



SPPOT, A Community Interest Company

All about our Training Courses

Introduction

SPPOT is delighted to be able to offer new accredited training courses in the care, welfare and training of dogs, in partnership with Agored Cymru.

SPPOT has written these new courses for the Agored framework in order to be able to provide the highest standards in canine education for people, to enable people to care for and train dogs more effectively and ethically for voluntary employment with SPPOT.

The chart page 3 shows how the new suite of dog training and welfare 'Units' (courses) looks at the end of 2015. We plan to add more dog related Units to the suite in 2016.

All the courses that SPPOT is offers and are regulated by the Qualifications and Credit Framework, through Agored Cymru.

"Agored Cymru is a Recognised Body within the CQFW and fully supports CQFW's 5 goals of:

- enabling everyone to develop and maintain essential skills
- encouraging people to become lifelong learners
- supporting the development of skills in business and educational institutions
- encouraging workers gain new skills
- helping people within communities develop new skills

For further information about CQFW visit their [website](#)."

Qualifications & Credit Framework

"The QCF is a relatively new framework for recognising and accrediting qualifications in England, Wales and Northern Ireland. The framework is at the heart of a major reform of the vocational qualifications system designed to make the whole system simpler to understand and use and more inclusive. The intention is to make both the system and the qualifications offered far more relevant to the needs of employers and more flexible and accessible for learners.

The new framework presents qualifications in a way that is easy to understand and measure. Every unit and qualification in the framework will have a credit value (one credit represents 10 hours, showing how much time it takes to complete) and a level between Entry level and level 8 (showing how difficult it is).

There are three sizes of qualifications in the QCF:

Awards (1 to 12 credits)

Certificates (13 to 36 credits)

Diplomas (37 credits or more)

The unique learner number (ULN) is currently available to learners registered on courses leading to QCF qualifications. The ULN and Learner Achievement Record (LAR) enable learners to check their progress towards a chosen qualification, or see what other qualifications the units contribute to if they want to progress to a new goal. CQFW will be extending these features to ALL learning in time." **By Agored Cymru**

SPPOT's Suite of Courses

In line with the QCF and SPPOT's chief aims, the courses SPPOT offers are written in order to provide learners with very clear outcomes which are evident in the Learning Outcomes for each course. These outcomes will enable Learners to progress onto further learning, voluntary and paid employment wherever appropriate.

Learners will accrue credits for each Unit they successfully complete and we plan, in due course full qualifications as explained above.

For every course (Unit) achieved; the learner will receive an Agored Cymru Certificate of Accreditation.

Furthermore SPPOT itself offers opportunities for voluntary work in a variety of ways, following training. More information is included with this pack and full information will be available on the SPPOT website in due course.

How the Courses Operate

The 'Care and Welfare of Dogs and Puppies' units and the 'Dog Training' Units are the core units. They provide critical underpinning training and education that is common to most of the vocational units and these need to be completed before embarking on the 'vocational' units as this will create a logical learning path and enable Learners to get the most from their training and voluntary work opportunities.

For example, the course for a Dog Walker consists of the following units:

Care & Welfare of Dogs and Puppies + Training Dogs + Professional Dog Walking

The course for a Dog Daycarer consists of the following units:

Care & Welfare of Dogs & Puppies + Training Dogs + Canine Daycarer*

SPPOT's Dog Training & Welfare Courses

Key: Available now / Pending for Spring/Summer 2016/ Pending for Winter 2016

The Level relates to the difficulty of the Unit; please see the diagram [here](#) for information.

The figure in brackets is the credit value where 1 = 10 hour course; 2 = 20 hour course; 3 = 30 hour course

	Level 3	Level 2	Level 1	Entry Level 3	Entry Level 2	Entry Level 1
1	The Care & Welfare of Pet Dogs & Puppies (3)	The Care & Welfare of Pet Dogs & Puppies (3)	The Care & Welfare of Pet Dogs & Puppies (3)	The Welfare of Pet Puppies & Dogs (3)	The Welfare of Pet Puppies & Dogs (3)	The Welfare of Pet Puppies & Dogs (3)
2	Dog Training Skills (3)	Dog Training Skills (3)	Dog Training Skills(3)	Dog Interaction Skills (3)	Dog Interaction Skills (3)	Dog Handling Skills (3)
3	Dog Walking Enterprise Skills (3)	Dog Walking Enterprise Skills (3)	Professional Dog Walking (3)	Professional Dog Walking (3)	Professional Dog Walking (3)	Professional Dog Walking Skills (3)
4	Home Boarding for dogs (2)	Home Boarding for dogs (2)	Home Boarding for dogs (2)	Home Boarding for Dogs (2)	Home Boarding for Dogs (2)	Home Boarding for Dogs (2)
	Dog Daycare(2)	Dog Daycare (2)	Dog Daycare(2)	Dog Daycare (2)	Dog Daycare(2)	Dog Daycare(2)
	Community Dog Training	Community Dog Training	Community Dog Training	Community Dog Training	Community Dog Training	Community Dog Training
7	*Emergency Aid For Dogs (1)	*First Aid For Dogs (1)	*First Aid For Dogs (1)	*Emergency Aid For Dogs (1)	*First Aid For Dogs (1)	*First Aid For Dogs (1)
8	*Preventative Health Care for Dogs (1)	*Preventative Health Care for Dogs (1)	*Preventative Health Care for Dogs (1)	*Preventative Health Care for Dogs (1)	*Preventative Health Care for Dogs (1)	*Preventative Health Care for Dogs (1)
				Entry Level 2 Qualification: Exploring Animal Care		

* In collaboration with The Oak Veterinary Group, Haverfordwest

The Care & Welfare of Pet Puppies and Dogs

Purpose & Aim: To equip the Learner with the skills and knowledge to care for dogs and puppies as pets or an occupation working with pet dogs, using effective and ethical methods.

Levels & Unit Codes (with links)

Level 1: [SP21CY020](#); Level 2: [SP22CY013](#); Level 3: [SP23CY001](#)

Credit value: 3 (30 hours contact time)

Venue: Simpson Cross Community Centre, Pelcomb Cross, Haverfordwest

This course will provide a fully immersive learning experience, with carefully assessed dogs available for Learners to work with throughout.

The courses will include:

- The history of the dog and the development of modern breeds
- The development of puppies into dogs through their critical stages.
- How to best enable a dog or puppy to live in the home, covering socialisation, house training, settling in a rescue dog and much more.
- Safe, positive interaction with dogs, including learning how to read canine body language effectively and practical handling skills.
- The law relating to dog ownership
- Caring for a dog or puppy effectively, including nutrition, exercise and health.

Every course offered by SPPOT is intended to benefit dogs too, by promoting kind, effective methods of training and handling to the fullest extent. This is achieved by teaching the most up to date, ethical and scientifically proven techniques available in the world today. The full Learning Outcomes and Assessment Criteria for each Level are available on the links at the top of this page and the full course plans will soon be available on the SPPOT website.

Interacting with/Looking After Pet Puppies & Dogs

Purpose & Aim: To equip the Learner with the skills & knowledge to understand the welfare of pet dogs & puppies, using effective and ethical methods.

Levels & Unit Codes (with links)

Entry 1: [SP2E1CY001](#); Entry 2: [SP2E2CY001](#); Entry 3: [SP2E3CY002](#)

Credit value: 3 (30 hours contact time)

Venue: Simpson Cross Community Centre, Pelcomb Cross, Haverfordwest

Content: This exciting new course will provide a fully immersive learning experience, with carefully assessed dogs for Learners to work with throughout.

The courses will include:

- Learning about different breeds of dogs
- The development of puppies into dogs
- How to best enable a dog or puppy to live in the home, covering socialisation, house training, settling in a rescue dog and much more.
- Safe, positive interaction with dogs, including learning how to read canine body language effectively and practical handling skills.
- The law relating to dog ownership
- Caring for a dog or puppy effectively including nutrition, grooming, exercise and health.

Every course offered by SPPOT is intended to benefit dogs too, by promoting kind, effective methods of training and handling, to the fullest extent. This is achieved by teaching the most up to date, ethical and scientifically proven techniques available in the world today.

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Dog Training Skills

Purpose & Aim: To equip the Learner with the skills and knowledge to train dogs, using effective and ethical methods.

Levels & Unit Codes (with links)

Level 1: [SP31CY001](#); Level 2: [SP32CY002](#); Level 3: [SP33CY006](#)

Credit value: 3 (30 hours contact time)

Venue: Simpson Cross Community Centre, Pelcomb Cross, Haverfordwest

This exciting new course will provide a fully immersive learning experience, with carefully assessed dogs for Learners to work with throughout.

The courses will cover:

- Discovering how dogs learn - what motivates them and how to teach them
- Positive, reward based training methods and explore the fascinating world of clicker training
- Correct use of ethical dog training equipment
- How to train dogs in life skills such as 'sit', 'down', recall, loose lead walking and self-control skills and within that, how to best handle dogs.
- How to read and interpret canine communication to benefit dogs and people.

Every course offered by SPPOT is intended to benefit dogs too, by promoting kind, effective methods of training and handling to the fullest extent. This is achieved by teaching the most up to date, ethical and scientifically proven techniques available in the world today.

The full Learning Outcomes and Assessment Criteria for each Level are available on the links at the top of this page and the full course plans will soon be available on the SPPOT website.

Dog Handling/Interaction Skills

Purpose & Aim: To equip the Learner with the skills and knowledge to train dogs, using effective and ethical methods.

Levels & Unit Codes (with links)

Level 1: [SP3E1CY001](#); Level 2: [SP3E2CY001](#); Level 3: [SP3E3CY001](#)

Credit value: 3 (30 hours contact time)

Venue: Simpson Cross Community Centre, Pelcomb Cross, Haverfordwest

Content: This exciting new course will provide a fully immersive learning experience, with carefully assessed dogs for Learners to work with throughout.

The courses will cover:

- How dogs learn
- Positive, reward based handling techniques
- Use of ethical dog training equipment
- How to handle dogs on and off lead
- How to read and interpret canine communication to benefit dogs and people.

Every course offered by SPPOT is intended to benefit dogs too, by promoting kind, effective methods of training and handling to the fullest extent. This is achieved by teaching the most up to date, ethical and scientifically proven techniques available in the world today.

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Dog Walking Enterprise Skills

Purpose & Aim: To equip the Learner with the skills and knowledge to walk dogs for other people as a hobby or profession, using effective and ethical methods.

Pre-requisite learning: Learners must have completed a Care & Welfare Unit and a Dog Training Skills Unit before starting a Dog Walking Unit

Levels & Unit Codes (with links)

Level 2: [SP32CY003](#); Level 3: [SP33CY007](#)

Credit value: 3 (30 hours contact time)

Venue: Simpson Cross Community Centre, Pelcomb Cross, Haverfordwest and in the local community

Status: Available now to people who have completed the core units

Course Content: These new courses will include:

- The role and responsibilities of the dog walker
- Assessing the exercise needs of other people's dogs
- Practical experience in the community of walking other people's dogs
- Building an effective professional relationship with dogs and people
- Providing effective varied exercise in all seasons
- Safety and risk assessment skills including management of emergencies
- Correct use of ethical dog training equipment for various dogs and situations

Every course offered by SPPOT is intended to benefit dogs too, by promoting kind, effective methods of training and handling to the fullest extent.

The full Learning Outcomes and Assessment Criteria for each Level are available on the links at the top of this page and the full course plans will soon be available on the SPPOT website.

Professional Dog Walking

Purpose & Aim: To equip the Learner with the skills and knowledge to assist with walking dogs for other people as a hobby or profession, using effective and ethical methods.

Pre-requisite learning: Learners must have completed a Care & Welfare Unit and a Dog Training Skills Unit before starting a Dog Walking Unit

Levels & Unit Codes (with links)

Level 1: [SP31CY002](#); Entry Levels 1, 2, 3: in development

Credit value: 3 (30 hours contact time)

Venue: Simpson Cross Community Centre, Haverfordwest and in the local community

Status: Available now to people who have completed the core units

Course Content: These new courses will include:

- The role and responsibilities of the dog walking assistant
- Practical experience in the community of assisting with walking other people's dogs
- Building an effective professional relationship with dogs and people
- Providing effective varied exercise in all seasons
- Safety and skills including what to do in an emergency
- Correct use of ethical dog training equipment for various dogs and situations

Every course offered by SPPOT is intended to benefit dogs too, by promoting kind, effective methods of training and handling to the fullest extent.

The full Learning Outcomes and Assessment Criteria for each Level are available on the links at the top of this page and the full course plans will soon be available on the SPPOT website.

Professional Dog Daycare

Purpose & Aim: To equip the Learner with the skills and knowledge to care for other people's dogs as a hobby or profession, in a day care setting, using effective and ethical methods.

Pre-requisite learning: Learners must have completed a professional Dog Walking Unit (which also has pre-requisite learning) before starting a Professional Dog Daycare course because dog walking is a large portion of the role of dog sitting and boarding

Levels & Unit Codes (with links)

Level 1, 2 & 3; Entry 1,2 & 3: [links to follow](#);

Credit value: 2 (20 hours contact time)

Venue: Simpson Cross Community Centre, Haverfordwest and in the local community

Status: Estimated to be available by Autumn 2015

Course Content: The courses will include:

- The role and responsibilities of the Professional Dog Daycarer
- How to plan effectively in order to care other people's dogs in a daycare setting
- How to manage dogs who are distressed by the owner's absence
- How to provide a high standard of care to other people's dogs
- Safety and risk assessment skills including management of emergencies, legal obligations and moral responsibilities.
- How to train and stimulate other people's dogs for mutual benefit

Every course offered by SPPOT is intended to benefit dogs too, by promoting kind, effective methods of training and handling to the fullest extent.

The full Learning Outcomes and Assessment Criteria for each Level are available on the links at the top of this page and the full course plans will soon be available on the SPPOT website.

Professional Dog Sitting and Home Boarding

Purpose & Aim: To equip the Learner with the skills and knowledge to care for other people's dogs as a hobby or profession, using effective and ethical methods.

Pre-requisite learning: Learners must have completed a professional Dog Walking Unit before starting a Professional Dog Sitting & Home Boarding course because dog walking is a large portion of the role of dog sitting and boarding

Levels & Unit Codes (with links)

Level 2 & 3: [links to follow](#);

Credit value: 3 (30 hours contact time)

Venue: Simpson Cross Community Centre, Haverfordwest and in the local community

Status: Estimated to be available by the end of 2015

Course Content: The courses will include:

- The role and responsibilities of the Home Boarder and Dog Sitter
- How to plan effectively in order to care other people's dogs in your home or theirs
- How to manage dogs who are distressed by the owner's absence
- How to provide a high standard of care to other people's dogs
- Safety and risk assessment skills including management of emergencies, legal obligations and moral responsibilities.
- How to train other people's dogs for mutual benefit

Every course offered by SPPOT is intended to benefit dogs too, by promoting kind, effective methods of training and handling to the fullest extent.

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Professional Dog Sitting and Home Boarding Assistant

Purpose & Aim: To equip the Learner with the skills and knowledge to assist a professional dog sitter or home boarder, using effective and ethical methods.

Pre-requisite learning: Learners must have completed a professional Dog Walking Assistant Unit before starting a Professional Dog Sitting & Home Boarding course because dog walking is a large portion of the role of dog sitting and boarding

Levels & Unit Codes (with links)

Level 1, Entry Levels 1, 2 & 3: [links to follow](#)

Credit value: 3 (30 hours contact time)

Status: Estimated to be available by the end of 2015

Course Content: The courses will include:

- Practical experience with real customers
- The role and responsibilities of the Dog Sitting and Home Boarding Assistant
- How to assist effectively with the care of other people's dogs
- How to help dogs who are distressed by the owner's absence
- How to provide a high standard of care to other people's dogs
- Safety skills including what to do in an emergency.
- How to help train other people's dogs for mutual benefit

Every course offered by SPPOT is intended to benefit dogs too, by promoting kind, effective methods of training and handling to the fullest extent.

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Dog Training Class Support Skills

Purpose & Aim: To equip the Learner with the skills and knowledge to assist at professional dog training classes, using effective and ethical methods.

Pre-requisite learning: Learners must have completed a Care & Welfare Unit and a Dog Training Skills course before starting the Skills for Assisting at Dog Training Classes course.

Levels & Unit Codes (with links)

Level 1, Entry Levels 1, 2 & 3: [links to follow](#)

Credit value: 3 (30 hours contact time)

Venue: Simpson Cross Community Centre, Haverfordwest and in the local community

Status: Estimated to be available by the end of 2015

Course Content: These exciting new courses will include:

- Practical experience in real classes
- The role and responsibilities of the Dog Training Class Assistant
- Management of the training environment
- How to effectively manage dogs who are distressed or over excited in the class setting
- How to support and assist the Dog Training Instructor effectively
- Safety and risk assessment skills including management of emergencies.
- Administrative procedures

Every course offered by SPPOT is intended to benefit dogs too, by promoting kind, effective methods of training and handling to the fullest extent.

The full Learning Outcomes and Assessment Criteria for each Level are available on the links at the top of this page and the full course plans will soon be available on the SPPOT website.

Professional Cat & Small Pet Sitting and Home Boarding

Purpose & Aim: To equip the Learner with the skills and knowledge to care for other people's household cats & small household pets as a hobby or profession, using effective and ethical methods.

Levels & Unit Codes (with links)

Level 1, 2 & 3: [links to follow](#); Entry Levels 1,2 & 3

Credit value: 3 (30 hours contact time)

Venue: Simpson Cross Community Centre, Haverfordwest and in the local community

Status: Estimated to be available by the end of 2015

Course Content: The courses will include:

- The role and responsibilities of the Pet Sitter and Home Boarder
- How to care other for other people's cats and small pets in their home.
- How to care for small household pets in your home or theirs
- How to manage pets who are distressed by the owner's absence
- Safety and risk assessment skills including management of emergencies, legal obligations and moral responsibilities.

Every course offered by SPPOT is intended to benefit animals too, by promoting kind, effective methods of training and handling to the fullest extent.

The full Learning Outcomes and Assessment Criteria for each Level are available on the links at the top of this page and the full course plans will soon be available on the SPPOT website.

Canine First Aid

Purpose & Aim: To equip the Learner with the skills and knowledge to administer first aid to dogs.

Levels & Unit Codes (with links)

Level 1, 2 & 3: [links to follow](#);

Credit value: 1 (10 hours contact time)

Cost: £90 per person basic (no additional support/online Learner resources)

Venue: Various

Status: Estimated to be available by Autumn 2016

Course Information: These courses are being designed in collaboration with The Oak Veterinary Group, Haverfordwest and will offer thorough training in first aid skills for dogs, complete with accreditation. Canine First Aid courses are rarely offered in this depth and with accreditation, which makes them ideal for people working with dogs as well as being perfect for dog owners.

This course will be offered as a 'stand-alone' course and also together with the Preventative Health Care for Dogs course, creating 20 hour/2 credit courses.

These courses will be delivered jointly by SPPOT and The Oak Veterinary Group and will be available as weekend courses, evening courses and daytime courses.

Every course offered by SPPOT is intended to benefit animals too, by promoting kind, effective methods of training and handling to the fullest extent.

The full Learning Outcomes and Assessment Criteria for each Level are available on the links at the top of this page and the full course plans will soon be available on the SPPOT website.

Preventative Health care for Dogs

Purpose & Aim: To equip the Learner with the skills and knowledge to care for their dog's health in order to prevent health problems.

Levels & Unit Codes (with links)

Level 1, 2 & 3: [links to follow](#);

Credit value: 1 (10 hours contact time)

Cost: £90 per person basic (no additional support/online Learner resources)

Venue: Various

Status: Estimated to be available by Autumn 2016

Course Information: These courses are being designed in collaboration with The Oak Veterinary Group, Haverfordwest and will offer thorough training in preventative health care, complete with accreditation. Courses like these are rarely offered in this depth and with accreditation, which makes them ideal for people working with dogs as well as being perfect for dog owners.

This course will be offered together with the Canine First Aid course, creating 20 hour/2 credit courses.

These courses will be delivered jointly by SPPOT and The Oak Veterinary Group and will be available as weekend courses, evening courses and daytime courses.

Every course offered by SPPOT is intended to benefit animals too, by promoting kind, effective methods of training and handling to the fullest extent.

The full Learning Outcomes and Assessment Criteria for each Level are available on the links at the top of this page and the full course plans will soon be available on the SPPOT website.

Courses Planned for the Future

We are planning and developing a whole range of courses that will be combined to create full qualifications. The exact nature of those future courses will be driven by our Learners and Volunteers and our Quality Assurance processes, but on the list for consideration and consultation are:

- Dog Training Instructor Courses
- Further dog training skills courses such as advanced clicker training, scent training, agility training, Rally UK training.
- Kennel management
- Canine behaviour management
- Customer service (canine industries)

Course Design

The thirty hour courses usually run over six or seven weeks, one five hour day per week which currently can be a Tuesday, Wednesday or Thursday. Class sizes will be between four and eight learners (depending on support staff available/needed) with three to five dogs provided.

The courses are a planned combination of theory and practical skills, with the emphasis on teaching in ways that are appropriate to the people on each course (please see the pre course assessment procedure).

The courses are designed to be fun and informative and all Learners are given a choice of assessment methods and are continually assessed, rather than having to do tests or exams at specific times, and there is **no** requirement to write anything for assessment.

Each session of learning, whether theory or practical is relatively short to enable the Learners to take care of the dogs and so that the dogs themselves are not working for too long at any one time.

The Courses Include:

Care & Welfare Courses

- 30 hours qualified, experienced tuition
- Dogs to work with plus leads, harnesses and so forth.
- Online course notes access available soon
- A dog treat bag and dog treats, dog clean up bags and hand wash
- A Portfolio to keep assessment evidence in
- Refreshments

Dog Training Skills Courses

- As above plus an i-Click clicker with and an Acme professional dog whistle, on a wristband or lanyard

Dog Walking, Dog Daycare, Dog Sitting & Boarding, Pet Sitting Courses

- As for the Care & Welfare Courses plus the transport and staffing and customers to enable Learners to have real experience of walking dogs and to care for dogs and other pets in customers' homes or in daycare.

Dog Training Class Assistant Courses

- As for the Care & Welfare Courses plus actual puppy & dog training courses to enable Learners to have real experience of assisting in dog training classes.

First Aid & Preventative Health Care Courses

- As for the Care & Welfare Courses plus all equipment and dogs needed to practice the skills with.

What isn't Included?

- Transport to and from the main venue
- Lunch - please bring packed lunch as no shop nearby
- Course notes on paper - we charge £20 extra to have all the course resources printed and presented in a smart folder.

Course Staff and Volunteers

The Tutor for the Agored Cymru courses and the Chair of the Board is Kerri Bee.

Kerri holds a Foundation Degree in Canine Behaviour and Training and is a member of the UK Association of Pet Dog Trainers having been assessed according to their updated procedures and Code of Conduct (<http://www.apdt.co.uk/>). This gives our customers and learners assurances of kind, professional, ethical and proven dog training methods.

Kerri has also over ten years' experience working in social care. She worked in services for elderly people, adults, teenagers and children with learning and physical disabilities and people with mental illnesses. This included residential care, respite services, community rehabilitation work and day services, and from care assistant through to being the manager of a large day service for people with profound and multiple disabilities.

Kerri is an experienced and effective tutor and has a proven track record as such with extensive positive feedback available from customers of the hugely successful Foundation & Progressive Clicker Training Courses for dogs and puppies.

Kerri Bee (Tutor) also holds a full First Aid Certificate and DBS and has completed a Preparation for Teaching in the Lifelong Learning Sector (PTLLS) in November 2013 with Elliots Hill Care Ltd.

The Support Staff are nearly all trained volunteers who are introduced to all Learners before the start of the course. Their role is to ensure the courses run smoothly, mainly in relation to the dogs.

The SPPOT Dogs

The dogs that come along to the courses are volunteered from the customers of the dog training courses that we also run. We have a small bank of available dogs who are very sociable and friendly, with varying degrees of training that we can match to the participants of each course. Quite often the dogs' owners have areas of training they would like their dog to learn.

Learners' own dogs are not allowed on courses as the idea is to train people to look after and train a wide variety of other people's dogs.

The Venue

Simpson Cross Community Centre has proven to be an ideal venue for dog training courses. It has a large, well maintained field, good car parking and a comfortable hall.

The hall and car park is wheelchair accessible and the building has a large hall, lounge area, catering kitchen, central heating and good toilet facilities including a toilet for physically disabled people.

The beaches are close by and a number of good dog walking routes.

The training hall is a short distance from Haverfordwest in Simpson Cross and easily accessible by road and bus from anywhere in the county. Road directions are available [here](#).

The 411 bus from Haverfordwest bus station operates the appropriate buses which stop and pick up in Simpson Cross village:

The Next Step

Please contact us on enquiries.sppot@gmail.com or 01437 8767648 to book an informal chat.