



Training & Adult Education

**Part Time
Courses
Spring 2021**

**FREE
COURSES
INSIDE**



Part Time Courses

Spring 2021 Jan - April

ONE TIME OFFER: FREE COURSES

2020 has been a difficult year for most of us.
To help we have made some of our courses **FREE**.

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 students' ability to progress. This is with both career progression and on to 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.

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.

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. These will take place week commencing Monday 4 January 2021. 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 Monday 4 January 2021. 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 Monday 4 January 2021.

END - Endeavour Learning and Skills Centre

PRAE - Preston Road Adult Education Centre

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 classroom-based and directed work to be carried out at home, either online or paper-based.

3. **Online classes** will be delivered remotely, via the internet, supported by the tutor.

Hull Training and Adult Education provides many learning opportunities sponsored by the Education and Skills Funding Agency. All courses with a Q 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 if you are:

a dependant of a person claiming one of the above;
a learner who is employed and earns less than **£17,004.00** a year.



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

STEP 1

Book a place on one of the induction sessions taking place **Monday 4 January – Friday 8 January 2021** between 9.30am and 6.30pm 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 online learning course:-

STEP 1

Visit the website and locate your course (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 Learning and Skills 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.

Workbased/Vocational Learning

Children Young People's Workforce (Levels 1-3)

For anyone who wants to work with children up to the age of five in an early years setting such as a crèche or nursery. Our courses are designed to provide you with an introduction to the sector and offer a platform for further career progression.

Teaching Assistant (Levels 1-3)

Do you enjoy being with children and young people? Do you like to see them progress and learn new things? Would you like to work in the teaching sector? We have a number of courses that can help you get started or move on within schools.

Option 1 - Attend a free online open event to find out more about the course options available to you.

Option 2 - If you have already made up your mind which route is best for you, book onto one of the induction sessions by calling 01482 615 349. Here you will receive full information about the course and select a course time and place most suitable for you.

Classes will be delivered online or in the classroom at either the Endeavour Learning and Skills Centre or Preston Road Adult Education Centre. Before enrolling on a course you will complete an assessment for your chosen subject, along with a maths and English assessment.

Option 1 – Open Events

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Open event	CL	Online	Tuesday	9.45-10.45am	Free	12/01/21	1 hour
Open event	CL	Online	Tuesday	7-8pm	Free	12/01/21	1 hour
Open event	CL	Online	Wednesday	1.30-2.30pm	Free	06/01/21	1 hour
Open Event	CL	Online	Wednesday	7-8pm	Free	06/01/21	1 hour
Open event	CL	Online	Thursday	12noon-1pm	Free	14/01/21	1 hour

Family Learning (Supporting Families)

Has your child missed a lot of their learning during lockdown?

Did you struggle to support your child/ren with school work?

Are you worried about your wellbeing?

Join our free online courses which will help you to support your child's return to school.

The courses will also:

- Give parents the tools to help children with their homework
- Support your family's wellbeing
- Build your confidence - in the family and in your community
- Provide a supportive network of other parents and carers
- Support your child/ren's emotional needs

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Family Learning Maths (classroom-based)	Q	END	Monday	9.30-11.30am	Free	11/01/21	18 wks
Fun with Numbers (online)	CL	Online	Monday	1.30-2.30pm	Free	01/02/21	6 wks
Family Easter Crafts (classroom-based)	CL	PRAE	Monday	1.30-3pm	Free	22/03/21	1 wk
Understanding Mental Health (online)	CL	Online	Tuesday	10am-12noon	Free	02/02/21	6 wks
Supporting Children in Family Learning (online)	Q	Online	Tuesday	10am-12noon	Free	12/01/21	8 wks
Family Learning Maths (online)	Q	Online	Tuesday	1-3pm	Free	12/01/21	18 wks
Family Learning English (classroom-based)	Q	END	Tuesday	1-3pm	Free	12/01/21	18 wks
Managing Children's Behaviour for Dads and Grandads (classroom-based)	Q	PRAE	Wednesday	9.30-11.30am	Free	10/03/21	8 wks
How Children Learn Maths at School (online)	CL	Online	Wednesday	1.30-2.30pm	Free	03/02/21	8 wks
Fun with Phonics (online)	CL	Online	Thursday	1.30-2.30pm	Free	04/02/21	8 wks
Family Easter Crafts (classroom-based)	CL	END	Thursday	1.30-3pm	Free	25/03/21	1 wk
Supporting your Child online (online)	CL	Online	Thursday	1.30-2.30pm	Free	14/01/21	6 wks
Family Learning English (online)	Q	Online	Thursday	7.30-9.15pm	Free	14/01/21	18 wks
Family Learning Maths (classroom-based)	Q	PRAE	Friday	9.30-11.30am	Free	15/01/21	18 wks

ESOL English for Speakers of Other Languages

We offer a variety of courses from Pre-Entry to Level 2 which are delivered through blended and online learning as well as in the classroom at our Endeavour Learning and Skills Centre. Our 'Working and Living in Hull' and 'Functional Skills English' courses will support your language skill development. 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

You can book an induction or initial assessment with us that will help us to get you onto the right course at the right level to make your learning right for you. Call us on 01482 615 349 to book an appointment.

Here are some examples of the 'taster' courses that you can try with us to find out more about our courses and learn new skills in a relaxed class.

- ESOL Employability Award
- ESOL Success in Spelling
- ESOL Ready for Writing
- Prepare for IELTS (Speaking and Listening)
- ESOL Conversation Club

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
ESOL Ready for Writing*		END	Tuesday	1-3pm	Free	12/01/21	5 wks
ESOL Employability Award* (This course is a full day each week)		END	Wednesday	9.30-11.30am and 12noon-2.30pm	Free	13/01/21	10 wks
ESOL Success in Spelling*		END	Thursday	9.30-11.30am	Free	14/01/21	5 wks
ESOL – Prepare for IELTS		END	Friday	9.30-11.30am	Free	15/01/21	10 wks

*For ESOL courses you will need to book an induction session or initial interview appointment in order to check you are on the correct course for you before being offered a place.

Wellbeing

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Wellbeing – Sewing for Absolute Beginners (blended)	CL	END	Monday	12.45-2.45pm	Free	12/01/21	10 wks
Wellbeing Create a Sewn Memory Item for Beginners (blended)	CL	END	Tuesday	12.45-2.45pm	Free	12/01/21	10 wks
Art for Wellbeing (online)	CL	Online	Tuesday	1-3pm	Free	12/01/21	3 wks
Art for Wellbeing (online)	CL	Online	Tuesday	1-3pm	Free	23/03/21	3 wks
Understanding Mental Health (online)	CL	Online	Wednesday	9.30-11.30am	Free	13/01/21	8 wks
Mindful Crafting – Making Time for Inner Wellbeing (online)	CL	Online	Wednesday	9-11am	Free	13/01/21	5 wks
Spring in Your Step (online)	CL	Online	Wednesday	12.30-2.30pm	Free	13/01/21	5 wks
Mental Health Awareness - Level 1 NCFE (blended)	Q	PRAE	Wednesday	12.45-2.45pm	£65/Free*	13/01/21	8 wks

Arts Visual and 3D

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Ceramics Advanced - Experienced Potters (classroom-based)	FC	PRAE	Monday	12noon-3pm	£185 +£35 clay	04/01/21	11 wks
Learn to Make! Introduction to Craft Projects for Self-Employment (classroom-based)	CL	PRAE	Tuesday	9.30am-12noon	Free	12/01/21	10 wks
Pottery Beginners - Potter in the Making (classroom-based)	CL	PRAE	Tuesday	12.30-2.30pm	Free	12/01/21	10 wks
Crafts Skills using Natural Materials - Gateway Level 1 Intermediate (classroom-based)	Q	PRAE	Tuesday	6-8.30pm	£75/Free* +£35 clay	12/01/21	10 wks

Music

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Electric Guitars Improver (classroom-based)	FC	END	Monday	6.30-8.30pm	£135	04/01/21	11 wks
Guitar & Ukulele Beginners (classroom-based)	FC	END	Tuesday	4-6pm	£135	05/01/21	11 wks
Acoustic Guitar Improver (classroom-based)	FC	END	Tuesday	6.30-8.30pm	£135	05/01/21	11 wks

Sewing

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Sewing Skills (classroom-based)	FC	END	Monday	4-6pm	£135	04/01/21	11 wks
Repair, Reuse & Refashion (blended)	CL	END	Monday	6.30-8.30pm	Free	11/01/21	10 wks
Sewing Bee (classroom-based)	FC	END	Tuesday	9.45-11.45am	£135	05/01/21	11 wks
City & Guilds in Fashion - Level 1 (blended)	Q	END	Tuesday	5.30-8.30pm	£75/Free*	12/01/21	TBC
Garment Making Gateway Entry Level 3 (blended)	Q	END	Wednesday	9.45-11.45am	£75/Free*	13/01/21	10 wks
Sewing Skills (classroom-based)	FC	END	Wednesday	6.30-8.30pm	£135	06/01/21	11 wks

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 wellbeing.

Once we have your details, you will be contacted to come in for a chat with a tutor and to do some initial assessment activities to find out which class is best for you.

If you already have a qualification in the subject you are interested in, you can enrol on the next level without an assessment.

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 after by employers. Examinations are held in late May / early June. Enquiries are now being taken for September 2021.

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.

Functional Skills English Fast Track

These courses are designed to help you gain a qualification within a shorter time frame. You will be expected to attend a weekly three hour teaching session then complete two hours work per week independently as directed by your tutor. Contact reception to arrange an assessment.

Engage - Inspire - Achieve Project

Ever wondered how many miles to the moon? How many earths you can fit into the sun? How to complete a Sudoku puzzle 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 one day workshops showing how English and/or maths is used in the real world.

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

ACHIEVE a qualification.

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!

English

As well as the courses below we have English Functional Skills courses running continually throughout the year. Contact reception for further information.

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Engage with Language workshop – Entry 1 and 2 (classroom-based)	CL	PRAE	Tuesday	9.30-11.30am	Free	19/01/21	2 hours
Engage with Language workshop - Entry Level 3 to Level 2 (classroom-based)	CL	PRAE	Tuesday	9.30-11.30am	Free	23/02/21	2 hours
English Functional Skills Entry 3 Fast Track* (classroom-based)	Q	END	Wednesday	9.30am-12.30pm + 2hrs independent learning	Free	13/01/21	10 wks
Engage with Language workshop – Entry Level 3 to Level 2 (classroom-based)	CL	END	Wednesday	1.15-3.15pm	Free	20/01/21	2 hours
Engage with Language workshop – Entry Levels 1 and 2 (classroom-based)	CL	END	Wednesday	1.15-3.15pm	Free	24/02/21	2 hours
English Functional Skills Levels 1 and 2 Fast Track* (classroom-based)	Q	END	Wednesday	5.30-8.30pm + 2hrs independent learning	Free	13/01/21	10 wks

*You will need to attend an initial assessment in order to check you are on the correct course. Call us on 01482 615 349 to book an appointment.

Maths

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Maths Get Creative: Measure Up! (classroom-based)	CL	END	Monday	9.45-11.45am	Free	11/01/21	8 wks
Maths Engage Workshop (classroom-based)	CL	PRAE	Thursday	9.45am-2.45pm	Free	14/01/21	1 day
Maths Engage Workshop (classroom-based)	CL	PRAE	Thursday	9.45am-2.45pm	Free	25/02/21	1 day
Maths Inspire Course (classroom-based)	CL	PRAE	Thursday	12.45-2.45pm	Free	21/01/21	4 wks
Maths Inspire Course (classroom-based)	CL	PRAE	Thursday	12.45-2.45pm	Free	04/03/21	4 wks

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
Employ Me? CV writing (blended)	CL	END	Monday	9.45-11.45am	Free	11/01/21	8 wks
Google Classroom Training Workshop (classroom-based)	CL	END	Monday	12.30-2.30pm	Free	11/01/21	2 hrs
Customer Service (online)	CL	Online	Tuesday	9.30-11.30am	Free	12/01/21	5 wks
Google Classroom Training Workshop (classroom-based)	CL	PRAE	Tuesday	4-6pm	Free	12/01/21	2 hrs
DIY – The Basics in Joinery, Painting & Decorating and Tiling (classroom-based)	CL	END	Tuesday	6-8pm	Free	12/01/21	8 wks
New Business - Short Introduction into Book-keeping (classroom-based)	CL	END	Wednesday	6-8pm	Free	13/01/21	8 wks
Basic Food Hygiene Level 2 (classroom-based)	Q	END/ PRAE	Friday	9am-3pm	£50/Free**	Various	1 day
Health and Safety Level 2 (classroom-based)	Q	END/ PRAE	Friday	10am-4pm	£50/Free**	Various	1 day

** These courses are free for learners claiming JSA or Universal Credit

Languages

Course	Course Type	Venue	Day	Time	Cost	Starts	Length
Spanish (classroom-based)	FC	END	Tuesday	4-6pm	£135	12/01/21	10 wks
Italian (classroom-based)	FC	PRAE	Tuesday	4-6pm	£135	12/01/21	10 wks
Spanish - Level 1 (Speaking & Listening) (online)	Q	Online	Tuesday	6.15-8.15pm	£110/Free*	23/02/21	16 wks
Italian (classroom-based)	FC	END	Wednesday	4-6pm	£135	13/01/21	10 wks
Spanish Beginners (online)	CL	Online	Wednesday	6-8pm	Free	13/01/21	10 wks
Italian - Level 1 (Speaking & Listening) (online)	Q	Online	Wednesday	6-8pm	£110/Free*	13/01/21	16 wks

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
Essential Digital Skills: Digital Skills for Life - Entry Level 3 (classroom-based)	Q	END	Monday	9.15-11.15am	Free	08/03/21	16 wks
ICT Functional Skills - Level 2 (classroom-based)	Q	END	Monday	6.00-8.30pm	£110/Free*	08/03/21	16 wks
Digital Skills for Life and Work – Entry Level 3/Level 1 (blended)	Q	PRAE	Tuesday and Wednesday	1.15-3.45pm	Free	05/01/21 and 06/01/21	5 wks
Digital Skills for Life and Work – Entry Level 3/Level 1 (blended)	Q	PRAE	Tuesday and Wednesday	1.15-3.45pm	Free	23/02/21 and 24/02/21	5 wks
Developing Photography Skills - Entry Level 3 (classroom-based)	Q	END	Tuesday	6-8pm	£75/Free*	02/02/21	10 wks
Digital Skills for Life & Work – Level 1 (online)	Q	Online	Wednesday	1.15-3.45pm	Free	06/01/21	16 wks
Essential Digital Skills: Digital Skills for Life - Entry 3 (online)	Q	Online	Thursday	1.15-3.45pm	Free	07/01/21	16 wks



For more information contact us on: 01482 615 349
Email: learneradvice@hullcc.gov.uk
Web: www.hcctraining.ac.uk

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.

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.