



# Islington Adult Community Learning (ACL)

## September to December 2022

[www.adultlearning.islington.gov.uk](http://www.adultlearning.islington.gov.uk)



# Studying with ACL

Whether you need new skills to get back to work, want to brush up on your basic skills or need help to find a job, we have courses ready and waiting to help you. You must be 19 or over, unemployed or low-waged to be eligible for our free courses. Please bring proof of ID, residency and low wage (if in work and earning less than £21,547 per annum).

## A message from our councillor, Santiago Bell-Bradford

Hello Islington,

It's my pleasure to write a few words at the beginning of the Autumn term 2022 Adult Community Learning brochure. To introduce myself, I'm Santiago Bell-Bradford, the new Executive Member for Inclusive Economy and Jobs in Islington. In my role, it's my mission to make education and training opportunities available to everyone and suitable so that you can access courses and opportunities that will help you with your future goals; whether they are to get a job, study further, improve your skills or retrain. And one way you can do all of this is through Islington Council's very own Adult Community Learning service, which offers accredited classes for free.

Have a look to see what's on offer and I hope to see you in a learning space soon!



# Digital Skills

Need to improve your digital skills? Do you want to get ready to gain a qualification in IT? Enrol onto one of these courses, such as computers for beginners or something more advanced. You can even have a go at testing your own IT skills beforehand. Either way, take a step into one of our supportive and friendly learning venues.

## Digital Skills Drop-In

Get help and support to develop your skills when using computers, laptops or other devices. You can learn at your own pace and also find out about other courses available to help you improve your digital skills.

**BY APPOINTMENT ONLY: Tuesdays contact Sonja 07850 077 025, or  
Fridays contact Sharon 07818 529 355**

**Tuesdays and Fridays, 13 September to 9 December, 1-4pm (ICSC)**

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## Digital Skills for Beginners (LPPI)

This course is designed build learners confidence using the computer. You will learn the basics of Word processing, using the Internet and the World Wide Web. For more information contact Light Project Pro International on 020 7833 4009 or visit the ACL website for more information.

**Tuesdays, 20 September to 18 October, 9.30am-12noon (LPPI)**

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## Digital Skills for Improvers (LPPI)

Build on your basic digital and computer skills and learn how to create simple documents, send and reply to emails and use search engines such as Google. For more information contact Light Project Pro International on 020 7833 4009, visit the ACL website or call Sharon on 07818 529 355

**Tuesdays, 1 November to 29 November, 9.30am-12noon (LPPI)**

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All courses start from September 13th for the latest dates and times visit our website [www.adultlearning.islington.gov.uk](http://www.adultlearning.islington.gov.uk).

If you want to talk to someone you can call us directly where we can discuss the right course for you, call, text or WhatsApp 07734 777 466.

## Essential Digital Skills (Foundation Level)

Want to get a qualification in Essential Digital Skills but not quite ready? Enrol on this introductory course which will prepare you for the Entry 3 or Level 1 accredited courses.

**Mondays, 19 September to 28 November, 9.30am-12noon (ICSC)**

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## Essential Digital Skills Qualification (Entry 3)

In an increasingly digital world, it's becoming more and more important to have the right skills in order to use computers and other technological devices well. This Entry level 3 course will help you get a qualification and develop your skills for work and everyday life.

**Thursdays and Fridays 9.30am-12noon, 22 September to 9 December, (ICSC)**

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## Essential Digital Skills Qualification (Level 1)

In an increasingly digital world, it's becoming more and more important to have the right skills in order to use computers and other technological devices well. This Level 1 course will help you get a qualification and develop your skills for work and everyday life.

**Wednesdays and Thursdays 1-3.30pm, 21 September to 8 December, (ICSC)**

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### Enrol online

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

[www.adultlearning.islington.gov.uk](http://www.adultlearning.islington.gov.uk)

### Email us

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

[acl@islington.gov.uk](mailto:acl@islington.gov.uk)

### WhatsApp us

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

07734 777 466

## Introduction to Coding using Scratch

This course will introduce you to the basics of using Scratch software to create your own interactive stories, games and animation.

**Mondays, 19 September to 17 October, 1.30-4pm (First Steps Learning Centre)**

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## Coding Essentials using Scratch

This course will help you to build on your existing skills and knowledge using Scratch software. Learn how to create more complex interactive digital stories, fun games and animations

**Mondays, 7 November to 5 December, 1.30-4pm (First Steps Learning Centre)**

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## Introduction to Using Excel

This course will introduce you to the basic skills you need when using spreadsheets. Learn the how to organise numerical and other data, use simple formulas and format information in a spreadsheet.

**Mondays, 19 September to 17 October, 1-4pm (ICSC)**

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## Personal Budgeting using Excel (Online course)

Learn how to plan and organise your personal budget using Excel. This course will also help you to adopt good money management habits and show you how to use some of the basic features of a spreadsheet.

**Mondays, 7 November to 5 December, 1-4pm (ICSC)**

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All courses start from week commencing September 13th, if you are interested in enrolling onto one of our courses we have made it quick and easy. Choose which option is best for you from the list below:

### Enrol online

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

[www.adultlearning.islington.gov.uk](http://www.adultlearning.islington.gov.uk)

### Email us

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

[acl@islington.gov.uk](mailto:acl@islington.gov.uk)

### WhatsApp us

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

07734 777 466



# Employment

## Vocational and Employability Skills

Are looking to get a job? Would you like to build your confidence and the skills needed to compete in the job market? If yes, then sign up to one of our employability skills programmes to help you prepare better for the world of work.

### Employment Support Drop-in

Get help writing your CV, searching for jobs, filling in application forms and interview tips. Also get information on courses to help you improve your skills and chances of gaining employment.

**BY APPOINTMENT ONLY: Contact Alison on 07808 879044 (Mondays) Colin on 07826 904 913 (Fridays)**

**Mondays (9.30am-12.30pm) and Fridays (1-4pm),  
12 September to 9 December, (First Steps Learning Centre)**

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### Information Advice & Guidance (IAG)

Get one to one information advice and guidance from a qualified advisor to help you move forward into work or further training.

**Sessions are by appointment only Contact Alison on 07808 879044**

**13 September to 9 December**

**Tuesdays, 9.30am-12noon, (First Steps Learning Centre) and  
Thursdays 9.30-11.30am (online)**

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### Customer Service Level 1

Do you have what it takes to deal with customers effectively? On this course you will learn how to handle customers professionally and deal with complaints with confidence.

**Tuesdays, 20 September to 29 November, 1-4pm (First Steps)**

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### Basic Food Hygiene Level 1

Understanding food hygiene is important for anyone working in the food industry. The course will cover topics such as food storage and the safe handling of food.

**Thursdays, 22 September to 13 October, 9.30am-12.30pm (Barnsbury JCP)**

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## **Boost Your Interview Skills Level 1**

This course will help you prepare better for those all-important interviews and improve your chances of success when applying for jobs.

**Thursdays, 3 November to 1 December, 9.30am-12.30pm (JCP)**

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## **Introduction to Working in the Adult Social Care Sector Level 1**

Thinking about working in the Adult Social Care? Enrol on this course and learn about the different types of roles and responsibilities of people working in the sector.

**Fridays, 22 September to 1 December, 9.30am-12noon (First Steps)**

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## **Level 1 Supporting Children in Nursery and Reception**

Start the journey to gain qualifications for working with children under 5. Discover how children learn through play and take part in practical play activities.

**Wednesdays, 28 September to 7 December, 1-4pm (First Steps)**

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## **Level 1 Award in Working with Children**

Interested in working with under 5's? This course covers a wide range of topics to prepare you for working in this sector.

**Thursdays, 22 September to 8 December, 10am-1pm (North Library)**

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## **Level 1 Preparing to Work with Children in Schools (Online course)**

Understand the British school system and gain confidence in volunteering in a nursery or primary schools. Develop your skills in listening to children and creating activities to support children's learning.

**Tuesdays, course date to be confirmed, 10am-1pm**

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## **Introduction to Working in Early Years & Childcare**

This introductory course is for you if you are looking to work with children under 5. You will look at how play helps develop a child's health and well being and look at environments that promote inclusivity and stimulating play.

**Wednesdays, 21 September to 30 November, 9.30am-12noon (First Steps)**

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All courses start from September 13th for the latest dates and times visit our website [www.adultlearning.islington.gov.uk](http://www.adultlearning.islington.gov.uk).

If you want to talk to someone you can call us directly where we can discuss the right course for you, call, text or WhatsApp 07734 777 466.



# Entrepreneurship

**All courses below are delivered remotely via an online classroom - to do this course you must have a computer or laptop with Microsoft Office software installed and a stable internet connection.**

## **Introduction to Business Start-up & Entrepreneurship (Online Taster)**

Join this online taster session and find out more about the 10-week Intro to Business Start-up & Entrepreneurship course.

**Thursday, 13 September, 10am-12noon**

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## **Introduction to Business Start-up & Entrepreneurship (Online course)**

Are you thinking of starting your own business? This hands-on practical course will equip you with the knowledge and skills necessary to build a great business. From building your initial idea to carrying out market research and great tips and advice from an experienced tutor.

**Tuesdays and Thursdays, 27 September to 8 December, 10am-12.30pm**

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## **Business Start-up & Enterprise (Online Taster)**

Join this online taster session and find out more about the 10-week Business Start-up & Enterprise accredited course

**Thursday, 13 September, 1-3pm**

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## **Business Start-up & Enterprise (Online course)**

About to start your own business? This course will explore the implications of working for yourself and help you plan and prepare for the practicalities of launching a successful business.

**Tuesdays and Thursdays, 27 September to 8 December, 1.30-3pm**

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All courses start from September 13th for the latest dates and times visit our website [www.adultlearning.islington.gov.uk](http://www.adultlearning.islington.gov.uk).

If you want to talk to someone you can call us directly where we can discuss the right course for you, call, text or WhatsApp 07734 777 466.





# ESOL

## Who are the classes for?

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

## Where and when are the classes?

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

## Understanding the different levels?

Before you start a course you will be asked to take an initial assessment so we are able to assess your current level. We offer 5 different levels from pre-entry to level 1.

## How to enrol onto an ESOL course?

Before you can enrol onto one of our ESOL courses you will need to take an initial assessment. We offer weekly initial assessments by appointment only, please call, text or WhatsApp 07734 777 466 to book your place.

Initial assessments take place at Central Library every Monday (in term-time) from 19 September 1-3pm (appointment necessary)



# English and Maths

## Who are the classes for?

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

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

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

## How to enrol onto an English and Maths course?

Before you can enrol onto one of our English or Maths courses you will need to take an initial assessment.

Initial assessments take place at Central Library every Monday (in term-time) from 19 September 1pm-3pm (no appointment necessary).



# Creative, Practical and Wellbeing

We run a range of creative, practical and wellbeing programmes for all residents. For the latest courses, dates and times visit our website [www.adultlearning.islington.gov.uk](http://www.adultlearning.islington.gov.uk) or call, text or WhatsApp 07734 777 466. Some examples of our courses are below.

## **DIY Electrical Safety in the Home for Women**

Learn the basics of electrics with this workshop. You'll learn how to safely fix a simple electrical problem.

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## **DIY Plumbing Emergencies for Women**

This workshop will teach you what to do in an emergency, how to fix a dripping tap, how to sort out slow and clogged drains or toilets.

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## **DIY Using Battery Drills for Women**

To introduce learners to battery drills to enable them to carry out simple DIY tasks at home.

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## **Community Sewing**

For those who want to improve their skills and work on their own projects.

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## **Sewing Level 1**

For those who want an accredited programme and plan to move to employment or set your own business up.

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## **Level 2 Certificate in Fashion and Textiles**

This year-long course will teach you specialist skills in a state-of-the-art designer workspace.

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## **Bike Maintenance Course**

Learn how to keep your bike safe and in good working order.

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# Venue information

## **First Steps Learning Centre**

Central Library, 2nd floor, 2 Fieldway Crescent, N5 1PF

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## **Islington Computer Skills Centre (ICSC)**

Finsbury Library, 245 St John Street, EC1V 4NB

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## **Light Project Pro International (LPPI)**

Watkinson Road, London N7 8DE

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## **Islington Repairs Centre**

Unit 9, Bush Industrial Estate, Station Rd, N19 5UN

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## **North Library**

Manor Gardens, N7 6JX

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## **Barnsury Jobcentre Plus address**

1 Barnsbury Rd, London N1 0EX

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If you want to talk to someone you can call us directly where we can discuss the right course for you, call, text or WhatsApp 07734 777 466.

## Adult Community Learning Enrolment Days

Whether you need new skills to get back to work, want to brush up on your basic skills or need help to find a job, we have courses ready and waiting to help you.

Courses are free for Islington residents or parents with children in Islington schools.

You must be 19 or over, unemployed or low-waged and receiving benefits to be eligible for our free courses. Please bring proof of ID, residency and low wage (if in work and earning less than £21,547 per annum)



**Come along to our enrolment days:**

**Wednesday 7 September**  
**Thursday 8 September and**  
**Friday 9 September from**  
**9.30am – 4pm**

**The Community Centre,**  
**76 Parkhurst Road, N7 0FF**

**For more information call, text or whatsapp 07734 777 466**  
**or visit [www.adultlearning.islington.gov.uk](http://www.adultlearning.islington.gov.uk)**

**We offer a range of free courses in the following areas:**

- Digital skills
- English / Maths
- ESOL
- Creative, Practical and Wellbeing
- Family Learning
- Preparing for Work

# HOW TO ENROL ONTO A COURSE WITH ADULT COMMUNITY LEARNING?



## WEBSITE

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

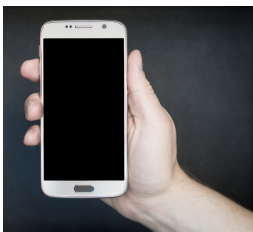
Visit our website to view all our courses and make an enquiry and a member of our team will get in touch with you.



## EMAIL

[ACL@ISLINGTON.GOV.UK](mailto:ACL@ISLINGTON.GOV.UK)

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



## PHONE OR WHATSAPP

07734 777 466

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

## Unsure or confused which course to take?

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