

**Community Learning Offer: September - July 2021 - 2022**

**Liverpool Adult Learning Service can bring bespoke, short courses to your community either classroom based or online**

***Our courses are designed for personal development, towards finding work, for working in the community and for health and wellbeing. All have progression routes and can lead towards accredited qualifications.***

Many of our courses are **FREE** if in receipt of certain benefits (See Below)

The minimum numbers of learners required is 6 people and the maximum number is 12.

 **(Evidence of benefit will need to be seen by the course tutor upon enrolment)**

**\*Job Seekers Allowance, \*Employment Support Allowance (Work Related Activity Group Only) \*Universal Credit, Income Support, Housing Benefit, Council Tax Benefit, Working Tax Credit, ESA (Support Group) also, if you are earning less than £18,600 courses are free**

**Please remember we are only able to offer** **One FREE course per learner during each academic year** (**September to July), so please choose the course your learners would prefer to do. This has to be new learners every course.**

**If you are interested in any of the above, please tick the box below and hand to your Community Organiser**:

Name: Print……………..……………….. Date:……….…….….…. Telephone No: ……………………. Email:……………………………………..

Search Courses on-line <https://liverpool.gov.uk/schools-and-learning/adult-learning/our-courses/>

What other courses would you like to see in your centre:…………………………………………………………………………………………………….

**If you are a Community Organiser / Partner please return to:** **Karen.Allen@liverpool.gov.uk**

**Call: 07481 295694 for more information**

**If any provider is interested in finding out about Maths, English or ESOL courses, please contact me for more information**

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| **Course Title** | **Course Description** | **Duration** | **Cost** | **What Courses Can I do after this?** | **Yes I am Interested** |
| **Health & Wellbeing**: Introduction to Laughter Yoga and Relaxation Techniques | Learn the techniques of using breathing from yoga and laughter.* Fake laughter turns into real laughter as the body can’t tell the difference. This improves wellbeing by physiologically increasing the endorphins (happy chemicals).
* The course will help to support recovery, build personal confidence and guide you positively towards self-help.
 | 2 hours per week for 6 weeks | Free to those in receipt of certain benefits or £55 | L1 Award for Personal Wellbeing |  |
| **Health & Wellbeing**: Introduction Mindfulness | Learn about: * Explore the connection and relevance to the practice of Mindfulness.
* This course is for those who maybe experiencing mild to moderate mental health issues around stress, anxiety or low mood.
* Learning more about themselves in relation to these definitions and the strategies that may help towards managing them.
* The course will help to support recovery, build personal confidence and guide you positively towards self-help.
 | 2 hours per week for 6 weeks | Free to those in receipt of certain benefits or £55 | L1 Award for Personal Wellbeing |  |
| **Health & Wellbeing:**5 Ways to Wellbeing | With each session you will explore a different topic relating to the Governments 5 Ways to Wellbeing Standards. Promotes positive mental health:* Be Active
* Take Notice
* Give
* Connect
* keep Learning
 | 2 hours per week for 6 weeks | Free to those in receipt of certain benefits or £55 | L1 Award for Personal Wellbeing |  |
| **Health & Wellbeing:**Culture of Kindness | With each session you will explore a different topic:* Introduction to Culture of kindness and what is all means
* Introduction to the benefits of being kind, in relation to respect, caring, inclusiveness, integrity, courage and how this supports wellbeing
* Techniques and practical ways of using ‘culture of kindness’ model
* How the culture of kindness approach can be embedded into day-to-day life for improved overall wellbeing.
 | 2 hours per week for 6 weeks | Free to those in receipt of certain benefits or £55 | L1 Award for Personal Wellbeing |  |
| **Health & Wellbeing:**Resilience and Relaxation | With each session you will explore a different topic:* Introduction to resilience and relaxation and what is all means
* Introduction to the benefits for wellbeing, in relation to resilience and relaxation of the mind and body
* Techniques and practical ways to relax the body and mind to improve personal resilience
* How resilience and relaxation can be embedded as an approach to day-to-day life for improved overall wellbeing
 | 2 hours per week or 6 weeks | Free to those in receipt of certain benefits or £55 | L1 Award for Personal Wellbeing |  |
| **Health & Wellbeing:**Introduction Mental Health First Aid | Introduction to mental health first aid* Learn the benefits for mental health first aid using the 5 Ways to Wellbeing techniques.
 | 2 hours per week for 4 weeks | Free to those in receipt of certain benefits or £34 | Individual Mindful Practice, further learning, volunteering, peer mentoring |  |
| **Health & Wellbeing:**Art with Music Therapy**No music instruments will be used**: | To make use of anxiety and stress relief practices which can help with mood management:* Introduction to Relaxation techniques that you can use at home
* Demonstrations of simple Meditation techniques and music therapy
* Artistic activities which can provide focus and relieve stress
* Demonstrations of how the sounds of nature can help lead to an increase in wellbeing
* Introduction to Visualization practices to increase creativity
* Recording of and reflecting on, progression through use of a personal journal
* Reflections & illustration of achievement using the ‘River of Life’
 | 2 hours per week for 6 weeks | Free to those in receipt of certain benefits or £55 | Other Health & Wellbeing Courses to improve stress and mood management |  |
| **Health & Wellbeing:**Beginners Floristry | Learn the basic floristry skills required to make a selection of designs using:* A variety of flowers and mixed containers.
* Learn the techniques and tools involved and produce a range of different designs.
 | 2 hrs per week for 6 weeks | Free to those in receipt of certain benefits or £46.00 | Level 1 Floristry |  |
| **Health & Wellbeing:**Mixed Media Arts & Crafts | Using a variety of different materials, learn a new technique each week:* Drawing & Painting
* Recycled objects
* Card & Paper
* Fabric, Wire & Clay
* Many more materials
 | 2 hours per week for 6 weeks | Free to those in receipt of certain benefits or £46.00 | Further Art Courses |  |
| **Health & Wellbeing:**Creative Stain Glass**Delivered at Lark Lane Community Centre only** | Introduction to stained glass copper foiling techniques.* Glass Cutting
* Copper Foiling
* Soldering
* Manufacturing Costs
* Marketing Stained Glass Art
 | 2 hours per week for 6 weeks | Free to those in receipt of certain benefits or £46.00 | Further Art Courses |  |
| **Health & Wellbeing:**Horticulture: Poly Tunnel **Delivered at Lark Lane Community Centre only** | Introduction to showing you the basic horticultural techniques to help improve both your garden and personal wellbeing.* We provide space, tools and equipment for you to realise how fun and healthy gardening can be.
* How to safely use different equipment and how to handle plants all in a friendly environment
 | 2 hours per week for 6 weeks | Free to those in receipt of certain benefits or £46.00 | Level 1 Horticulture  |  |
| **Health & Wellbeing:**Introduction to Spanish | * Prepare for travelling abroad by improving your communication skills in our short language courses
 | 2 hours per week for 6 weeks | Free to those in receipt of certain benefits or £58. | Level 1 qualification in speaking and listening |  |
| **Health & Wellbeing:**Introduction to French | * Prepare for travelling abroad by improving your communication skills in our short language courses
 | 2 hours per week for 6 weeks | Free to those in receipt of certain benefits or £58 | Level 1 qualification in speaking and listening |  |
| **Health & Wellbeing:**Introduction to Italian | * Prepare for travelling abroad by improving your communication skills in our short language courses
 | 2 hours per week for 6 weeks | Free to those in receipt of certain benefits or £58 | Level 1 qualification in speaking and listening |  |
| **Health & Wellbeing**: Cookery**Newsham & Granby Kitchen only: Fully equipped kitchens** | Would you like to cook some healthy and nutritious low cost, low fat meals? Our tutor will take you through the basics and assist you with how to buy the right ingredients for healthy meals you can make for yourself and your family* Low Cost Meals
* Meals on a Budget
* Watch your Weight
* Chinese Take Away
* Meals in 20 Minutes
 | 2 hours per week for 6 weeks? | Free to those in receipt of certain benefits or £55 | Further courses |  |
| **Health & Wellbeing**:Creative Writing  | Creative writing for pleasure. You will learn the aspects of the creative process such as constructing dynamic characters, creating a setting and developing structures.Learn how to create a variety of pieces such as short stories, plays and poems. | 2 hours per week for 5 weeks | Free to those in receipt of certain benefits or £40. | Advanced course on Creative Writing |  |
| **Health & Wellbeing**: Introduction Photography | * Learn the basics of how to use a digital camera and print pictures.
* Photography displays can be arranged to showcase your work.
 | 2 hours per week for 6 weeks | Free to those on certain benefits or £55. | L1 Photography course |  |
| Photography L1 Award  | Take great photographs with both phone and digital cameras. * Learn the skills to edit, save and store your photographs
* Including Photoshop & Gimp plus the basics in camera and phone editing options.
 | 2 hours per week for 11weeks | Free to those on certain benefits or £92. | L2 Photography Award |  |
| **Employability Course**:Getting Started with Maths | There is no entry requirement for this course but you will be expected to be able to count, read and write numbers: This course will help you develop knowledge and skills which helps you become more confidence in: * Addition and subtraction
* Multiplication and division
 | 2 hours per week for 6 weeks | FREE | Foundation Level 1 Maths |  |
| **Employability Course:**Getting started with English Pre-Literacy | There is no entry requirement for this course. This course will help develop knowledge and skills which will help you with:* Read and write letters of the alphabet
* Form Letters Correctly
* Spell some words like your name, address and family names
* Read and understand some common signs and everyday words
* Use Capital letters
* Take part in discussion
 | 2 hours per week for 6 weeks | FREE | English Functional Skills Level 1 (Foundation) |  |
| **Employability Course:**Level 1 & L2 Award in Interpreting in the Community | * Develop your language skills for working in the community.
* Study the changes used in languages depending on the situation.
 | 2 hours per week for 11 weeks | Free to those in receipt of certain benefits or £100 | Level 2 Certificate in Preparing for the Community Interpreting Role |  |
| **Employability Course:**IntroductionComputersICT – Essential Digital Skills E3  | * Develop the skills and become self-reliant using Information Communication Technology (ICT) for life and work.
* Work confidently, effectively and independently using ICT knowledge gained.
* Online Course: You will need a Laptop / tablet and access to the internet.
 | 2 hours per week for 12 weeks: | Free to ALL | Essential Digital Skills Level 1 |  |
| **Employability Course:**ICT – Essential Digital Skills Level 1 | * Designed for adults with some experience of using digital skills and the internet but lack confidence in this area.
* Online Course: You will need a Laptop / tablet and access to the internet
 | 2 hours per week for 12 weeks:  | Free to ALL | ICT – Essential Digital Skills Level 2 |  |
| **Employability Course:**Working with Zoom or Microsoft Teams | Learn how to use * Zoom and Microsoft Teams applications and your digital ability will improve.
* This will enable you to collaborate and communicate professionally on line with businesses or keep in touch with friends.
 | 2 hours per week for 4 weeks | Free to ALL | ICT – Essential Digital Skills Level 1 |  |
| **Employability Course:**General Employability Skills Course | * This qualification can help you gain work within any business that requires the skills and knowledge within administration, customer service and retail.
 | 2 hours per week for 11 weeks | Free to those in receipt of certain benefits or £92.00. | Level 1 Certificate in other Employability Courses |  |
| **Employability Course:** Interviewing Skills – Get That Job  | These qualifications are aimed at anyone who wants to live a more independent life. * To progress in education and/or improve their employment prospects.
* To find work, further development in work or changing roles and career paths.
* The aim of the course is to help equip you with the ability to plan and prepare for an interview.
 | 2 hours per week for 4 weeks | Free to those in receipt of certain benefits. | Further Employability courses |  |
| **Employability Course:**Hospitality Food and Beverage Service and or Front of House Reception | Learn the skills to:* Serve food and drinks,
* Food safety,
* Customer services,
* Security,
* Teamwork,
* Health and Safety in the hospitality working environment.
 | 2 hours per week for 11 weeks | Free to those in receipt of certain benefits or £100. | Level 2 or L3 NVQ in Hospitality |  |
| **Employability Course:**First Aid Level 3Certificate **\*****“Classroom based only”** | To develop the knowledge and skills:* to be able to recognise and respond to a range of medical emergencies,
* pending professional health services.
 | 1 day | Free to those in receipt of certain benefits or £58. | Further Level 3 Courses for Employability |  |
| **Employability Course:**Health and Safety at Work Level 2 Award **\*****“Classroom based only”** | Understand the importance of:* Risk assessments as a technique for accident and ill health prevention.
* Understand the responsibilities placed on employers and employees.
* Understand the hazards, risk and main causes of harm to workers manual handling and hazardous substances.
 | 1 day | Free to those in receipt of certain benefits or £58. | NEBOSH General Certificate |  |

**Liverpool Ways to Work**

We can help you with creating a professional CV, improving your English, maths and IT skills, job search, using websites, creating an email address, making online job applications, improving interview skills and techniques, exploring job opportunities, writing a covering letter.

This programme is **FREE** for anyone over 16 and living in Liverpool and not in paid work or self-employed.

Funding may be available for interview clothes, travel, training etc. Anyone **NOT** claiming benefits but eligible to work can also join

For further information visit: **Liverpool.gov.uk/waystowork**

Call: 0151 233 3026  @Liverpool in Work  @liverpoolinwork

     