

**Part Time  
Courses**

**Autumn 2020**



# Part Time Courses

## Autumn 2020

Our adult course offer has been developed to work flexibly with you. Our courses are ideal to study alongside work or other responsibilities, allowing you to achieve the qualification(s) you require, while balancing everyday life.

Our course offering has also been mindful of our learners' ability to progress. This is with both career progression and onto higher-level study. In this brochure you will find the list of courses available and at what level.

If you require any professional advice and guidance before you apply, or during your course, our Careers Service is available to you. This service is designed to enable all learners to plan for their future and to make informed decisions. Our service is free, confidential and supports your individual journey. To speak with one of our Careers Advisers, email [learneradvice@hullcc.gov.uk](mailto:learneradvice@hullcc.gov.uk).

We want to make sure that your learning experience is the best it can possibly be and that we are able to help you achieve your long-term goals and aspirations.

### Method of Delivery

We will continue to respond to government guidance, therefore, some methods of teaching adult courses may change. Your tutor will explain fully how your course will be taught at induction. Please be assured that we will do all we can to ensure your learning experience is the best it can be in the current circumstances. We have ensured our centres are fully risk assessed and class sizes reduced to ensure a safe environment in which to learn.

In this brochure we have used the following to identify the planned method of delivery:-

- 1 Classroom-based** classes will be delivered in the centre.
- 2 Blended learning** classes will be a mixture of delivery methods. Blended learning is a combination of delivery in centre and directed work to be carried out at home, either on-line or paper-based.
- 3 On-line classes** will be delivered remotely, via the Internet, supported by the tutor.
- 4 Distance learning** classes will be delivered solely on-line and at your own convenience.



How to apply for **classroom-based** and blended learning courses:-

### Step 1

Book a place on one of the induction sessions taking place **21-25 September** between 9.30am and 7.00pm by calling **01482 615 349** or via **learneradvice@hullcc.gov.uk**.

### Step 2

Attend the induction to:-

- meet a member of staff to discuss the course.
- take an assessment to check that the course is the right one for you.
- book an appointment for specific careers guidance if you wish.
- complete your enrolment.



## How to apply for an **on-line** and **distance learning** course:-

### Step 1

Visit the website and locate your course  
**[www.hcctraining.ac.uk](http://www.hcctraining.ac.uk)**.

### Step 2

Follow the enrolment instructions.

## How to apply for an **English for Speakers of Other Languages** (ESOL) course:-

### Step 1

Call the Endeavour Centre on **01482 615 349** to check eligibility for our courses and leave your contact details, if appropriate.

### Step 2

You will be contacted by a member of staff and given an appointment time to come to the Endeavour Learning and Skills Centre to complete an initial assessment and be allocated to an appropriate class.



# Courses

Arts Visual and 3D

Music

Sewing

Wellbeing

Employability Skills

Digital Skills

English

Maths

Languages

Family Learning

SkillUP

ESOL – English for Speakers  
of Other Languages

## KEY

### CL - Community Learning

Courses designed to develop skills for the future, through interests and enrichment activities. Our aim is to raise aspirations for you to succeed by offering a range of courses to suit all levels and abilities. To enrol on any of the community learning courses you are required to attend an induction workshop at the course time. These will take place week commencing 21 September 2020. No pre enrolment available.

### Q - Qualification Courses

These courses are designed to help enhance your current role or support a new career direction. For people who are unemployed these can enhance your CV with skills and qualifications for your chosen role.

To enrol on any of the qualification courses you are required to attend an induction workshop at the course time. These will take place week commencing 21 September 2020. No pre enrolment available.

### FC - Full Cost

These courses are designed for people who want to develop skills for leisure and hobbies. To enrol on any of the full cost language courses, you are required to attend an induction workshop at the course time. These will take place week commencing 21 September 2020.

**END** - Endeavour Learning and Skills Centre

**PRAE** - Preston Road Adult Education Centre

**Hull Training and Adult Education provides many learning opportunities sponsored by the Education and Skills Funding Agency. All courses with a Q or CL are funded by the Education and Skills Funding Agency and may be used as matched-funding for the European Social Fund. Eligibility conditions will apply for those courses.**

\* Free to those in receipt of:-

Job Seekers Allowance (including those receiving National Insurance credits only);

Employment and Support Allowance (Work Related Activity Group);

Universal Credit, Pension Guarantee Credit, Income Support, Housing Benefit, Council Tax Benefit (not single person occupancy) or Working Tax Credit with a household income of less than £18,000.

or is a dependant of a person claiming one of the above;

or is a learner who is employed and earns less than £17,004.00 a year.

# Arts Visual and 3D

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
<b>Ceramics Advanced - Experienced Potters (classroom-based)</b>	FC	PRAE	Monday	12noon-3pm	£185 +£35 clay	28/09/20	11 weeks
<b>Pottery Beginners - Potter in the Making (classroom-based)</b>	CL/FC	PRAE	Tuesday	1-3pm	£65/Free* +£30 clay	29/09/20	8 weeks
<b>Crafts Skills using Natural Materials - Gateway Level 1 Intermediate (classroom-based)</b>	Q	PRAE	Tuesday	6-8pm	£75/Free* +£35 clay cost	29/09/20	11 weeks
<b>Polymer Clay Jewellery Making (on-line)</b>	CL	On-line	Wednesday	9.30-11.30am	£65/Free*	30/09/20	8 weeks

# Music

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
<b>Electric Guitars (classroom-based)</b>	FC	END	Monday	6.30-8.30pm	£135	28/09/20	11 weeks
<b>Guitar &amp; Ukulele (classroom-based)</b>	FC	END	Tuesday	4-6pm	£135	29/09/20	11 weeks
<b>Acoustic Guitar (classroom-based)</b>	FC	END	Tuesday	6.30-8.30pm	£135	29/09/20	11 weeks

## KEY

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**Q** - Qualification Courses

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# Sewing

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Basics of Sewing for Absolute Beginners (blended)	CL	END	Monday	12.45-2.45pm	£65/Free*	28/09/20	8 weeks
Sewing Skills (classroom-based)	FC	END	Monday	4-6pm	£135	28/09/20	11 weeks
Repair, Reuse & Refashion (blended)	CL	END	Monday	6.30-8.30pm	£80/Free*	28/09/20	11 weeks
Sewing Bee (classroom-based)	FC	END	Tuesday	9.45-11.45am	£135	29/09/20	11 weeks
Bunting Making – Beginners (blended)	CL	END	Tuesday	12.45-2.45pm	£65/Free*	29/09/20	8 weeks
Sew Your Own Face Mask Workshop (on-line)	CL	On-line	Any day	Any time	Free	21/09/20	N/A
City & Guilds in Fashion - Level 1 (blended)	Q	END	Tuesday	5.30-8.30pm	£75/Free*	29/09/20	TBC
Sewing Intermediate - Patchwork/ Create a Memory Item (blended)	CL	END	Wednesday	9.45-11.45am	£75/Free*	30/09/20	11 weeks
Sewing Skills - Gateway Entry Level 3 (blended)	Q	END	Wednesday	12.45-2.45pm	£75/Free*	30/09/20	TBC
Sewing Skills (classroom-based)	FC	END	Wednesday	6.30-8.30pm	£135	30/09/20	11 weeks
Sewing Christmas Workshop (classroom-based)	CL	END	Monday	1-3pm	Free	30/11/20	2 hours
Sewing Christmas Workshop (classroom-based)	CL	END	Monday	1-3pm	Free	07/12/20	2 hours
Sewing Christmas Workshop (classroom-based)	CL	END	Monday	1-3pm	Free	14/12/20	2 hours

## KEY

**CL** - Community Learning

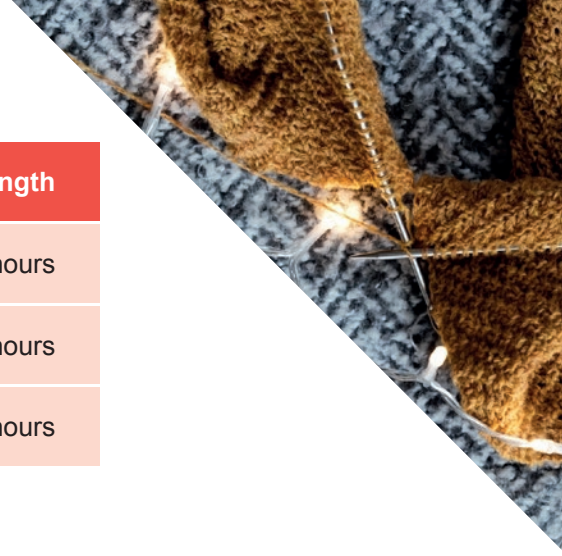
**Q** - Qualification Courses

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Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Sewing Christmas Workshop (classroom-based)	CL	END	Tuesday	1-3pm	Free	01/12/20	2 hours
Sewing Christmas Workshop (classroom-based)	CL	END	Tuesday	1-3pm	Free	08/12/20	2 hours
Sewing Christmas Workshop (classroom-based)	CL	END	Tuesday	1-3pm	Free	15/12/20	2 hours

## Wellbeing

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Art for Wellbeing (on-line)	CL	On-line	Tuesday	1-3pm	Free	29/09/20	3 weeks
Art for Wellbeing (on-line)	CL	On-line	Tuesday	1-3pm	Free	20/10/20	3 weeks
Art for Wellbeing (on-line)	CL	On-line	Tuesday	1-3pm	Free	10/11/20	3 weeks
Art for Wellbeing (on-line)	CL	On-line	Tuesday	1-3pm	Free	17/11/20	3 weeks
Arty Workshop (on-line)	CL	On-line	Tuesday	1-3pm	Free	08/12/20	2 hours
Arty Workshop (on-line)	CL	On-line	Tuesday	1-3pm	Free	15/12/20	2 hours
Understanding Mental Health (on-line)	CL	On-line	Wednesday	9.30-11.30am	Free	30/09/20	5 weeks
Understanding Mental Health (on-line)	CL	On-line	Wednesday	9.30-11.30am	Free	04/11/20	5 weeks
Mental Health Awareness - Level 1 NCFE (blended)	Q	END	Wednesday	12.45-2.45pm	£65/Free*	30/09/20	8 weeks
Boost Your Confidence (on-line)	CL	On-line	Wednesday	1-3pm	£65/Free*	30/09/20	8 weeks

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# Employability Skills

If you haven't had a job/need to get back into work after a break or want to explore a career change, you may need to bridge your qualifications with specific skills for your chosen direction. Refresh or develop skills to gain employment if you are returning to work.

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Introduction to Counselling Skills (distance)	Q	Distance	N/A	6-8pm	Free	28/09/20	2 hours
Introduction to Teacher Training (distance)	Q	Distance	N/A	6-8pm	Free	29/09/20	2 hours
Customer Service (on-line)	CL	On-line	Tuesday	9.30-11.30am	Free	29/09/20	5 weeks
Interview Skills - with live interview practise (on-line)	CL	On-line	Tuesday	1-3pm	Free	29/09/20	5 weeks
Employ Me? CV writing (blended)	CL	END	Monday	9.45-11.45am	Free	28/09/20	8 weeks
Teacher Training - City and Guilds Level 3 Award in Education and Training (blended)	Q	END	Wednesday	6.30-8.30pm	£450	30/09/20	12 weeks
New Business - Short Introduction into Book-keeping (classroom-based)	CL	END	Wednesday	6-8pm	£65/Free*	30/09/20	8 weeks
DIY – The Basics in Joinery, Painting & Decorating and Tiling (classroom-based)	CL	END	Tuesday	6-8pm	£75/Free*	29/09/20	8 weeks

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# Digital Skills

Digital skills are an increasing part of our everyday lives. Whether it be shopping, looking for work, booking a holiday or staying in touch with friends and family we are using technology more and more. Our digital skills courses will take you through all the essentials to get online, exploring using word processing software to create documents, looking at spreadsheets and managing budgets. Learners who have existing skills or have completed Digital Skills can progress onto a higher level qualification course such as Functional Skills ICT. Whether you are looking to improve your skills to help in everyday life, or to get up-to-date for work these courses can help you improve your confidence and ability to communicate with others online.

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
<b>Essential Digital Skills: Digital Skills for Life - Entry Level 3 (blended)</b>	Q	END	Monday	9.15-11.15am	Free	28/09/20	16 weeks
<b>Functional Skills ICT - Level 2 (classroom-based)</b>	Q	END	Monday	6.00-8.30pm	£110/Free*	28/09/20	16 weeks
<b>Digital Skills for Life - Entry Level 1/2 (blended)</b>	Q	END	Tuesday	9.15-11.15am	Free	01/12/20	10 weeks
<b>Digital Skills for Work - Entry Level 1/2 (blended)</b>	Q	END	Tuesday	9.15-11.15am	Free	29/09/20	10 weeks
<b>Digital Skills for Life &amp; Work - Level 1 (blended)</b>	Q	END	Tuesday	1.15-3.45pm	Free	29/09/20	16 weeks
<b>Digital Skills for Life &amp; Work - Level 1 (on-line)</b>	Q	On-line	Wednesday	1.15-3.45pm	Free	30/09/20	16 weeks
<b>Essential Digital skills: Digital Skills for Life - Entry 3 (on-line)</b>	Q	On-line	Thursday	1.15-3.45pm	Free	01/10/20	16 weeks

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# English and Maths

**English and maths skills are becoming more and more important in the modern world. Achieving basic qualifications in English and maths boosts earnings, they are the ultimate transferable skills, and opportunities are endless.**

In a rapidly changing labour market, the adaptability of these skills means they will continue to be highly valued by both employers and individuals.

Good English and maths skills also bring wider benefits to individuals. These skills are associated with higher levels of confidence and well-being.



## GCSE

GCSE courses are for those who are confident in their basic English or maths skills and want to be challenged further. Gaining a GCSE qualification can help you to access further and higher education opportunities and is a qualification sought by employers. Examinations are held in late May / early June.

## Functional Skills

Functional Skills English and maths equips you with vital real-world skills. We offer these qualifications at Entry Level to Level 2. Level 2 is equivalent to a GCSE grade A\*-C / 9-4. Examinations are available throughout the year.

We have classroom, online and blended courses available to help you access a course at a time to suit you. Contact reception to arrange an assessment and discussion of the course options available to you.

## Engage – Inspire – Achieve Project

Ever wondered how many miles to the moon? How many earths you can fit in the sun? How to complete a Sudoku in 10 minutes? Where did the alphabet come from? How do letters form words? Or, are you just inquisitive and interested in English and maths?

**Engage** in one of our 1 day workshops showing how English and/or maths is really used in the real world.

**Be Inspired** by our short 4 week courses that go deeper into the use of English and/or maths all around us.

**Achieve** a qualification.



# English

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Engage with Language - Entry 1 and 2 (classroom-based)	Q	PRAE	Monday	1.15-3.15pm	Free	28/09/20	2 hours
Engage with Language - Entry 1 and 2 (classroom-based)	Q	PRAE	Monday	1.15-3.15pm	Free	05/10/20	2 hours
Engage with Language – Entry Level 3 to Level 2 (classroom-based)	Q	END	Wednesday	9.15-11.15am	Free	30/09/20	2 hours
Engage with Language – Entry Level 3 to Level 2 (classroom-based)	Q	END	Wednesday	9.15-11.15am	Free	07/10/20	2 hours
Inspire with Language - Entry Level 1 and 2 (classroom-based)	Q	PRAE	Monday	1.15-3.15pm	Free	12/10/20	12 hours
Inspire with Language - Entry 3 to Level 2 (classroom-based)	Q	END	Wednesday	9.15-11.15am	Free	14/10/20	12 hours

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# Maths

## Maths Get Creative Project

These short 8 week courses are designed to give you confidence to use maths in the home. Think maths isn't for you? Think again! Maths is everywhere and even appears in places you may not have thought of. These courses focus on maths you can use at home; you won't see pages of sums in these classrooms!

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Maths Engage Workshop (classroom-based)	CL	END	Tuesday	9am-4pm	Free	06/10/20	1 day
Maths Engage Workshop (classroom-based)	CL	END	Tuesday	9am-4pm	Free	17/11/20	1 day
Maths Inspire Course (classroom-based)	CL	END	Tuesday	12.45-2.45pm	Free	13/10/20	4 weeks
Maths Inspire Course (classroom-based)	CL	END	Tuesday	12.45-2.45pm	Free	24/11/20	4 weeks
Maths Get Creative: Measure Up! (classroom-based)	CL	PRAE	Wednesday	9.30-11.30am	Free	30/09/20	8 weeks
Maths Get Creative: Measure Up! (classroom-based)	CL	PRAE	Wednesday	1-3pm	Free	30/09/20	8 weeks

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# Languages

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Spanish - Beginners (classroom-based)	FC	END	Monday	6.30-8.30pm	£135	28/09/20	11 weeks
Spanish - Intermediate (classroom-based)	FC	END	Tuesday	4-6pm	£135	29/09/20	11 weeks
Spanish - Advanced (classroom-based)	FC	END	Wednesday	4-6pm	£122	30/09/20	10 weeks
Spanish - Basic (on-line)	CL	On-line	Tuesday	6.30-8.30pm	£75/Free*	29/09/20	11 weeks
Italian - Basic (on-line)	CL	On-line	Tuesday	6.30-8.30pm	£75/Free*	29/09/20	11 weeks
Italian - Level 1 (Reading & Writing) (classroom-based)	Q	END	Wednesday	12.45-2.45pm	£110/Free*	30/09/20	16 weeks
Spanish - Level 1 (Reading & Writing) (classroom-based)	Q	END	Wednesday	6.30-8.30pm	£110/Free*	30/09/20	16 weeks

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# Family Learning

These courses are designed for parents / carers. Develop your own skills to support your children's learning through a wide range of learning experiences; including working towards English and maths qualifications – please state Family Learning when booking a place.

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Why is my child doing that? Child Psychology Workshop (on-line)	CL	On-line	Tuesday	6-8pm	Free	29/09/20	2 hours
Singing and Signing using Makaton (on-line)	CL	On-line	Wednesday	10am-12noon	Free	30/09/20	4 weeks
Managing Children's Behaviour (on-line)	CL	On-line	Wednesday	10am-12noon	Free	04/11/20	6 weeks
Managing Children's Behaviour (on-line)	CL	On-line	Tuesday	1-3pm	Free	29/09/20	6 weeks
Developing Skills Listening to Children (on-line)	Q	On-line	Tuesday	1-3pm	Free	17/11/20	3 weeks
Family Halloween Craft Workshop (classroom-based)	CL	PRAE	Wednesday	4-6pm	Free	21/10/20	2 hours
Family Christmas Craft Workshop (classroom-based)	CL	END	Wednesday	4-6pm	Free	09/12/20	2 hours
Family Learning Maths (blended)	Q	END	Wednesday	9.30-11.30am	Free	30/09/20	18 weeks
Family Learning Maths (on-line)	Q	On-line	Thursday	9.30-11.30am	Free	01/10/20	18 weeks
Family Learning Maths (blended)	Q	PRAE	Thursday	1-3pm	Free	01/10/20	18 weeks
Family Learning Maths (blended)	Q	END	Thursday	1-3pm	Free	05/11/20	18 weeks

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Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Family Learning Maths (blended)	Q	END	Wednesday	9.30-11.30am	Free	04/11/20	18 weeks
Family Learning Maths (on-line)	Q	On-line	Tuesday	1-3pm	Free	29/09/20	18 weeks
Family Learning Maths (on-line)	Q	On-line	Monday	1-3pm	Free	28/09/20	18 weeks
Family Learning Maths (on-line)	Q	On-line	Friday	9.30-11.30am	Free	06/11/20	18 weeks
Family Learning English (blended)	Q	PRAE	Monday	9.30-11.30am	Free	28/09/20	18 weeks
Family Learning English (blended)	Q	END	Monday	1-3pm	Free	28/09/20	18 weeks
Family Learning English (on-line)	Q	On-line	Tuesday	4.30-6.30pm	Free	29/09/20	18 weeks
Family Learning English (on-line)	Q	On-line	Wednesday	9.30-11.30am	Free	30/09/20	18 weeks
Supporting Children in Family Learning (on-line)	Q	On-line	Tuesday	9.30-11.30am	Free	29/09/20	6 weeks
Supporting Children in Family Learning (on-line)	Q	On-line	Tuesday	9.30-11.30am	Free	10/11/20	6 weeks
Family Learning – Understanding Mental Health (on-line)	CL	On-line	Tuesday	9.30-11.30am	Free	06/10/20	5 weeks
Family Learning – Understanding Mental Health (on-line)	CL	On-line	Tuesday	9.30-11.30am	Free	17/11/20	5 weeks

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# SkillUP

SkillUP is our new qualification suite designed to support you if you need a short course to support your return to employment as quickly as possible or you are choosing to refocus or restart your career with longer qualifications.

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
<b>SkillUP in Safe Activities for Young Children (blended)</b>	Q	END	Thursday	1-3pm	Free	01/10/20	12 weeks
<b>SkillUP in Using Technology with Children (blended)</b>	Q	END	Wednesday	1-3pm	Free	30/09/20	12 weeks
<b>SkillUP in Using Technology with Children (blended)</b>	Q	END	Monday	9.30-11.30am	Free	28/09/20	12 weeks
<b>SkillUP in Supporting Healthy Living (blended)</b>	Q	END	Thursday	9.30-11.30am	Free	01/10/20	12 weeks
<b>SkillUP to Setting up a Craft Business (blended)</b>	Q	PRAE	Monday	6-8.30pm	Free	29/09/20	12 weeks

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# ESOL

## – English for Speakers of Other Languages

We offer a variety of courses from pre-entry to Level 2 which are delivered through on-line and classroom delivery. Courses are offered at our Endeavour Learning and Skills Centre, Freedom Centre or in a location near you. These courses will support your skills development for working and living in Hull and Functional Skills English.

### An ESOL course will help you to:-

- Improve speaking and listening.
- Improve reading and writing.
- Gain a qualification.
- Develop employment skills.
- Help your children with school work.

### We are also offering:-

- New 5 week courses to develop conversation skills and writing skills.
- A qualification in Employability Skills at Entry Level 3.

Whatever your starting point, we have a course to suit you. Contact us on **01482 615 349** to book onto an assessment session and find out which course is right for you.

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Conversation Café (classroom-based)	-	TBC	Wednesday	10am-12noon	Free	14/10/20	2 hours
Conversation Café (classroom-based)	-	TBC	Tuesday	1-3pm	Free	03/11/20	2 hours
Employability workshop (classroom-based)	-	TBC	Monday	10am-12noon	Free	16/11/20	2 hours
Celebrations Around The World (classroom-based)	-	TBC	Thursday	1-3pm	Free	03/12/20	2 hours

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## Seasonal Information

Visit the website on: <http://www.hcctraining.ac.uk>, or watch out for further information on social media, for the following:-

- **Festival of Learning** (October 2020) – a celebration of lifelong learning.
- **Celebration Event** at Endeavour Learning and Skills Centre on Tuesday 15 December – come along and see what we do, meet with tutors and existing learners.
- **Seasonal workshops** taking place throughout the year.

## Alternative formats

This document can be made available in other formats (large print, audio, Braille) and in different community languages.

Please call us on **01482 615 349** if you require an alternative format.

## For more information contact us on:

Tel: **01482 615 349**

Email: [learneradvice@hullcc.gov.uk](mailto:learneradvice@hullcc.gov.uk)

Website: <http://www.hcctraining.ac.uk>

### Disclaimer

Every care has been taken to ensure the accuracy of this information in this guide, which was correct at time of printing. Hull Training and Adult Education can accept no responsibility for the consequences of any error or omission from this guide.

