





Golearn. Leicestershire Adult Learning Service

FREE* courses

See inside

100s of online and face-to-face courses available county-wide on days and times to suit you

FREE* English and Maths courses for adults

FREE Employability courses*

*Terms and conditions apply charges may apply for ESOL

Call 0116 305 0820 FREEphone 0800 988 0308

leicestershire.gov.uk/GoLearn f /LeicsGoLearn





Information, Advice and Guidance

In need of some direction? Book a free advice appointment now

Our Learning and Work Advisors provide confidential advice on:



If you would like a FREE career and learning advice appointment with one of our friendly Learning and Work Advisors, please email LALS.LWA@leics.gov.uk to book an appointment or call FREEPhone 0800 988 0308



Welcome to our 2022/23 GoLearn brochure!

Our new programme has been developed to meet a broad range of interests and personal goals. Whether you want to gain a qualification to progress your career or learn a new skill for your own wellbeing and personal development, we have something for you.

In addition to our established programmes, we have an exciting range of new courses which may be of interest to you:

- Certificate in Digital Skills LEVEL 3 (ICDL Advanced) qualification will be offered for FREE in venues across the county
- FREE Digital Skills for Employability courses offer job seekers the opportunity to develop key IT skills required for today's job market
- Driving Test Theory and Sustainability courses are available for ESOL learners (English for Speakers of Other Languages)
- British Sign Language Café courses introduced last year are being rolled out across the county to give learners the space to practice their new skills
- Motivation and Positivity and Sleep and Wellbeing sessions are available for FREE to those looking to learn new skills to support mental health and wellbeing
- Emotional Literacy Support courses will enable parents and carers to develop skills and support children's mental health at school
- A new **Sit and Get Fit** course for anyone looking to improve their general health using gentle exercise in the home

We hope you will find exactly what you need in this brochure to achieve your ambitions. If you need help planning what your next steps are in learning and work, our team are on hand to support you.

For more information or advice, you can call our Enrolment Team on **FREEphone 0800 988 0308** or visit us online at **www.leics.gov.uk/golearn**.

The GoLearn team wish you every success for 2022/23!

Paul Fleming

Head of Service - GoLearn! Leicestershire Adult Learning Service

Join us for one of our Open Days!

Our GoLearn Open Days are an opportunity to visit our centres, meet the teams and try your hand at a wide range of activities. Dates are available throughout the year and up-to-date information can be found by visiting us at **www. leics-als.ac.uk/opendays**, or by scanning the QR code with your phone camera.





We love to hear about how you are getting on with your courses and our Facebook page is a great way for you to keep in touch with us and give feedback. Why not send us a comment and share a photo and inspire others to learn too?



Paul Fleming Head of Service

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For more information on fees call us on FREEphone 0800 988 0308

Your journey starts here!

How do I find the course I want?

To find a course near you we encourage you to go to our website **www.leics.gov.uk/golearn** and search for the title of the course you want. From there you will be able to see where and when all our courses will take place as well as details of days, times and venues. You can either enrol online directly or phone our Enrolment Line on **FREEphone 0800 988 0308**.

However, if you would like to speak to someone in person, you can always call us so that we can advise and enrol you directly. For courses such as Digital Skills ITQ Level 1 or 2, ESOL or our English and maths courses, you will need to book an assessment via our Enrolment Line. After your assessment you will be given an opportunity to talk to a member of the curriculum team before being matched to a course at an appropriate level or venue.

How do I decide the right course for me?

If you are unsure of your next steps in learning or work, our Information, Advice and Guidance service can provide impartial advice on the best options available to you. For more information and details of how to contact the team, please see page 2.

How do I know if my course is classroom-based or online?

Throughout this brochure you will notice that courses are advertised with a tick or a cross indicating how the course will be delivered:

Classroom-based – This means your course will be exclusively delivered in a classroom.

Online – In most cases this means that your course will be delivered online via MS Teams with online resources available to support you. You will need a laptop or PC with a good internet connection to participate and we do not recommend using Tablets or Smartphones for most courses. If you do not have a suitable device at home, please speak to your tutor as we may be able to loan you equipment for the duration of your course.

If you would like to find out more about a particular course our qualified tutors are always on hand to offer information and advice.

SMART Library Registration

If your course takes place in one of Leicestershire County Council's new SMART Libraries (Loughborough, Coalville, Hinckley, Ashby, Shepshed, Oadby and Wigston) then you will need a Smart Library Card.



Explore our complete range of courses online at leics.gov.uk/golearn

If you are not already a library member you will be issued a membership card after completing the induction during your first class. For existing library members please check your card is still valid to gain entry to the venue.

Can I pay by instalments?

Yes, if your course fees are over $\pounds 50$ you can break the cost of study up into a number of easy payments.

The number of instalments you can pay in varies depending on the amount you need to pay and the length of the course. Any materials and exam fees will need to be paid upfront as part of the first instalment. Instalments are applied on a course-by-course basis, rather than to the total amount you need to pay for multiple courses. (For example: 3 separate courses will need 3 separate instalment plans).

Instalment plans need to be put in place by our Enrolment team, so if you wish to pay by instalments, please contact us on **FREEphone 0800 988 0308** or by email at **adultlearning@ leics.gov.uk** to enrol on your course. In agreeing to pay by instalments, you will need to sign and return a Terms and Conditions agreement.

Am I eligible to pay the Reduced Cost?

The Reduced Cost is a 70% reduction in course fees available to any learner who receives certain benefits or is on a low household income. To be eligible for the Reduced Cost, you will need to receive one or more of the following benefits:

- Attendance Allowance
- · Incapacity Benefit
- Carers Allowance
- · Housing Benefit
- Council Tax Benefit
- Pension Guarantee Credit
- Income Support
- Working Tax Credit
- Universal Credit (dependant on take-home pay)
- Disability Living Allowance/Personal Independence Payment (PIP)



If you do not receive any of the benefits listed above, you may still be eligible for the Reduced Cost if you have a household income less than $\pounds 21,766.88*$ before tax.

If you think the course will help you to find work, or more sustainable employment, and you receive one of the benefits listed **previously**, your course may also be FREE, depending on your take-home pay. Please discuss this on enrolment.

Am I eligible to get my course for FREE?

If you receive one of the benefits listed below you will be eligible to do your course for FREE:

- Jobseeker's Allowance
- Employment and Support Allowance
- Universal Credit (dependant on take-home pay)

If you do not receive the above benefits, but your course is accredited (meaning you will gain a qualification up to and including Level 2) then you may be able to get your course for FREE. You will need to be in work, whether part-time or full-time, but earning less than £18,525** gross salary.

If you are unsure if you are eligible for any discounts or reduced fees, please contact our Enrolment Team by calling **FREEphone 0800 988 0308** or emailing us at **adultlearning@ leics.gov.uk**. We can discuss your personal circumstances in confidence and advise you of what support we can give.

* Income could come from earned wages, pensions, or benefits not listed above.

** This figure, referred to as the 'Low Wage Concession', changes annually on the 1st April in line with the national living wage.



Digital Skills

Accredited courses are designed to give you the recognised qualifications that employers are looking for. Courses range from the 'Essential Digital Skills' qualification which is designed for absolute beginners to the more advanced ICDL Level 3 certification. Before enrolling on accredited courses you will be asked to complete a short assessment to gauge your current level, you may be able to start your journey with us at a higher level than you think!

We also offer courses designed to teach you every day IT skills for use in your day-to-day life and at home. These courses do not assume any prior IT learning and are designed for complete beginners. In addition to our introductory courses we also offer courses for more advanced IT users on specialist software you may want to use for work, employment or to develop a personal interest or hobby. Our specialist courses do require a basic level of IT skills and your tutor will be able to advise you further.

Digital Skills For Beginners

Full Cost £15.00 Reduced Cost £4.50

No. of weeks 2 Hours per week 3 Classroom () Online () Accredited () Venue: County-wide

This beginners course introduces learners to a wide range of digital skills used in daily life. You will discover how to get started using the Internet for everyday needs and how to communicate online. You will also begin to learn the basics of how to use computers, tablets, smartphones and other digital devices.

Entry Level Essential Digital Skills Qualification (EDSQ)

Full Cost **£FREE** Reduced Cost **£FREE**

No. of weeks **16** Hours per week **2.5** Classroom \checkmark | Online \bigstar | Accredited \checkmark Venue: **County-wide**

This beginners course introduces learners to a wide range of digital activities available today. Discover the how to get started with the Internet and communicating online whilst understanding more on the use of computers, tablets, smartphones and other digital devices in everyday life.

An ideal follow-on from the Entry Level course, or a perfect start for anyone with some existing IT skills. The Level 1 Award is an appropriate size for adults who lack secure basic digital skills and need to strengthen and further develop their confidence in using information technology ideally in an early employment role. It is for individuals who wish to strengthen their IT skills for life and skills for work, perhaps building their IT skills in their early years of employment or undergoing induction, where IT plays a part. Although it could support more established workers who have had limited experience of using information technology before. The qualification is designed to meet the requirements of the Essential Digital Skills' (EDSQ) frameworks and is designed for adults with some experience of using digital devices and the internet.





The International Certification of Digital Literacy (ICDL) Advanced qualification teaches you the skills needed to use Word Processing, Spreadsheets, Presentations and Databases at an advanced level, with these skills applied to realistic scenarios. This Level 3 Certificate is suitable for individuals who have successfully completed ITQ Level 2 or have demonstrable equivalent knowledge/experience. All learners will be required to complete an initial assessment prior to enrolment on the course, to help us understand your current working level.

"The course was much more comprehensive than I thought it would be. The lecturer was very experienced and always helpful throughout the course. I now feel very confident on the internet and on computers in general. I would recommend this course to everyone."

Introduction To Internet And Email Skills

No. of weeks 2 Classroom 🗸 | Online 🗶 | Accredited 🗶

Hours per week 3

Venue: County-wide

Start to explore how Internet and Email software can be used in everyday life. The course will show how to find information on the Internet, send messages electronically and general practices to keep vou safe online.

Introduction To Smartphones And Tablets

No. of weeks 1 Hours per week 3

Classroom 🗸 | Online 🗶 | Accredited 🗴 Venue: County-wide

Full Cost £16.50 Reduced Cost £4.95

This course will teach you the basic skills you need to use your tablet or smartphone device to its fullest potential. You will learn how to navigate your device, how to find and adjust the settings to suit you, how to connect to local and home WIFI, and how to use popular apps. If you have your own smartphone or tablet you are encouraged to bring it with you to use in class (fully charged). or you can borrow one from the tutor during the lesson.



Introduction To Windows 10

Full Cost £16.50 Reduced Cost £4.95

No. of weeks **1** Hours per week **3** Classroom 🗸 | Online 🗶 | Accredited 🗶 Venue: County-wide

Get to grips with Windows 10, learn about apps, find out how to personalise settings and adjust 'tiles' to suit your needs. Explore some of the key features of Microsoft Edge including how to: connect to WI-FI, open, close and use existing apps, personalise the desktop and other windows, and select preferred Edge features. (This course will include Windows 11 content when this is widely available).

Introduction To Sage

No. of weeks 2 Hours per week 2 Classroom ✓ | Online ✗ | Accredited ✗

Venue: County-wide

This short course will give you an overview of book-keeping and explain how computerised accounting software can benefit your business. This course is an ideal starting point if you are considering joining our full Level 2 Sage Computerised Accounts course.

Sage Computerised Accounts

Full Cost **£143.00** Reduced Cost **£42.90**

No. of weeks **13** Hours per week **2**

Classroom 🗸 | Online 🗶 | Accredited 🗴

Venue: County-wide

This Level 2 course will teach you to carry out a range of accounting tasks using the popular Sage Computerised Accounts software (version 2019).



Introduction To Photoshop

No. of weeks 2 Hours per week 2

Classroom 🗸 | Online 🗶 | Accredited 🗴

Full Cost **£22.00** Reduced Cost **£6.60**

Venue: County-wide

This short course will give you an introduction to Photoshop and learn about some of the basic editing techniques.

Photoshop Editing Techniques

No. of weeks 5 Hours per week 2 Classroom ✓ | Online ★ | Accredited ★ Full Cost **£55.00** Reduced Cost **£16.50**

Venue: County-wide

Learn how to remove unwanted parts of a photograph or use special effects to change the way they look. Find out how to use a wide range of features within the Toolbox in Photoshop Elements and understand how to use layers. Learn further editing techniques to repair or restore your images. Learn how to: add text to an image, use a variety of selection capture tools, edit and remove unwanted objects, and use 'Guided Editing'.

Introduction To Website Development

No. of weeks 2 Hours per week 2 Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: County-wide

This short course will give you an overview of Website Development approaches using Wordpress software.

Website Development

 No. of weeks 12
 Hours per week 2.5

 Classroom √
 | Online ★
 | Accredited ★

 Venue:
 County-wide

Full Cost **£165.00** Reduced Cost **£49.50**

This course will give you the opportunity to plan, design and build your own Website using FREE Wordpress software. You will complete a Level 2 Award in Website Development.

Yvonne – a Digital Skills ITQ Learner from Syston

Before the course I rarely used Microsoft PowerPoint as part of my own teaching resource, although I would access it for presenting school assemblies or Special days in the school such as Comic Relief. I never used it to its full advantage due to the fact I had never had any training and only used the basics.

Having completed the course, I now use PowerPoint every day as it helps the students in my class who have Neurodevelopmental needs such as

Autism, ADHD, Attachment difficulties etc. I run through the daily routines, and I am in the process of attaching my planning onto Notes (for next term) so that other staff may access if I am called out of the lesson and can continue teaching. Using PowerPoint to its full advantage has increased my teaching performance and has become part of the daily routine.

I have only really used Excel as part updating grades within school, so documents have already been prepared and I update termly. My confidence has improved as I now understand how it works and the advantages that it has. This can only help me when teaching ICT, which I would normally avoid, although I will now teach and continue to develop my own ICT skills.

I enjoyed attending the course and found Sajda a calm and patient teacher, I also liked the small group of likeminded adults who it seems were there for the same reasons as me.

Staff Training for Businesses: If you are an employer looking to offer on-site training for your employees, whether it be a full ITQ qualification or training in the use of a specific piece of software like Excel. Training can be delivered on-site or at one of our dedicated Adult Learning Centres, and we can provide training flexibly to suit your business needs. Levy paying employers may be able to receive training for FREE depending on the course and all fee-paying courses are offered at competitive rates. Please contact LALS.ictcurriculum@leics.gov.uk for more information.



work&skills Leicestershire

Work & Skills Leicestershire is a FREE service offering support, advice and information to people looking for employment, plus the chance to learn new skills, find out more about volunteering or become self-employed.

It's open to all residents of Leicestershire no matter where they are on their employment or skills journey. We can work with anyone whether employed or unemployed including college leavers, graduates and agency staff on zero hours or temporary contracts. Qualified personal advisors offer impartial and professional advice to people from all backgrounds and support people on a one-to-one and/or group basis.





Wherever you are in your employment or career journey, Work & Skills can help



"W&SL was set up to help people get back into work and to upskill, for the jobs market. Anyone can benefit from the scheme, and the website is a gateway to get advice."

Peter Bedford, Cabinet Member LCC



Scan the QR code to find out more!

"Something I really appreciate about the Work and Skills employment hub is their friendly approach to every person that walks in. Their friendly attitude made me feel welcomed. Because English is my second language, attending this hub boosted my language vocabulary, they were very understanding towards my speaking and patiently explained everything I asked. I really value their support and guidance towards the goals I want to achieve."

Lidia - Work & Skills Leicestershire Client





We have weekly Employment Hubs available for drop-ins or booked appointments at the following locations.

Loughborough Library Tuesday, 10am - 12pm
 Wigston Library Wednesday, 10am - 12pm
 Coalville Library Wednesday, 2pm - 4pm
 Hinckley Library Friday, 10am - 12pm

We can also support you to achieve your goals with our FREE employability courses. You can enrol online at www.leics.gov.uk/golearn, or by calling the FREEphone number on 0800 988 0308. For online courses you will need access to a digital device (ideally a PC or laptop).

To find out more, check out future events or register your interest contact the Work & Skills Leicestershire team on **0800 988 0308** or visit our website **www.leicestershire.gov.uk/work-and-skills**

Digital Skills for Employability

No. of weeks **6 max.** Hours per week **2.5** Classroom \checkmark | Online \bigstar | Accredited \bigstar Venue: **County-wide** Full Cost **£FREE** Reduced Cost **£FREE**

Full Cost **£FREE**

Reduced Cost **£FREE**

This is an ideal course for those who need computer skills for job-searching and updating a CV. Learn the basics and gain confidence in a friendly and informal setting. Learn internet skills to help search for jobs; email skills to help you apply for jobs and word processing skills to help you with your CV and application letters. This course is tutor led throughout and is a rolling programme, meaning you can choose up to 6 sessions with each session being 2.5hrs long.

Online CV Update and Application Form Support

No. of weeks 3 Hours per week 1 Classroom ★ | Online √ | Accredited ★

Venue: County-wide

This short online course is designed to give you an understanding of internet-based approaches to job hunting. Where do I look for jobs? How can I refresh my CV? Which is the best way to tackle online forms? Find ways to complete online application forms and promote your CV to employers using the Internet. This course is delivered online with remote tutor support. This course has flexible starts throughout the year and an initial assessment will be required at the beginning of your course, to help your tutor understand your current working level.

CV writing skills | Job search | Learning, training or volunteering opportunities Interview techniques | Digital training | Information, advice and guidance

For more information on fees call us on FREEphone 0800 988 0308



English and Maths

At GoLearn, we recognise that our learners have different experiences and starting points in English and maths. We can help you achieve essential English and maths qualifications from Functional Skills to GCSE whether you want to build your confidence, upskill, or gain qualifications for the workplace. Our tutors offer a personalised approach to learning and can help you achieve your goals.

Before enrolling, you will be asked to complete a short assessment to find out your current level. You will have the opportunity to discuss your needs with a member of our team who will then advise on a suitable course at the right level for you.

Our Functional Skills courses are offered at Entry Level and Levels 1 and 2. All Entry Level courses are classroom based in our centres whilst our Level 1 and 2 classes are available both in-class and online. We also provide 'achievement' options for anyone not yet ready to take exams.

Our GCSE classes are also available both in-class and online with a fast-track option for those who have recently sat a GCSE exam or with substantial prior learning.

Courses are FREE to all learners who have not previously achieved a grade of 'C' or above (Grade 4 or higher under the new grading system).

For our online courses you will need basic equipment such as a PC, laptop, or tablet device. We will provide you with a login to access our online resources and any software required. All our online courses consist of live teaching sessions alongside supported self-study. If you have any concerns about learning online, including lack of equipment, please discuss this at your appointment as we may be able to help. For all courses, there is a requirement to travel into centres for exams.

Attendance and engagement are vital for you to succeed on your chosen course and attendance policies apply.

Functional Skills English and Maths (Entry Level)	Full Cost £FREE Reduced Cost £FREE
No. of weeks 30 Hours per week 2	
Classroom Variable I Online Accredited Variable I Accredited Var	
Venue: County-wide Entry Level courses are all class-based options to better support your p Many learners who join us for English and maths courses will start at E upwards. Courses start in October but people can join these classes the	Entry Level then progress
Functional Skills English and Maths (Level 1 & 2)	Full Cost £FREE Reduced Cost £FREE
No. of weeks 24 Hours per week 2.5	
Classroom	
Venue: County-wide Functional Skills is a widely recognised qualification and a minimum re and higher education courses. We offer Level 1 and Level 2 courses in 2 Functional Skills qualification are at an equivalent level with GCSE. Week plus self-study. English Functional Skills consists of three assess and listening, reading, and writing. Speaking and Listening is assessed class; reading and writing are exam-based assessments. Maths Functional calculator and non-calculator components.	-class or online. A Level Sessions are 2.5 hours per ed components: speaking d by your tutor within the
COSE English and Mathe	Full Cost &FREE

GCSE English and Maths

No. of weeks 33 Hours per week 2.5

Classroom \checkmark | Online \checkmark | Accredited \checkmark

Full Cost **£FREE** Reduced Cost **£FREE**

Venue: County-wide

English and maths GCSEs are Level 2 qualifications that many employers look for; they may also be an entry requirement for higher education courses. Sessions are 2.5 hours per week plus self-study. Starting in September, these courses are available both online and in-class. These courses are ideal if you are more confident in your everyday English and maths skills and aiming for a Grade 4 (C grade) or higher.

GCSE English and Maths (Fast Track)

No. of weeks 7 Hours per week 3

Classroom 🗶 | Online \checkmark | Accredited \checkmark

Full Cost **£FREE** Reduced Cost **£FREE**

Venue: County-wide

Our Fast Track GCSE courses are designed for learners who have recently sat a GCSE exam or have substantial prior learning and need to revise their learning. If you have previously sat your English and maths GCSE exams (either with GoLearn or with another provider) but have not achieved your desired grade or been able to sit your exam, our Fast Track option may be able to help. These courses are fast-paced and intense so a good level of knowledge and prior experience at GCSE level is essential. If you would like to speak to a member of our team to discuss if our Fast Track courses are right for you, please contact us on FREEphone 0800 988 0308 or email adultlearning@leics.gov.uk. We will be happy to answer your questions.

ENGLISH AND MATHS

Developing Reading And Writing Skills

No. of weeks **12** Hours per week 2

Classroom 🖌 | Online 🗶 | Accredited 🗶

Venue: County-wide

This course is designed to increase your confidence in reading and writing before joining an Entry Level Functional Skills course.

English and Maths (Bridging Course)

No. of weeks 10 Hours per week 2

Classroom 🗸 | Online 🖌 | Accredited 🗶

Venue: County-wide

This course is designed to help learners who are looking to move on from Functional Skills Level 2 into GCSE. The course builds on your existing learning and helps prepare you for your GCSE course by covering topics which are only lightly touched on in Functional Skills but are a core part of GCSE study.

Pre-GCSE English and Maths

Hours per week 2 No. of weeks 4

Classroom 🗶 | Online 🗸 | Accredited 🗶

Venue: County-wide

This course is for learners looking to join a full GCSE course starting in September, it is designed to offer you a 'flavour' of the subjects covered at GCSE and will allow you to experience the level of commitment that a GCSE study expects.



Full Cost **£FREE** Reduced Cost £FREE

Full Cost £FREE

Full Cost **£FREE** Reduced Cost **£FREE**

Reduced Cost **£FREE**



ESOL (English for Speakers of Other Languages)

GoLearn offers courses for learners whose first language is not English and who need to learn or improve their English for life, community and work in the UK. If you would like to improve your English, will need to have an initial assessment to find out which class is best for you. These assessments can be done online or in a classroom and will include speaking to a tutor. You will be allocated to a class after an initial assessment to make sure you are in a group of a similar level.

Are ESOL courses FREE? If you meet certain eligibility criteria (i.e. residency status and benefits) then your course could be what we call 'fully funded', meaning that there would be no cost to you. For more information, please call our enrolment team on FREEphone 0800 988 0308 to discuss.

Everyday ICT for ESOL

Full Cost **£48.00** Reduced Cost **£14.40**

No. of weeks 8 Hours per week 2

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: County-wide

This course is for ESOL learners who would like to learn computer skills to help them with life and work. This course is suitable for both beginners needing basic IT skills and those with some existing skills who need help with computer vocabulary.

Everyday Maths for ESOL

No. of weeks **25** Hours per week **2**

Full Cost **£FREE** Reduced Cost **£FREE**

Classroom Venue: County-wide

FREE class leading to a maths qualification. For ESOL learners who have some knowledge of maths but need to improve their skills in everyday use of maths and learn the English needed to take a maths exam at Entry Level.

ESOL Work Skills

Full Cost **£60.00** Reduced Cost **£18.00**

No. of weeks **10** Hours per week **2**

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: County-wide

Do you need some extra help with useful words and terms used at work? This short course will cover words often used at work, names of equipment used, how to answer a telephone, how to deal with a customer, job search, CVs, application forms, interviews. Other topics can be discussed with the tutor. You will join online video sessions with the other learners and your tutor once a week.

For more information on fees call us on FREEphone 0800 988 0308

Simona – an ESOL Learner from Hinckley

Since I came to United Kingdom, English has become the most significant thing in my life. However, before I was in Slovakia, English wasn't my favourite subject at school. Most of the time, I gave up learning English. I thought it is hard and I won't use it in my life. Now whenever I thinking back I feel ridiculous. Perhaps it is my fate, I have to learn English again for living in England.

I started ESOL at Level 1 in the speaking, listening, and writing. To be honest, I struggles most with the writing and speaking skill however with the help of my teacher, I passed my exam. The teacher, Maria, is the best



teacher I have ever had. You must study hard, do the homeworks so that your teacher give you the best help with feedback. If you can do all these tasks, you will not have any problems.

I study representative [for myself] so it is a good way how I can practice speaking and improve my confidence. Also, I found some very nice people what are now friends of mine. They are from different countries what is very interesting. I enjoy every hour in the class with them and as well with my teacher Maria because we don't just study, but we also have fun.

ESOL and Sustainability

No. of weeks 4Hours per week 2Classroom ✓| Online X| Accredited X

Full Cost £24.00 Reduced Cost £7.20

Full Cost £48.00

Reduced Cost £14.40

Venue: County-wide

This short course will enhance your knowledge of recycling, climate change and pollution in your local area. You will learn about the climate crisis and what you can do to help. You will learn how to adopt a green, sustainable lifestyle by employing knowledge gained during the course.

ESOL Driving Test Theory

No. of weeks 8 Hours per week 2

Classroom 🗸 | Online 🗶 | Accredited 🗴

Venue: County-wide

For learners who want to take their Driving test, and need to improve their English to do so. The topics cover road safety; differences of driving in other countries and the UK; reading road signs; parts of a car.

ESOL for Care Workers

Full Cost **£72.00** Reduced Cost **£21.60**

No. of weeks 12 Hours per week 2

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: County-wide

The course is for learners at Entry 3 and above, it will help learners to communicate with a wide range of people, exchange information with co-workers and deal with difficult situations. Learners will develop strategies for reading and understanding a range of written information regarding health and safety. This includes understanding care plans, gathering information to support the care planning process, time management and developing your own knowledge and practice.

Explore our complete range of courses online at leics.gov.uk/golearn

Living In Leicestershire

No. of weeks 3 Hours per week 2

| Online 🗶 | Accredited 🗶

Full Cost **£18.00** Reduced Cost **£5.40**

Classroom / 0 Venue: County-wide

This short course will tell you who the MP is; the role of local government; what to do if you need help finding a doctor/dentist/school. Places of interest to go to near you and around the county. Local transport around the county.

Step Up To ESOL

No. of weeks **13** Hours per week **2**

Full Cost £78.00 Reduced Cost £23.40

Classroom 🗸 | Online 🗶 | Accredited 🗶 Venue: County-wide

To prepare learners with no English to get ready to integrate into the ESOL mainstream classes by learning basic literacy and numeracy, phonics and IT in a classroom setting.

ESOL Full Cost £396.00 No. of weeks 33 Hours per week 4 Classroom Image: Classroom

Venue: County-wide

On this course you will learn English for everyday life, community and work in the UK. All ESOL courses have 2 sessions per week, for 2hrs per session. You will learn: speaking and listening (conversations, questions, answers, discussion, pronunciation), reading and dictionary use, writing (alphabet, notes, letters, forms, emails and articles), spelling, grammar and punctuation. You will get more confident using your English and take a national ESOL examination when ready.

Venue	Course Days	Venue	Course Days
	Thu 18.00		Tue & Thu 9.30
Coalville Library	Wed & Thu 9.30	Market Harborough Symington Building	Tue & Thu 12.30
	Wed & Thu 12.30	oynington Dunung	Tue & Thu 18.30
Enderby Adult	Tue & Fri 9.45	Mallan Liberry	Tue & Thu 9.30
Learning Centre	Tue & Fri 12.30	Melton Library	Tue & Thu 12.00
	Wed & Thur 10.15	On dheed like an a	Mon & Thu 12.30
Hinckley Library	Wed & Thur 10.00	Oadby Library	Tue & Thur 12.30
	Wed & Thur 12.00	Thurmaston	Tue 18.30
Loughborough Librony	Tue 12.30	The Roundhill Academy	iue 10.50
Loughborough Library	Wed 12.30 & Thur 9.30		Tue & Fri 12.30
	Mon & Wed 18.30	Wigston Magna Library	Tue & Fri 9.30
	Tue & Thu 9.30	Library	Tue & Wed 18.30
	Tue & Thu 12.30		
	Wed & Thu 9.30		
Loughborough Moira Centre	Wed & Fri 9.30		
Mona Gentre	Thu & Fri 12.30		
	Mon & Tue 9.30		
	Tue 9.30 & Wed 12.30		
	Tue & Thu 12.30		

For more information on fees call us on FREEphone 0800 988 0308



Languages

"Speak a new language so that the world will be a new world." Rumi

Increasingly we need to communicate far more widely than in the past, for business, work, holidays and family life. By learning another language, you can gain a skill valued by employers, improve your confidence and broaden your horizons. Classes are fun and interactive, helping keep you active and involved whatever your age. You will also enjoy discovering more about the country, its culture and its people to enhance your travelling experiences!

We offer language courses including French, Spanish, German, Portuguese, Greek and Italian at various levels as well as British Sign Language. Courses are offered as both online and classroom learning for you to fit study around life and work. Many of our languages are accredited through The Skills and Education Group with the exception of Portuguese, Greek and our Advanced Languages offer. Assessments are done through work in class and homework. Tutors will assess you throughout the course and will feedback to you on your progress regularly, learners will keep their own portfolio of work.

How do I choose the right level for me?

Look at the descriptions below to help you choose the correct level. Emphasis on all courses is on speaking and listening and developing fluency in the language. If you are unsure of the correct level for you, please contact our enrolment team on FREEphone 0800 988 0308 to be put in touch with a member of the languages team. We will be happy to advise you.

What if I cannot afford to pay the fees all at once?

If your course fee is above £50 you can pay by instalments at no extra cost, the number of instalments depends on the total fee. (E.G. 'Beginners - A Taster' courses can be paid for in 2 instalments, the follow-on 'Beginners – Part 1' courses can be paid in 3 instalments and a full year course in 4 instalments). Please do take advantage of this offer, for more information please speak to our enrolment team on FREEphone 0800 988 0308.

Holiday Basics	Full Cost £44.00
No. of weeks 4 Hours per week 2	Reduced Cost £13.20
Classroom 🗸 Online 🗸 Accredited 🗶	
Venue: County-wide	
This 4 week course will give you a taste of the language you want to le having fun and speaking and listening to the language through interacting games. The sessions will give you the confidence to "have a go" on you	ve, practical activities and
Beginners - A Taster	Full Cost £88.00
No. of weeks 8 Hours per week 2	Reduced Cost £26.40
Classroom	
Venue: County-wide	
This is the first of a two part course for beginners and will give you a ta to learn. You will be introduced to a range of basic phrases that you will situations for introducing yourself and others; giving your address and r food and drinks. The emphasis will be on having fun and speaking the interactive activities. You will also discover a little about the country and	I be able to use in practical hationality; numbers; ordering language through practical,
Beginners - Part 1	Full Cost £180.00
No. of weeks 20 Hours per week 2	Reduced Cost £54.00
Classroom \checkmark Online \checkmark Accredited \checkmark	
Venue: County-wide	
This is a 20 week classroom course for learners who have a few of the Beginners – A Taster course or through your own experiences. You will be you can use in a variety of settings e.g. holiday, social activities and wo will cover shopping, finding your way around, the time and booking acc to learn a little about the culture of the country.	earn practical phrases that rk. For example, the sessions
Beginners - Part 2	Full Cost £252.00

Reduced Cost £75.60

Hours per week 2 | Online 🗶 | Accredited 🗸 Classroom Venue: County-wide

No. of weeks 28

Continuation year from the Beginners – Part 1, you can join at this point if you already know the basics. Covers transport, tourist information, more in depth language for holidays and travel, likes, dislikes, preferences, daily routine in present tense, introduction to the simple past tense.

"Hola, I am very satisfied with Ana Wright my Tutor who was very patient. I particularly enjoyed the group tasks she set for us to learn. She gave us time to ask questions (pregunta). I have personally benefited from this course [...]. It helped me to overcome my insecurities of coming out to meet people and I have become more confident in myself."

LANGUAGES

Level 1 Part 1

No. of weeks 28 Hours per week 2

Classroom 🗸 | Online 🗶 | Accredited 🗸

Venue: County-wide

Assumes prior knowledge (as above). Using a variety of learning materials including practical activities, games and the internet you will talk about things in the past (e.g. what you did at the weekend) and the future (e.g. holiday plans).

Level 1 Part 2

No. of weeks 28 Hours per week 2 Classroom 🗸 | Online 🗶 | Accredited 🗸 Full Cost **£252.00** Reduced Cost **£75.60**

Full Cost £252.00

Reduced Cost £75.60

Venue: County-wide

Suitable for learners who have started to use the present, past and future tenses. You will further develop your conversation skills; talking about what you did/used to do and would like to do in the future.



Improve your skills by discussing everyday topics/current affairs using the imperative forms, adjectives, adverbs and common idiomatic phrases. Suitable for those who have approximately four years of part-time study or GCSE/O Level standard or equivalent gained elsewhere.

Level 2 Part 2

No. of weeks 28 Hours per week 2 Classroom
V | Online X | Accredited
V

Venue: County-wide

This course will build on your previous knowledge to help you participate in small group discussions on topics of choice e (e.g. current affairs, environmental issues, travel, cultural and social aspects of the country), giving & justifying your opinions & ideas and increasing your vocabulary. You will have the option to give a short talk (2 - 3 mins) to a small group on a prepared topic of your choice (e.g. current affairs, travel, cultural and social aspects of the country). Using the conditional present, future and perfect forms (I would like / I would have liked...).



Jay – a Portuguese Learner from Rothley

I always wanted to learn another language as nobody else in my family speaks a foreign language. I work in football & view learning a language as a career progression, learning Portuguese will enable me to converse with Brazilian or Portuguese players. I have recently appointed a friend from Portugal as a coach & want to practise my new language skills with him. "Irene has been a brilliant tutor. I really enjoy her professional refreshing teaching style and her sense of fun. She has a very caring attitude to her students, and always ensures we are all included and understand the new topic. I am thoroughly looking forward to continuing my studies with Irene."

Advanced Year 5+

No. of weeks **Variable** Hours per week **Variable** Classroom \checkmark | Online \bigstar | Accredited \bigstar Venue: **County-wide**

This course is designed to further develop confidence, and improve accuracy & fluency on a wide range of topics, presenting opinions and understanding those of others, on subjects such as current affairs, personal interests, cultural aspects as well as situations encountered when travelling abroad. The emphasis will be on oral communication and the active participation of the learner is essential. Activities will be varied and include use of the internet, recordings, video clips and films, newspaper and magazine articles and book extracts to reflect aspects of cultural & social life. All skills will be developed through individual, pair and group work. Enrolment for this course is termly, in advance of the course start date. (Fees for Advanced courses are £9p/h Full Fee and costs vary based on the length of the course).



Full Cost £9.00p/h

Reduced Cost £2.70p/h



British Sign Language

British Sign Language (BSL) is used by approximately 150,000 people in the UK. Learning BSL is a powerful skill which allows you to include and celebrate the contributions of d/Deaf colleagues, friends and family in the workplace and in daily life. And now, with the historic passing of the BSL Bill in the UK Parliament in 2022, BSL is more visible and celebrated than ever before. Our range of BSL courses are taught by both d/Deaf and hearing tutors (with d/Deaf tutors exclusively teaching our more advanced courses), and we make sure to blend the learning of signs with d/Deaf Awareness as well as some knowledge of d/Deaf history and culture.

British Sign Language - An Introduction

Full Cost **£FREE** Reduced Cost **£FREE**

No. of weeks 1Hours per week 2Classroom ✓| Online ✓| Accredited X

Venue: **County-wide**

This non-accredited course is designed to give learners a brief introduction to d/Deaf awareness and British Sign Language and help you to communicate better with someone who is d/Deaf. The course consists of topics such as: d/Deafness and hearing loss, communication tips, fingerspelling, alongside basic signs and greetings. (Please note that the online offer for this course is completed in 2 x 1hr sessions over two weeks).

British Sign Language - Basics Online

Full Cost **£26.40** Reduced Cost **£7.92**

No. of weeks 4 Hours per week 1.5

Classroom 🗶 | Online 🗸 | Accredited 🗴

Venue: Online

BSL basics is a short course designed to be just that- the very basics of BSL taught over 4 weeks (1.5 hours a week). We will learn some basic signs, a little about BSL structure and word order, and by the end of the course you should know how to have a very basic conversation in BSL.

British Sign Language - Beginners Part 1

No. of weeks **10** Hours per week **2**

Classroom 🖌 | Online 🗶 | Accredited 🗶

Venue: County-wide

This course is a perfect follow-on from our 'Introduction' course, however, BSL Beginners Part 1 is also for people who are completely new to learning Sign Language. This course is a relaxed and fun, and will help you to communicate with d/Deaf people using BSL in a range of familiar contexts. The course consists of topics such as: meeting and greeting people, questions, numbers, transport and directions, and other everyday vocabulary (describing things and people, hobbies, time etc).

British Sign Language - Beginners Part 2

Full Cost **£132.00** Reduced Cost **£39.60**

No. of weeks **12** Hours per week **2**

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: County-wide

This course is designed to enable learners to improve their ability to communicate with d/Deaf people using British Sign Language (BSL) in a range of familiar contexts, participating in longer and more complex conversations than at Beginners 1. We will cover topics such as: everyday conversation, eating and drinking, shopping and work, travel and holidays.



British Sign Language Cafe

BSL cafes are an opportunity to practise your BSL skills, learn new ones, meet other learners and experienced BSL signers and have a cuppa! We are running monthly BSL cafes at the weekend across the county. A member of our BSL teaching staff will be present at each one to help you. These are not taught sessions but we are sure you will learn something new each time! Cafes are currently being set up in Coalville, Melton, Hinckley and the Loughborough area. BSL cafes are free and will be in lovely public environments so please do bring your friends, children etc!



British Sign Language - Staff Training for Businesses

If you represent a business or organisation and are interested in offering BSL/Deaf Awareness training to your staff, we can offer you a tailored course to suit your needs. Content is flexible but focusses on enabling you to communicate better with staff or clients/customers who have hearing loss. The course can consist of Deaf Awareness taught together with basic BSL signs which can be specific to your business needs. We can deliver the training to your preferred venue at a competitive price and already have experience of working with both teachers and medical staff. Please contact Daisy Edwards (daisy.edwards@leics.gov.uk) for more information.



Learning for Independence

We deliver a varied programme of learning for adults with learning disabilities which offers opportunities for learners to develop skills and knowledge in key areas including:

- Health and wellbeing
- Independence
- Engaging with the community
- · Work and volunteering
- Creativity
- Communication

Tutors plan and deliver learning through a range of practical and engaging learning activities which also embed literacy, numeracy and digital skills. Learners on all of our courses work towards personalised learning outcomes as identified in individual learning plans. We support individuals to achieve on both accredited and non-accredited courses, our accredited courses are awarded through AIM Qualifications and Assessment group.

We deliver in a range of venues all around the County including our own dedicated adult learning centres, libraries and community venues. We also offer courses in premises owned by private day care providers, please contact us if you would like to discuss these opportunities.

Every prospective learner is offered one-to-one information, advice and guidance with one of our specialist coordinators so that we can best understand each individual's starting point and ambitions for the future.



Sujit – a learner on our Literacy Skills course in Loughborough

I like my new teacher; she is very kind. If you've got a problem, she will help you out. I enjoy the courses it gives us all new ideas.

Today we have learned how to write postcards using formal and informal words. I go to the gym every day in the morning, I volunteer, and I have worked at Glebe House [in Loughborough] for 11 years. My course helps me to do my work.

Transitions Learning Programme

We also offer transition learning for school leavers with profound and multiple learning disabilities in our dedicated unit in Quorn.

To enrol on one of our Learning for Independence courses, or for more information about what we can offer, please email us at adultlearning@leics.gov.uk or call our FREEphone line on 0800 988 0308 and ask to talk to one of our specialist coordinators.

WOULD YOU LIKE TO improve your mental health by learning?

Better Mental Health

If you would like further information and/or would like to join a course, please call us on FREEphone 0800 988 0308, email us at adultlearning@leics.gov.uk or visit us online.

Learning for Confidence and Better Mental Health

Full Cost **£FREE** Reduced Cost **£FREE**

No. of weeks **10** Hours per week **2** Classroom ✓ | Online ✓

Venue: County-wide

Learning for Confidence and Better Mental Health courses are for adults experiencing or recovering from mental ill health. Courses aim to support you to improve your mental health and wellbeing through learning. We offer learning opportunities in friendly, supportive and safe groups with learning personalised to suit your needs. Our courses include topics such as mindfulness, resilience, personal wellbeing, communication and confidence building, all delivered using a variety of learning activities.

"Such a great course. I am going to miss this as part of my weekly routine it's made me realise how much I want to carry on learning."

"Learnt realistic coping strategies that can be applied to everyday life."

5 Ways to Wellbeing

No. of weeks 1 Hours per week 2

Classroom 🗸 | Online 🗸

Venue: County-wide

Learn about the 5 key activities that research has shown can boost wellbeing and good mental health.

Journalling for Wellbeing

No. of weeks 1 Hours per week 2

Classroom 🗸 | Online 🗸

Venue: County-wide

Explore ways that keeping a journal (a more reflective type of diary) can be used as a mindful activity to problem solve and to manage stress and anxiety.

Understanding	Motivation and Positivity	

No. of weeks **1** Hours per week **2**

Classroom 🗸 | Online 🗸

Venue: County-wide

Increase awareness of the traits of motivation and positivity, their impact on wellbeing and reflect on approaches that could support the development of these traits.

Introduction to Mindfulness

No. of weeks 1 Hours per week 2

Classroom 🗸 | Online 🗸

Venue: County-wide

Find out what mindfulness is, the benefits of mindfulness and learn some basic techniques for everyday use.

Introduction to Self-Care

No. of weeks 1 Hours per week 2 Classroom ✓ | Online ✓

Venue: County-wide

Understand the benefits of self-care and identify ways to incorporate self-care into everyday life.

Sleep and Wellbeing

No. of weeks 1 Hours per week 2 Classroom ✓ | Online ✓

Venue: County-wide

Discover the links between sleep and wellbeing, recognise healthy sleep habits and consider actions that may support improved sleep.

For more information on fees call us on FREEphone 0800 988 0308

Full Cost **£FREE** Reduced Cost **£FREE**

Full Cost **EFREE**

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Reduced Cost **£FREE**

nto everyday life.

Reduced Cost **£FREE**

Full Cost **£FREE** Reduced Cost **£FREE**



Family Learning

Family Learning is about families learning together, courses help parents and carers to develop confidence and learn new skills that will enable them to support their child's individual learning.

Family Learning is about having fun and enjoying learning together, breaking down barriers to learning and supporting learning together. We offer a wide provision linked to English, Maths, Reading, Science, resilience, and wellbeing. As well as Paediatric first aid, cooking, budgeting, and crafts.

Family learning courses are free and non-accredited. There is no formal initial assessment to gain a place on a family learning course. Family Learning is for all families, but supports a target audience, which means supporting parents and carers who do not already hold a Level 2 qualification or a GCSE grade A-C Grade 5+ in English and maths.

Engagement Crafts

These courses are all about having fun and learning together as a family. Courses happen throughout the year and are delivered in local libraries. To find out more about courses near you, please follow us on Facebook (@LeicsGoLearn) for regular posts and updates

First Aid

No. of weeks 1 Hours per week 1.5

Early Years Foundation Stage

These courses are for families who have children aged 2 to 5 years. You will learn how to help your child at home before they start school, learn the value of play to support learning and how to be more confident in supporting your child's reading. **These courses are delivered in local libraries across the county.**

Getting Read	y for School
No. of weeks 6	Hours per week 2
Sensory Play	
No. of weeks 4	Hours per week 1.5
Story Stacks	
No. of weeks 4	Hours per week 1.5

Explore our complete range of courses online at leics.gov.uk/golearn

Family English Maths and Languages

These courses have been designed to help parents and carers to understand how to help your child at school and to develop your own skills in English and maths. Family ESOL is suitable for learners whose first language is not English. These courses (unless marked 'Online'), are delivered in local libraries across the county, at selected schools and at Children, Family and Wellbeing centres.

English	
No. of weeks 6	Hours per week 2
Phonics	
No. of weeks 6	Hours per week 2
FESOL (Family	English for Speakers of Other Languages)
No. of weeks 6	Hours per week 2
Maths KS1 KS	5 2
No. of weeks 4	Hours per week 2
English - Help	ing your children at home (Online)
No. of weeks 4	Hours per week 2
Maths - Helpi	ng your children at home (Online)

Wider Family Learning

These health and wellbeing courses cover family health and wellbeing topics including basic paediatric first aid, budgeting and cooking, and social and emotional resilience. These will be delivered at Libraries, in selected schools and at Children, Family and Wellbeing centres.

First Aid	
No. of weeks 4	Hours per week 2
ELSA (Emotio	onal Literacy Sup
No. of weeks 6	Hours per week 2
Healthy Mea	ls on a Budget
No. of weeks 4	Hours per week 2
Health and V	Vellbeing
No. of weeks 5	Hours per week 2



Elizabeth – a Family Learning learner

Over the last few years, I have completed many of the family learning courses, such as Story Sacks and Making Sense of KS1 Maths. I have found these courses immensely helpful in terms of being able to support my own children with their early learning of both literacy and numeracy. A particular benefit of the teaching methods of the Family Learning courses, is that children are encouraged to learn alongside their parents - the courses are fully inclusive.



Our Learning for Wellbeing courses are designed to promote good health and wellbeing through creative and physical activities. These include a range of traditional visual art, creative craft and practical textiles alongside more specialist subjects like astronomy, photography and cookery.

Our courses are delivered as 'taught' sessions and as 'workshops'. In workshops, learners work at their own pace on personal projects that they bring to class. We also offer a range of our courses as online learning, allowing you the option of learning a new skill from the comfort of your own home. In all cases, whether it be a taught session, a workshop or online learning, your tutor will be on hand throughout to give you their expert guidance and support.

If you wish to discuss how online learning will work for you, or if you are interested in a subject that you do not see in our brochure, please call our enrolment team on FREEphone 0800 988 0308 for advice. You can 'like' our Facebook page where we post information on new courses throughout the year.

Wellbeing Saturdays - Chocolate Craft For Beginners

Full Cost **£29.00** Reduced Cost **£8.70**

No. of weeks 2 Hours per week 2

Classroom 🗶 | Online 🗸 | Accredited 🗶

Venue: Online

The course will be focussing on an introduction to the history, origin and making of chocolate. During the course you will learn to create a variety of chocolate decorations using a variety of techniques whilst gaining confidence and being creative with chocolate. You will be creating your own bag of chocolate truffles and chocolate shards. Furthermore, we will cover how to encase individual ginger and lime cheesecakes with an impressive chocolate collar. It is a relaxed and friendly course based on 2 x 2-hour sessions over 2 Saturdays, sharing enthusiasm and being creative with chocolate "simple but effective".

Wellbeing Saturdays - Chocolate Craft Next Steps

No. of weeks 2

Hours per week 3

Classroom 🗶 | Online 🗸 | Accredited 🗶

Venue: Online

This relaxed and friendly course, completed over two Saturdays, it is an ideal follow on from the beginner's craft course. Sharing enthusiasm and being creative with chocolate "simple but effective" whilst gaining confidence and being creative with chocolate, you will be creating chocolate filled chocolate macarons. Furthermore, you will create a luxury chocolate brownie Eton mess slice.

Wellbeing Saturdays - Christmas Chocolate Craft

No. of weeks 2 Hours per week 3

Classroom 🗶 | Online 🗸 | Accredited 🗶

Full Cost **£43.50** Reduced Cost **£13.05**

Venue: Online

The day's course will be focussing on an introduction to the making of chocolate. During the course you will learn to create a variety of Christmas themed chocolate decorations, which could be used as unique gifts, using a variety of techniques whilst gaining confidence and being creative with chocolate. You will create a Chocolate & Guinness cake topped with vanilla frosting and chocolate rolled shards (You can substitute the Guinness with Coca cola). Furthermore you will be creating your own bag of Cranberry, Orange and Pretzel fudge, as well as using up any chocolate you may have left over.

Wellbeing Saturdays - Christmas Pottery

Full Cost **£41.25** Reduced Cost **£15.88**

No. of weeks 1 Hours per week 5

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: **Enderby** This one day course is aimed at all levels of learners. During the day you will get chance to make a range of Christmas themed pieces including a Christmas table centre piece, Christmas trees, night light candle holders and hanging Christmas decorations (personalised if wished), you can work at your own pace and make many pieces or focus on one piece, and you will have the opportunity to use ceramic underglazes to add colour to your pieces. The course is held in a purpose built, fully equipped Pottery studio and is taught by an experienced tutor and practising ceramicist.

Wellbeing Saturdays - Summer Pottery

Full Cost **£41.25** Reduced Cost **£15.88**

Full Cost £42.25

Reduced Cost £16.88

No. of weeks 1 Hours per week 5

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: Enderby

The course is designed to give you a flavour of what pottery is about and learn some basic ceramic techniques such as pinch, slab and coil pots. The day will include demonstrations to support learning but you may then use the techniques taught to experiment and enjoy going where the clay takes you. It is an ideal opportunity to see if you would then like to attend a longer 10 week course with the same tutor.

Wellbeing Saturdays - Fused Glass Christmas

No. of weeks 1 Hours per week 5

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: Coalville

On this course you will learn to make a variety of fused glass Christmas decorations. This course shows you how to cut glass safely to make a variety of shapes, how to layer glass and use glass powders, rods and metallic inclusions.

For more information on fees call us on FREEphone 0800 988 0308

Full Cost £21.75 Wellbeing Saturdays - Astronomy Through Reduced Cost £6.53 The Seasons No. of weeks 1 Hours per week 3 Classroom 🗸 | Online 🗶 | Accredited 🗴

Venue: Enderby

Since ancient humans first looked at the sky, it has been obvious that our view changes with the seasons. What causes the seasons? Why can't I see Orion during the summer, yet the Great Bear is visible all year round? Why are planets sometimes seen in the morning sky yet at other times, they put on a good show in the evening sky? These are some of the questions we will address and answer in this Saturday course. Come and join us!

Wellbeing Saturdays - Start To Sew With **Your Machine**

Full Cost £36.25 Reduced Cost £10.88

No. of weeks **1** Hours per week **5**

Classroom 🗸 | Online 🗶 | Accredited 🗴

Venue: Enderby

This workshop will start from the very basics of using a sewing machine. During the workshop you will learn how to: use a sewing machine with confidence, thread your sewing machine, wind the bobbin, understand tension, carry out simple machine maintenance, identify and use your machine's accessories, sew neat seams with the correct seam allowance, sew round curves and corners, explore the range of stitches available and make a buttonhole. As a final result you will make a cushion cover from scratch to take home. Your tutor is an experienced seamstress with a wealth of skills and knowledge to share.



Wellbeing Saturdays - Redwork For **Beginners**

Full Cost £36.25 Reduced Cost £10.88

No. of weeks 1

Hours per week 5

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: Coalville

An outline of Redwork, a form of American embroidery using red stitching on calico and a brief look at the history of its beginnings. Learning the embroidery stitches required. Completing a piece of Redwork stitching.

Wellbeing Saturdays - Art and Diversity -**Keith Haring**

Full Cost £23.75 Reduced Cost £7.13

No. of weeks **1** Hours per week **3**

Classroom 🖌 | Online 🗶 | Accredited 🗶

Venue: Coalville

Learn a little about the artist Keith Haring and his art. Create an artwork in response to this using his pop artwork and animated imagery as inspiration. Work with thick and thin black line and areas of colour using marker pen, fine liners, felt tips and highlighters. Make the art meaningful for you also with pattern, personal mark-making and colour. This course is in celebration of LGBTQ+ History Month in February.

Art For Wellbeing

No. of weeks **12** Hours per week **2**

Classroom 🖌 | Online 🗶 | Accredited 🗶

Venue: Loughborough

Different fun projects each week: animals, portraits, landscapes, cityscapes, still life, abstract! You will be working in coloured pencils and mixed media to produce your own stunning art. Suitable for all abilities. You will progress at your own pace, learning skills and techniques in coloured pencil drawing, with the support of a professional artist, in a friendly and relaxed atmosphere.

Drawing & Painting - Get Started

No. of weeks **12** Hours per week **2**

Classroom 🗸 | Online 🗶 | Accredited 🗶

Full Cost **£132.00** Reduced Cost **£39.60**

Venue: Barwell

This course will provide a useful introduction to a variety of painting and drawing techniques and materials to get you started on your learning journey. You will be able to develop your skills and gain the knowledge and confidence needed to create your own work. You will get lots of support and encouragement along with the opportunity to explore and experiment with a variety of wet and dry media such as watercolour, acrylic, charcoal and pastels.



Drawing & Painting - Intermediate Level

Full Cost **£132.00** Reduced Cost **£39.60**

No. of weeks 12 Hours per week 2 Classroom 🗸 | Online 🗶 | Accredited 🗴

Venue: Melton

This course is for the learner who has some basic skills in drawing skills, use of tone and shading, mixing and application of paint. The course will include experimenting with different materials and techniques. Providing helpful insight into using colour, design, working from your own reference photographs, and observing from real life. There is also some research into artists and a chance to study their work. It is a chance to learn something new in a relaxed and welcoming environment.

Drawing & Painting - Mixed Level

Full Cost **£132.00** Reduced Cost **£39.60**

No. of weeks **12** Hours per week **2**

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: County-wide

This course is open to all levels of ability, so whether you are a complete beginner or someone with a bit more experience, you will be able to develop and improve your skills with lots of support from your tutor. The course will include experimenting with different materials and techniques, as well as providing helpful insight into using colour, design, and working from your own reference photographs, and observing from real life.

Drawing & Painting - Next Steps

Full Cost £132.00 Reduced Cost £39.60

Full Cost £132.00

Reduced Cost £39.60

No. of weeks **12**

Hours per week 2

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: Barwell

The course is suitable for someone with little experience or for people who want to develop existing skills. You will learn and develop basic drawing skills and then move on to painting with watercolours and/or acrylics. There is the opportunity to develop skills in colour mixing and in using different paint applications. You will be encouraged to experiment with other media too. This course is run with wellbeing in mind, in a relaxed and friendly environment.

Botanical Drawing & Painting - Mixed Level

No. of weeks **12** Hours per week **2**

Classroom 🖌 | Online 🗶 | Accredited 🗶

Venue: Thurmaston

This course will cover the observation of various plants, flowers and natural subjects. The course starts with learning to draw in detail, paying particular attention to creating form and perspective and then explores drawing in pen, coloured pencils, and water colour paints. There will be several projects set which will help learners work towards producing professional, traditional Botanical Illustrations. Advice and guidance will be given to learners of all abilities and experience.



Watercolour Drawing & Painting - Mixed Level

Full Cost £132.00 Reduced Cost £39.60

Full Cost £144.00

Reduced Cost £51,60

No. of weeks **12** Hours per week **2**

Classroom 🗸 | Online 🗸 | Accredited 🗴

Venue: Enderby, Thurmaston

Our watercolour mixed level courses are designed for learners wishing to gain an understanding of the basics of watercolour painting and are suitable for beginners and improvers. We will develop your skills in the techniques of watercolour and an understanding of colour mixing, drawing skills, and composition. The course builds up step by step to help your understanding and to allow you to gain confidence in each area before moving onto the next. For more experienced learners we aim to develop skills, techniques and applications already learnt to help you develop your own style with confidence. The course tutor will be on hand at every stage to provide support with one to one tuition. demonstrations and handouts.

Life Drawing & Painting - Mixed Level

No. of weeks **12** Hours per week **2**

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: Coalville

A drawing and painting course where learners always draw from life; specifically portrait and figure studies using a clothed model, and still life studies using specified objects (e.g. fruit, glassware).
CERAMICS AND GLASS

Develop Skills In Drawing

No. of weeks **12** Hours per week 2

Classroom 🖌 | Online 🗶 | Accredited 🗶

Venue: Thurmaston

In this course you will practise and develop skills and develop confidence in drawing a variety of subject matter. You will also develop your skills in observing and measuring, using line and developing form, shading and creating different tones, developing texture, considered composition and drawing on different scales. The course allows you to explore different media including pencils, pen, charcoal, pastels, chalk, ink and pencil cravons, and you will also explore the work of other artists to help develop vour own skills.

Pottery Workshop - Mixed Level

Full Cost £156.00 Reduced Cost £63.60

Full Cost £132.00

Reduced Cost £39.60

No. of weeks **11** Hours per week **2**

Classroom 🖌 | Online 🗶 | Accredited 🗴

Venue: Enderby, Countesthorpe, Groby

These courses are designed to encourage learners of all abilities achieve their own personal goals within a relaxed and friendly atmosphere where you can go at your own pace. Beginners will start with the basic ceramic processes, intermediate and advanced learners will work on personal projects with technical and artistic support from the tutor.

Pottery Workshop - Next Steps

No. of weeks **12** Hours per week **2**

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: Enderby

This course is designed to encourage learners with some prior experience and a level of confidence with clay to achieve their own personal goals and develop existing skills with ceramics. Learners will work on personal projects with technical and artistic support from a very experienced tutor, who will encourage learners to challenge their own abilities and develop your individual style. There will be opportunities to have work fired at Enderby Adult Learning Centre.

Fused Glass Workshop - Mixed Level

No. of weeks **10** Hours per week **2**

Classroom 🗸 | Online 🗶 | Accredited 🗴

Venue: Coalville, Thurmaston

On this course you will be given the opportunity to make a variety of kiln fused glass pieces, including coasters, mini wall hangers, plates or jewellery. You will learn how to cut glass safely alongside learning how to layer glass and use glass powders, rods and metal inclusions to create decorations. You will have the opportunity for on-going 1-1 discussion to develop own ideas and style to design and create a range of glass pieces.

Stained Glass - Mixed Level

No. of weeks **10** Hours per week **2**

Classroom 🖌 | Online 🗶 | Accredited 🗶

Venue: Thurmaston

This course is aimed at both beginners and those with more experience. The course provides beginners with the opportunity to acquire the skills to make a stained-glass panel and a copper foiled project. More advanced learners will be supported to develop their own projects.

Full Cost £156.00 Reduced Cost £63.60

Full Cost £170.00 Reduced Cost £93.00

Full Cost £170.00

Reduced Cost £93.00

Adult Tap Dancing - Mixed Level

No. of weeks **12**

Hours per week 1

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: Enderby

This course is open to all levels of ability, so whether you are a complete beginner or someone with a bit more experience, you will be able to develop and improve your rhythm and tap skills with lots of support from your Tutor and from within the group. The course will include experimenting with different techniques; rhythm, performance, muscle memory and use of props.

Ballet For Wellbeing And Fitness -Beginners

Full Cost **£66.00** Reduced Cost **£19.80**

No. of weeks **12** Hours per week **1**

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: Enderby

Ballet is an enjoyable way to keep fit, while having lots of fun whether you are a complete beginner, have some experience or are returning to ballet after many years. Taking part in ballet is good for your body as well as your mind. In a friendly, relaxed environment you will learn the foundations of ballet including the positions, alignment, lines and co-ordination. The classes will include barre work, centre work and travelling work. A group dance will often be learnt during the course.

Ballet For Wellbeing And Fitness

No. of weeks **12** Hours per week **1**

Full Cost **£66.00** Reduced Cost **£19.80**

Classroom 🗸 | Online 🗶 | Accredited 🗶 Venue: Enderby

Taking part in ballet is good for your body and your mind. Learn the foundations of ballet and build on existing skills and strengths. The classes will include barre work, centre work and travelling work, all designed to improve posture, strength, and balance. A group dance will often be learnt during the course.

Ballet Barre Fitness

No. of weeks **12** Hours per week **1**

Full Cost **£66.00** Reduced Cost **£19.80**

Classroom 🗸 | Online 🗶 | Accredited 🗶 Venue: Enderby

This course offers you a series of different exercises demonstrated both on a barre, and on the floor (often on a mat) to aid flexibility, balance, improve stability and strengthen the core. Barre fitness can also improve posture and alignment. By the end of the course you should and will feel better physically and mentally and will feel more conditioned. Intensity can be elevated by adding weights and more challenging movements if you are a more experienced learner.





Yoga - Mixed Level

No. of weeks **10** Hours per week **1.5** Classroom / | Online X | Accredited X Venue: Enderby, Hinckley Full Cost £84.50 Reduced Cost £26.75

Yoga for mixed abilities is a traditional and contemporary class where each week there is a guided yoga practice where we work on a variety of postures underpinned by the basic concepts, principles and theory of this ancient discipline and tradition. This course aims to teach yoga combining the physical exercises that stretch and tone the body with the nurture and development of your emotional health and wellbeing. The content of the practices are carefully put together to build safely and progressively, always focusing on the needs of the individual.

Seated Yoga - Mixed Level

No. of weeks **10** Hours per week **1.5**

Classroom 🖌 | Online 🗴 | Accredited 🗴

Venue: Enderby, Coalville, Hinckley

Balance your life, mind and soul with relaxing and de-stressing exercises, through seated yoga (this involves sitting on a chair) which focus on different aspects of your wellbeing, such as Surya Namaskar (Sun Salutation- overall health), Virabhadrasana (Warrior poses- core strength) and which target the upper and lower body by stretching different muscles and improving flexibility. Special chair Pranayama (breathing), for example, Anuloma Viloma (alternate nostril breathing- breathing technique) will destress and benefit the mind. This course is also available as a 6 week course.

Sit And Get Fit

No. of weeks **12** Hours per week **1**

Classroom 🗸 | Online 🗶 | Accredited 🗶

Full Cost **£66.00** Reduced Cost **£19.80**

Full Cost £84.50

Reduced Cost £26.75

Venue: Thurmaston

A seated exercise class suitable for anyone who finds conventional exercising difficult – arthritis and rheumatism sufferers, anyone with mobility problems or recuperating from illness, injury or an operation. Also beneficial for people who spend a lot of time sitting, who suffer with general aches and pains or simply lack exercise in their day-to-day routine. Sit and get fit in a friendly and fully supportive environment where the emphasis is on improving health and wellbeing.

Healthy Cooking - Zero Waste

No. of weeks **10** Hours per week **2**

Classroom 🗸 | Online 🗸 | Accredited 🗶

Venue: Enderby, Online

This course is delivered by GoLearn! with input from Leicestershire County Council's Waste Management team and the Love Food Hate Waste initiative. You will learn how to cook healthy meals from scratch and how to bulk out meals using vegetables and pulses as well

as how to make the most of your leftovers thereby creating zero waste. There will be a discussion topic each week where you will have the opportunity to ask questions.

Indian Cookery

No. of weeks 8 Hours per week 2

Classroom 🗸 | Online 🖌 | Accredited 🗴

Venue: Groby, Enderby, Online

This course will cover an exciting selection of authentic Indian recipes. The tutor will share her love and enthusiasm for Indian Cookery using her own personal recipes through her demonstrations and teaching. This is a relaxing and enjoyable course for the complete beginners or for those with some knowledge of Indian Cookery. The learners will be able to practice their cookery skills supported and encouraged by the tutor. We also offer Indian Cookery as a shorter course.

Simply Baking - Old School and Around The World

No. of weeks **10** Hours per week **2**

Classroom 🗸 | Online 🗸 | Accredited 🗶

This is a friendly, relaxed, and informative 10-week course where the tutor will share with are easily adapted to suit your own tastes. The theme is 'Around the world baking' and 'old school traditional baking' creating new recipes to share with the family. During the sessions

Venue: Enderby. Online

you their enthusiasm for baking. The dishes are easy to make with simple techniques and vou will cover baking bread, cakes, pastry, biscuits/cookies. Danish pastry and more,

No. of weeks **12** Hours per week **2** Classroom 🗸 | Online 🗶 | Accredited 🗶 Venue: Countesthorpe

Anyone can get involved in the upcycling revolution! On this course you will learn how to rescue, restore and redecorate small pieces of furniture which can be easily carried into class. From boxes and stools, tea trays, mini tables, small mirrors to picture frames and footstools....the list is only limited by size! If you can carry it - you can work on it! Upcycling is sustainable, cost-effective and fun and provides a great sense of achievement. No previous skills required. Get creative, roll up those sleeves and get fixing and upcycling!

Explore our complete range of courses online at leics.gov.uk/golearn







Full Cost £60.00 Reduced Cost £18.00

Full Cost £88.00

Reduced Cost £26.40

Full Cost £110.00

Full Cost £72.00

Reduced Cost £21.60

Reduced Cost £33.00

Astronomy - Explore The Autumn Night Sky

No. of weeks 10

Hours per week 2

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: Enderby

The course will introduce the stars and planets visible in the Autumn Night Sky. When the weather permits, the classroom sessions will be backed up by practical viewing, including the use of binoculars and telescopes. Astronomy and space stories in the news will be discussed. You will meet people with a shared interest and make new friends. There may be the opportunity to visit places of astronomical interest outside of the sessions if you wish.

Astronomy - Winter Sky Wonderland

Full Cost **£110.00** Reduced Cost **£33.00**

No. of weeks **10** Hours per week **2**

Classroom 🗸 | Online 🗶 | Accredited 🗶 Venue: Enderby

The course will introduce the stars and planets visible in the Winter Night Sky. When the weather permits, the classroom sessions will be backed up by practical viewing, including the use of binoculars and telescopes. Astronomy and space stories in the news will be discussed. You will meet people with a shared interest and make new friends. There may be the opportunity to visit places of astronomical interest outside of the sessions if you wish.

Astronomy - Summer Night Sky

No. of weeks **10** Hours per week **2**

Full Cost **£110.00** Reduced Cost **£33.00**

Classroom 🗸 | Online 🗶 | Accredited 🗶 Venue: Enderby

The course will introduce the stars and planets visible in the Summer Night Sky. Astronomy and space stories in the news will be discussed. You will meet people with a shared interest and make new friends. There may be the opportunity to visit places of astronomical interest outside of the sessions if you wish.

Ranjit – Astronomy, Photography, Drawing and Painting and Pottery Learner from Cosby

Having lived a varied and an interesting life so far, I have always taken a philosophical approach to living; from challenging teenage years to raising a family to honing new skills!

In the past year, Leicestershire Adult Learning has given me a great opportunity to rekindle my early love for photography, astronomy, languages and the arts.

I now find myself in an enviable position where I can mix a number of my newly acquired skills to create interesting and intriguing pieces, be it in astrophotography, fused glass pieces, painting or clay/ceramic sculptures! I even surprised myself recently by writing a short piece in French!



Photography - Learn To Use Your Digital **Single Lens Reflex (DSLR)**

Hours per week 2

Venue: Thurmaston

The aim of the course is for you to be able to take your camera off auto setting and explore the creative side of photography. You will learn how to operate your camera in manual mode using the following functions: aperture, shutter speed and ISO. You will also learn how the adjustment of these functions affects the photograph's depth of field and composition.

Studio Photography - Build a Portfolio

No. of weeks 6 Hours per week 2

Classroom 🗸 | Online 🗶 | Accredited 🗴

Venue: Thurmaston

Create a series of photographs you have captured with the use of studio equipment and with some enhancements in post-production. We will build upon your knowledge of composition and create some photographs that you can print and keep.

Sewing Project Workshop - Mixed Level No. of weeks **12** Hours per week 2

Full Cost £132.00 Reduced Cost £39.60

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: Enderby, Loughborough, Thurmaston

Patchwork and Quilting Workshop

Hours per week 2

Working on your own personal projects, this course will teach you how to make good use of existing fabric you have at home, cut fabric using a pattern or measurements, sew neat seams with the correct seam allowance, make buttonholes, insert a zip, finish raw edges and make a useful item from scratch! Support and advice from your expert tutor will be on hand at all times.

Classroom 🖌 | Online 🗶 | Accredited 🗶 Venue: Coalville

No. of weeks **12**

This course has been designed for beginners to gain basic skills in this craft and for more experienced learners to continue to develop their skills. Beginners will learn how to cut fabrics using cutter and rulers for patchwork & the art of assembling patchwork blocks. Improvers will learn the art of appliqué - how to prepare fabrics and the stitches used to attach them.

Sewing Workshop - Make Do and Mend

No. of weeks 6 Hours per week 2

Classroom 🖌 | Online 🗶 | Accredited 🗶

Venue: Loughborough

On this course you'll develop your sewing machine and hand sewing skills, learn repair techniques such as patching and darning, and discover how to repurpose fabrics to make new projects.

Full Cost £36.00

Full Cost £132.00

Reduced Cost £39.60

Reduced Cost £10.80

Full Cost £66.00 Reduced Cost £19.80



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Reuse Fabric - Make a Shift Dress

No. of weeks 6 Hours per week 2

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: Loughborough

This course will equip you with essential clothing alteration skills you will use for years to come and change your mindset about reusing fabric in the home. On the course you will produce a cute top with a bum-covering hem or a simple, sophisticated knee length dress. Your fabric may be cotton lawns or poplins, light weight denims, chiffon, silk, crepe, linen, viscose, or even jersey. Just bring what you have at home. (Suitable for UK sizes 8-22).

Reuse Fabric - Make a Skirt

No. of weeks 6 Hours per week 2

Classroom \checkmark | Online \bigotimes | Accredited \bigotimes

Venue: Loughborough

This is an ideal course for budding new dress makers. We aim to have an impact on the way people think about throw-away fashion. During the workshop you will learn how to make the most of existing fabric you have at home to create a skirt you can wear for many years to come! (Suitable for UK sizes 8-22).

Reuse Fabric - Make a Tote Bag

No. of weeks 6 Hours per week 2

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: Loughborough

The short course is suitable for anyone wanting to learn how to make simple tote bags from existing items that would usually be thrown away. For example, you might have an old pair of curtains, or jeans, or a quilt cover that you love and don't want to waste the fabric. This is a chance to re-cycle your items/fabric and make a completely different, useful and decorative tote bag.

Reuse Fabric - Make an Apron

No. of weeks 6 Hours per week 2

Full Cost **£36.00** Reduced Cost **£10.80**

Classroom 🗸 | Online 🗶 | Accredited 🗶

Venue: Loughborough

On this course you will repurpose old fabrics to create an apron. The apron could be a full length chef style or a more traditional waist style, with or without pockets. Let your imagination loose! Suitable fabrics could be old curtains, shirts, jeans, cargo trousers. You may need more than one item if using old clothing, in this case you will be joining fabrics together and creating patchwork.

Reuse Fabric - Make Items From Old Jeans

No. of weeks 6 Hours per week 2

Full Cost **£36.00** Reduced Cost **£10.80**

Classroom 🗸 | Online 🗶 | Accredited 🗶 Venue: Loughborough

This course will show you how to repurpose your old jeans to prevent them going to landfill. They could be used to create fabric baskets, plated placemats, gardening aprons, bags, coasters, cushion covers. You are only limited by your imagination.

Proved to Support YOUR CLOTHES Our Reuse Fabric, Make Do and Mend and Fix and Upcycle Furniture courses are part funded by Leicestershire County Councils Waste Management team through the Love Food, Hate Waste and Love Your Clothes initiatives.

Full Cost **£36.00** Reduced Cost **£10.80**

Full Cost £36.00

Full Cost £36.00

Reduced Cost £10.80

Reduced Cost £10.80



GoLearn has a track record of delivering high quality, flexible apprenticeship training for apprentices and their employers across Leicestershire.

Current apprenticeships we offer include:

- Adult Care Worker Level 2 ST0005
- Business Administrator Level 3 ST0070
- Customer Service Specialist Level 3 ST0071
- Customer Service Practitioner Level 2 ST0072
- Payroll Administrator Level 3 ST0073
- Team Leader or Supervisor Level 3 ST0384
- Teaching Assistant Level 3 ST0454

EMPLOYERS

We work with employers of all sizes to design apprenticeship programmes to meet organisational and training needs. We tailor programmes around job roles and skills gaps to make the training relevant to your occupational area, within the scope of the chosen Apprenticeship Standard.

Apprenticeships can be used to upskill existing staff into a new role or to bring new employees into your business. We can support you with advertising and recruitment to make the process easier for your business. Apprentices must be paid at least the National Minimum Wage for Apprentices, and employers must commit to supporting a minimum of 20% paid time towards learning the main aim, and support upskilling of English and maths to level 2 if not previously achieved. Traineeships are extended work experience of 100 hours, alongside employability, English and maths study over a period of 6 - 26 weeks. Traineeships support engagement between business and potential future employees.

We regularly update the apprenticeships we offer to meet local need. If the apprenticeship you require is not listed please get in touch. To view all available apprenticeship standards please visit **www.instituteforapprenticeships.org/apprenticeship-standards/**



EMPLOYEES, APPRENTICES AND TRAINEES

Apprenticeships are paid jobs with embedded training. At least 20% of paid time will be spent carrying out off the job training; this may be in the normal work setting or in a training setting. We work closely with the apprentice and employer to plan an individualised learning experience for each apprentice. Traineeships are pre-apprenticeship work experience programmes with an employability, maths and English study programme. Enrolment is only available via application to an employer. All vacancies in England are advertised here: **www.gov.uk/apply-apprenticeship**

I started working within payroll as an administrator but quickly decided I also wanted to enrol into the Level 3 Payroll apprenticeship course to build up my foundations of payroll and strengthen my overall knowledge of payroll to help with my daily work tasks.

For the course, I had to complete a portfolio package to show my understanding of payroll. My assessor was very helpful with this part and gave advice whenever I needed it. The learning side of the apprenticeship went smoothly too, and it was very interesting to learn so many new aspects of payroll that I didn't know before.

> My tutor was very knowledgeable and was always there to talk to if I had any questions and personally helped me to pass each of my final exams first time.

Overall, I'm very glad I enrolled in the payroll apprenticeship course as I feel I now have new skills which I know will definitely help me with my future career.

Reece Moreton, Former Payroll Apprentice

WORK BASED ADULT FURTHER EDUCATION COURSES

Standalone full-cost courses for individuals or employers can be offered. Contact us to discuss your requirements.

GET IN TOUCH

Email apprenticeshipsLALS @leics.gov.uk

Freephone 0800 988 0308

The Discretionary Learner Support Fund

What is the Discretionary Learner Support Fund?

At GoLearn, we know that course fees alone are not the only financial costs learners face. Our Discretionary Learner Support Fund (DLSF) is available to help cover the hidden cost of learning like childcare, transport, resources, and exam fees.



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Online

Our online Course Search can be found by visiting us at **www.leics.gov.uk/golearn** or by scanning the QR code. You can search by keyword, venue, course type and course code and view detailed course information. Most courses are available for direct enrolment via the website. For courses which require an Initial Assessment (IA), or chat with a member of the team, you can submit an enquiry and we will get back to you with more details.





By phone

Our FREEphone enrolment line is open year-round from 8:30am till 7:00pm Monday to Friday (excluding Bank Holidays). We will also be open from 10:00am till 1:00pm on Saturday 9th and 16th July 2022. To speak to a member of the team, call us on FREEphone 0800 988 0308, selecting 'Option 1' from the list.



In person

If you prefer to visit our centres in person to pay or enrol, you can do so by visiting one of our Enrolment Centres. To arrange a time to visit please call us on FREEphone 0800 988 0308, selecting 'Option 2'. Alternatively, you can email us at the address below to be advised of our up-to-date opening times.



Via email

If you would like more information on your chosen course, or if you would like to make an appointment for one of the team to call you at a convenient time, please email us at adultlearning@leics.gov.uk



Every effort has been made to make sure the information contained in our 22/23 brochure is correct. However, as you know things can change. Please contact us for up-to-date course information.



If you require an accessible version of this brochure please contact us on **FREEphone 0800 988 0308** or email us at **adultlearning@leics.gov.uk** and we will explore the options available.

We're here to support YOU!

Early Bird Discount

A **20% Early Bird Discount** is available on all fee-paying courses from 8:30am on Monday 4th July 2022 till 7:00pm on Wednesday 31st August 2022.

New Year Discount

A **10% New Year Discount** will also be available on all fee-paying courses from 8:30am on Thursday 1st December till 7:00pm on Tuesday 31st January 2023. The discounts are available to all learners enrolling on fee-paying courses and can be used in conjunction with both the full and reduced fees advertised. The discounts will be applied automatically to all enrolments made online, in person and over the phone. For more information on these discounts, and how to enrol, please contact us on the details above.



W0185. Details correct at time of printing - valid until July 2023.





Education & Skills Funding Agency



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