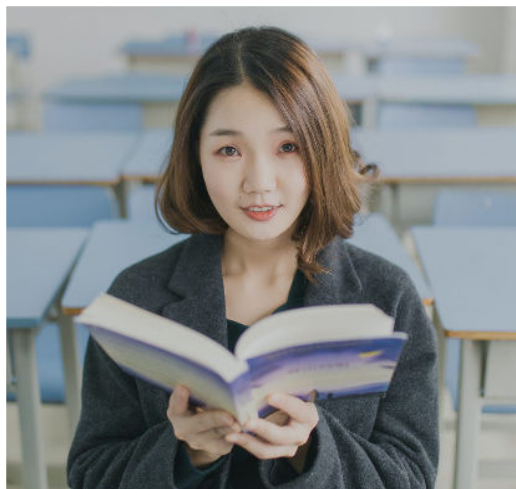




Adult Learn and Train

The best in everyone™

Part of United Learning



Adult Learn and Train 2023–24

Autumn and Spring Programme of courses delivered at Coleridge and Parkside Community Colleges, Galfrid Community Wing and other venues in Cambridge City

(01223) 712340

office@adultlearning.education

www.adultlearning.education



SCAN ME
to visit our website

Welcome to Adult Learn and Train

Following a highly successful year in 2022–23, where we welcomed some new and returning learners, we are delighted to bring you our NEW programme.

We are pleased to offer a wide range of courses, training programmes and leisure activities. You will find these courses at venues across Cambridge City. We are here to help you find the right learning for you; whether it is for work purposes, mental stimulation, physical wellbeing or all three!

Our courses are listed by title and run in the daytime, evening and weekends throughout the year.

If you do decide to enrol, you can be sure that the course or activity you choose will be a high-quality experience, run by a well-qualified tutor, well-resourced and in top quality facilities. We look forward to seeing you in 2023-24.

Where is my course held?

Venue Addresses (Initial found at side of course title indicates the location of the course):

- C** Coleridge Community College
(Main administration office) Radegund Road, Cambridge CB1 3RJ
- P** Parkside Community College
Parkside, Cambridge CB1 1EH
- S** St. Augustine's Church
Richmond Road, Cambridge CB4 3PS
- F** The Galfrid School Community Wing
Galfrid Road, Cambridge CB5 8ND
- OL** Online

Course Fee Key:

First price is the full fee

Second price in brackets is a concession fee.

***FUNDED:** No fee. Check full funding eligibility on the website.

Gift Vouchers are available

Our courses offer a unique gift idea and a great way to spend time with friends or family.

Gift vouchers are available and can be used for Saturday or weekend courses.

Please note: Gift vouchers are only valid until the end of the academic year. Vouchers cannot be transferred.

How To Enrol



To enrol in person come to our main administration office: Coleridge Community College, Radegund Road Cambridge CB1 3RJ



Online Payments unavailable at the moment.



01223 712340
Please have your credit/debit card to hand.



Payments by post should be sent to our administration office at Coleridge Community College (see address above). Please do not send cash.



Enquiries can be made by email: office@adultlearning.education

For full information on your chosen course visit our website adultlearning.education

Once you are enrolled onto your course, confirmation will follow. If you are unclear on any details of your course please contact the office for clarification.

Courses with fewer than the relevant number of learners may have the option of continuing upon payment of a supplementary fee or reduction to the length of the course.

Many of our classes fill quickly or operate a waiting list; early enrolment is advised.

Some course fees includes a material cost; please check the course description available on our website for any additional costs linked to your course.

Fees

Fees are payable in FULL when you enrol. We accept all major debit and credit cards (except American Express), cheques should be made payable to "United Learning Trust Cambridge Cluster", please note we are a cashless school and therefore we are no longer able to accept cash as a form of payment.

If you are enrolling on a course/s over 8 weeks long, you may choose to pay in two instalments: 50% (or more) on enrolment followed by the remaining amount 4-5 weeks later. Please note you will be entering into a **Deferred Payment Agreement (DPA)**; should you choose to withdraw from the course you will still be liable to pay any outstanding instalments. It is important that you make the payment(s) by the date stated on the DPA to secure your place on the course otherwise this option may be withdrawn.

Refunds will only be paid in full when a class is closed at the discretion of the College. If you cancel your booking at least two weeks before the course starts, a refund will be given (minus a 10% administration charge). If you decide to cancel less than two weeks before the course starts you will not be entitled to any refund. If the course is cancelled by the College, we will contact you to offer an alternative course or a refund. Please refer to the fees and refund policy for further information which can be found on our website.

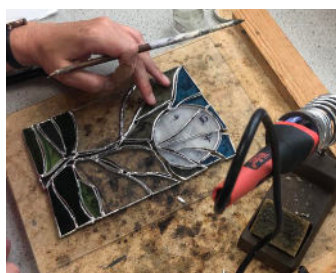
Concessionary fees are only available if you are in receipt of Universal Credit, JSA (Jobseekers Allowance) or ESA (Employment Support Allowance) or the "Guaranteed Credit" element of Pension Credit. Proof must be shown at enrolment, otherwise the full fee will be charged. Most of our courses display two fees: the concessionary fee is the lower amount advertised.



Weekend Courses, Easter and Summer Schools at Coleridge Community College

Welcome to our weekend and holiday day schools.

We hope you find a course that inspires you to try something new or that entices you to brush up old skills.



September Day School

9th September 2023	Day	Time	Cost
Acting Taster	Sat	10.00–12.00	£16
Calligraphy	Sat	10.00–14.00	£35
Candle Making	Sat	10.00–14.00	£60
Cookery: Vegetarian Indian Rasoi	Sat	10.00–15.00	£55
Dressmaking: Clothes Alterations	Sat	10.00–16.00	£54
East Asian Painting	Sat	10.00–15.30	£44
Face Yoga Taster	Sat	10.00–12.30	£20
Oil Painting	Sat	10.00–15.30	£47
Politics in Turbulent Times Taster	Sat	10.00–12.00	£5
Silver Jewellery: Ring Making	Sat	10.00–16.00	£63

October Weekend

14th and 15th October 2023	Day	Time	Cost
Cookery: Bread Making	Sun	10.00–15.00	£43
Cookery: South East Asian Street Food	Sat	10.00–15.30	£62
Dressmaking: Sewing with Stretch Fabric	Sat	10.00–16.00	£54
East Asian Painting	Sat	10.00–15.30	£44
Face Massage: Gua Sha Introduction	Sat	10.00–12.30	£20
Get to Know Your Overlocker	Sun	10.00–13.00	£24
Flower Arranging: Japanese Ikebana	Sat	10.00–12.30	£50
Menopause: Maximising Wellbeing	Sat	10.00–16.00	£30
Silver Jewellery: Shape & Fold Forming	Sat/Sun	10.00–15.30	£113
Watercolour Painting	Sat/Sun	10.00–15.30	£91

December Weekend

2nd and 3rd December 2023	Day	Time	Cost
Acting Taster	Sat	10.00–12.00	£16
British Politics Taster	Sat	10.00–12.00	£5
Cookery: Boozy Chocolate Truffles	Sun	10.00–13.00	£42
Cookery: Vegetarian Indian Rasoi	Sat	10.00–15.00	£55
Flower Arranging: Festive Wreaths	Sun	09.30–12.00	£50
Flowers: Festive Long Lasting Arrangement	Sun	13.00–15.30	£50
Japanese Furoshiki Wrapping	Sat	10.00–12.30	£40
Glass Christmas Decorations	Sun	09.30–16.00	£52
Lino Printing	Sat/Sun	10.00–15.00	£87
Make-Up Techniques for the over 40s	Sat	10.00–12.30	£30
Pre Lit Hanging Wire Stars	Sat	10.00–12.30	£35

Come by yourself or bring a friend or family member to make a fun day out.

Don't forget your packed lunch if you book onto a full day.

February Weekend

10th and 11th February 2024	Day	Time	Cost
Candle Making	Sat	10.00–14.00	£60
Chinese Calligraphy	Sun	10.00–14.00	£32
Cookery: Bread Making	Sun	10.00–15.00	£43
Cookery: Japanese Bread Making	Sat	10.00–13.00	£37
Dressmaking: How to Draft a Bodice	Sat	10.00–16.00	£57
Oil Painting	Sat/Sun	10.00–15.30	£92
Silver Jewellery: Bezel and Tube Stone Setting	Sat/Sun	10.00–15.30	£113
Spring Bulb Flower Crate Arrangement	Sat	10.00–12.30	£47
Willow Weaving: Garden Obelisk	Sat/Sun	10.00–16.00	£146

April Easter School: Monday - Wednesday

8th, 9th & 10th April 2024	Day	Time	Cost
Cookery: Japanese Bread Making	Mon	10.00–13.00	£37
Drawing Techniques Part 1	Mon	10.00–15.00	£40
Drawing Techniques Part 2	Tue	10.00–15.00	£40
Flower Arranging: Japanese Ikebana	Wed	10.00–12.30	£50
Silk Painting	Wed	10.00–16.00	£58
Silver Jewellery: Claw Setting	Mon-Tue	10.00–15.45	£117
Spectacular Stained Glass	Mon-Tue	10.00–16.00	£102

May Day School

18th May 2024	Day	Time	Cost
Calligraphy	Sat	10.00–14.00	£35
Drawing Skills	Sat	10.00–15.30	£47
Flower Arranging: Japanese Ikebana	Sat	10.00–12.30	£50
Flower Arranging: Summer Wreath	Sat	10.00–13.00	£54
Needle Felt: Brooch	Sat	10.00–16.00	£50
Politics in Turbulent Times	Sat	10.00–14.00	£32
Screen Printing	Sat	10.00–15.30	£56
Silver Jewellery: Ring Making	Sat	10.00–16.00	£63
Willow Weaving: Bird Feeder	Sat	10.00–16.00	£82

August Summer School: Monday - Thursday

5th, 6th, 7th & 8th August 2024	Day	Time	Cost
Cookery: Bread Making	Thu	10.00–15.00	£43
Felt Bags	Mon-Tue	10.00–16.00	£98
Flower Arranging: Japanese Ikebana	Mon	10.00–12.30	£50
Large Scale Flower Arranging	Tue	10.00–13.00	£56
Needle Felt: Brooch	Wed-Thu	10.00–16.00	£98
Silver Jewellery: Wax Casting	Mon-Tue	10.00–15.45	£117
Tie-Dye Techniques	Wed	10.00–16.00	£58
Watercolour Painting	Mon-Thu	10.00–15.30	£180
Willow Weaving: Basket making	Mon-Wed	10.00–16.00	£211



Arts and Crafts

Courses	Autumn Start Date	Spring Start Date	Weeks	Day	Time	Cost
C Art History: The Birth of Modern Art	20/09/23	x	10	Wed	09.30–11.30	£145 (£87)
C Art History: Modernism	x	17/01/24	10	Wed	09.30–11.30	£145 (£87)
C Calligraphy	19/09/23	16/01/24	10	Tue	10.00–12.00	£145 (£87)
C Christmas Candle Making	07/12/23	x	1	Thu	18.00–21.00	£60
C Crochet: Beginners	04/10/23	TBC	6	Wed	19.00–21.00	£102 (£67)
C DIY Carpentry/Joinery Skills: Beginners	21/09/23	18/01/24	10	Thu	19.15–21.15	£165 (£105)
C DIY Carpentry/Joinery Skills: Improvers	x	17/01/24	10	Wed	19.15–21.15	£165 (£105)
C Drawing and Painting	x	18/01/24	10	Thu	19.00–21.00	£145 (£87)
C Drawing Skills	18/09/23	15/01/24	10	Mon	13.00–15.00	£145 (£87)
C Dressmaking	19/09/23	16/01/24	10	Tue	16.00–18.00	£145 (£87)
C Dressmaking	20/09/23	17/01/24	10	Wed	10.00–12.00	£145 (£87)
C Dressmaking	21/09/23	18/01/24	10	Thu	19.00–21.00	£145 (£87)
P East Asian Painting	18/09/23	15/01/24	10	Mon	19.00–21.00	£145 (£87)
P Flower Arranging: Christmas Wreath	04/12/23	x	1	Mon	19.00–21.00	£49
C Oil and Watercolour Painting	22/09/23	19/01/24	10	Fri	10.00–12.00	£145 (£87)
C Painting and Drawing	20/09/23	17/01/24	10	Wed	19.00–21.00	£145 (£87)
C Express Yourself Through Art	NEW 21/09/23	TBC	10	Thu	19.00–21.00	*FUNDED
C Painting: How to Paint Like a Famous Artist	18/09/23	15/01/24	10	Mon	10.00–12.00	£145 (£87)
C New Adventures in Patchwork and Quilting	21/09/23	18/01/24	8	Thu	10.00–12.00	£116 (£70)
C Pattern Cutting 1	20/09/23	17/01/24	10	Wed	13.00–15.00	£145 (£87)
C Pattern Cutting 1	20/09/23	17/01/24	10	Wed	19.00–21.00	£145 (£87)
C Pottery	21/09/23	18/01/24	10	Thu	13.30–16.00	£253 (£166)
C Pottery	21/09/23	18/01/24	10	Thu	17.30–20.00	£253 (£166)
C Silver Jewellery: Beginners 1	x	18/01/24	10	Thu	10.00–12.00	£155 (£97)
C Silver Jewellery: Beginners 1	21/09/23	18/01/24	10	Thu	17.00–19.00	£155 (£97)
C Silver Jewellery: Improvers	21/09/23	18/01/24	10	Thu	19.15–21.15	£155 (£97)
C Silver Jewellery Advanced	20/09/23	17/01/24	10	Wed	19.00–21.00	£155 (£97)
S Upholstery	26/09/23	16/01/24	9	Tue	12.15–15.15	£246 (£168)
S Upholstery	26/09/23	16/01/24	9	Tue	19.15–21.15	£176 (£124)

General Interest

Courses	Autumn Start Date	Spring Start Date	Weeks	Day	Time	Cost
C Acting Foundation	21/09/23	18/01/24	10	Thu	19.00–21.00	£145 (£87)
C Acting Intermediate: Scene Study	NEW 20/09/23	17/01/24	10	Wed	18.30–20.30	£145 (£87)
C British Sign Language Introduction	21/09/23	18/01/24	10	Thu	14.00–16.00	*FUNDED
C British Sign Language Introduction	21/09/23	18/01/24	10	Thu	18.00–20.00	*FUNDED
C Cookery: Make the Bubbles for Tea or Cocktails	08/11/23	TBC	1	Wed	18.00–21.00	£40
C Cookery: Bread Making	x	01/02/24	1	Thu	18.00–21.00	£43
C Cookery: Valentine's Chocolate Workshop	NEW x	14/02/24	1	Wed	18.00–21.00	£68 for 2
F Cookery: Meals on a Budget	NEW 04/10/23	TBC	3	Wed	12.30–14.00	*FUNDED
C Cookery: Japanese Bread Making	x	24/01/24	1	Wed	18.00–21.00	£37
C Creative Writing for Beginners	21/09/23	18/01/24	8	Thu	19.00–21.00	£116 (£70)
C DIY Carpentry/Joinery Skills: Beginners	21/09/23	18/01/24	10	Thu	19.15–21.15	£165 (£105)
C DIY Carpentry/Joinery Skills: Improvers	x	17/01/24	10	Wed	19.15–21.15	£165 (£105)
C Guitar: Beginners 1	20/09/23	17/01/24	10	Wed	18.45–20.45	£145 (£87)
C Guitar: Beginners Continuation	21/09/23	x	10	Thu	19.00–21.00	£145 (£87)
C Guitar: Beginners 1	x	18/01/24	10	Thu	19.00–21.00	£145 (£87)
P Politics in Turbulent Times	25/09/23	22/01/24	8	Mon	18.45–20.45	£116 (£70)
P Writing Life Stories	18/09/23	15/01/24	8	Mon	19.00–21.00	*FUNDED
C Writing Life Stories	19/09/23	16/01/24	8	Tue	12.30–14.30	*FUNDED

Mind and Body

Courses		Autumn Start Date	Spring Start Date	Weeks	Day	Time	Cost
C	Contemporary Dance	20/09/23	17/01/24	10	Wed	20.15–21.15	£73 (£44)
C	Dance Fitness: The Musicals	21/09/23	18/01/24	10	Thu	19.45–20.45	£73 (£44)
C	Facial Pampering and Wellbeing	NEW 5/10/23	TBC	1	Thu	18.30–20.30	£36
C	Facial Pampering and Wellbeing	NEW 9/11/23	TBC	1	Thu	18.30–20.30	£36
C	Face Yoga Beginners	22/09/23	19/01/24	10	Fri	09.15–10.15	£73 (£44)
C	Face Yoga Beginners	NEW 19/09/23	TBC	10	Tue	16.00–17.00	£73 (£44)
C	Face Yoga and Gua Sha Improvers	x	19/01/24	10	Fri	10.30–11.30	£73 (£44)
P	Mindfulness Meditation	18/09/23	15/01/24	8	Mon	18.00–20.00	*FUNDED
C	Pilates: Beginners Plus	20/09/23	17/01/24	10	Wed	16.15–17.15	£73 (£44)
C	Pilates: Intermediate	20/09/23	17/01/24	10	Wed	17.30–18.30	£73 (£44)
P	Psychology Introduction	02/10/23	22/01/24	8	Mon	18.00–19.30	£87 (£52)
P	T'ai Chi and Chi Kung Exercises	18/09/23	15/01/24	10	Mon	18.00–19.00	£73 (£44)
P	T'ai Chi 10 Step Form	18/09/23	15/01/24	10	Mon	19.15–20.15	£73 (£44)
C	Yoga for Everyone	20/09/23	17/01/24	10	Wed	19.00–20.00	£73 (£44)



Silver Jewellery: I have always wanted to try silver smithing and was really pleased when I found this class. I was really pleased with what I made.

Anonymised quote from learner 2023



Face Yoga: I have really enjoyed having an hour a week concentrating on me! I have already started noticing the difference in my skin tone and the tutor is really knowledgeable.

Anonymised quote from learner 2022



Modern Foreign Languages

All levels of languages run over the year (9/10 weeks per term). Learners are able to re-enrol/progress with their learning termly. Those with prior learning can join the course at any time after a discussion with the tutor.

Beginner – No experience necessary

Improver – 1 year prior experience required

Intermediate – 2/3 years prior experience required

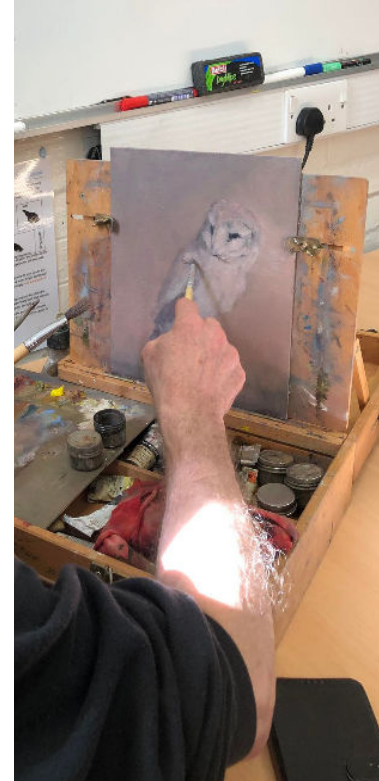
Upper Intermediate- 3/4 years prior experience

Lower Advanced – 4/5 years or more prior experience required.

Advanced – More than 5 years experience required

Advanced Conversation – Suitable for learners who have, at least, completed the first year of an A-level or equivalent.

Courses		Autumn start date	Spring start date	Weeks	Day	Time	Cost
OL	Arabic: Beginners 1	NEW 20/09/23	17/01/24	10	Wed	19.30–21.00	£124 (£74)
P	Chinese: Beginners 1	18/09/23	15/01/24	10	Mon	19.00–21.00	£165 (£99)
C	French: Beginners 1	20/09/23	17/01/24	10	Wed	18.45–20.45	£145 (£87)
C	Italian: Beginners 1	20/09/23	17/01/24	10	Wed	19.30–21.00	£113 (£68)
C	Italian: Intermediate 1	21/09/23	18/01/24	10	Thu	19.00–21.00	£145 (£87)
C	Italian: Advanced 1	20/09/23	17/01/24	10	Wed	18.00–19.30	£113 (£68)
C	Italian: Advanced Conversation	21/09/23	18/01/24	10	Thu	19.00–21.00	£165 (£99)
P	Japanese: Beginners 1	18/09/23	15/01/24	10	Mon	18.30–20.30	£165 (£99)
C	Japanese: Improvers 1	20/09/23	17/01/24	10	Wed	19.00–21.00	£165 (£99)
C	Japanese: Intermediate	21/09/23	18/01/24	10	Thu	19.00–21.00	£165 (£99)
P	Spanish: Beginners 1	18/09/23	15/01/24	10	Mon	19.00–21.00	£145 (£87)
P	Spanish: Improvers 1	18/09/23	15/01/24	10	Mon	19.00–21.00	£145 (£87)





English and Maths

Our Functional Skills and GCSE English and Maths courses give you the chance to:

- Brush up your skills
- Gain a qualification in English or maths
- Plug a gap in your CV and improve your job prospects
- Help your children with homework

These courses are fully funded by Cambridgeshire Skills if you are: aged 19+ on 31st August 2023, have lived in the EEA for at least 3 years and have not yet achieved a level 2 qualification in maths or English. You will need to attend all face to face sessions (and online where applicable) and complete the assessments or exams to be awarded full funding. We also welcome learners who wish to fund themselves.

Assessment before enrolment is essential; full information can be found on the next page.

Functional Skills English and Maths

We use City and Guilds as our awarding body. Our intention is to run the daytime and evening courses face to face, however learners must be able to access the class via live streaming for some sessions.

Please note: English Functional Skills has different learning aims to our English as a Foreign Language courses; at the initial assessment you will be signposted to the correct course.

English

Courses	Start Date	Weeks	Day	Time	Cost
F English Get Started with Functional Skills	20/09/23	5	Wed	09.30–11.45	*FUNDED
C English Get Started with Functional Skills	20/09/23	5	Wed	18.15–20.30	*FUNDED
F English Functional Skills	01/11/23	24	Wed	09.30–11.45	*FUNDED
C English Functional Skills	01/11/23	24	Wed	18.15–20.30	*FUNDED

Maths

Courses	Start Date	Weeks	Day	Time	Cost
F Maths Get Started with Functional Skills	19/09/23	5	Tues	09.30–11.45	*FUNDED
P Maths Get Started with Functional Skills	18/09/23	5	Mon	18.15–20.30	*FUNDED
F Maths Functional Skills	31/10/23	24	Tue	09.30–11.45	*FUNDED
P Maths Functional Skills	30/10/23	24	Mon	18.15–20.30	*FUNDED

GCSE English

We use AQA as our awarding body, you will be studying English Language 8700. Our classes are delivered face to face; however, learners must be able to access the class via a live streaming if necessary. Please note: all learners who enrol onto English GCSE regardless of face to face or online MUST also attend 5 Saturday (full day) sessions in person at Coleridge Community College.

Courses	Start Date	Weeks	Day	Time	Cost
C English GCSE	21/09/23	30	Thu	18.00–20.30	*FUNDED

GCSE Maths

We use Pearson Qualifications as our awarding body. Our intention is to run the evening course face to face and Saturday daytime course online; however, all learners must be able to access the class via live streaming if necessary. Please note: all learners who enrol on maths GCSE regardless of face to face or online MUST also attend 5 Saturday (full day) sessions in person at Coleridge Community College.

Courses	Start Date	Weeks	Day	Time	Cost
C Maths GCSE	20/09/23	30	Wed	18.00–20.30	*FUNDED
OL Maths GCSE (Online Blended)	23/09/23	30	Sat	09.30–12.00	*FUNDED

Maths Multiply

This short course empowers and educates parents of primary school children (Key stage 1 and 2) to support their children's learning and makes it easier to help with homework. You'll be shown current methods used in schools today and will be taken through the maths curriculum.

Courses	Start Date	Weeks	Day	Time	Cost
F Maths Multiply: Support Your Child at School NEW	31/10/23	5	Tue	13.15–14.15	*FUNDED



Maths GCSE: Libby completed Maths GCSE in 2022. Watch Libby's testimonial here for an honest and insightful view on studying as an adult.



English as a Foreign Language (EFL)

Would you like to improve your English and get a better job? We have a number of courses on offer to help develop your speaking and listening, reading and writing skills. Courses from Entry 3 to C2, are funded if you meet the criteria.

These courses are fully funded by Cambridgeshire Skills if you are: aged 19+ on 31st August 2023 and have lived in the EEA for at least 3 years. Funding is also available if you have recently arrived from Ukraine under the Ukraine Family Scheme / Ukraine Sponsorship scheme (homes for Ukraine) or for learners living here who hold a BNO visa.

Feel more confident using English in social situations, professional and working environments.

- English for Work Beginners: Learners should be able to understand basic sentences.
- English for Work Intermediate is equivalent to PET (Entry 3 / B1)
- English for Work Upper Intermediate is equivalent to FCE (Level 1 / B2)
- English for Work Lower Advanced (in-between Level 1 and 2 / B2- C1)

Courses	Autumn start date	Spring start date	Weeks	Day	Time	Cost
C English for Work: Beginners	18/09/23	15/01/24	10	Mon	10.00–12.00	*FUNDED
C English for Work: Beginners Plus	18/09/23	15/01/24	10	Mon	12.30–14.30	*FUNDED
C English for Work: Improvers	19/09/23	16/01/24	10	Tue	10.00–12.00	*FUNDED
C English for Work: Intermediate	19/09/23	16/01/24	10	Tue	12.30–14.30	*FUNDED
P English for Work: Intermediate	18/09/23	15/01/24	10	Mon	18.45–20.45	*FUNDED
OL English for Work: Upper Intermediate	20/09/23	17/01/24	10	Wed-Thu	09.45–11.45	*FUNDED
C English for Work: Lower Advanced	21/09/23	18/01/24	10	Thu	18.45–20.45	*FUNDED

We also offer First Certificate (FCE) Level 1/B2 and Cambridge Advanced English (CAE) Level 2/C1. Both of these courses cover tuition only; if you would like to enter yourself for the exam, full details about test centres and exam prices can be found here: www.cambridgeenglish.org/find-a-centre/find-an-exam-centre

Courses	Autumn start date	Spring start date	Weeks	Day	Time	Cost
C FCE: First Certificate English	20/09/23	17/01/24	10	Wed	18.30–20.30	£145 (£87)
P CAE: Cambridge Advanced English	18/09/23	15/01/24	10	Mon	18.30–20.30	£145 (£87)



English for Work: It has improved my writing skill, now I can communicate by email confidently with important matters. I do not have to ask my friend or family to check my grammar.
Anonymised quote from learner 2023



Assessment Information for English, Maths and EFL Courses:

Before we can enrol you onto a course, you need to attend an assessment. These are held in person at Coleridge Community College and take approximately one hour per subject.

The office is open throughout the summer break. In July, August and September we will be holding assessments every Tuesday and Thursday between 9.30-14.30. **Booking is essential.**

If you cannot attend an assessment mid-week, please book onto one of our weekend assessment dates:

- Saturday 29th July
- Saturday 2nd September
- Saturday 9th September

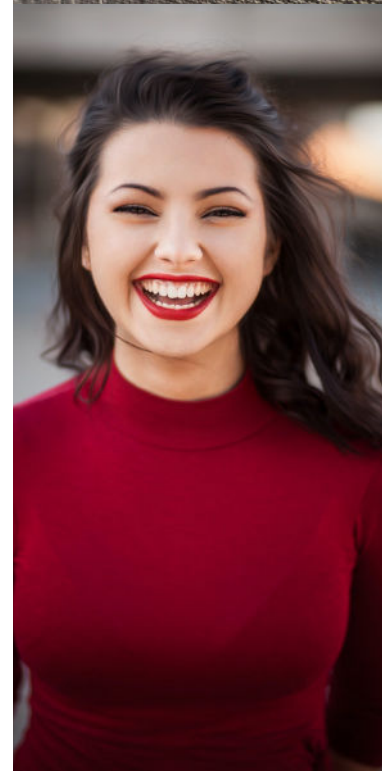
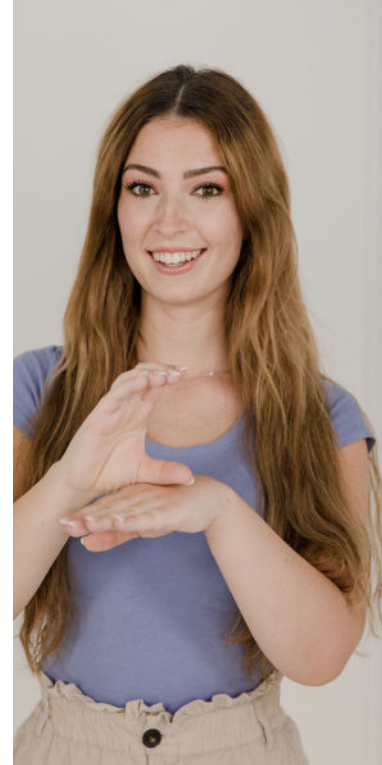
To book and check your eligibility for your course, contact the office on 01223 712340 or send us an email office@adultlearning.education

What do I need to bring with me for the assessment?

- Photographic ID and Passport if you have one.
- National Insurance number is required on the day of assessment.
- Please bring with you any evidence of prior learning (certificates).
- Supporting documents if you require additional time or access arrangements.
- Assessments take approximately 1 hour per subject to complete.



English Functional Skills: I loved my course. I had opportunity to meet people from different countries and be more active in doing voluntary work at my children's school. I can't wait until September to start the next level.
Anonymised quote from learner 2023



Learner Information

Upon enrolment you will receive learner information about college support and signposts to policies and regulations.

Course materials or resources are, wherever possible, included in the cost of the course; however, some courses will require learners to purchase additional resources. Please check your course description carefully for full details which are available on the website: adultlearning.education

Adult Learn and Train reserves the right to withdraw tuition and exam entries in the event of verbal, physical or intimidating behaviour to other learners, tutors, or staff.

All college premises are strictly NO SMOKING sites; any learners wishing to smoke are asked to do so away from the immediate vicinity of the college.

Free Parking is available in the evening at all centres on a first come, first serve basis; please note that the schools are used by a variety of community groups which have equal access to the car park; if you require accessible parking, please contact the administration office to reserve a space.

In the event of severe weather conditions that result in school closure: please check the website or tune into local radio for up-to-date information.

Equality and Diversity

We are fully committed to equality of opportunity and welcome enrolments from all adults aged 19+. We positively encourage all learners with any concerns about specific needs which might affect their learning to discuss their requirements with us in confidence. We believe that everyone is entitled to learn in an environment that is free from discriminatory behaviour so that we build a community based on mutual trust and respect. We will do our best to ensure that resources and equipment are accessible to all and make reasonable adjustments to ensure that all learners can access activities.

Safeguarding Statement

Arrangements have been made to make sure that you are safe at our Centres. If you feel you are not safe for any reason, for example through verbal or physical abuse or you have been discriminated against, please tell your tutor or the Centre Manager, who will investigate to ensure your safety.

Keeping you informed (GDPR)

You will need to OPT-IN to be kept up to date with future courses and discounts by email. You can request by phone or email to be added to our list or you can complete the short form available on our website: <https://adultlearning.education/adult-learn-train/information/>

How United Learning Cambridge Cluster, Adult Learn and Train use your data

<https://adultlearning.education/adult-learn-train/information/terms-privacy/>

Cambridgeshire Skills supports a wide range of other adult learning opportunities across Cambridgeshire supporting adults with the lowest level of qualifications, or no qualifications at all, and so typically find themselves in lower paid, less secure jobs or unemployed. Search our website cambials.co.uk for details of all our funded courses.

Some of Adult Learn and Train courses are funded through the Adult Education Budget allocated by the Cambridgeshire and Peterborough Combined Authority (CPCA) or the Education and Skills Funding Agency (ESFA) and part financed by the European Social Fund Plus (ESF+) programme. This funding is managed by Cambridgeshire Skills, Cambridgeshire County Council. To view the The European Union website: <https://ec.europa.eu/european-social-fund-plus/en>

How Cambridgeshire Skills use your data:

<https://www.gov.uk/government/publications/esfa-privacy-notice>

Cambridgeshire Skills Ofsted report:

View the most recent ofsted report from Cambridgeshire Skills: <https://reports.ofsted.gov.uk/provider/42/50971>

TERM DATES

Autumn Term - 10 week term:

Monday 18th September to week ending Friday 1st December

(Half-Term: 23rd - 27th October)

Spring Term - 10 week term:

Monday 15th January to week ending Friday 29th March

(Half-Term: 19th - 23rd February)

Summer Term - 10 week term:

Monday 22nd April to week ending Friday 5th July

(Half-Term: 27th - 31st May)



Find us on social media

Facebook: [adultlearnandtrain](https://www.facebook.com/adultlearnandtrain)

Instagram: [adult_learn_and_train](https://www.instagram.com/adult_learn_and_train)

Twitter: [@adultlearntain](https://twitter.com/adultlearntain)



This programme is correct at the time of going to print; we reserve the rights to change or amend any of the published times/locations/prices/dates. *Some images sourced from Unsplash and Pexels*

