

NEWSLETTER – JANUARY – MARCH

2023

PHOENIX TRAINING GROUP:

GOOD NEWS STORIES



APPRENTICESHIPS

Congratulations to **Joshua Ashton** on the successful completion of his Supply Chain Warehouse Operative Level 2 apprenticeship. **Well done!**

Congratulations to **Megan Powell** on the successful completion of her Business Administrator Level 3 apprenticeship. **Well done!**

Congratulations to **Natalie White** on the successful completion of her Regulatory Compliance Officer Level 4 apprenticeship. **Well done!**

Congratulations to **Laura Wright** on the successful completion of her Regulatory Compliance Officer Level 4 apprenticeship. **Well done!**

Congratulations to **Phebe Sharp** on the successful completion of her Business Administrator Level 3 apprenticeship. **Well done!**

Congratulations to **Joe Malcolmson** on the successful completion of his Customer Service Practitioner Level 2 apprenticeship. **Well done!**

With all these achievements, Xtol are still working to 100% pass rates and have high success rates with distinctions!

Congratulations to all our achievers!



FORK LIFT TRUCK

JANUARY SALES!

Great news! From January 2023, we have been offering a 15% discount on any FLT bookings made with us. For the remainder of January, this will still be in place!

SALES CONTINUING...

As we would like to continue to offer our customers old and new continuous discounts, from February we are offering 10% on any FLT booking made with us

To book in your FLT training, please contact Katie Sargent or Chloe Harrison on 01709 786411



APPRENTICESHIPS

WE ARE ADVERTISING!

Xtol continue to work with a number of employers, supporting them with the recruitment of new apprentices.

Please check out our Facebook page and our website for the latest vacancies!

MENTAL HEALTH AND WELLBEING

It is no secret that a lot of people suffer with various mental health issues, what's not a secret is that people are still unsure where and how to get help. Here is a book that we have found that can help understand Mental Health. **Looking after your Mental Health** - Alice James. You can get this book from Amazon - [Looking After Your Mental Health: 1 \(Usborne Life Skills\) : Alice James, Louie Stowell, Nancy Leschnikoff; Freya Harrison, Nancy Leschnikoff; Freya Harrison: Amazon.co.uk: Books](#)

There are also some links to places you can get help for mental health.

<https://www.mind.org.uk/> - Mind Charity

<https://www.nhs.uk/mental-health/> - NHS

<https://www.samhealth.org/find-a-location/s/samaritan-mental-health-covallis> - Samaritans

HOW TO STAY SAFE ONLINE

Since Covid 19 pandemic, more and more people have started to work from home on a permanent basis. Below is some advice on how to stay safe in online meetings.

- *Don't share meeting links on social media, always email directly to attendees.*
- *Enable a waiting room – by doing this you will have to admit people into the meeting.*
- *Lock your meeting*
- *Check your screen sharing options – if there is only you that will be presenting you can adapt a setting so no one else can screen share.*
- *Password protect meeting links*

EQUALITY AND DIVERSITY KEY

DATES

Holocaust Memorial Day – January 27th. This is a day celebrated in the UK to remember those who suffered during the Holocaust.

Black History Month – February month was chosen to celebrate African American history due to the fact that it holds birthdays of two men who helped to eliminate slavery.

Women's History Month – March is women's history month to highlight the contribution of women in history.

