

ISLINGTON ADULT COMMUNITY LEARNING (ACL)

AUTUMN 20/21

www.adultlearning.islington.gov.uk

SUPPORTED BY
MAYOR OF LONDON



ISLINGTON



About ACL

Welcome to a new academic year at Islington Adult Community Learning – Islington Council’s adult learning service.

Since March 2020, staff have been delivering learning to residents online, via email, through the telephone and other inventive means. I am so proud of all our staff and learners who, despite difficult times, carried on in their journeys.

Our courses are free for Islington residents and include Family Kitchen, Health and Social Care, digital courses and support, to name but a few. And if you aren’t sure about what to study, you can book a 1:1 Information, Advice and Guidance session at no cost.

This year, we have a plan to phase face-to-face classes back in, following Government and Public Health guidance. In the meantime, we are pleased to continue to offer courses in all curriculum areas and are happy to have an improved digital offer that we plan to get even better. So, whether you are a returning learner looking to continue with your learning, or you have never studied with us before, have a look to see what's on offer in your local area.

We look forward to seeing you!

Akeel Ahmed

Head of Adult Community Learning

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Studying with ACL

Our courses and services are free for Islington residents or parents with children in Islington schools. To be eligible you must be:

- 19 or over
- Resident in the UK for at least 3 years or come from the European Union
- Unemployed or low-waged and receiving benefits.

Why study with us?

We are a friendly bunch here at Adult Community Learning and we are committed to providing you with the rights skills to improve your current skills-set or learn new and exciting skills

As part of our courses you will receive ongoing support to help you achieve your learning goals. We will also help you to explore opportunities for further training and education or how to move into paid or voluntary work.

Here are a few more reasons to study with us:

- All our courses are FREE, you never have to pay a penny
- From basic to level 2 courses
- Qualified and friendly tutors.

We hope you decide to take a course with us and we look forward to hearing from you soon.



Need to improve your digital and employability skills? Do you want to learn at your own pace and gain a qualification? If the answer is yes, then enrol on one of our welcoming courses to help develop your skills and improve your chances of getting a job. We have a terrific range of subjects at different levels on offer to suit your needs. Come and join us!

Digital Skills Support Drop-in (online)

Get 1-2-1 help and support to use your computer or laptop more effectively. Support will be offered remotely and via an online classroom.

14 September to 15 December

Mondays 12noon-1.30pm, Tuesdays 10-11.30am

Certificate in Digital Skills level 1 (online)

In an increasingly digital world, it's becoming more and more important to have the right skills in order to use computers and other technological devices well. This course will help you to develop those skills for work and also everyday use. Course will be delivered online via an online learning platform.

21 September to 10 December

Monday and Wednesdays 9.30am-4pm and Thursdays, 9.30am-12.30pm



Spreadsheets for Work & Everyday Use level 2 (online)

Develop your existing spreadsheet skills. Learn how to organise numerical and other data, use formulas, data analysis tools and techniques to present and format spreadsheet information. Course will be delivered online via an online learning platform.

23 September to 10 December

Wednesdays 9.30am-12noon and Thursdays 1-3.30pm

Using Email level 1 (online)

Get the skills and confidence you need to use e-mail software tools and techniques to compose emails, send messages and manage incoming emails effectively. This course is delivered remotely and via online classroom.

21 September to 9 December

Mondays 2-4.30pm and Wednesdays 10am-12.30pm

Using Tablets and Smartphones Drop in (online)

Learn how to use your mobile devices more effectively. Get help and support with setting up devices, installing apps and how to respond appropriately to common device problems. This course will be delivered remotely and via online classroom. For android device users only.

14 September to 8 December

Mondays 9.30-11.30am and Tuesdays, 2-4pm

Using the Internet for Work & Everyday Use level 1 (online)

Improve your skills when using the Internet? Enrol on the course and learn how to access the Internet better and use browser tools more effectively. This course will be delivered remotely and via an online classroom.

22 September to 10 December

Tuesdays 1-3.30pm and Thursdays 9.30am-12noon

Word Processing for Work & Everyday Use level 2 (online)

Develop your word processing skills further. Learn how to enter, edit and combine text and other information accurately, modify layout and structures within Word documents. This course will be delivered remotely and via online classroom.

21 September to 9 December

Mondays 9.30am-12noon and Wednesdays 1-3.30pm

Learner case study

We are proud of all our learners and each one has a story to tell. Mihaly Jeles studied English at level 2, we caught up with her and asked her a few questions:

Why you joined the course(s)? Get a better job, improve my conversation skills and to be confident when I have to speak in English How were you feeling when you first came to class: I was scared and excited. I scared about the other people. I thought that my English is not enough. I will not understand everything.

What were the other people/teachers on the course like? Everybody was very nice and friendly. After a few classes I did not have any bad feeling about the people or the course. Julie was very helpful and understandable.

What are the main things you've gained from doing the course? I got more confidence in my everyday life. I can help easier to my children with their homework.

What advice you'd give to someone thinking about joining an ACL course? Everybody will be very helpful and friendly on the course so do not be afraid, just join and enjoy it. The teachers are also ready to help and explain every time everything until when you understand it.

Mihaly Jeles
ACL learner

Are looking to get a job? Would you like to build your confidence and the skills needed to compete in the job market? If yes, then sign up to one of our employability skills programmes to help you prepare better for the world of work. We can support you with job searching, writing your CV, filling in application forms and with preparing for that all important interview. We also offer a range of vocational and personal development programmes including Basic Food Hygiene, Working in Adult Social Care, Introduction to Working in Early Years & Childcare.

Basic Food Hygiene level 1 (online)

Understanding food hygiene is important for anyone wanting to work in the food industry. The course will cover topics such as food storage and the safe handling of food. This course will be delivered remotely and via online classroom

15 September to 22 October

Tuesday and Thursday, 9.30am-12.30pm

Boost Your Interview Skills level 1 (online)

Would you like to improve your interview technique and be more confident in interviews? If yes, then this course will help you prepare like never before and improve your chances of getting the job you want. Course will be delivered remotely and via online classroom.

3 November to 10 December

Tuesday and Thursdays 9.30am-12.30pm

Employment Support Online Drop-in

Get help writing your CV, searching for jobs, filling in application forms and interview tips. Also get information on courses to help you improve your skills and chances of gaining employment. Support will be offered via online classroom, email and telephone.

14 September to 16 December

Monday 9.30am-12.30pm and Wednesdays 1-4pm

Information Advice & Guidance (IAG) (online)

Get 1-2-1 information, advice and guidance from a qualified advisor to help you move forward into work or further training. Support will be offered via online classroom, email and telephone by appointment only.

14 September to 16 December

Mondays 1-4pm and Wednesdays 9.30am-12.30pm

Introduction to Working in Early Years & Childcare level 1 (online)

Interested in working with children under 5 years old while working towards a recognised award? If yes, then on this course you will learn about the importance of play and child development as well as practical activities that will support you and your own children at home plus much more. Course will be delivered remotely and via online classroom.

21 September to 14 December

Mondays 9.30am-3.30pm

Level 1 Award in Working with Children (online)

Interested in working with under 5's? This course covers a wide range of topics to prepare you for working in this sector. Course will be delivered remotely and via online classroom.

24 September to 17 December

Thursdays 10am-4pm

“A great course for those who want to work in a school kitchen/restaurant etc... informative and fun. Will use what I have learnt at home and hopefully in the future.” P.A. Basic Food Hygiene

“I would like to say a big thanks to you and your colleagues, this course has been really important during lockdown period. The only contact with someone outside the family. I wish you happy holiday. See you next September” Luca.



ESOL

Who are the classes for?

Our ESOL classes are designed for those whose first language is not English. We have classes from complete beginner to more advanced and most of our courses offer nationally recognised qualifications in speaking, listening, reading and writing to help you with work or living in the UK. All our courses look at topics related to living and working in Britain.

Where and when are the classes?

Our classes run in a variety of venues all over Islington, often in Libraries or Children's Centres. We run classes in the daytime and we start classes in September, January and April but even if you have missed the start we can often find you a course and you will be able to catch up.

How do I enrol?

We run classes at different levels so to get your place on our ESOL classes you must take an assessment to ensure you are placed in the right class. All learners will be asked to complete an assessment even if you have studied ESOL at another college.

English and Maths

Who are the classes for?

Do you feel that your English and Maths skills are stopping you getting where you need to be? Maybe you want a better job, wish you could help your children with their homework or want to go to University?

Our classes will provide you with the essential knowledge, skills and understanding that will help you to be more confident and effective in life and at work. You may be ready to take an exam at the end of the course and if successful you will gain an English qualification, usually Functional Skills, which are widely recognised by employers and universities.

Our English courses can also help you with other courses that you can study such as Childcare, Health and Social Care and Digital Skills courses. Your spoken English needs to be at native or near-native level, if it isn't then an ESOL (English for Speakers of Other Languages) course may be more suitable.

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Family Learning

We run a range of programmes supporting parents, carers and children to learn in fun and safe environments. Some of our courses are accredited but most are just for the joy of learning and to help families grow and enjoy their lives together. We run courses in children's centres, schools, parks and community venues all over Islington.

Some our courses included;

- Family Kithen
- Preparing to Work with Children in Schools
- Supporting Children in Nursery an Reception and much more
- Big Little Moments.

If you are interesting in any of these courses or would like more information about our Family Learning curriculum email us at acl@islington.gov.uk or call, text or WhatsApp 07734 777 466.



HOW TO ENROL ONTO A COURSE WITH ADULT COMMUNITY LEARNING?



WEBSITE

[HTTPS://ADULTLEARNING.ISLINGTON.GOV.UK](https://adultlearning.islington.gov.uk)

Visit our website to view all our courses and make an enquiry and a member of our team will get in touch with you.

EMAIL

ACL@ISLINGTON.GOV.UK

Send us an email with your contact details and a member of our team will get in touch.



PHONE OR WHATSAPP

07734777466

If you want to talk to someone you can call us directly where we can discuss the right course for you.

Unsure or confused which course to take?

If you need help choosing which course is right for you, you can get 1-2-1 information, advice and guidance from a qualified advisor to help you move forward into work or further training by calling, text or WhatsApp 07734 777 466.