

Kirklees Adult & Community Learning

Course Descriptor 2021/22

Digital Courses	Personal Learning for Life & Work		Family Learning	Volunteering
	<i>Building confidence and developing a positive mind-set for life and the workplace</i>	<i>Cooking and Lifestyle choices</i>		
<ul style="list-style-type: none"> • Beginners Digital Skills / Intro to IT: learn all the basics to improve your IT knowledge from mouse control to saving documents and more. • Get to grips with Apps/Online Safety: learn how to access apps and websites for My Kirklees, online census, etc) using smart phones, tablets, or laptops. • Office Skills Online: learn about health & safety in the workplace, how to use email, diary management & office equipment. • IT Basics and building confidence: inclusive course, designed to engage adults and empower them to take control of their own health care needs. Due to the pandemic more services are available remotely necessitating learners to upskill their knowledge and abilities. • Health & IT** • Online safety for you and your family: learners will become proficient in online safety and raise awareness with their family, to protect themselves, their family and their community, includes identity, bank/money fraud, scams and GDPR. 	<ul style="list-style-type: none"> • STEPS: STEPS is a confidence building course that encourages you to set goals. You will improve your self-esteem and find ways to think differently about life and work. • The LAB Project: improve your confidence and employability skills. The LAB Project combines team working, confidence building and communication skills. • LAB Wellbeing: practical steps to improve wellbeing. Based on the five ways to wellbeing: Connect, Be Active, Take Notice, Keep Learning and Give. This course will help participants take the first steps to a more positive future. • LAB Employability: an intensive digital skills, confidence and communication course. • Help Staying Safe - Awareness of safety and self-protection for women: Knowing about awareness, prevention, risk reduction and risk avoidance explore issues such as finding your voice, believing in yourself and developing your inner resilience • Dare to Dream: identifying and developing skills for volunteering, employment or self-employment in the future. • How Schools Work: learn about different aspects of school to progress onto a Level 2 course volunteering or working in a school. • Level 1 award in Prevent Duty: Prevent duty awareness with a certificate. • Learn, Create, Sell: course combining design, technology & enterprise, includes introduction to computer aided design, branding & marketing. • Progress Yourself: look at long term goals and how to achieve them. This will help to identify skills needed and progression routes available. 	<ul style="list-style-type: none"> • Food Hygiene: learn about the requirements within the food industry as well as embedding nutrition for healthy living. Learners will complete Level 1 or Level 2 food hygiene certificates. • Soup Kitchen: learn to cook from scratch, learn about ingredients and how to improve your diet • Introduction to Food Safety & Eating Healthily: similar to Soup Kitchen but also includes looking at food safety. • World on a Plate: working with resettlement families to break social isolation by sharing recipes and sourcing ingredients, will also cover how to register/interact with local services, i.e., health & benefits • Lipstick and me: a new look at make-up application for anybody and a great way to help build your personal confidence. • Menopause in the modern world: looking at some of the truths, myths & treatments for the menopause, both medical & holistic. • Living with Anxiety: looking at the most common form of mental health condition, signs, symptoms & effects. • What's recycling all about: this is aimed at speakers of other languages and discusses recycling and upcycling skills. • How to become a Green Citizen: looks at environmental issues, what we can and cannot recycle, upscaling and upcycling & what it means by going electric. 	<ul style="list-style-type: none"> • It's all about Me!: a suite of courses under the above title which has potential topics including grief, suicide, grooming, mindfulness through crocheting, new babies & teenagers and others. • Handling Children's Behaviour: what do we class as challenging behaviour? How can we diffuse situations? Things I can do to make my family life easier and more manageable. • Child & Adolescent Mental Health: what is mental health compared to mental illness. What can cause mental health problems? Your role and looking after you. What can we do to help us to help others? • Mental Health First Aid: ways to spot signs and symptoms within the family/friendship unit and develop knowledge of where to access support. • Be in Your Mates' Corner: getting men together to look at signs & symptoms of mental health and the different support services available. • Focussing on Phonics: an introduction to Phonics, how they work and help your child to read. • Your maths, their maths, our maths: helping families boost their confidence about maths. Understanding modern methods to help your child at home • Social Maths: for *ESOL learners or anyone with low level maths to try out and develop their skills. 	<ul style="list-style-type: none"> • LAB Volunteering: practical steps in training to become a volunteer, develop transferable skills for volunteering and employment. • Reading Friends: this course supports struggling readers in primary or secondary schools. You will be given strategies and techniques to encourage and develop reading skills. • Reading Friends refresher: if you have previously been a reading friend, this is a refresher course to recap strategies and techniques and a new module on the impact of Covid19 on the reading age of children and their language & speech development. • Volunteering Essentials: a short intense course that gives essential skills & certificates in Prevent, safeguarding & also looks at equality & diversity. • Mentoring for Health & Wellbeing: train to be a volunteer mentor to support people with their health & wellbeing. • Maths Mates: understanding Key Stage 2 Maths, understanding strategies and techniques to help in children in their math development.



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	<ul style="list-style-type: none"> • Developing Skills at the Digital Café: develop old and new interests ranging from crafts to photography, walking to sport & linking it with digital skills & development. • Employability/Give yourself a chance: learner employment prospects are enhanced by instilling confidence in yourself to deal with day-to-day employability issues. 	<ul style="list-style-type: none"> • Financial awareness, money matters: learners gain new skills, improve confidence and enable them to better support themselves and their families. Share knowledge with the wider community. 	<ul style="list-style-type: none"> • Social Conversations: for *ESOL learners or anyone with low level spoken/conversational English to try out their skills and practice further for everyday life with confidence. • Speech and Language Explorers: for *ESOL learners or anyone with low level English to work on punctuation and grammar skills. • Brushing up on Reading: for *ESOL learners or anyone with low level reading to develop their skills. • Practical Parenting/Parental Support: looks at child behaviour, parenting styles, ways to improve family relationships and strengthen bonds. Protecting the family unit and the wider community. • Health & Social Wellbeing as a Parent: enable learners to contribute to the improvement of the mental and physical health of themselves, their families and the wider community. 	

*ESOL definition English for Speakers of other Languages

** detailed course information to be provided shortly

If you require more detailed information in relation to any of the courses above, please email: adult.learning@kirklees.gov.uk

you will then be contacted by a member of staff from our delivery partners who run the specific course.

Our partners are:

Aalfy, Crosland Moor Community Learning Centre, Kirklees Success Centre, Proper Job Theatre Co, S&H Training & Development and Ravensthorpe Community Centre.