



Adult learning courses for summer 2021

English language café - Mondays or Thursdays, 10am to 12 noon - an online session (term time by pre-booked appointment)

Improve your English conversation with the help of a tutor and join others online who have English as an additional language.

Job club - Thursdays, 9.30am to 4pm at Bracknell Open Learning Centre (by pre-booked appointment)

Free job-seeking advice and an opportunity to book free employability courses.

Everyday maths club - Fridays, 1pm to 3pm at Bracknell Open Learning Centre (term time by pre-booked appointment)

Improve your maths without the stress of studying for a qualification.

IT support - Fridays, 10am to 2pm - an online session (term time by pre-booked appointment)

Online and/or telephone assistance for basic IT issues for those struggling with digital devices at home.



To book a course:

Online: www.bracknell-forest.gov.uk/community-learning

Phone: 01344 354220

Email: community.learning@bracknell-forest.gov.uk

By post: Bracknell Open Learning Centre, Rectory Lane, Bracknell, RG12 7GR



www.facebook.com/bracknelladultlearning

Terms and Conditions

Fees must be paid in advance and are not refundable unless we cancel a course. Some courses may be free to eligible jobseekers or those on low incomes. To access courses free of charge, please do not book online. Instead, please contact us to book an appointment.

Many of our courses are partly funded by the Education and Skills Funding Agency. So that we can receive this funding, you will need to complete an enrolment form and provide proof of ID. You must be 19 or over (at 31.08.2020) and have lived in the European Union for three years or more.

Should you require a copy of this leaflet in large print, please ask at the Bracknell Open Learning Centre or call 01344 354220.



Education & Skills Funding Agency



Work skills

Course Title	Day	Date	Session Times	Cost
Employability induction programme - an online course	Thursdays	Starting in April, these sessions support jobseekers or those looking for a career change	9.30am - 12 noon	Free
English Functional Skills - a mixture of online and classroom based learning	Various	Week commencing 19 April to the week commencing 19 July	Various	Free
English for Speakers of Other Languages – a mix of online and in-class learning. Study for a qualification or just to improve	Tuesdays or Thursdays	Week commencing 19 April to the week commencing 19 July	9.30am - 12 noon or 12.30pm - 3pm	Free to those on low income. Enquire for other pricing
Award in Food Safety for Catering	Wednesday	21 April	9.30am - 4.30pm	£50 or free to eligible jobseekers
Maths Functional Skills - available either online or classroom based	Fridays	23 April to 16 July	10am - 12 noon	Free
Risk assessments - an online course	Friday	23 April	10am - 11.30am	£12 or free to eligible jobseekers
Nutrition: special diets – an online course	Thursday	29 April	6.30pm - 8.30pm	£15 or free to eligible jobseekers
Emergency first aid at work	Tuesday	4 May	9.30am - 4pm	£45 or free to eligible jobseekers
BTEC Level 1 Award in Principles of Customer Service taster session - available either online or classroom based	Wednesday	5 May	10am - 11am	Free to eligible jobseekers. Enquire for other pricing
BTEC Level 1 Award in Principles of Customer Service – available either online or classroom based	Mondays Wednesdays and Fridays	Induction: 7 May 9 sessions: 10 May to 28 May	9.30am - 11.30am 9.30am - 3pm	Free to eligible jobseekers. Enquire for other pricing

Course Title	Day	Date	Session Times	Cost
Emergency first aid at work	Thursdays	13 and 20 May	6.30pm - 9.30pm	£45 or free to eligible jobseekers
Paediatric first aid	Mondays	17 and 24 May	6.30pm - 9.30pm	£45 or free to eligible jobseekers
Award in Health and Safety in the Workplace	Tuesday	18 May	9.30am - 4.30pm	£50 or free to eligible jobseekers
BTEC Level 1 Certificate in Customer Service taster session – available either online or classroom based	Wednesday	2 June	10am - 11am	Free to eligible jobseekers
Paediatric first aid	Wednesday	2 June	9.30am - 3.30pm	£45 or free to eligible jobseekers
BTEC Level 1 Certificate in Principles of Customer Service - available either online or classroom based	Mondays Wednesdays and Fridays	Induction: 4 June 10 sessions: 7 June to 28 June	9.30am - 11.30am 9.30am - 3pm	Free to eligible jobseekers. Enquire for other pricing
Be your own boss - an online course	Tuesday and Wednesday	8 and 9 June	10.30am - 2.30pm	£48 or free to eligible jobseekers
Working in school – available either online or classroom based	Wednesdays	9 June to 14 July	9.30am - 11am	£50 or free to eligible jobseekers
Award in Food Safety for Catering	Thursday	17 June	9.30am - 4.30pm	£50 or free to eligible jobseekers
Working in care – an online course	Thursday	24 June	10.30am - 1pm	£15 or free to eligible jobseekers
Understanding allergies	Tuesday	6 July	7pm - 8.30pm	£12 or free to eligible jobseekers
Award in Health and Safety in the Workplace	Thursday	15 July	9.30am - 4.30pm	£50 or free to eligible jobseekers
Personal development week - available either online or classroom based	Monday to Friday	Induction: 26 July 27 July to 30 July	9.30am - 11.30am 9.30am - 2pm	£80 or free to eligible jobseekers
Communication skills - available either online or classroom based	Wednesday	4 August	9.30am - 11.30am and 12 noon – 2pm	£20 or free to eligible jobseekers
Self-confidence - available either online or classroom based	Friday	6 August	9.30am - 11.30am and 12 noon - 2pm	£20 or free to eligible jobseekers

Computing

Course Title	Day	Date	Session Times	Cost
Essential Digital Skills qualifications for beginners	Thursdays	22 April to 15 July	9am - 12 noon	Free
Create your own website	Monday and Tuesday	7 and 8 June	6.30pm - 9.30pm	£50
Beginners' IT	Thursdays	10 June to 8 July	1pm - 3pm	Free
Boost your business online using social media	Monday	14 June	7pm - 9pm	£15

Arts and well-being

Course Title	Day	Date	Session Times	Cost
Yoga for people who don't do yoga – an online course	Mondays	19 April to 24 May	1pm - 2.15pm	£35
Baby massage – an online course	Tuesdays	20 April to 11 May	10.30am - 11.30am	£12
Pilates – an online course	Thursdays	22 April to 27 May	6pm - 7pm	£30
Paediatric first aid – an online course	Monday	26 April	6pm - 8pm	£6
Moving on from lockdown: what will you be glad to leave behind and what positive things do you want to keep?	Wednesday and Thursday	5 and 6 May	7pm - 8.30pm	£10
Painting for the absolute beginner - materials will be provided	Mondays	10, 17, 24 May and 7 June	7pm - 9pm	£50
Paediatric first aid – an online course	Thursday	13 May	2pm - 4pm	£6
Pen and ink – available either online or classroom based. You will be provided with materials before the course if you are doing it online, or materials will be in the classroom on the day	Saturdays	5 June to 26 June	11am - 1pm	£60
Yoga for people who don't do yoga – an online course	Mondays	7 June to 12 July	1pm - 2.15pm	£35
Baby massage – an online course	Wednesdays	9 June to 30 June	1.30pm - 2.30pm	£12
Pilates – an online course	Thursdays	10 June to 15 July	6pm - 7pm	£30
Landscape painting - materials will be provided	Mondays	14 June to 5 July	7pm - 9pm	£50
Moving on from lockdown: what will you be glad to leave behind and what positive things do you want to keep?	Wednesday and Thursday	16 and 17 June	7pm - 8.30pm	£10
Chair Yoga - an online course	Mondays	21 June to 12 July	11am - 12.15pm	£20
Summer landscapes in watercolour - materials will be provided	Tuesdays	6 and 13 July	10am - 12 noon	£30
Flowers in cross stitch - available either online or classroom based. You will be provided with materials before the course if you are doing it online, or materials will be in the classroom on the day	Thursday	8 July	10am - 12 noon	£15