



FREE adult learning
courses in

Central Islington

January - March 2012

- Friendly tutors
- High quality learning
- Fun, lively courses
- Achieve qualifications
- Help to find work
- Support your child's learning

**Islington Adult and
Community Learning Service**

www.islington.gov.uk/acl

 **ISLINGTON**

About our courses

Each year thousands of people take free adult and family learning courses across Islington. Learning with us gives you a chance to study near home in a relaxed, friendly environment.

This guide provides details of the many practical courses we run. These include:

- Learning English as a second language (ESOL)
- Everyday English and maths
- Computer skills
- Supporting children's learning
- Skills for employment and help to find
- and many more!

Courses could help you improve your own skills in computers, English and maths, help your child with their homework, gain confidence, prepare for a college course or get a new job.

Who are our courses for?

Our courses are for Islington residents or parents with children in Islington schools. You must be 19 or over, unemployed, or low-waged and receiving benefits.



Information, advice, guidance and progression

As part of your course we will help you to explore opportunities for further training and education or how to move into paid or voluntary work.

How to sign up

Come along to your local learning centre during enrolment week where our friendly staff will check your skills and advise which course is right for you. You can also contact the venue or come along to the drop-in sessions at your local learning centre to sign up for courses. Our staff will discuss any questions or support you may need, such as childcare or access requirements.

Arsenal Red Zone Enrolment week

Wednesday 14 to Thursday 15 December 2011, 9.30am-4pm and
Wednesday 4 to Thursday 5 January 2012, 9.30am-4pm

Half term week Monday 13 to Friday 17 February 2012 there are no courses or drop-in sessions.



Drop-in Sessions

Drop-in sessions and employability support

Drop in to this open and friendly session for support with writing your CV, filling in application forms and how to search and apply for jobs effectively. Also get support with your studies and information on the courses that would best suit your needs.

Start Date	End Date	Day/Time	Crèche	Venue
17 Jan	27 Mar	Tues 9.30-11.30am	No	Arsenal Red Zone
19 Jan	29 Mar	Thur 1.30-3.30pm	No	Arsenal Red Zone
17 Jan	27 Mar	Tues 1-4pm	No	First Steps

First Steps Learning Centre Enrolment Week

Assessment and enrolment sessions

Assessment and enrolment for courses at First Steps Learning Centre will take place during the week beginning Monday 9 January. Call the centre on 020 7527 7002 for details. You can also drop in for information on Tuesday 6 and 13 December from 10am-1pm.

Preparing for Work

Write your CV

Join this course and get help putting together a CV that presents you in the best possible light.

Start Date	End Date	Day/Time	Crèche	Venue
25 Jan	8 Feb	Wed 9.30am-12.30pm	No	Arsenal Red Zone

Job search: find the right job

This course will help you to explore different ways of finding the right job for you in today's competitive market, including searching and applying online.

Start Date	End Date	Day/Time	Crèche	Venue
22 Feb	7 Mar	Wed 9.30am-12.30pm	No	Arsenal Red Zone

Interview skills

Learn the skills and techniques you need to present yourself well and make the best impact at interview. Appreciate the importance of being well prepared and learn how to give effective answers to straightforward interview questions.

Start Date	End Date	Day/Time	Crèche	Venue
14 Mar	28 Mar	Wed 9.30am-12.30pm	No	Arsenal Red Zone

Basic food hygiene

This course is for anyone with an interest in basic nutrition, hygiene and food skills. The course is intended to develop knowledge of basic nutrition while raising awareness of the importance of food hygiene while preparing food.

Start Date	End Date	Day/Time	Crèche	Venue
TBC	TBC	Contact centre for details	No	Arsenal Red Zone

First aid

This course will teach you how to manage everyday minor accidents. Learn how to treat an unconscious and breathing casualty and manage minor cuts, grazes, bleeding and burns.

Start Date	End Date	Day/Time	Crèche	Venue
TBC	TBC	Contact centre for details	No	Arsenal Red Zone

New year, new you!

This course will help you to focus on setting and achieving goals. A great course to get you motivated for the coming year.

Start Date	End Date	Day/Time	Crèche	Venue
26 Jan	22 Mar	Thur 10am-1pm	No	First Steps

Literacy Courses

Literacy assessments

We run courses at different levels to help you improve your everyday reading and writing skills. Come and have an assessment and we will find the best course for you!

Start Date	End Date	Day/Time	Crèche	Venue
10 Jan	20 Mar	Tues 3-4pm Appointment needed, please call centre.	No	First Steps
9 Jan	26 Mar	Mon 11.30am	No	Arsenal Red Zone

Literacy entry 1

Start Date	End Date	Day/Time	Crèche	Venue
10 Jan	27 Mar	Tues 10am-12 noon	No	First Steps

Literacy entry 2

Start Date	End Date	Day/Time	Crèche	Venue
10 Jan	27 Mar	Thur 10am-12 noon	No	First Steps

Literacy entry 3

Start Date	End Date	Day/Time	Crèche	Venue
9 Jan	26 Mar	Mon 9.30-11.30am	No	Arsenal Red Zone

Literacy level 1

Start Date	End Date	Day/Time	Crèche	Venue
9 Jan	26 Mar	Mon 1-3pm	No	Arsenal Red Zone

Literacy level 2

Start Date	End Date	Day/Time	Crèche	Venue
12 Jan	29 Mar	Thur 10am-12 noon	No	Arsenal Red Zone

Literacy for teaching assistants

Start Date	End Date	Day/Time	Crèche	Venue
9 Jan	26 Mar	Mon 4-6pm	No	Arsenal Red Zone

Dyslexia Support

Dyslexia support for work

For learners with dyslexia. Come and learn some helpful spelling and reading strategies to support you.

Start Date	End Date	Day/Time	Crèche	Venue
12 Jan	29 Mar	Thur 1-3pm	No	Arsenal Red Zone

Numeracy Courses

Numeracy assessments

Do you want to brush up your numeracy skills, feel more confident managing your money or help your children? We offer a range of courses at different levels and venues to suit you. The classes are designed to be fun, non-threatening and involve a lot of practical activities. Come and have an assessment to find the right class for you!

Start Date	End Date	Day/Time	Crèche	Venue
10 Jan	27 Mar	Tues 11.30am Appointment needed, please call centre.	No	Arsenal Red Zone

Numeracy entry 3

Start Date	End Date	Day/Time	Crèche	Venue
10 Jan	27 Mar	Tues 11.30am-1.30pm Appointment needed, please call centre.	No	Arsenal Red Zone

Numeracy level 1

Start Date	End Date	Day/Time	Crèche	Venue
11 Jan	28 Mar	Wed 10am-12 noon	No	Arsenal Red Zone

Numeracy level 2

Start Date	End Date	Day/Time	Crèche	Venue
11 Jan	28 Mar	Wed 1-3pm	No	Arsenal Red Zone

Numeracy for teaching assistants

Start Date	End Date	Day/Time	Crèche	Venue
11 Jan	28 Mar	Wed 4-6pm	No	Arsenal Red Zone

ESOL Courses

ESOL assessments

Classes are held twice a week and will help you improve your reading, writing and spoken English. Come along to one of our assessment sessions where our friendly tutor will check your skills and advise which course is right for you. Spaces are limited therefore courses will be offered depending on availability. Courses from Entry E1 to E2 will take place at the following venues:

Venue	Crèche
Arsenal Red Zone	No
First Steps Learning Centre	No
Mildmay Community Centre	No
The Factory	No
Hungerford Children's Centre	Yes
New River Green Children's Centre	Yes
Paradise Park Children's Centre	Yes

Assessments take place at:

Start Date	End Date	Day/Time	Crèche	Venue
11 Jan	28 Mar	Wed 12 noon	No	Arsenal Red Zone

Computer Courses

Computers for beginners

Learn the basics of using a computer to save and manage files and identify parts of the computer.

Start Date	End Date	Day/Time	Crèche	Venue
16 Jan	6 Feb	Mon 9.30am-12 noon	No	Arsenal Red Zone
20 Jan	24 Feb	Fri 10am-12.30pm	No	First Steps
23 Feb	29 Mar	Thur 11.30am-1.30pm	No	Arsenal Red Zone

Computers for improvers

This course is aimed at those who have some basic computer skills and want to further develop them.

Start Date	End Date	Day/Time	Crèche	Venue
20 Feb	26 Mar	Mon 9.30am-12 noon	No	Arsenal Red Zone
19 Jan	23 Feb	Thur 10am-12.30 pm	No	First Steps

Introduction to Word, spreadsheets and email

For learners with some computer skills or those who have completed the beginners or improvers course.

Start Date	End Date	Day/Time	Crèche	Venue
16 Jan	26 Mar	Mon 1-3pm	No	Arsenal Red Zone

Introduction to posters and desktop publishing

Use desktop publishing software to produce posters and cards.

Start Date	End Date	Day/Time	Crèche	Venue
19 Jan	9 Feb	Thur 11.30am-1.30pm	No	Arsenal Red Zone

Computer Courses continued...

ICT skills for the office level 1

This course will cover IT skills needed to work in an office, including using a keyboard, creating documents and spreadsheets.

Start Date	End Date	Day/Time	Crèche	Venue
3 Feb	30 Mar	Fri 9.30am-12 noon	No	Arsenal Red Zone

Introduction to word processing

A basic introduction to using word processing software to format documents.

Start Date	End Date	Day/Time	Crèche	Venue
2 Mar	23 Mar	Fri 10am-12.30pm	No	First Steps

Introduction to databases

An introduction to using database software to create records and reports.

Start Date	End Date	Day/Time	Crèche	Venue
1 Mar	29 Mar	Thu 10am-12.30pm	No	First Steps

Word processing level 1

Use word processing software tools to format, present and produce documents.

Start Date	End Date	Day/Time	Crèche	Venue
17 Jan	27 Mar	Tues 11.30am-1.30pm	No	Arsenal Red Zone

Spreadsheet software level 1

Use spreadsheet software to perform calculations and present information using charts and graphs.

Start Date	End Date	Day/Time	Crèche	Venue
19 Jan	15 Mar	Thur 2-4.30pm	No	First Steps

Photoshop plus

Learn further skills to enhance your digital images. Aimed at those with experience of using Photoshop.

Start Date	End Date	Day/Time	Crèche	Venue
16 Jan	26 Mar	Mon 2-5pm	No	First Steps

Home PC zone

Get the most from your home computer and troubleshoot a host of common problems, including using digital devices and installing programmes.

Start Date	End Date	Day/Time	Crèche	Venue
16 Jan	26 Mar	Mon 10am-1pm	No	First Steps

ICT for teaching assistants

This course is aimed at teaching assistants that support teachers in the class using IT equipment, and aims to develop their own IT skills. Various software applications including an interactive whiteboard will be used.

Start Date	End Date	Day/Time	Crèche	Venue
19 Jan	29 Mar	Thur 4-6pm	No	Arsenal Red Zone

Family Learning Courses

Making story sacks

Learn how to make story props and games to go with a children's book. Gain confidence in telling and reading stories that children will love.

Start Date	End Date	Day/Time	Crèche	Venue
12 Jan	22 Mar	Thur 9.30am-12.30pm	Yes	Robert Blair

Story time

Reading and telling stories, making props and playing games with your children ages 2-3.

Start Date	End Date	Day/Time	Crèche	Venue
22 Feb	28 Mar	Wed 10am-12 noon	Yes	Factory Children's Centre

Preparing to work with children in schools

Gain confidence in volunteering in a nursery or primary school. Develop skills in listening to children and creating activities to support children's learning. Enrolment session Friday 13 January, 10am-1pm.

Start Date	End Date	Day/Time	Crèche	Venue
13 Jan	30 Mar	Fri 10am-1pm	Yes	Robert Blair

Healthy eating

Learn about nutrition for adults and children, how to plan a balanced diet for you and your family, plus make and eat some fabulous healthy food you'll want to try at home.

Start Date	End Date	Day/Time	Crèche	Venue
11 Jan	8 Feb	Wed 10am-12.30pm	Yes	Factory Children's Centre



Learning venues

Venue	Address	Contact Name	Telephone No:
Arsenal Red Zone Learning Centre	Emirates Stadium (inside Arsenal Museum opposite Ashburton, Triangle N5 1GB)	Sandra Gaudan/Doreen Blake	020 7704 4500
Canonbury Primary School	Canonbury Road N1 2UT	Sara El-Janbey	020 7226 5020
First Steps Learning Centre	Central Library 2 Fieldway Crescent N5 1PF (Holloway Road entrance)	Sinead Gannon	020 7527 7002
Hungerford Children's Centre	249 Hungerford Road N7 9LF	Lisa Williams	020 7619 9149
Mildmay Community Centre	Woodville Road N16 8NA	Teena Phillips	020 7249 8286
New River Green Children's Centre	23 Ramsay Walk N1 2SX	Janet Tisson	020 7527 4813
Paradise Park Children's Centre	164 Mackenzie Rd N7 8SC	Kemi Lawal	020 7697 7330
Robert Blair Primary School	Brewery Road N7 9QJ	Renata Flavell	020 7697 4827
The Factory Children's Centre	107-109 Matthias Road N16 8NP	Michelle Baker	020 7923 9879

For general enquiries call Adult and Community Learning (ACL) on 020 7527 5782

Central Islington map



- 1 Arsenal Red Zone Learning Centre
- 2 Canonbury Primary School
- 3 First Steps Learning Centre
- 4 Hungerford Children's Centre
- 5 Mildmay Community Centre

- 6 New River Green Children's Centre
- 7 Robert Blair Primary School
- 8 Sacred Heart Primary School
- 9 The Factory Children's Centre

**For more information and support contact
Arsenal Red Zone Learning Centre**

Tel: 020 7704 4500

Email: arsenalredzone@isonline.org

Web: www.islington.gov.uk/acl

If you would like this document in an alternative format such as large print or audiotape please call 020 7527 5782 and where possible we will meet your request.