



COMMUNICATION WORKERS UNION
Merseyside Amalgamated Branch
Learning Centre Coordinator
Learning Ctr. Tel: 0151 242 4138
Mobile: 0791 724 8884
E-mail: williambutterworth@btinternet.com

Dear Colleague,

Welcome to the CWU/Royal Mail learning centre at Copperas Hill.

You have chosen to embark on a Learn Direct course and are entitled to the full range of support provided by Learn Direct. Please take the time to read the privacy statement, equal opportunities statement, health and safety guidelines and acceptable use of the internet information provided in your welcome pack.

If you wish to access the learning centre it should be open on all shifts, if it isn't then please contact one of the Union Learner Representatives (ULRs) listed below. The centre will only be open on a Saturday morning, 8am – mid-day, if requested by at least six students, or if a ULR is on duty in the building on the day.

Please note that the centre is in a restricted area between the hours of 17.00pm and 08.00am Monday - Friday and at weekends. If you intend using the centre at these times, then for your own safety, you must sign the Prohibited Area Log Book located in the foyer.

We wish you success and hope you enjoy your course. If you have any problems or complaints, please inform a ULR as this is the only way we can improve things.

Yours Faithfully
W. Butterworth

Learning Centre Coordinator.

Union Learner Representative Contacts

Billy Butterworth (Distribution)	0791 724 8884
Kevin Kennedy (Distribution)	242 4370
Karen Smith (Distribution)	242 4370
Ken Meadows (Distribution)	242 4370
Carl Dalton (Processing)	
Paul Allen (Processing)	
John Forshaw (Processing)	
Stuart Rowan (Processing – Night Shift)	
Robbie Potter (Processing – Night Shift)	242 4505
Terry Mahon (Delivery West Derby)	07960 425 743
Jim Robinson (Airport)	486 1212
Alan Jones (Revenue Protection)	242 4513

CWU 47 Seymour Terrace, L3 5PE.
Tel: 0151 709 1243, Fax: 0151 709 8269.