers understand their role and the link between women's organisation and the branch. The course will also cover a range of issues affecting women members and the main pieces of equality legislation.

Course code: 08-27-0012

Branch Communication Officer

This course is mainly for those Branch activists who are already, or who wish to become involved in Branch publicity, producing leaflets, newsletters and Branch magazines. The course will be practical-based, drawing on the skills of UNISON's publicity department. It will cover writing copy, headlines and captions, using photographs and cartoons and how to use layout to the best effect to produce finished newsletters using computers and modern technology.

Course code: 08-27-0013

BOOKING FORM (PDF)

BOOKING FORM (DOCX)

ACTIVIST COURSES

Branch Officer Training Weekend

8–9 May 2027, Hilton Southampton, Utilita Bowl, Botley Road, Southampton, SO30 3XH

All Branch Officer training courses are **non-residential**, aimed at all newly elected and/or untrained officers. Accommodation if required, will need to be booked by your Branch.

Branch Labour Link Officer

This course helps members explore and understand the UNISON Labour Link Officer role within the branch and equips them with campaigning techniques. The aims of the course are to understand why politics are important in the branch, develop skills to encourage interest in political activity in the branch, understand and respond to common issues about UNISON Labour Link and to develop skills around effective campaigning.

Course code: 08-27-0014

Branch Education Co-ordinator

Good education within the Branch is vital for making local organisation work. This course will look at how to identify your Branch education needs, how to plan and budget for education and how to support and encourage representatives in training.

Course code: 08-27-0015

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(docx\)](#)

WOMEN'S PASSPORT COURSES

The Women's Passport will be launched on International Women's Day (8 March 2027)

Branch Women's Officer

This course will show how Branch Women's Officers can contribute to the effectiveness of the branch and play a part in discrimination.

The overall aim of the course is to help women's officers understand their role and the link between women's organisation and the branch. The course will also cover a range of issues affecting women members and the main pieces of equality legislation.

CLASSROOM

8–9 May 2027

Southampton

This course is classroom based, delivered by UNISON South East, as part of the Branch Officer Training Weekend.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0012

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

CLASSROOM E-LEARNING

Women
in UNISON



UNISON
College

WOMEN'S PASSPORT COURSES

The Women's Passport will be launched on International Women's Day (8 March 2027)

CLASSROOM E-LEARNING

History of Women Workers and Trade Unionists (3 days)

They said women couldn't be organised. They were wrong.

From the factory floors of the Industrial Revolution to today's gig economy, women have fought their way to the forefront of the British labour movement.

Step into the shoes of some of the most courageous and influential women campaigners of the past 200 years as we explore women's contribution to the labour market and the fight for social justice. This is not a dry history lecture: it is an interactive, strategy-focused course for women trade unionists who are active in their branch, or are interested in becoming more involved in union activity.

Our history is not just about the past; it is a blueprint for how we organise, campaign and win for women members today.

What the course will cover:

► Sparks of Resistance (1832 to 1914)

To begin the course, we examine how the 1832 Reform Act excluded women from democracy. You will explore how women organised to campaign for votes on equal terms with men and learn about key leaders of the women's suffrage movement. You will also explore the shift from rural to factory work, how women were dismissively viewed "unorganisable", and how the 1888 Bryant and May Matchgirls' Strike and the 1910 Cradley Heath Chainmakers Strike significantly changed opinions.

► War, suffrage and a changing workforce (1914–1945)

In this module you will look at how women kept the country running through two world wars; Mary Barbour's 1915 rent strikes; the fight for equal pay in wartime factories, and the marriage bar which restricted employment for married women in some occupations.

► Building the welfare state and striking for equality (post-Second World War to 1979)

Post-war Britain actively encouraged overseas workers to fill severe labour shortages and rebuild the country after World War Two. In this section you will explore the history of migrant and Windrush-generation women who helped build the NHS while challenging racism and institutional exploitation. You will also hear about the longstanding fight for equal pay and the landmark 1968 Ford Dagenham strike, and the 1970 Equal Pay Act.



WOMEN'S PASSPORT COURSES

The Women's Passport will be launched on International Women's Day (8 March 2027)

CLASSROOM E-LEARNING

History of Women Workers and Trade Unionists (3 days)



► Social justice campaigns

This section gives you time to explore some of the wider social justice campaigns, including the Women's Liberation Movement, Ending Violence Against Women and Girls, reproductive rights campaigns, the Women's Peace Camp at Greenham Common, #MeToo, Pregnant Then Screwed and other present day women's equality campaigns.

► The modern frontier (1980 to the present day)

Finally, we close the course by bringing 200 years of women's resistance into focus, highlighting any comparisons with regards to today's workplace challenges; structural sexism, casualisation of labour, to the cost-of-living crisis. You will leave with practical ideas for organising in your branch and winning stronger equality outcomes for UNISON women members.

CLASSROOM

16–18 July 2027

Eastbourne

This course is classroom based, delivered by UNISON South East, at The View Hotel, Eastbourne

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0050

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

UNISON
College

WOMEN'S PASSPORT COURSES

The Women's Passport will be launched on International Women's Day (8 March 2027)

CLASSROOM E-LEARNING

Menopause in the workplace

The course will cover:

- ▶ Why is it a workplace issue?
- ▶ Supporting members in the workplace
- ▶ Negotiating policies
- ▶ Case studies
- ▶ Next steps



E-LEARNING

4 June 2027

This course is delivered online by UNISON. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Course code: 08-27-0045

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

WOMEN'S PASSPORT COURSES

The Women's Passport will be launched on International Women's Day (8 March 2027)

CLASSROOM E-LEARNING

Sexual Harassment & Sexual Health

The course will cover:

- ▶ Understanding sexual harassment and sexual safety in the workplace
- ▶ Discussing cases of sexual harassment perpetrated by staff and experienced by staff (UNISON members)
- ▶ Looking at how to deal with a case
- ▶ Thinking about Why? How? What? and When?
- ▶ Sharing good practice
- ▶ Discussing how to look after everyone involved in a case



E-LEARNING

13 September 2027

This course is delivered online by UNISON. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Course code: 08-27-0046

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)



WOMEN'S PASSPORT COURSES

The Women's Passport will be launched on International Women's Day (8 March 2027)

Women's Leadership Development Programme

This course is aimed at women members who are not currently involved within the senior structures of our union.

The purpose of the programme aims to develop your leadership skills and how you can affect change. It will also focus on how you can influence change across UNISON and the trade union movement.

CLASSROOM

16–18 April 2027

Eastbourne

This course is classroom based, delivered by UNISON South East, at The View Hotel, Eastbourne.

If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

All classroom based courses are subject to Branch approval and a £35.00 per day fee.

Course code: 08-27-0049

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)

CLASSROOM E-LEARNING

Women
in UNISON



UNISON
College

WOMEN'S PASSPORT COURSES

The Women's Passport will be launched on International Women's Day (8 March 2027)

CLASSROOM E-LEARNING

Maternity & Parental Rights

This course is aimed at all activists who currently represent members.

The course will cover:

- ▶ Overview of discrimination
- ▶ Rights during pregnancy
- ▶ What is, how long, how to book maternity leave
- ▶ Rights during maternity leave and returning to work
- ▶ Statutory Maternity Pay (SMP) and maternity allowance
- ▶ Adoption leave and pay, and rights of surrogate parents
- ▶ Fathers/partner leave and pay
- ▶ Time off for dependents
- ▶ Parental leave
- ▶ Right to request flexible working hours



E-LEARNING

26 July 2027

This course is delivered online by UNISON. If you would like to attend this course, then please complete the booking form, following the link below.

PLEASE NOTE:

This course is subject to Branch approval and a £10.00 per day fee.

Course code: 08-27-0051

[BOOKING FORM \(PDF\)](#)

[BOOKING FORM \(DOCX\)](#)



WEBINAR FOR ACTIVISTS

WEBINARS

Representing Neurodivergent Members

Date: 27 July 2027

Time: 1pm–2pm

Course code: 08-27-0048

This webinar will cover:

- ▶ What is neurodiversity?
- ▶ Examine some of the more common types of neurodiversity presented by members.
- ▶ Consider the issues neurodivergent people might experience at work.
- ▶ Understand legal implications and consider reasonable adjustments

REGISTER TO ATTEND

NATIONAL ACTIVIST COURSES

CLASSROOM E-LEARNING

Registration: Course application and registration process is managed by LAOS and course places are now advertised on the UNISON College website. <https://unison.org.uk/learning>

Course fees: Please note that there will be a charge to the branch of £30 per learner for OLBA and There for You training.

Branch Treasurer OLBA training

This one day course will be delivered by UNISON's National Finance Team. Learners will need to complete the Branch Treasurer and GDPR e-notes as part of their training.

Dates: TBC

Branch Welfare Officer training

This two half day session course will be delivered by There for You tutors. Completion of the Branch Welfare and GDPR e-notes are a course requirement **before** attending the online workshop.

Dates: TBC

NATIONAL COURSES

CLASSROOM E-LEARNING

Empower your future and learn with UNISON.

We are committed to lifelong learning. We partner with adult education organisations and train our tutors to ensure every member has the opportunity to gain valuable skills for both work and everyday life.

From confidence building, CV writing, EXCEL, bereavement awareness, money skills and more, learning is free for UNISON Members.

Registration: Course application and registration process is managed by LAOS and course places are now advertised on the UNISON College website.

<https://unison.org.uk/learning>

BLACK MEMBERS TRAINING PASSPORT

CLASSROOM E-LEARNING

10 steps to Empower, Develop and Support Black members and build Black member activism in UNISON.

BLACK MEMBERS TRAINING PASSPORT		TICK PREFERRED ATTENDANCE		
ALL THESE COURSES WILL BE DEMAND DRIVEN AND COURSES LISTED BELOW CAN BE COMPLETED IN ANY ORDER.	TICK COURSE/S	ONLINE	IN PERSON	
			WORKING OFFICE	UNISON CENTRE, LONDON EUSTON
1. Organising Steward (essential) .*				
2. Black Member Officers course (including how to set up a Black Members Group in your Branch).				
3. Unconscious Bias				
4. Breaking Barriers				
5. Race Protocol				
6. Confidence skills and Resilience building for Black activists – <i>strategies to support Black members to deal with negative behaviours and attitudes as and when they arrive. Do's and Don'ts of how to deal with racism, prejudice and discrimination.</i>				
7. Next steps to participation				
8. Race Discrimination				
9. Mindfulness & Wellbeing – <i>strategies and techniques to deal with stress and negative behaviours.</i>				
10. Motion writing, speech writing and building confidence in public speaking and understanding conference procedures.				

PASSPORT (docx)

* **NB** If you have already completed the Organising Steward course, you do not need to complete this course again.



BLACK MEMBERS TRAINING PASSPORT

CLASSROOM E-LEARNING

How do I book?

- ▶ Details how to book the Organising Steward course can be seen on pages 16–22 of this programme.
- ▶ All courses will be demand driven.
- ▶ Once we have minimum numbers to run each course, we will contact you with the planned course dates and further details.

Information we need from you

- ▶ Please email the following information to educationse@unison.co.uk
 - ▶ Name
 - ▶ Membership Number
 - ▶ Email
 - ▶ Contact number
 - ▶ UNISON Branch

Learning at Work Week

17–23 MAY 2027



All UNISON members are invited to come and learn with us.

Learning at Work Week is a unique annual event to build learning cultures at work. It aims to put a spotlight on the importance and benefits of continual learning and development.



TUC COURSES



Next steps for safety reps (10 days over 10 weeks)

Date: 11 January – 22 March 2027

Time: 9.30am–5.30pm

This course is designed for health and safety representatives who have already completed the TUC Health and safety stage 1 course, or its equivalent and who have had subsequent experience as an elected health and safety rep.

The course will help you:

- ▶ Build a safe and healthy workplace
- ▶ Build health and safety organisation
- ▶ Keep up-to-date on health and safety issues
- ▶ Effect change in health and safety
- ▶ Plan for the future.

Visit tuc.org.uk/next-steps-safety-reps more information and how to book

Certificate in employment law (10 days over 10 weeks)

Date: 11 January – 22 March 2027

Time: 9.30am–4.30pm

This is a practical training course, designed for trade union workplace reps who have completed the TUC Union Reps Stage 1 course. It approaches the law from this perspective and its principal concern is how knowledge of and confidence in using employment law can improve workplace bargaining. It is not aimed at legal professionals or the finer points of technical interpretation of the law. **The course will help you:**

- ▶ Build confidence and knowledge in exploring, questioning and using employment law
- ▶ Develop and consolidate research skills in finding out how legal provisions impact upon workplace rights
- ▶ Review changes and challenges to workplace rights
- ▶ Plan what needs to be done in relation to your union and workplace situation
- ▶ Apply representational, organising and collective bargaining skills to making the most of the law at work
- ▶ Work collectively in planning collective action
- ▶ Prepare for/facilitate progression to advanced work on union issues, including advanced courses and union roles.

Visit tuc.org.uk/certificate-employment-law more information and how to book



TUC CENTRE

TUC Education provides training for more than 57,000 union representatives, Health & Safety representatives and union learning representatives each year.

They offer high quality training through a network of TUC approved providers across the UK where learners achieve nationally recognised educational credits and qualifications.

TUC courses encourage everyone to learn in a friendly, supportive environment, usually in surroundings designated for trade union courses. Courses are offered flexibly to suit the needs of union representatives and through the traditional day-release model.

For many reps this is a second chance to learn. A range of learning pathways has been established, offering all reps the opportunity to achieve their full potential.

The following is the TUC approved college and contact that UNISON South East uses for training.

Louise Williams

Head of Trade Union Studies

Email: louisew@shrewsbury.ac.uk

Mobile: 07962 223598

Shrewsbury College

London Road Campus,
Shrewsbury, SY2 6PR

www.scg.ac.uk

The TUC logo consists of the letters 'TUC' in a bold, white, sans-serif font. The 'T' and 'C' are slightly larger than the 'U'. The logo is set against a blue background that is part of a large arrow pointing to the right.

Changing the world
of work for good

The UNISON College logo features a stylized 'U' icon in purple and green, followed by the text 'UNISON' in purple and 'College' in green, both in a bold, sans-serif font.

Regional Office
Wells House
65 Boundary Road
Woking GU21 5BS

For further information
please contact:

Sam Raymond
Regional Education Officer

s.raymond@unison.co.uk
southeast.unison.org.uk

