



Adult, Family
and Community
Learning

COURSE GUIDE



2011/12



Doncaster
Metropolitan Borough Council

www.doncaster.gov.uk/afcl

Welcome to Doncaster Council's Adult, Family & Community Learning Service Course Guide for Adults 2011-2012

Thank you for taking the time to pick up our new course guide.

I am sure that you will find the courses in our guide interesting and challenging. I hope that they will be used to gain skills to establish hobbies, develop skills for employment or promotion and always to have fun with friends and family.

All the courses in this booklet are offered locally and at times to meet learner needs wherever possible. Some are totally free where others have a small charge to contribute to tutor costs and resources. All learners are welcome whatever their starting point and whatever their reasons for wanting to learn.

This is an opportunity for individuals to achieve something new for themselves which will often benefit the whole family.

We look forward to seeing friends, families, partners and individuals as well as local groups challenging themselves by learning together and making a difference.

By gaining these skills you will be able to become more active in the Doncaster community and part of The Big Society .

Big Society

What does it mean?

The Big Society is the Government's name for a whole range of activity that empowers individuals, families and communities to take greater control of their lives. This is done through developing confidence, widening experience and learning to work together to improve local and personal circumstances.

The Government wants the power and decision making to be at a local level and in the hands of local communities and engaging in learning is a key way of helping this to happen.

For more information on the Big Society visit:
www.cabinetoffice.gov.uk/big-society

Look out for all our courses that help you gain the confidence and skills to be part of The Big Society and take Doncaster forward to become the place that you want it to be.



Ruth Brook

Head of Service, Adult,
Family and Community Learning Service

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Equality & Diversity

The Adult, Family and Community Learning (AFCL) service works hard to ensure equality of opportunity and promote diversity. We expect all learners and staff to be treated with respect, dignity and equality.

We are committed to providing a caring and supportive environment for all learners and provide learning opportunities for those in the community who might have specific interests associated with age, gender, race, religion or disability. We expect that all staff and learners will respect this commitment and treat fellow learners fairly.

The AFCL service is delighted to work in partnership with local Libraries and Community Centres to bring learning into the heart of each community. To encourage learners back into learning the AFCL service will provide:

- A friendly and safe learning environment
- Extra help and support if learners need it
- Regular feedback and review of progress
- Information and advice about other learning opportunities, progression and accreditation
- An opportunity for you to comment, compliment or complain

To make the most of the opportunities offered and to ensure that all courses run successfully, we expect learners to:

- Respect other learners, their beliefs and customs
- Attend all sessions and arrive on time
- Inform the tutor if they are unable to attend a session
- Observe the Health and Safety procedures
- Work with the tutor to review and record progress and achievement
- Give constructive feedback to the service to help improve the quality of our provision
- Take responsibility for their own learning and gain as much as they can from the experience

What we can offer you

Learner Entitlement

AFCL is committed to providing opportunities for learners to develop their literacy and/or numeracy Skills for Life and gain nationally recognised qualifications.

Information, Advice and Guidance

You will be given the opportunity to discuss your choice of courses with a qualified Information, Advice and Guidance (IAG) Officer and ask about courses you might wish to progress onto to continue your learning experience.

You can arrange to discuss your next step in private, with an IAG Officer.

Tutors will also have useful information to share with you about other courses and progression opportunities. You should be encouraged to make use of the service offered by the IAG Officer and the tutor as there may be other learning opportunities that have not been considered.

Costs

Family Learning and Skills For Life courses are free. The service also offers a variety of courses, some of which offer nationally recognised qualifications.

Courses vary in length and also in the fees that are charged. The awarding body registration fee will be included in the total cost charged for the course.



experiences

Adult Learning Experiences

Rebecca's Story

I would definitely tell others to enrol on a course as it helped me to improve my skills in maths. I took a maths course to improve my maths skills to help my children with their maths homework. I also took maths to improve my grades as I didn't do too good at school. Doing the maths course has made me more confident as a person as maths was my weak subject. I would tell people if they want to improve their skills in maths, become more confident definitely sign up. It's a great feeling when you get told you have PASSED!

Adult Numeracy

Patricia's Story

I've always loved baking but never had the knowledge or courage to try decorating my cakes. This course has given me knowledge, courage and the confidence to do cakes both for family and friends. Linda the tutor is so easy going, very patient and a brilliant tutor. I'd advise anyone to do this course, it's the best thing I've ever done and I'm so pleased with the results of my learning and efforts.

Sugarcraft

Bryan's Story

I have fully enjoyed the course it has shown me how to interact money into learning and have fun at the same time. My daughter loves all the things I have made whilst being on the course. I will use everything I have learnt for a long time and use it for other subjects to make them more interesting and fun.

Moneybags

Adult Learning Course Information

Arts and Crafts

Card Making

An introduction to making your own cards, using a variety of techniques to produce quality cards.

Art & Design

Levels 1-3 (OCN)

Develop your skills further and gain recognition for your talent with this Level 2 accredited course.

Ceramics

This is a course for beginners in pottery.

The course will give you an introduction to all main pottery hand building techniques including pinching, coiling and slab building. Simple surface decorations will also be used in creating a mural.

DIY

Learn some new skills to maintain your home, such as putting in a new pane of glass, fitting an outside tap, tiling and putting up shelves.

Drawing Skills and Techniques

Learn the basics of drawing and progress through the modules to gain confidence in drawing skills and techniques. Learn about perspective, composition and using different materials.

Course Title	Duration	Fee
Card Making		
Module 1	5 weeks	£20
Module 2	5 weeks	£20
Art & Design		
Art & Design	30 weeks	£245
Ceramics		
Module 1	5 weeks	£20
Module 2	5 weeks	£20
DIY (Do It Yourself)		
Module 1	5 weeks	£20
Drawing Skills and Techniques		
Module 1	5 weeks	£20
Module 2	5 weeks	£20
Gardening		
Module 1	5 weeks	£20
Module 2	5 weeks	£20
Make Do and Mend		
Module 1	5 weeks	£20
Module 2	5 weeks	£20
Sugarcraft and Creative Cupcakes		
Module 1	5 weeks	£20
Module 2	5 weeks	£20
Watercolour Painting		
Module 1	5 weeks	£20
Module 2	5 weeks	£20

Gardening

These seasonal courses cover a variety of subjects including; grow your own vegetables, plants and garden design.

Make Do and Mend

This course is based on the theory of 'Make Do and Mend' which was popular during the 1940s. It will give you the opportunity to look in your own wardrobe and apply design and making techniques to give current clothing a personal feel. The course covers historical background, stitching techniques, design research and application of design, as well as a useful guide to repairs to garments including; hems, seams, buttons, small tears, and patching. You will learn how to overcome problems and develop your ideas into fashion statements.

Sugarcraft and Creative Cupcakes

You will cover the introduction to sugarcraft covering basic techniques and equipment in cake decorating. The course covers using different mediums such as sugar paste, flower paste, marzipan and royal icing. Techniques include modelling, frilling, embossing, crimping, painting, piping and flower making.

Watercolour Painting

This course is for beginners who have limited experience. You will be introduced to materials, colour, effects and techniques. You can then progress through the modules to gain confidence in watercolour techniques.

Languages

French, Italian,
Spanish and German

Learn the days of the week, how to count, how to order a drink or meal in a restaurant, and ask for directions in a different language.

All the basics needed for your holiday.

Course Title	Duration	Fee
French		
Module 1	5 weeks	£20
Module 2	5 weeks	£20
Italian		
Module 1	5 weeks	£20
Module 2	5 weeks	£20
Spanish		
Module 1	5 weeks	£20
Module 2	5 weeks	£20
German		
Module 1	5 weeks	£20
Module 2	5 weeks	£20



Health and Wellbeing

Health and Beauty

This introductory course will develop your skills in basic beauty treatments. Find out about your skin and how to care for it, how to do your own manicures and pedicures, make-up application and nail art.

Healthy Cookery

Get a taste for healthy eating. Courses include planning healthy meals on a budget, basic recipes, different techniques, store cupboard basics, buying and cooking seasonal fruit and vegetables.

Health and Wellbeing, Self Awareness and Personal Development

This course enables you to look at your skills, experiences and feelings and decide where you are in life and where you would like to be.

Discover what Health and Wellbeing means to you. This course will help you to identify what makes you stressed and how to manage it. Subjects include the Wheel of Life (the beginning of the self discovery journey), effective communication (how to say no, nicely without guilt), acknowledging who you really are (self esteem), habit busting (changing your inner language), and improving your health (stress assessment), and it's fun! If you want to take this area of study further you can progress on to an accredited course.

Yoga

An introduction to Yoga and the benefits it can bring to you. Further your skills with a course which includes techniques to achieve relaxation, exercises for flexibility and stillness and ways to enhance breathing.

Courses are held during the day and in the evening.

Course Title	Duration	Fee
Health and Beauty		
Module 1	5 weeks	£20
Module 2	5 weeks	£20
Healthy Cookery		
Module 1	5 weeks	£20
Module 2	5 weeks	£20
Health and Wellbeing		
Module 1	5 weeks	£20
Self Awareness		
Module 2	5 weeks	£20
Personal Development		
Module 3	5 weeks	£20
Yoga		
Module 1	5 weeks	£20
Module 2	5 weeks	£20

Digital Photography

Using your Digital Camera

A course for beginners to find out how to use your digital camera, upload and file your images on your computer.

Taking Better Pictures

This course will introduce basic creative photography techniques and the concept of 'seeing photographically'. Topics include photographing people, places and wildlife, using image manipulation software and displaying your work.

Introduction to Video Production

This course covers the basic skills required to make a professional looking video. Aimed at complete beginners, you will learn how to choose and use a camcorder, write and create short sequences and edit and finish a basic production.

Course Title	Duration	Fee
Using your Digital Camera		
Module 1	5 weeks	£20
Taking Better Pictures		
Module 1	5 weeks	£20
Module 2	5 weeks	£20
Introduction to Video Production		
Module 1	5 weeks	£20
Module 2	5 weeks	£20

Living in and Understanding your Community

Family History

These sessions will help you start your own research to uncover your family history. Continue the fascinating journey on further courses, which include looking at baptism, marriage and burial records, making a family tree, finding out about occupations and how history has affected our family lives. Basic computer skills are needed for this course.

Local History

Would you like to find out more about Doncaster? With the guidance of an expert in Local History you will discover the roots of our market town.

Introduction to Childcare

This is a basic introduction to childcare where the emphasis is around play and its importance to child development and wellbeing. The course is designed to give you an awareness of what play is, what is bad behaviour, or normal child development. You will be able to see the importance of play in child development and why it is necessary, to help children to become well rounded people. You will also learn that play is good for everyone no matter what age they are!

Caring for your Child

Level 1 (NOCN)

Thinking about a career
in childcare?

This 10 week NOCN accredited course at Level 1 will give you an introduction to childhood behaviour, physical and emotional development, safety and hygiene and the nutritional needs of children.

First Aid

This one day accredited course will give you a nationally recognised qualification.

It includes how to take charge and summon help, how to control breathing and how to administer CPR.

Please call for further information.

Get that Job!

Thinking about applying for a job? This course is designed to improve your confidence and skills in looking for jobs, understanding adverts, writing letters, developing your CV and interview techniques.

Great Britain - Citizenship

Take an active role in your community by finding out about citizenship. This course includes looking at British culture and different communities, with reference to local and national politics.

Help to Develop your Community

Increase your knowledge of community development and how you can contribute. Topics may include getting started, volunteering, diversity, team skills and running effective meetings.

Course Title	Duration	Fee
Family History		
Module 1	5 weeks	£20
Module 2	5 weeks	£20
Local History		
Module 1	5 weeks	£20
Introduction to Childcare		
Module 1	5 weeks	£20
Caring for your Child		
Caring for your Child	10 weeks	£40

Course Title	Duration	Fee
Get that Job		
Module 1	5 weeks	£20
Great Britain - Citizenship		
Module 1	5 weeks	£20
Help to Develop your Community		
Module 1	5 weeks	£20

Information and Communication Technology

Using Computers - Beginners

This is a course for absolute beginners who have little or no previous experience of using a computer. On the course you will learn how to switch a computer on and off, use a mouse and the keyboard. You will learn basic word processing, surfing the Internet, using email and uploading digital images from your camera.

Using Computers - Improvers

Learners will acquire new skills whilst consolidating those they have learnt on the Beginners Course. This course is also suitable for those wishing to brush up on skills and rebuild confidence. You will learn how to choose appropriate software to perform routine tasks, like creating a poster or researching on the Internet. This is the Software Fundamentals Course accredited by the National Open College Network (NOCN) at Level 1. The course has a credit based learning value of three credits, which can be used towards further qualifications.

Using the Internet (First Click)

First Click is a BBC Learning campaign to encourage people who do not currently use the Internet to understand and enjoy its benefits.

This is a course for beginners about using the Internet. On the course you will learn how to switch a computer on and off, use a mouse and the keyboard. You will learn how to access and browse the Internet to search for information on your favourite topics like gardening or cooking, shop safely and communicate with your friends and family.

Using the Internet – Improvers

This course will help you to learn more about the possibilities of the Internet. You will find out about different ways of connecting to the Internet, how to change the settings on your browser to meet your needs. You will also find out about better searching techniques and how to use a range of communication tools. The course is accredited at Level 1, by the Open College Network (NOCN) and offers 3 credits.

Using Publisher

An introduction to desktop publishing on which you will learn to create your own individual publications. These could be for personal use, for example, invitations or birthday cards or for organisations you help with like village newsletters, certificates or advertising fliers. This is an exciting course to follow on from your Beginners Course.

We offer Saturday courses on request, covering a majority of subjects.

Using Spreadsheets

Spreadsheets are a useful way of recording data or information, but they can also perform calculations or sort data. People use them to make lists, but they can also be used to make complicated calculations. Learn how to make a spreadsheet to manage household accounts, monitor your fuel bills or check your tax return.

Using Word Processing Software

Take your word processing skills to a higher level. Learn more about formatting text and setting up a document. Learn how to create tables and use tools like spell-checker and word count. This course is accredited at Level 1 with NOCN and gives three credits towards further qualifications. The course is offered using the three most recent versions of Microsoft Office WORD and is intended for learners who wish to use their own laptops.

Course Title	Duration	Fee
Using Computers		
Beginners	10 weeks	£40
Improvers Level 1	10 weeks	£40
Using Application Software		
Using Publisher	5 weeks	£20
Using Spreadsheets	5 weeks	£20
Using Word Processing Software Level 1	10 weeks	£40
Using the Internet		
Using the Internet Beginners	5 weeks	£20
Using the Internet Improvers Level 1	10 weeks	£40
Award in e-Safety Level 1 * course available online	10 weeks	£40

* Contact for further information

Introduction to Internet Safety

Internet safety (sometimes called e-safety) is about the safe and legal use of the Internet. The Internet is a fantastic resource, which has changed everyone's lives, but there are risks involved in being online. This course covers the potential risks, how to protect yourself and your personal information, as well as how to behave responsibly and within the law whilst using the Internet. The Chartered Institute for IT (BCS) accredits this course at Level 1, Award in e-Safety.

Class Learning Using ICT (CLiCT)**

- Blended E-Learning* Course

The Class Learning using ICT course is designed for primary school teaching assistants and other support staff to learn about using digital technologies to enhance learning. It is a modular, practical based course. The course is delivered by blending face-to-face sessions with online study. Recommended 20 hours guided study. CPD certificate of completion provided.

Volunteering In Primary Schools**

- Blended E-Learning* Course

The Volunteering in Primary Schools course is designed for parents and carers of children to find out about how schools are organised, the way that children learn in the classroom and how to support the school by volunteering. The course is delivered by blending face-to-face sessions with online study. Recommended 20 hours study. CPD certificate of completion provided.

* Learners with limited IT skills would benefit from the Using Computers Improvers course before attempting the blended learning approach.

**Contact for further information.



Introduction

Skills for Life are the English and Maths skills you need to get on in life and in work. There are over seven million adults in the UK who have difficulties with maths and/or reading and writing. Most of us could do with brushing up on our skills in these areas, because we have forgotten things over time, or to help our children or grandchildren with their school work.

Our Skills for Life courses are conveniently placed at a variety of local venues. You can join throughout the year by arrangement with the individual literacy and numeracy tutors. Whatever course you decide on, your individual needs will be assessed and your own learning plan will be developed.

The classes focus on topics such as spelling, punctuation and grammar, or improving your confidence when using whole numbers, fractions and decimals. Once you and your tutor feel you are ready, you can take the National Test in Literacy or Numeracy. We currently offer qualifications from entry level 3 up to level 2.

How to apply

If you are interested in joining a course or simply require further information, please contact a member of the AFCL Skills for Life Team on 01302 862688 where someone will be able to help you.

2

SECTION

Skills for Life

Literacy and Numeracy

National Tests in Literacy or Numeracy

The National Tests are designed to:

- Show the knowledge and skills you have developed
- Get a qualification and recognition at work
- Provide a progression route to other courses and qualifications

At entry level you will complete an assessment of your progress. At levels 1 & 2 you will take a more formal test, which consists of 40 multiple-choice questions and take about an hour to complete. As part of our flexibility, we offer a computer-based or paper version of the test, to suit the needs of the learners.

Many employers and higher education providers recognise the tests at level 2 as an alternative to GCSEs. For example, Higher Level Teaching Assistants need to achieve a level 2 qualification in both literacy and numeracy.

The Government recognises the national importance of Skills for Life and therefore all of our literacy and numeracy courses are fully funded, so there is no charge to learners.

Introduction

Family Learning aims to encourage families to learn together through intergenerational engagement on family learning courses and wherever possible to lead both adults and children onto further opportunities and/or employment.

Doncaster's vision for Family Learning is;

“to raise the self-esteem and confidence of adults, by equipping them with the skills and knowledge needed to support their children's learning and social development.” Also, to “encourage communities to share skills and support each other's learning, irrespective of their ethnic or racial origin, gender or ability.”

Qualified family learning practitioners will deliver family learning courses in schools, children's centres, community and voluntary settings.

All Family Learning courses are currently funded by the Skills Funding Agency (SFA), so there is no cost to the venue or to individual learners.

What is 'the family'?

Parents, carers, grandparents, siblings, neighbours, schools, and the local community.

For family learning purposes, each child attending (under 19s) must be accompanied by a responsible adult.



family learning

3

SECTION

Family Learning

Wider Family Learning (WFL)

These programmes are specifically designed to enable adults and children to learn together.

They aim to:

- Develop the skills or knowledge of both the adult and child
- Help parents/carers to be more active in the support of their children's learning and development and to understand the impact of that support.

WFL Workshop

2-3 hours

These workshops will be tailored to the needs of the setting to support the recruitment of new learners onto longer programmes/further courses.

Introductory Courses

6 - 9 hours

flexible delivery approach

Manic Mechanisms

Key Stage 2

A series of topics covering the technology curriculum that include moving objects, cams, levers, gears, pulleys and pneumatics. During the course families will be encouraged to be imaginative in their use of mechanisms to adapt and personalise the models (a great way to use recyclable materials).

Family Crafts

Foundation and Key Stages 1 & 2

Have fun with recycling
- a practical course making the most of everyday recyclable household materials.

This course can be themed to suit the needs of the setting.

Short Courses

10 - 19 hours

flexible delivery approach

Creative Play

Children's Centres and Foundation Stage

Have fun learning about all the different types and stages of play and the value of play for children's learning and development through practical interactive sessions.

Story Sacks

Foundation Stage and Key Stage 1

Find out what a story sack contains and how this promotes reading to help support children's language, literacy and social development.

NB: Parents/carers need to bring their child's favourite book to create an exciting story sack.

Number Sacks

Foundation Stage and Key Stage 1

This course identifies opportunities for developing an understanding of maths with young children through books and rhymes. A number sack will be made during the course.

NB: Parents/carers to bring an appropriate book to theme the number sack around.

Money Bags

Foundation Stage and Key Stage 1

Families have the opportunity to make and use a money bag with their children. It includes a focus on how adults can introduce and support their child's understanding of the value of money. It also promotes children's enjoyment of books.

Ready Steady Cook

Key Stages 1 & 2

This is a practical and informative course which is designed to promote the benefits of eating a healthy well balanced diet and exercise. Topics include cooking on a budget, healthy packed lunches and offers family tasting and cookery sessions.

NB: A suitability venue checklist will need to be completed by the tutor prior to the commencement of this course.

Family Gardening

Key Stages 1 & 2

This course promotes gardening as a fun interactive family activity whilst learning about varieties of plants and how to care for them.

NB: Only suitable for venues that have access to suitable planting areas.

Long Courses

20 hours

flexible delivery approach

Family Computers

Key Stages 1 and 2

An accredited computer course specifically designed for intergenerational learning for parents/carers and their children who have a basic understanding of ICT.

NB: Only suitable for venues that have access to ICT suites.

Share

Foundation Stage,
Key Stages 1 and 2

Share courses encourage parents and carers to become actively involved in their child's education. Families will work together creating activities that will support their child's education and development at home.

Family e-Learning

Key Stages 1 and 2

This course is aimed at families who have access to a computer and the internet. This course covers topics such as healthy families, surfing the Internet, e-safety and can be offered with or without accreditation.

Long Courses **20 hours**

flexible delivery approach

Understanding Young People, Law and Order

Key Stages 3 and 4

This course is aimed at young people who are at risk of or who have been involved in crime. This course is accredited through NOCN at Levels 1 and 2.

Reduce the Risk

Key Stages 3 and 4

Families learn together about health issues and their implications. Topics include smoking, alcohol and substance use, mental health, contraception, healthy weight and positive body image.

Health and Beauty

Key Stages 3 and 4

Designed especially for young girls and their mums, this course will develop your skills in basic beauty treatments, manicures and pedicures, make up application, find out about your skin and how to care for it. Embedded throughout the course is the theme of positive self image and esteem and the benefits of 'learning together'.

Raising the Awareness of the Impacts of Risk Taking Behaviour

Key Stages 3 and 4

This course addresses the key areas of risk taking behaviour such as; alcohol and drug abuse, unprotected sexual activity & sexually transmitted infections, poor eating and unhealthy lifestyles and the direct correlation with issues of negative body image, car accidents/fatalities, teenage pregnancies/parenthood and anti-social behaviour.

Positive and Appropriate Family Communication

Key Stages 3 and 4

This course examines the importance of positive and appropriate communication within the family and extended family and how this can support positive self image, motivation, effective learning and the reduction of anti social behaviour.

Healthy Eating and Positive Body Image

Key Stages 3 and 4

Love the skin you're in! - Learn how to develop a positive body image and a strong mental attitude.



Family Language, Literacy & Numeracy (FLLN)

These programmes are specifically designed to enable adults and children to learn together.

FLLN programmes aim to:

- Improve the literacy and numeracy skills of parents and carers
- Improve the parent's/carer's ability to help their children learn
- Improve children's acquisition of literacy, language and numeracy

FLLN Workshop 2-3 hours

These workshops will be tailored to the needs of the setting to support the recruitment of new learners onto longer programmes/further courses.

Introductory Courses 9 - 13 hours flexible delivery approach

Language and Play

Children's Centres only

This course focuses on the importance of communication, language, literacy and play. The topics covered encourage parents/carers to talk, play, sing and create activities with their children to use at home.

NB: Support needs to be offered by the centre to ensure the success of this programme.

The Power of Play

Foundation Stage

Play underpins all learning and development for young children - learn how!

Magic Maths

Foundation Stage

Support your child's numeracy development through recognition of numbers, number rhymes, shapes, patterns and counting. The topics covered are linked to the National Primary Strategy.

Magic Maths

Key Stage 1

Support your child's numeracy – adults learn how they can help their children with addition and subtraction, handling data, using measurements and using number games. The topics covered link to the National Primary Strategy.

Introductory Courses 9 - 13 hours

flexible delivery approach

Let's Talk

Foundation Stage

To develop parent's/carer's understanding of children's language development. Topics include language activities, the importance of talking, playing and singing with children.

Phonics

Foundation and Key Stage 1

The focus is to increase parent's/carer's understanding of phonics and its effect on child language development. Topics include phonic sounds, the actions that go with them and the importance of phonics in helping children learn to read and write.

Keeping Up with the Children (KUWC)

Numeracy / Key Stages 1 & 2

This course is designed to give information to parents/carers on the teaching methods and different strategies used during the daily maths lesson.

Keeping Up with the Children (KUWC)

Literacy / Key Stages 1 & 2

This course is designed to give information to parents/carers on the teaching methods and different strategies used during the daily literacy lesson.

Short Courses 30 hours

flexible delivery approach

Family Numeracy

Foundation, Key Stages 1 & 2

Learn how children are taught numeracy in school and how you can support their education more effectively.

Family Literacy

Foundation, Key Stages 1 & 2

Learn how children are taught literacy in school and how you can support their education more effectively.

Standard Courses 60 hours

flexible delivery approach

Family Numeracy

Key Stages 1 and 2

Learn how children are taught numeracy in school and how you can support their education more effectively. This course also builds parent's/carer's confidence with numeracy by supporting and encouraging them to achieve a Skills for Life qualification.

Family Literacy

Key Stages 1 & 2

Learn how children are taught literacy in school and how you can support their education more effectively. This course also builds parent's/carer's confidence with literacy by supporting and encouraging them to achieve a Skills for Life qualification.

Access to Family Learning Courses

- ✓ Courses will be allocated in accordance with Doncaster Council's AFCL Family Learning Curriculum Strategy, funding guidelines, and venue commitment to working with families.
- ✓ Venues will be allocated using criteria which has been devised in consultation with the Council's Children and Young People's directorate.
- ✓ We expect venues to work in partnership with Doncaster Council's AFCL Family Learning Team to publicise courses, recruit families and share school planning to ensure a co-ordinated approach to learning where appropriate and to provide suitable facilities for adult learning.
- ✓ We aim to provide venues with programmes to meet individual needs and would be happy to discuss appropriate bespoke courses as alternatives.

For further information about any of the Family Learning courses please contact the Family Learning Team on 01302 862688.



Please cut along this line and return to AFCL

Expression of Interest 2011/12

Name of Venue:

Contact Name:

Telephone:

E-mail:

I would like to request the following course/s:

.....

Preferred Start Date:

First Choice:

Second Choice:

I would like to be contacted to discuss this further (please tick)

Comments:

.....
.....
.....
.....
.....
.....
.....

Please return your completed form to the address below:

**Adult, Family and Community Learning Service
Richmond Hill
Melton Road
Sprotbrough
Doncaster
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Adult, Family and Community Learning Service
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Information can be made available in other formats such as Braille or Audio Tape on request. If you know someone who may need this service, please contact a member of staff for more information or if you need any other help or advice.



Doncaster
Metropolitan Borough Council

www.doncaster.gov.uk/afcl