

# Course Guide 2020-21

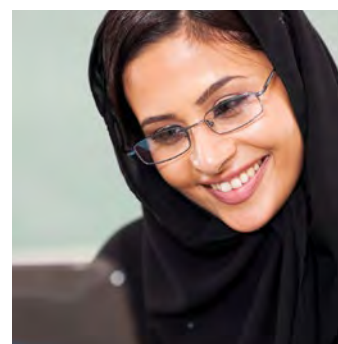
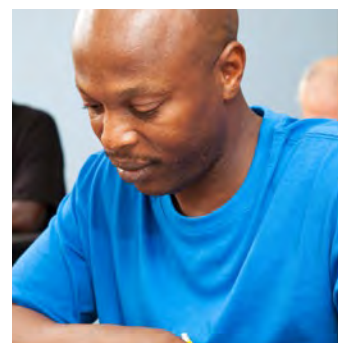
  
**southend** adult  
community college

**NEW**  
part time  
courses start  
throughout  
the year!

**ENROL  
NOW!**

Call us on 01702 445700 or visit: [www.southend-adult.ac.uk](http://www.southend-adult.ac.uk)





## Principal's Welcome

'Thank you for picking up our brochure and welcome to Southend Adult Community College, the home of learning, where we have your needs and interests at the heart of all we do. As you flick through the pages you will find a mix of courses that will help you develop a new skill, improve your job opportunities, explore your creativity and have fun on the journey. Your wellbeing is important to us and in these unprecedented times we have kept young people and adults learning safely through in-person and on-line opportunities. From September we will open our doors across all three of our well-resourced sites in Southchurch, Belfairs and Westcliff. We have worked hard to create a safe and welcoming place for you to learn with others, in addition to providing you with support and training to make the most of our on-line resources. Our brochure sets out how we plan to deliver our courses this year which will be a mix of small group sessions at one of our sites, virtual classrooms and e-learning to meet your needs and keep you safe.

Our experienced and qualified staff are here to help you and can provide careers advice, support with technology and guidance on choosing the right course for you. We are proud of our team of tutors who are inspiring, knowledgeable and supportive enabling you to grow in confidence and achieve your aspirations. We hope you will join our community of learners who have gained qualifications, progressed their careers, presented their work in exhibitions and found time for themselves.

Whatever your starting point and whatever you are setting out to achieve we are here for you. Whatever your ambition, passion or curiosity – we warmly welcome you to Southend Adult Community College – your local home of learning.'

**Ros Parker**  
Principal



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## Icons Explained

Look out for these icons, here's a quick guide to help you understand what they mean.

- **65+** - Available on some courses to learners over 65 and not in full time employment
- **BENEFITS** - Available if you are in receipt of an income-based benefit
- **CONCESSION** - Available at a reduced rate if you are a student, in receipt of benefits or over 65+. Applies to courses only where you see this symbol

<b>FL</b>	Family Learning	<b>AR</b>	Assessor Route Available
<b>ALL</b>	Advanced Learning Loan Available	<b>PCA</b>	Pre-course Assessment Required Tel: 01702 445700
	In-Person		Online
	Blended		
	These classes are on demand. Enrol online and start at any time.		

# SACC Fast Facts

If you're considering learning with us, here's a few things we thought you should know



More than **70,000** learners have attended SACC since opening.

**99.9%** Achievement rates for Community Learning (2019)



**98%** of our ESOL learners passed their ESOL Exams (2019).



More than **4,000** people enrol on courses every year.



**100%** of our curriculum is planned to meet local and employer need.



**100%** of customer feedback said they would recommend our IAG service to a friend or relative.





We work with **23** community partners and organisations helping people with mental health conditions, the homeless, refugees and learners living with dementia.

**SACC** is Ofsted rated **GOOD** for over 10 years.



**98%** of our learners come back to learning with us year on year.



**100%** of customer feedback forms found the service we provide to be very good or excellent.



At least **85%** of our SEND learners develop skills for independence and employability..



SACC offers over **700** flexible part time courses every year.



**97%** pass rate for adult skills from 19+.



View our  
virtual tour  
& join our  
learning  
community!



## Your Virtual Learning Environment

Easy online enrolment, virtual lessons, meetings and all the support you need – so let's keep learning!

Our online courses can help you take back control, so you can gain that skill you've always dreamed about – we offer online, classroom and other learning options. You can develop your skills or career prospects at your own pace.

Southend Adult Community College has a centrally-supported virtual learning environment. We use Moodle, Microsoft Teams and Edmodo as well as a variety of web-based resources to enhance our online courses, in-person classroom delivery, and the blended learning programmes that take place at our centres. If you need support getting to grips with the online resources we use for your learning, we are here to help.



## Your Learning Journey

Starting a college course may seem daunting, for various reasons but at Southend Adult Community College you will be inspired by the warmth and charm of our centres and our dedicated team where a sense of community thrives. Individuals from all backgrounds and ages are part of our learning community. Our diversity exposes us to different experiences and opinions that help our learners grow.

### Your Safety

Due to the Coronavirus outbreak we have made changes across all our sites to offer a safe space for our community whilst adhering to the current Government guidelines. These changes will remain under constant review to give our learners safe access to class room based learning to compliment the virtual learning we offer.



To protect learners and staff and slow the spread of the COVID-19. It is recommended that Face Masks be worn in college. Masks will be mandatory in order to enter all college sites. The requirement also applies to walking through areas, including hallways, classrooms and in the Café areas. Please keep in mind to exercise physical distancing and hygiene guidelines whilst at College.

### Your Experience

The College has undertaken risk assessments and changes have been made to all our locations. To familiarise you with the adaptations and changes we have in place, a learner induction highlighting the importance of following Government recommendations whilst in and around The College will form part your first classroom session.

### Your Learning

We currently offer 3 types of course: In-person, Online and Blended. In-Person learning is classroom based and organised into small groups. All our classrooms are adapted adhering to social distancing. Classroom sessions are an opportunity to complete any outstanding work, liaise with staff and get the support you need. Your learning will take place in one room with one tutor throughout your session at The College. There will be no shared computer use. We also offer Online Courses, for these you will need an email address, a reliable internet connection, and a computer/laptop/tablet. Your device will need a microphone and preferably a camera. Our Blended Courses offers a mixture of both Online and In-Person learning.

To participate in online classes you will need an email address, a reliable internet connection, a computer/laptop/tablet with fully updated browser (preferably Google Chrome). Your device will need a microphone, and preferably a camera.

## Your College

Southend Adult Community College has three sites, the Westcliff Centre for people with learning disabilities and difficulties, Belfairs Centre in Leigh on Sea and our main Southchurch Centre. Every effort has been made to make all facilities as safe and accessible as possible to all members of our community with step-free access and lifts in all our centres.

### Travel

Our sites are all served by nearby bus services, our main centre in Southchurch is 100 yards from Southend East C2C station. You can also save money on your journey with C2C. Many transport providers in the local area offer student discounts, contact your local transport provider directly to find out what is available to you. We have free bike shelters and limited car parking at Southchurch and Belfairs centres.

### The Main Course Café

The Main Course café based at our Southchurch Centre offers freshly prepared sandwiches, soups, salads and main meals that can be ordered to take away. Seating in the Café adheres to social distancing and Government guidelines. Refreshments can be brought into the classroom if needed.

Please be aware of the many safety measures that have been put in place throughout the College building:



**Hand Wash Stations** – Throughout the College, new hand wash stations are provided. Hand washing stations are a fantastic way to practice safe hand hygiene and reduce the risk and spread of Covid-19.



**Room Signs** – All our classrooms have external signs indicating the maximum number of learners per room. This is to help learners and staff maintain Government guidelines on social distancing.



**New Access Entry System** – A new ID access Entry System is in place at Southchurch Centre. Learners and Staff will need to be assigned an ID card to access permitted areas around the College. The ID card works with proximity card reader panels located around the building. As a registered Learner you may be required to produce your Identity Card or to confirm your identity when asked to do so by a member of staff.



**One Way System** – A one way system is in place throughout the building at Southchurch Centre the East and West stairway will be used for one direction of travel only, either up to the first floor or to travel down stairs to the ground floor and out of the building.



# How We Support You

## OUR COMMITMENT TO YOU

The College learner agreement summarises your rights and responsibilities as a learner and our commitment to your learning. The College is committed to supporting every person in Southend to further their learning through a vibrant and innovative adult education service. For more information visit our website. [www.southend-adult.ac.uk](http://www.southend-adult.ac.uk)

## TREATING YOU FAIRLY

We are committed to ensuring equality for all current and potential learners irrespective of any disability, age, race, gender, special educational needs, religion, sexual orientation, or marital status.

We strive to be a disability friendly college. We are fully committed to ensuring that people with disabilities or impairments, including those with learning difficulties or disabilities are treated fairly.

We believe that everyone should be able to work and learn in an environment that is free from harassment and bullying and will not tolerate such behaviour.

## SAFEGUARDING AND PREVENTION

The College has a responsibility for safeguarding all our learners and operates robust policies on safeguarding, child protection, health and safety to ensure that all people that use our buildings and services are kept safe from all forms of harm.

We embrace a 'whole college approach' to safeguarding, ensuring that our safeguarding team are trained and are kept up to date with changes in legislation and practice. Printed copies of our policies are available on request.

### What does safeguarding mean for you:

- The promotion of well-being and taking your views, wishes, feelings and beliefs into account
- Ensure you can learn safely – free from harm, bullying and harassment
- Ensuring that you understand how to keep yourself safe
- Ensuring that you know what to do if you are worried about yourself or someone you know.
- Prevent the risk of harm from abuse, neglect, maltreatment or exploitation

For more information about our Learner Services visit [www.southend-adult.ac.uk](http://www.southend-adult.ac.uk)

## ADDITIONAL LEARNING SUPPORT – SPECIALIST RESOURCES AND EQUIPMENT

Additional Learning Support is available for learners that may require additional support in order to complete their course. The Additional Learning Support Team provides support to enable learners to learn successfully and to progress.

### The Additional Learning Support Team:

- Offers advice and can assess the level of support you require
- Arranges for specialist equipment, support and resources to be available for your needs
- Supports the tutor in applying for special arrangements to be made for exams
- Co-ordinates the provision of support inside and outside the classroom
- Liaises with other tutors and staff to ensure your learning needs are met

For further information visit our website or contact the Additional Learning Support Manager on 01702 445703 or email [ALS@southend-adult.ac.uk](mailto:ALS@southend-adult.ac.uk)

## HELP WITH LEARNING AND WORK – INFORMATION ADVICE AND GUIDANCE

As a college we offer or can sign post you to free and impartial information, advice and guidance on learning and entering work. This will help you in choosing suitable education or training, identify the skills you need to get back to work or help you to progress in your chosen career. We can also help with advice on how to fund your studies, childcare information, job applications and putting together a new CV (through our job hub).

### PCA

There are some courses requiring a pre-course assessment to identify if the course you are interested in, is the right level for you. These are marked in the brochure with this icon.

## HELP WITH CHILDCARE

Don't let childcare issues stop you getting back into education. Our College is an inclusive child-friendly space, childcare funding is available to you if you are completing an eligible course and your circumstances meet certain criteria. We can also help you find local Ofsted registered childcare providers for your children aged from 3 months to 11 years. There are several local childcare providers near our Southchurch Centre. Speak to our Registry team for more information.

**Note: Please call the nursery directly before enrolling to ensure there is a vacancy for your child and to discuss start dates and settle-in sessions.**



# How to Enrol

Once you have selected your course/s, there are three ways to enrol.

1

## Online

Please visit [www.southend-adult.ac.uk](http://www.southend-adult.ac.uk) where you can fill in an enrolment form and pay securely for your course online.

2

## Phone

Over the telephone by calling, **01702 445700** and select option 1.

3

## In Person

### Southchurch Centre

Monday to Wednesday: 8:30am – 8:00pm

Thursday: 8:30am – 4:30pm

Friday: 8:30am – 4:00pm

During half term opening hours are:

Monday to Thursday: 8:30am – 4:30pm

Friday: 8:30am – 4:00pm

Except bank holidays when The College is closed.

### Belfairs Centre

Reception opening hours:

Monday: 8:30am – 3:30pm

Tuesday: 8:30am – 3:30pm & 6:00pm – 9:45pm

Wednesday: 8:30am – 3:30pm

Thursday: 8:30am – 3:30pm

Friday: 8:30am – 3:30pm

During non-term time Belfairs reception is closed, please contact our Southchurch Centre.



Enrolling on a course is easy on our website!

# Course Fees & Funding

## FEES & FUNDING YOUR COURSE

The fee/price payable is listed against each course or is available by contacting The College.

If you are 19 or over and are planning to study for a qualification at Levels 3 to 6 you may qualify for an Advanced Learner Loan. These loans help to pay your fees. If finance is a barrier to your learning, talk to us confidentially to see if we can help.

There are three levels of fees available for most courses. These symbols show the price of the course listed:

### STANDARD – Full Fee

- **65+** – Available on some courses to learners over 65 and not in full time employment
- **BENEFITS** – Available if you are in receipt of an income-based benefit
- **CONCESSION** – Available at a reduced rate if you are a student, in receipt of benefits or over 65+. Applies to courses only where you see this symbol

## HOW DO I PAY THE REDUCED/ CONCESSIONARY FEE?

You will need to provide evidence that you are receiving Universal Credit or an income-based state benefit. You will only need to submit one of these as proof of evidence dated within the last 6 months please provide your original complete document with all pages included.

If you receive, an income-based benefit that is not included in this list, please contact the College, as you may still be eligible.

- Job Seekers Allowance
- Employment Support Allowance
- Housing Benefit
- Council Tax Benefit
- Incapacity Benefit
- Disability Living Allowance
- Carers Allowance
- Working Tax Credits (income limits apply)
- Universal Credit
- Guaranteed Pension Credit

## FREE COURSES

If you wish to take a course that leads to a qualification at level 1 and 2 and you are in receipt of either JSA or ESA (WRAG) your fees will be waived.

You must provide a letter dated within six months from Job Centre Plus confirming receipt of benefit with your Enrolment Form.

**Give the Gift of Learning!**  
Gift vouchers now available for a range of short courses.

## ARE YOU ON A LOW INCOME?

If you earn less than £17,004 gross salary per annum, or if this is your first Level 2, you may be entitled to the course for FREE. Please contact The College for further information.

## I HAVE DIFFICULTY IN FINDING THE FEE

We do not wish to exclude anyone who is not in receipt of an active state benefit or cannot afford the fees as they are on a low income. You will be able to apply to the College's Access or Hardship Fund for partial or full exemption on the grounds of financial hardship to assist with course fees, examination fees and nursery fees.

## INSTALMENTS

If you will find it difficult to pay your fee in one amount, it is possible to pay by instalments. There is a £10 non-refundable arrangement fee for each instalment plan.

## I AM IN FULL-TIME EDUCATION AT ANOTHER SCHOOL OR COLLEGE; WILL I HAVE TO PAY THE COURSE FEE?

You will need to pay the full cost recovery fee for the course of your choice as you are already receiving funding from the ESFA for your full-time course. Please ask for details of the fees.

## I NEED TO CANCEL MY ENROLMENT

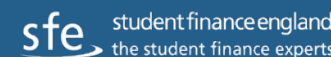
You are entitled to a 14 day cooling off period, from the date of booking your course, where you can have a full refund of fees (including any registration fees). After this period, you can have a full refund of your tuition fees, minus the registration fee per course (the registration fee is dependent on the course fee paid) provided we are notified before your second lesson of the course (for courses of a duration of more than five weeks).

**Contact us for help and information on 01702 445700 or email [sacc@southend-adult.ac.uk](mailto:sacc@southend-adult.ac.uk)**

# Aged 19 or over and thinking about further education?

If you're planning to study at Levels 3 to 6 you may qualify for an Advanced Learner Loan. These loans help you to pay the fees charged by approved colleges and training organisations in England.

For more information visit [www.gov.uk/advanced-learner-loan](http://www.gov.uk/advanced-learner-loan)



# Key Facts About the Advanced Learner Loan

## What learners need to know

- You need to pay course fees if you are 19 or over and wish to study for a qualification at Levels 3 to 6.
- You may be eligible for a Government-backed Advanced Learner Loan to pay for your course fee.
- The amount of money you can borrow depends on your course. The minimum amount you can borrow is £300.
- When applying for an Advanced Learner Loan, there is no credit check and household income isn't taken into account.
- Loan repayments are linked to what you earn when you've finished your course, not how much you borrowed.
- You only need to start paying back your Advanced Learner Loan when you are earning more than £25,000 per year. This works out at £480 a week and £2,083 a month. You pay back 9% of the money you earn over £25,000.
- If you're employed, loan repayments will be taken directly from your salary through the tax system.
- You can make voluntary repayments at any time.
- Before taking out any loan, you should consider all of your options. If you want advice on managing your finances, visit the Money Advice Service at [moneyadviceservice.org.uk](http://moneyadviceservice.org.uk) for impartial advice.
- For information and advice on learning, career and funding options, visit: [nationalcareersservice.direct.gov.uk](http://nationalcareersservice.direct.gov.uk)
- For more information on loans and to apply, visit: [gov.uk/Advanced-learner-loan](http://gov.uk/Advanced-learner-loan)



# Pre-Course Assessments

We want to be sure that you are enrolled on the right course. Before enrolling on some courses you will need to attend a Pre-Course Assessment (PCA) session. Staff will talk to you about what you want to achieve and any support you may need. You will be offered the best class for you. This will help us to ensure you enrol on the right level course and we provide appropriate support to help you achieve.

## What to expect

The Pre-Course Assessment can last for several hours. You will:

- Complete a maths and/or English initial assessment
- Tell us about your past achievements and long-term goals
- Find out more about the course
- Find out where and when the courses run
- Tell us if you think you need extra support.

You need to book your Pre-Course Assessment before you enrol.

## How to book an assessment

- You can book by phone, online or visit one of our adult education centres and speak to our Registry Team.
- Arrange a date and time.
- We will give you an appointment confirmation setting out the date, time and location of your assessment.
- Please do not bring children to these assessments. They will not be allowed in the assessment rooms and cannot be left unsupervised.

## Covid-19

In order to keep our staff, visitors and learners safe we will always follow current Government and Public Health England advice.

If necessary, for safety reasons, your assessment may take place by telephone or online by video. We will let you know if this is the case and provide support if needed.

## You will need to provide the following information:

- Proof of identity – we accept passport, driving licence, National ID card, birth or adoption certificate
- National Insurance card – you will need your NI number to enrol
- Credit or debit card if you have to pay for your course
- Recent utility bill or bank statement
- Proof of benefits, if any
- Proof of your income if below £17,004 (certain courses only)
- Certificates or proof of any previous qualifications

## After your assessment

- We will tell you your English and/or maths skills level
- We will provide you with a letter that confirms the course you can enrol on
- You can enrol on your course straight away or at a later date

**Please note: places are limited and if you choose to enrol at a later date the course may be full.**

You will need to book a PCA for your course if you see this icon

PCA

You can book and take your PCAs ONLINE

Or call 01702 445700 to book your place



**EVERY WEEK – Term time only**

# FREE Job Hub

This free workshop runs every week during term time.

If you are looking for work, a new career or want to change jobs you will receive 1-to-1 support in any aspect of job searching.

## ACTION PLANNING

Look at existing skills, experience, knowledge. Plan your next steps & set goals to get you where you want to be.

## WRITING/UPDATING YOUR CV

Make your CV stand out from the rest.

Write a personal profile, list your skills, achievements, education and qualifications.

## COVERING LETTERS

How to write a letter that will sell yourself and make the employer want to know more and meet you.

## INTERVIEW TIPS AND PRACTICE

How to present yourself, conquer nerves, deal with tricky questions and prepare questions for the end of the interview.

**You can come for just 1 session or as many times as you need.**

**To comply with any social distancing requirements please book a space.**

## Covid-19

Please note depending on Government advice the Job Hub may only be available online or by telephone. Please call to check the latest details regarding time and availability of sessions

**Whatever way we will be there to support you!**

'The IAG team has given me much needed confidence to return to work'.

Tricia - Information Advice and Guidance



'IAG is extremely helpful and covered every point even stuff I had not thought of. The advisor made me feel so positive in getting back to work and about myself'.

Susan - Information Advice and Guidance

'The lesson was structured well and the tutor was very encouraging. He engaged us all as a group, and it was nice being able to share our work via the web camera. It was great to find new interesting and fun techniques when you have 'art block' this was a great way to ease back in'.

Emma - Community Learning

'The tutors are very polite, friendly and really helpful throughout and remained patient where we did need some help grasping the technology. The course flew by and was a real pleasure, we would have happily stayed even longer!'

Emma - Community Learning



# Information Advice & Guidance

Free, impartial and confidential information and advice available. Advice to support your learning and work progression routes.

Are you unsure what to do next?

Do you want help with your CV?

Are you unsure what career path to take?

Get on the right track with Southend Adult Community College and take a positive step toward your future!

**Call:** 01702 445700

**email:** [iag@southend-adult.ac.uk](mailto:iag@southend-adult.ac.uk)

**southend adult**  
community college







It's time to spread the word – our new online store is now open at [www.sacc.shop](http://www.sacc.shop)

If you feel as proud to be part of our community as we do, visit the SACC shop and show your support today.

Browse our official range of SACC high quality clothing and more. At the SACC Shop you can make your own designs into bespoke gifts using our custom design service, gifts that will be cherished forever. Visit our new online store and sign up for more information, discounts and offers today at [www.sacc.shop](http://www.sacc.shop)



All proceeds raised go to community causes!



Images are for illustration purposes only. Please visit the online shop for available products.

# Community Learning

Our personal interest courses will enhance your quality of life, help you to attain personal goals, learn new skills, build your confidence and meet new people. With so many courses to choose from you can find a new interest or revisit a subject you liked at school and as we're Ofsted graded 'Good', we can guarantee that at SACC you will be in safe hands.



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# New Courses This Year!

## Catering

Improve your cooking skills, prepare delicious meals on a budget, reduce food waste.

Short courses to prepare you for work in the sector or to set up your own business.

## Set up Your Own Business

With current levels of unemployment at its highest for years use your skills or hobby to set up your own business.

Writing a business plan, digital marketing, budgeting, basic accounts, presentation skills and more.

## Prepare for your Driving Theory Test

Are you struggling to pass the Theory Test? Before your next retake join one of our workshops to help guide & support you, especially if you struggle with reading or have English as a second language (ESOL). Call 01702 445700 to book a place.

## Green Craft Skills – Upcycling Courses

Reuse and refashion old or discarded objects or materials. If you are a junk junkie or can't bare to throw anything away, our eco friendly courses are great to personalise your creations from salvaged materials from your home.

## Calling all women – Get to grips with DIY

Learn how to complete small DIY jobs around the house – put up a shelf, hang a curtain rail, use power tools, change a tap and lots more.

Take a taster course to find out more about working in the Construction sector – a growth area in Southend.

## Digital Skills for Life & Work

Many of these courses are now free – see page 73 for more information.

## Hair, Beauty and Complementary Therapies

Launching in September, and starting throughout the year, an exciting range of tasters and short courses, including How to Set Up Your Own Business.

## Spanish Film and Conversation Class

Join this course to enjoy movies produced in different Spanish speaking countries and enjoy a high-level conversation class for adults to take part in discussion and debate in Spanish. The film will be in Spanish with Spanish subtitles.

## iPad

On our popular iPad courses you will learn how to get the best from your iPad, how to find, download and use the built in Apps on your iPad. Surf the web, download music and videos. Sync to Wi-Fi and iTunes and connect with friends and family.

## Make your own Jewellery

Grab the chance to learn techniques making sterling silver jewellery, wire jewellery incorporating semi-precious beads and design and create your own jewellery pieces.

## New ESOL and Skills for Work

Do you want to join a course to help you get work but need to improve your English first? Now you can do both together! New courses starting in September and throughout the year, include Working with Children, Working in an Office, Health & Social Care & Hair & Beauty.

## History

There are so many different and amazing things that we can learn from history. Why not take the time to dive into history and discover more about humanity and the human condition and how it shapes our perspective today.

# Upcycling Craft Courses

New!

## Upcycling Pottery

We will look at contemporary potters who upcycle ceramics in innovative and creative ways. You will have the opportunity to create your own piece of pottery using found pottery shards. This course is suitable for all abilities.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2408Y20S1	Fri	11/09/2020	10:00-12:00	2	Southchurch	£39	• £31	• £16	

## Kintsugi – Mending Broken Ceramics

Learn about the Japanese philosophy of Kintsugi to produce your own Kintsugi piece of pottery. This course is suitable for all abilities.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2407Y20S1	Tue	08/09/2020	17:00-19:00	2	Southchurch	£39	• £31	• £16	

## Paper Making

Turn your unwanted bills and scrap paper into decorative paper. This can be embellished with petals or leaves or embossed to create textured surfaces for drawing or crafts.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2108Y20S1	Tue	15/09/2020	10:00-12:00	5	Southchurch	£50	• £40	• £20	

## Be Creative with Plastic Bags

Re-use your plastic shopping bags to create woven, fused and stitched materials for your personal projects.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2108Y20S2	Tue	15/09/2020	17:00-19:00	5	Southchurch	£50	• £40	• £20	

## Make a Rug with Reused Fabrics

In this course you will weave a rug using strips of fabric or leftover rags. If you have old t-shirts, sheets, pillowcases or other fabrics lying around the house then you have all the material you need to make a rug. You will be promoting sustainability and caring for the planet in a relaxed environment.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2109Y20S1	Wed	30/09/2020	10:00-12:00	2	Southchurch	£39	• £31	• £16	

## Clothes Alterations

In this course you will learn how to make alterations to your own items of clothing, saving you money and giving your favourite items a new lease of life while caring for the planet and promoting sustainability.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2608Y20S1	Wed	04/11/2020	10:00-12:00	5	Southchurch	£71	• £57	• £28	

## Upcycling your Old Clothes

In this course you will learn how to transform your own items of clothing into a different garment, saving you money and giving your favourite items a new lease of life, while caring for the planet and promoting sustainability.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2608Y20S2	Wed	13/01/2021	10:00-12:00	2	Southchurch	£39	• £31	• £16	

## SAFETY FIRST

All onsite activity will strictly follow Government guidelines on hygiene and social distancing.







# History, Music & Art Appreciation

We run History courses which enable you to broaden your knowledge in local and national periods, events and characters. In the Art and Music Appreciation courses you will gain an insight of upcoming anniversaries, shows and events both locally and in major London galleries.

## Art & Cultural Studies

This course offers an opportunity to critically examine significant works of art from the Renaissance to the present day. Artists under consideration to be announced.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
4001Y20B1	Mon	28/09/2020	9:30-11:30	10	Belfairs	£124	• £99	• £50
4001Y20B2	Mon	11/01/2021	9:30-11:30	10	Belfairs	£124	• £99	• £50
4001Y20B3	Mon	19/04/2021	9:30-11:30	10	Belfairs	£124	• £99	• £50
4001Y20B4	Wed	30/09/2020	9:30-11:30	10	Belfairs	£124	• £99	• £50
4001Y20B5	Wed	13/01/2021	9:30-11:30	10	Belfairs	£124	• £99	• £50
4001Y20B6	Wed	21/04/2021	9:30-11:30	10	Belfairs	£124	• £99	• £50

## Art & Music Studies

Each session we will explore a topical subject concerning the history of art. It may be related to an anniversary, or to a current exhibition in London or other local venue, or to a concert being performed locally. We will examine the historical context of the artworks through presentations and group exercise.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
4002Y20S1	Fri	02/10/2020	9:45-11:45	10	Southchurch	£124	• £99	• £50
4002Y20S2	Fri	15/01/2021	9:45-11:45	10	Southchurch	£124	• £99	• £50
4002Y20S3	Fri	23/04/2021	9:45-11:45	10	Southchurch	£124	• £99	• £50

## Music History & Appreciation

An opportunity to discuss and evaluate the work of composers celebrating anniversaries, together with composers whose music is being performed locally.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
4003Y20S1	Fri	02/10/2020	12:30-14:30	10	Southchurch	£124	• £99	• £50
4003Y20S2	Fri	15/01/2021	12:30-14:30	10	Southchurch	£124	• £99	• £50
4003Y20S3	Fri	23/04/2021	12:30-14:30	10	Southchurch	£124	• £99	• £50

## Ancient Egyptian Civilisation

This course will cover the history and archaeology of Ancient Egypt, including the old, Middle and New Kingdoms, Akhenaten, Tutankhamen, Rameses and other great Pharaohs of the eighteenth and nineteenth dynasties, mummification, the Pyramids, Thebes and the Valley of the Kings, and the other major sites. Daily life, habits, dress, economy, religion, and magic will also be covered.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
4004Y20S3	Wed	30/09/2020	19:30-21:30	14	Southchurch	£166	• £133	• £67

## Egyptian Hieroglyphics

This course will cover the basic hieroglyphic alphabet, allowing you to write your own name, and with the two and three consonant signs, how to read Pharaohs' names. You will acquire the skills to draw and transliterate these symbols. The course will also cover logograms, determinatives and complements, with enough grammar to allow you to independently read and translate the typical royal inscriptions and offering formulae found in museums.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
4004Y20S4	Wed	24/02/2021	19:30-21:30	14	Southchurch	£166	• £133	• £67

## Classical Civilisation

This course offers an introduction to the ancient cultures of Greece and Rome through mythology, history, archaeology, and material culture, with a special emphasis on the Athenian Acropolis and Parthenon.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
4004Y20S1	Fri	02/10/2020	9:45-11:45	14	Southchurch	£166	• £133	• £67

## Ancient Civilisations

This course will cover the non-Greco-Roman (and non-Egyptian) civilisations of the Near East, Aegean, and Mediterranean basin, together with selected cultures from Meso- and South America (Aztecs/Incas). The origins and causes of civilisation and definitions will be covered. Cultures covered will include, The Minoans, Mycenaean, Hittites, Sumer, Babylon, Assyrians, Persia, Etruscans, Phoenicians, Carthage, the Aztecs/Maya/Toltec, and the Incas. (By group negotiation these can be amended in favour of, Troy, the Sea Peoples, Scythians, Cycladic civilisation, Celti-Iberians, etc.)

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
4004Y20S2	Fri	26/02/2021	9:45-11:45	14	Southchurch	£166	• £133	• £67

## Archaeology in Essex

This course covers the History of the Bronze Age, Pre-Roman Iron Age, Romano-British period, Early Saxon period and the Late Saxon period in Essex. Land marks and historical objects (including recent finds at Prittlewell) will be put into context by examining the broader perspective of the archaeology in Essex during these periods.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
4005Y20S1	Tues	29/09/2020	16:00-18:00	14	Southchurch	£166	• £133	• £67

## Essex in the Age of Sail

This course will cover the Maritime History of Essex focusing on the 17th century, the period of the Anglo-Dutch wars and the recent excavation of 'The London' ship wreck. It will examine the leading role of the county and its seafarers during this period of great nautical, mercantile and colonial advances. Maritime and Naval History and Nautical Archaeology will be combined as you study the county's maritime economy, its main centres, Leigh, Harwich and the Thames Estuary, the types of vessel with the leading personalities involved and activities that provide Essex with its rich maritime heritage. When appropriate the course will extend beyond the shores of Essex, where vessels, the Dutch, and the East India companies, and colonisation have a bearing on the subject.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
4005Y20S2	Tue	23/02/2021	16:00-18:00	14	Southchurch	£166	• £133	• £67



Ancient Greek

On this course you will cover the basic knowledge of Ancient Greek that will allow you to independently read and translate the typical royal inscriptions and interpret formulae found in museums.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
4006Y20S1	Fri	02/10/2020	12:30-14:30	14	Southchurch	£166	• £133	• £67	
4006Y20S2	Fri	26/02/2021	12:30-14:30	14	Southchurch	£166	• £133	• £67	

17th Century Leigh & Thames Estuary

This course will cover 17th Century Leigh, its mariners and Navy men during the Anglo-Dutch Wars, and the context of the 'London' Wreck In the Thames Estuary.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION	
4007Y20S1	Sat	26/09/2020	10:00-12:00	5	Southchurch	£90	• £80	

Late Victorian & Edwardian Britain

This course is for absolute beginners and requires no previous knowledge or entry requirements other than an interest in history. The Victorian and Edwardian Era (1880-1914) was marked by considerable changes in its codes of conduct. There were significant shifts in politics among sections of society that had largely been excluded from power, such as servants and industrial working class. This is also the time when women started to play more of a role in politics with the rising of the Suffragette Movement.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
4000Y20B1	Wed	19/04/2021	12:30-14:30	10	Belfairs	£124	• £99	• £50	

Contemporary Issues in British Politics

This course looks at how British Government and Politics work. It asks questions about the Party System, Democracy and the Electoral System, The Role of the Monarchy and the Lords, as well as immediate issues facing the country.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
4000Y20B2	Mon	28/09/2020	12:30-14:30	10	Belfairs	£124	• £99	• £50	

Myths & Legends in British History

Explore over 10 weeks the myths ingrained in British culture. Who was Queen Boudicca, King Arthur, Alfred the Great, Bad King John, Robin Hood, Jack the Ripper and many whose names still cast shadows throughout our collective history?

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
4000Y20B3	Tue	29/09/2020	19:30-21:30	10	Belfairs	£124	• £99	• £50	

Early 19th Century Britain

This course looks at a key period of change in British history, from the ending of the Napoleonic Wars in 1815, to the passing of the Second Reform Act in 1867. Was Britain unprepared for peace? How close to revolution did Britain come in this period? Why was the Whig period one of great Social Reform? What caused the political elite to pass two major parliamentary reform measures? Was this the beginning of the 'Nanny State'?

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
4000Y20B4	Wed	13/01/2021	12:30-14:30	10	Belfairs	£124	• £99	• £50	

British Empire: History of Resistance

This course will explore the rise and fall of Britain's Empire. It is a history of resistance by indigenous people and those who were enslaved to work in the colonies of the Empire. From Tacky's slave war in Jamaica, to the 20th century 'Liberation' movements in Ireland, India, Asia, and Africa.

We will examine, amongst other things, Pontiac's War in North America, to the Maori Wars in New Zealand and the Xhosa and Ashanti wars in southern Africa. Resistance from Afghanistan to Zululand was endemic. Who were the 'heroes' of the Empire? Are there any real heroes? Who lost and who benefited?

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
4000Y20S7	Wed	21/04/2021	19:30-21:30	14	Southchurch	£166	• £133	• £67	

Monarchy: Values and Costs

Is the Monarchy value for money in the 21st century? In this short course you will debate some ideas around the costs of the Monarchy and you will decide if it is worth it.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
C4000Y2004	Sat	16/1/2021	10:00-12:00	1	Southchurch	£20	• £16	• £8	

King Arthur and the Round Table

Who was King Arthur? Did he actually exist? Where's the evidence? This fascinating 'character' is universally known in the western world: But why? How has the story of Arthur, Camelot, Guinevere, Merlin and the Knights developed over time? What conclusions can we came to about Arthur and Arthur's Briton?

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
C4000Y2005	Sat	23/1/2021	10:30-12:30	1	Southchurch	£20	• £16	• £8	

Who was Jack the Ripper?

Nominated by Professor Clive Emsley as one of the Worst Britons. Who exactly was he? Unfortunately nobody knows for sure, although well over 100 names have been put forward. We look at his (or her!) victims. Who were they? How did they die? What evidence exists as to the killer's identity? In the end, you will have to make up your own mind.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
C4000Y2006	Sat	13/3/2021	10:30-12:30	1	Southchurch	£20	• £16	• £8	

Queen Boudicca or should it be Boadicea?

Thirty-fifth on the list of Greatest Britons. Heroic freedom fighter and role model for women, or brutal terrorist killing thousands of Britons in the most barbaric ways? Boudicca has traditionally been presented in modern times as a tragic hero, but it was not always so. What do we really know about her? Her image has changed over time. Why?

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
C4000Y2007	Sat	3/10/2020	10:30-12:30	1	Southchurch	£20	• £16	• £8	

Alfred the Great Burns the Cakes!

Is Alfred burning some cakes the most important thing in his lifetime? How do we know about his life? Why is he called 'The Great'? Did he create the English navy? What's the Benfleet connection? How has he been portrayed through history? Number 14 in the Greatest Britons list... Should he be higher?

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
C4000Y2008	Sat	24/10/2020	10:30-12:30	1	Southchurch	£20	• £16	• £8	

Bad King John?

The brother of King Richard the Lionheart. He made the top 10 list of Worst Britons (as did Jack the Ripper!), but why is he said to have been so bad? Did he really have people starved to death and crushed under rolls of lead? What's the evidence? Can we trust all the terrible descriptions of him, or is it all 'fake news'? If it is, why was it produced?

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
C4000Y2009	Sat	5/12/2020	10:30-12:30	1	Southchurch	£20	• £16	• £8	

Robin Hood and his Merry Men

Did Robin Hood exist? If he did, when and where did he live? How did the stories of his Merry Men evolve? What evidence exists of his life and times? Why is he so difficult to pin down? Why is Robin Hood airport in Doncaster? How has the image of Robin Hood been used since medieval times?

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
C4000Y2010	Sat	6/2/2021	10:30-12:30	1	Southchurch	£20	• £16	• £8	

Who Killed the Princes in the Tower?

King Richard of course killed his nephews. Or did he? The evidence has never been conclusive and the 'Richard III Society' has some very fixed opinions on the subject. Who are the other 'suspects'? If indeed the boys were in fact murdered. What's the evidence? How has the recent skeleton find in a Leicester car park affected our interpretations?

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
C4000Y2011	Sat	20/3/2021	10:30-12:30	1	Southchurch	£20	• £16	• £8	





Witches & Matthew Hopkins the Witch Finder

We take a look at the history of witchcraft in England, and at East Anglia in particular. Who was Sarah Moore of Old Leigh? Who was Cunning Murrell of Hadleigh? Why is Canewdon associated with witches? Who exactly was Matthew Hopkins? Why was there such a witch craze in the area in the mid-17th century? Who were the people accused of witchcraft? What's the evidence?

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
C4000Y2012	Sat	24/4/2021	10:30-12:30	1	Southchurch	£20	• £16	• £8	

The Miracle of Dunkirk?

The evacuation of Dunkirk between 26 May and 4 June 1940. A triumph, eulogised in books and film. But some historians have portrayed it as a disaster. How did the Germans view the events? What is the truth? Was it simply fake news and wartime propaganda? Examine the evidence and come to your own conclusions.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
C4000Y2013	Sat	15/5/2021	10:30-12:30	1	Southchurch	£20	• £16	• £8	

Arts and Crafts

Our arts and crafts courses will give you the opportunity to learn new skills and techniques in your area of interest, whilst pushing you to explore your creativity and develop your own individual style. The courses cover a broad suite of creative arts subjects including; kiln formed glass, drawing and painting, portraiture, sculpture, textiles and watercolours.

ART

How To Exhibit Work & Become An Artist

Explore professional art practice and learn different ways to display and present your work publicly. In this course you will be exploring artistic identity, spaces to show, applying for funding, copyright, exhibitions, pay, DIY and getting feedback on work.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION	
C2003Y20S1	Wed	18/11/2020	9:30-11:30	5	Southchurch	£90	• £80	
C2003Y20S2	Wed	13/1/2021	9:30-11:30	5	Southchurch	£90	• £80	

Printmaking Beginners

Looking at the basics of printmaking you will explore mono prints, linocut, colliographs and gain an understanding in each process, while drawing on a range of sources to inspire your work.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2006Y20S1	Tue	29/09/2020	12:45-14:45	10	Southchurch	£144	• £115	• £58	

Printmaking Improvers

In this course you will be developing your existing skills and will explore a range of design and printing techniques and gain an understanding in each process, while drawing on a range of sources to inspire your work.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2006Y20S2	Tue	19/01/2021	12:45-14:45	10	Southchurch	£144	• £115	• £58	

Printmaking Workshop

In this course you will be developing your existing skills and will explore a range of design and printing techniques and gain an understanding in each process, while drawing on a range of sources to inspire your work.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2006Y20S3	Tue	20/04/2021	12:45-14:45	10	Southchurch	£144	• £115	• £58	

Intro to Printing

In this short course we will look at mono, lino and screen printing. You will develop designs and use specific techniques to enable you to print onto both fabric and paper.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2008Y20S1	Sat	30/01/2021	09:30-11:30	6	Southchurch	£94	• £75	• £37	
2008Y20S2	Sat	08/05/2021	09:30-11:30	6	Southchurch	£94	• £75	• £37	

Printmaking

Work on a traditional printmaking press to turn your sketches, drawings or paintings into printed editions. Explore your own projects using different techniques including monotype, collage, block print and engraving.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2010Y20S1	Wed	13/01/2021	19:00-21:00	10	Southchurch	£144	• £115	• £58	

Turning Drawing & Paintings into Print

Work on a traditional printmaking press to turn your sketches, drawings or paintings into printed editions. Explore your own projects using different techniques including monotype, collage, block print and engraving.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2009Y20S1	Wed	07/10/2020	19:30-21:30	10	Southchurch	£144	• £115	• £58	

DRAWING & PAINTING

Still Life through History

It's not all bowls of fruit and vases of flowers. Using historical still life paintings as your starting point, you will explore specific techniques and the varying ways of interpreting what you see before you. Creating pieces which reference the past.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2000Y20S1	Wed	30/09/2020	12:45-14:45	10	Southchurch	£124	• £99	• £50	









Still Life Expressive

Produce a series of images based on the techniques of Expressionists, this will involve using a range of creative media to produce lively and intuitive pieces.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2000Y20S2	Wed	13/01/2021	12:45-14:45	10	Southchurch	£124	• £99	• £50  

Art + Words

Artists have used words within their work in many different ways. This course will look at creative ways to use words & writing in your artwork exploring artists that have done this through art history. Writers and artists would both benefit from this playful, creative short course exploring experimental ways to create and the many different ways writing & art can work together using drawing, collage & cut-ups. Great if you are feeling creatively stuck!

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2001Y20S1	Wed	04/11/2020	9:30-11:30	5	Southchurch	£71	• £57	• £28  
2001Y20S2	Wed	24/02/2021	17:00-19:00	5	Southchurch	£71	• £57	• £28  
2001Y20S2	Wed	14/04/2021	9:30-11:30	5	Southchurch	£71	• £57	• £28  











Painting & Drawing Workshop

Learn new skills or develop existing ones in an informal workshop environment. This course is designed for experienced learners or artists, to enable you to carry on developing your work during the long summer break. Learners should bring with them general art materials of the learner's choice.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2110Y20S1	Fri	07/08/2020	10:00-13:00	5	Southchurch	£120	• £96	• £48  





Drawing & Painting Improvers Workshop

Develop your artistic skills, learn new styles and techniques and exchange ideas with like-minded people, all in an informal workshop environment. All drawing and painting media are welcome, and these workshops are designed for learners who may have completed an art course and wish to develop their work further.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2100Y20B1	Mon	28/09/2020	9:45-11:45	14	Belfairs	£166	• £133	• £67  
2100Y20B2	Mon	22/02/2021	9:45-11:45	14	Belfairs	£166	• £133	• £67  
2100Y20S1	Thu	01/10/2020	12:45-15:45	10	Southchurch	£177	• £142	• £71  
2100Y20S2	Thu	14/01/2021	12:45-15:45	10	Southchurch	£177	• £142	• £71  
2100Y20S3	Thu	22/04/2021	12:45-15:45	10	Southchurch	£177	• £142	• £71  

Drawing Beginners

This is an opportunity to learn the rudiments of drawing materials, techniques and how to improve your drawing skills. You will find this specially constructed course a very good grounding for your future progress.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2101Y20B1	Wed	3/09/2020	09:45-11:45	10	Belfairs	£124	• £99	• £50  
2102Y20B1	Tue	29/09/2020	09:45-11:45	10	Belfairs	£124	• £99	• £50  

Drawing Coloured Pencil Beginners

Produce vibrant, detailed coloured pencil drawings from still life and photographs (birds and animals). Basic step by step techniques taught include layering, blending, pencil pressure and careful observation. Beginners and more experienced learners are welcome.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2101Y20B2	Wed	13/01/2021	09:45-11:45	10	Belfairs	£124	• £99	• £50  

Using Soft Pastels Beginners

Produce vibrant, expressive drawings/paintings using soft pastels. Basic step by step techniques taught include layering, blending and careful observation. Beginners and more experienced learners are welcome.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2101Y20B3	Wed	21/04/2021	09:45-11:45	10	Belfairs	£124	• £99	• £50  

Drawing Improvers

This course is designed for learners who may have completed an art course and wish to develop their work further.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2102Y20B2	Tue	12/01/2021	09:45-11:45	10	Belfairs	£124	• £99	• £50  







Drawing Entering Abstraction

This course will look at the origins of abstract art and how to approach creating abstract paintings. You will be inspired by past artists and explore the use of colour and a range of painting techniques which will help you create expressive intuitive paintings.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2101Y20B4	Tue	20/04/2021	09:45-11:45	10	Belfairs	£124	• £99	• £50  



Learn How To Draw & Paint

Always wanted to let out the inner artist? Don't think you can draw a straight line? This course for absolute beginners is designed to introduce you to the basics of drawing and help develop the artist within you.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2105Y20S1	Mon	28/09/2020	13:15-16.15	10	Southchurch	£177	• £142	• £71  
2105Y20S2	Mon	11/01/2021	13:15-16.15	10	Southchurch	£177	• £142	• £71  
2105Y20S3	Mon	19/04/2021	13:15-16.15	10	Southchurch	£177	• £142	• £71  







Expand Your Drawing

Drawing is the first thing we do as children, so why do we often lose our expressive spirit as we become adults? Rediscover your playful drawing practice and discover new ways to experiment with the medium to create experimental, kinetic marks looking at contemporary and historical artists who have done the same.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2106Y20S1	Wed	14/04/2021	19:30-21:30	10	Southchurch	£124	• £99	• £50  





Find Your Creativity

Don't feel you're creative or have a creative block? This is normal but still frustrating. Explore some methods and processes used by artists and writers to unblock your creative flow and get creative again. Take these tools away with you to use in your own life.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2107Y20S1	Wed	24/02/2021	09:30-11:30	5	Southchurch	£71	• £57	• £28  
2107Y20S1	Wed	14/04/2021	17:00-19:00	5	Southchurch	£71	• £57	• £28  
2107Y20S2	Wed	09/06/2021	09:30-11:30	5	Southchurch	£71	• £57	• £28  





Drawing Improvers

Suitable for those who have already completed a beginner's drawing class. In an informal workshop style environment, drawing skills will be developed further across a range of subject matter and drawing media.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2111Y20S1	Thu	01/10/2020	09:45-11:45	14	Southchurch	£166	• £133	• £67  
2111Y20S2	Thu	25/02/2021	09:45-11:45	14	Southchurch	£166	• £133	• £67  



Drawing the Absolute Basics

Want to start at the beginning? This course will explore the fundamental principle of drawing and introduce you to a range of new skills.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2112Y20S1	Fri	02/10/2020	12:45-14:45	10	Southchurch	£124	• £99	• £50  
2112Y20S2	Fri	15/01/2021	12:45-14:45	10	Southchurch	£124	• £99	• £50  





Drawing Pastels & Coloured Pencils

Working across a range of subjects, you will explore colour by developing techniques in a variety of colour based drawing media.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2112Y20S3	Fri	23/04/2021	12:45-14:45	10	Southchurch	£124	• £99	• £50  

Drawing from Imagination

Using other art movements as your starting point you will look at how to translate what is in your head onto paper. Through drawing exercises and referencing influences such as symbolism and narrative, you will explore the vast range of possibilities available to you.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION	
C2104Y20S1	Sat	7/11/2020	10:00-13:00	2	Southchurch	£54	• £48	 
C2104Y20S2	Sat	6/3/2021	10:00-13:00	2	Southchurch	£54	• £48	 



Drawing Tone & Shade

Bring energy, life and form to your drawing through the exploration of tone. You will develop ways of depicting light, dark and adding form and volume to your drawings.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2113Y20S1	Fri	15/01/2021	12:45-14:45	10	Southchurch	£124	• £99	• £50  

Drawing Life Beginners

Working from direct observation of a life model, you will explore the basic principles of drawing the human figure. Emphasis will be on scale, proportion and looking in depth at the drawing techniques using a range of media.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2200Y20S1	Tue	29/09/2020	19:30-21:30	10	Southchurch	£144	• £115	• £58  





Life Drawing & Painting Improvers

Working from direct observation of a life model, you will explore the fundamental principles of drawing the human figure. You will develop techniques and work in a variety of drawing media.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2200Y20S2	Tue	19/01/2021	19:30-21:30	10	Southchurch	£144	• £115	• £58  

Life Drawing Beginners

Working from direct observation of a life model, you will explore the fundamental principles of drawing the human figure. You will develop techniques and work in a variety of drawing media.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2201Y20S1	Mon	28/09/2020	09:45-11:45	14	Southchurch	£194	• £156	• £78  
2201Y20S2	Mon	22/02/2021	09:45-11:45	14	Southchurch	£194	• £156	• £78  

Life Drawing Style of Rembrandt

You will produce a series of life drawings based on the techniques of this influential Dutch artist.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2203Y20S3	Sat	24/04/2021	9:30-11:30	1	Southchurch	£20	• £16	• £8  

Drawing Mixed Media Improvers

Across a range of subject matter from life drawing to landscape drawing, this course will encourage learners to mix various drawing media. You will have the opportunity to experiment and develop new skills.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2204Y20S1	Fri	02/10/2020	9:45-11.45	14	Southchurch	£166	• £133	• £67  


Painting Mixed Media Improvers

You will be encouraged to experiment and explore the different use of media including pastel, acrylics, watercolour and inks. Create personal projects and set compositions from still life, the human figure and landscapes.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2204Y20S2	Fri	26/02/2021	9:45-11.45	14	Southchurch	£166	• £133	• £67  

Painting Life Intermediate

You will work from both clothed and nude models, using drawing and a variety of painting media. As well as the basics, you will develop an awareness of scale, proportion and painting techniques. You will also be encouraged to explore ways of developing your creativity through the application of paint.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2205Y20S1	Tue	20/04/2021	19:30-21:30	10	Southchurch	£144	• £115	• £58  

Life Drawing Experimental

Looking at the use of line and form within life drawing and pushing some of the boundaries, you will explore the use of a range of media and experiment with effects. Working from a life model to create expressive experimental images.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2207Y20S1	Wed	30/09/2020	9:45-11:45	10	Southchurch	£144	• £115	• £58  



Life Drawing Creative Approach

Explore creating atmospheric life drawing with the use of props and costume to add interest and a narrative to your drawing, you will look at representation and abstraction and how these can be used as tools to extend your drawing and painting.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2207Y20S2	Wed	13/01/2021	9:45-11:45	10	Southchurch	£144	• £115	• £58  

Life Drawing

Looking at the use of line and form within life drawing and pushing some of the boundaries, you will explore the use of a range of media and experiment with effects. Working from a life model to create expressive experimental images.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2208Y20S1	Sat	08/05/2021	10:00-12:00	5	Southchurch	£81	• £65	• £32  



Life Drawing Style of the Expressionists

Learn more about expressive approaches to life drawing, the exaggeration of forms and the important use of line.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2208Y20S2	Sat	20/03/2021	9:30-11.30	1	Southchurch	£34	• £27	• £14  

Anatomy in Life Drawing

In this workshop you will learn how to draw people successfully by understanding the human anatomy.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION	
C2209Y20S1	Sat	14/11/2020	09:30-12:30	2	Southchurch	£60	• £48	 

Intro to Watercolour

Beginning with watercolour essentials - paper, brushes and paint - you will be taught brush techniques, how to create washes and preserve white and lift colour. Drawing for watercolour and basic colour theory will also be covered.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2210Y20B1	Tue	12/01/2021	12:45-14:45	10	Belfairs	£124	• £99	• £50  





Watercolour Improvers

Beginning with watercolour essentials - paper, brushes and paint - you will be taught brush techniques, how to create washes and preserve white and lift colour. Drawing for watercolour and basic colour theory will also be covered.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2210Y20B2	Tue	20/04/2021	12:45-14:45	10	Belfairs	£124	• £99	• £50  


Drawing Historical Objects

This course will focus on the fundamental skills of drawing from observation, using different drawing systems and techniques to achieve a unique and individual drawing style. Drawing projects will cover observational drawing of still life, objects and artefacts in a museum. This course includes some sessions at a museum tbc.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2211Y20S1	Wed	23/09/2020	9:45-11:45	5	Southchurch	£71	• £57	• £28  
2211Y20S2	Wed	14/04/2021	9:45-11:45	5	Southchurch	£71	• £57	• £28  







Painting Portraits Improvers

When it comes to learning how to draw people successfully, knowing human anatomy is key. Jeff Mellem, artist and author of How to Draw People, shares the top dos and don'ts of drawing anatomy for beginners so you can start drawing more realistic figures in no time.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2300Y20S1	Wed	30/09/2020	15:45-17:45	14	Southchurch	£194	• £156	• £78  

Painting Improvers

Develop your painting skills and learn new techniques in an informal workshop environment. Egg tempera, Acrylic, and watercolour will be covered. These workshops are designed for learners who may have completed an art course and wish to develop their work further.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2301Y20B1	Wed	23/09/2020	12:45-14:45	10	Belfairs	£124	• £99	• £50  
2301Y20B2	Wed	13/01/2021	12:45-14:45	10	Belfairs	£124	• £99	• £50  
2301Y20B3	Wed	21/04/2021	12:45-14:45	10	Belfairs	£124	• £99	• £50  



## FLORISTRY AND HORTICULTURE

### Flower Arranging Beginners

This course is for learners of all abilities. You will learn basic floristry techniques and skills in a fun environment. With each new design you will learn the principles and elements of design. No experience needed.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
1710Y20B1	Tue	10/11/2020	18:30-21:30	6	Belfairs	£131	• £105	• £53	👤
1710Y20S1	Wed	04/11/2020	9:30-12:30	6	Southchurch	£131	• £105	• £53	👤

### Flower Arranging Improvers

A flower arranging course for those with no or little experience which will introduce you to basic skills and engage your creativity.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
1710Y20B2	Tue	05/01/2021	18:30-21:30	10	Belfairs	£207	• £166	• £83	👤
1710Y20S2	Wed	13/01/2021	9:30-12:30	10	Southchurch	£207	• £166	• £83	👤

## GLASS

### Experimental Kiln Formed Glass

Fusing slumping and casting – a course covering as many kiln formed glass techniques as possible, using a number of experimental methods to create a package of glass skills that will develop the learner's practical abilities and knowledge. Suitable for beginners and experienced learners. Learners to supply 2 pieces of greenhouse glass at the start of each course 30cm x 30cm x 2 pieces.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2500Y20S1	Tue	06/10/2020	09:45-11:45	10	Southchurch	£144	• £115	• £58	👤👤

### Stained Glass

Copper foil and lead light techniques – Developing designing and practical glass skills to be able to construct glass designs and panels using two main techniques. Traditional painting methods will also be incorporated into these glass construction designs. Learners to supply 2 pieces of greenhouse glass at the start of each course 30cm x 30cm.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2500Y20S2	Tue	12/01/2021	09:45-11:45	10	Southchurch	£144	• £115	• £58	👤👤

### Contemporary Glass

Kiln formed glass and stained glass together – an interesting combination of glass techniques by putting together different glass ideas and to create some unique designs. Producing modern styles with texture, colour, 3D effects and perspective with the glass. Learners to supply 2 pieces of greenhouse glass at the start of each course 30cm x 30cm.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2500Y20S3	Tue	20/04/2021	09:45-11:45	10	Southchurch	£144	• £115	• £58	👤👤

## POTTERY

### Sculpture & Pottery Improvers Workshop

Learn sculptural techniques in clay, such as using and making armatures, developing hand building techniques, projects and ideas. You will look into contemporary ceramicists and sculptors for inspiration, work with a variety of clays glazes and be encouraged to experiment with form and design. This course is suitable for learners with some basic knowledge in clay.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2400Y20S1	Mon	28/09/2020	9:45-12:45	10	Southchurch	£207	• £189	• £95	👤👤

### Sculpture & Pottery Advanced Workshop

This course is designed to inspire you to progress with your clay project ideas and sculptural/handbuilding techniques. We look into more depth using challenging and experimental processes. Allowing you to gain more knowledge in glazes that complement and enhance form.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2400Y20S2	Mon	11/01/2021	9:45-12:45	10	Southchurch	£207	• £189	• £95	👤👤
2400Y20S3	Mon	19/04/2021	9:45-12:45	10	Southchurch	£207	• £189	• £95	👤👤



### Masterclass Pottery

This course is suitable for beginners who would like to try their hand at a really fun craft! Make something for your home, friends or family. On this course you will learn the basic pottery techniques that are used in most methods and techniques like slabbing, pinching, coiling and throwing.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION	
C2406Y20S1	Sat	19/6/2021	09:30-12:30	3	Southchurch	£135	• £108	👤

### Handbuilding & Throwing Beginners

An introduction to handbuilding techniques such as coiling, pinch pots and slab building, plus throwing on the potter's wheel. You will gain an understanding of the process of 'clay to finished pot' and be able to decorate your own creations.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2401Y20S1	Mon	28/09/2020	19:30-21:30	14	Southchurch	£194	• £156	• £78	👤👤
2402Y20S1	Thu	01/10/2020	9:45-11:45	14	Southchurch	£194	• £156	• £78	👤👤

### Handbuilding & Throwing Improvers

This course is a progression from the beginners where you will develop your handbuilding techniques such as coiling, pinch pots and slab building, plus throwing on the potter's wheel. You will be able to design and build your own creations.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2401Y20S2	Mon	22/02/2021	19:30-21:30	14	Southchurch	£194	• £156	• £78	👤👤
2402Y20S2	Thu	25/02/2021	9:45-11:45	14	Southchurch	£194	• £156	• £78	👤👤

### Pottery Masterclass – Throwing

This small class will be tailored around 4 learners, who will be using the wheel to throw and create in clay. This course is designed to give specific advice to the individual who wishes to perfect a skill or have a go for the first time.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION	
C2405Y20S1	Sat	30/1/2021	10:00-14:00	1	Southchurch	£60	• £48	👤
C2405Y20S2	Sat	10/7/2021	10:00-14:00	1	Southchurch	£60	• £48	👤

### Printing into Clay Beginners

You will be shown a wide and diverse approach of combining printmaking and ceramics. We will explore a variety of techniques from mono Printing to intaglio printing, which will then be incorporated in your own work. We will be looking at practicing makers and how to use print to help inform and inspire your own work.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT	
2403Y20S1	Tue	29/09/2020	19:30-21:30	10	Southchurch	£144	• £115	• £58	👤👤







Printing into Clay Improvers

You will develop your skills in combining printmaking and ceramics. We will explore a variety of techniques from screen printing to laser printing, which will then be incorporated into your own projects. We will be looking at practicing makers and how they use print to help inform and inspire your own work.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2403Y20S2	Tue	13/04/2021	19:30-21:30	10	Southchurch	£144	• £115	• £58  





Intro to Ceramics

In this course you will be looking at historical and contemporary ceramic practitioners as inspiration to develop your own ceramic practice incorporating various techniques such as coiling, pinch pots, slab building and throwing on the potter's wheel.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2404Y20S1	Wed	30/09/2020	19:30-21:30	10	Southchurch	£144	• £115	• £58  
2404Y20S4	Fri	02/10/2020	9:45-11:45	10	Southchurch	£144	• £115	• £58  





Ceramics

In this course you will be looking at historical and contemporary ceramic practitioners as inspiration to develop your own ceramic practice incorporating various techniques.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2404Y20S2	Wed	13/01/2021	19:30-21:30	10	Southchurch	£144	• £115	• £58  
2404Y20S5	Fri	15/01/2021	9:45-11:45	10	Southchurch	£144	• £115	• £58  













Ceramics Workshop

Make something for your home, friends or family, learning techniques that are used on most of the methods of making and being inspired by historical and contemporary ceramic practitioners. Some experience is required.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2404Y20S3	Wed	21/04/2021	19:30-21:30	10	Southchurch	£144	• £115	• £58  
2404Y20S6	Fri	23/04/2021	9:45-11:45	10	Southchurch	£144	• £115	• £58  

Mosaics

In this short course you will be developing your own mosaic design and creating a finished piece. You will learn how to master techniques and develop your skills in a creative and supportive environment.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2002Y20B1	Tue	29/09/2020	18:00-20:00	10	Belfairs	£144	• £115	• £58  
2002Y20B2	Tue	12/01/2021	18:00-20:00	10	Belfairs	£144	• £115	• £58  
2002Y20B3	Tue	20/04/2021	18:00-20:00	10	Belfairs	£144	• £115	• £58  
2002Y20S1	Thu	24/09/2020	9:45-11:45	5	Southchurch	£81	• £65	• £32  
2002Y20S2	Thu	22/02/2001	9:45-11:45	5	Southchurch	£81	• £65	• £32  
2002Y20S3	Thu	29/04/2021	9:45-11:45	5	Southchurch	£81	• £65	• £32  




Sculpture for Beginners

Explore traditional and contemporary sculpture through working with different materials and techniques including plaster, clay and mixed media. No experience necessary – just bring your own creative ideas to turn into sculpture!

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2009Y20S2	Wed	13/01/2021	19:30-21:30	10	Southchurch	£144	• £115	• £58  

Figure Modelling from Life (Masterclass)

Working from direct observation of a life model, you will explore and develop your skills of creating a human figure in clay. Emphasis will be on scale, proportion and looking at the sculpting techniques.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION	
C2206Y20S1	Sat	10/10/2020	10:00-14:00	1	Southchurch	£64	• £52	
C2206Y20S2	Tue	3/11/2020	12:45-16:45	1	Southchurch	£64	• £52	
C2206Y20S3	Sat	15/5/2021	10:00-14:00	1	Southchurch	£64	• £52	

TEXTILES

Art & Textiles

Making the connection from art to stitch by looking at fine art and how this can translate into contemporary textiles. This course will incorporate and introduce traditional and non-traditional textile techniques ranging from painting and drawing, fabric printing and dying to stitch and embroidery.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2001Y20S3	Tue	29/09/2020	09:30-11:30	10	Southchurch	£144	• £115	• £58  

Free Stitch & Textiles

This course further develops hand stitch and free stitch sewing skills combined with a fine art orientated approach. Learners will build creative concepts from drawing and painting and learn how to translate this into machine stitch textiles through fabric painting, print and image transfer.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2001Y20S4	Tue	19/01/2021	9:30-11:30	10	Southchurch	£144	• £115	• £58  


Printed Textiles

This course will introduce learners to the world of printed textile design including how to develop ideas, design, print and create your own range of printed fabric. You will learn about the history of print and cover fabric-printing processes such as screen-printing and block printing. Learners will also learn how to create a seamless repeat print and understand the applications of this design skill for domestic and commercial directions.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2001Y20S5	Tue	20/04/2021	9:30-11:30	10	Southchurch	£144	• £115	• £58  


Clothesmaking Entry

This course is suitable for learners with experience of using a sewing machine. The course will cover sewing skills such as adding zips, collars and making buttonholes seams and garment finishes. You will create a pattern for a simple skirt and learn how to follow it. You will be advised on fabric and trimmings and how to recycle vintage fabric and garments. Do not buy anything before the first class.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2600Y20S1	Mon	28/09/2020	9:45-12:45	10	Southchurch	£207	• £189	• £95 

Clothesmaking Beginners

This course is suitable for learners with experience of using a sewing machine. The course will cover sewing skills such as adding zips, collars and making buttonholes seams and garment finishes. You will create a pattern for a simple skirt and learn how to follow it. You will be advised on fabric and trimmings and how to recycle vintage fabric and garments. Do not buy anything before the first class.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2600Y20S2	Mon	11/01/2021	9:45-12:45	10	Southchurch	£207	• £189	• £95 




Clothesmaking Improvers

This course is for learners that have experience using a sewing machine, and wish to do more pattern cutting and designing. You will complete your own projects incorporating techniques that are more advanced and more challenging patterns such as coats, costumes or vintage styles.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2600Y20S3	Mon	19/04/2021	9:45-12:45	10	Southchurch	£207	• £189	• £95 

Sewing Machine Skills Entry

You will learn to use the various functions on a sewing machine. You will make a cushion or bag and learn how to put in a zip. After this course you may wish to progress onto a clothes making course. This course is for beginners.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2601Y20S1	Sat	03/10/2020	10:00-12:00	10	Southchurch	£144	• £115	• £58 
2601Y20S2	Sat	16/01/2021	10:00-12:00	10	Southchurch	£144	• £115	• £58 
2601Y20S3	Sat	24/04/2021	10:00-12:00	10	Southchurch	£144	• £115	• £58 



Feltmaking – An Introduction

This short course will give you an introduction to needle felting, where fibres are used to create 3d models and experimental surfaces.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2602Y20S2	Thu	14/01/2021	9:45–11:45	5	Southchurch	£81	• £65	• £32 

Needle Craft – An Introduction

Would you like to learn and explore different textile based crafts? On our 10 week course we will be looking at embroidery, knitting and crochet as well as macramé and weaving. You will create some small items giving you a good taste of these skills.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2602Y20S3	Thu	22/04/2021	9:45–11:45	5	Southchurch	£81	• £65	• £32 



Pattern Cutting Basics

In this course you will make a skirt or trouser block, make a pattern and garment from your design. This course is for absolute beginners.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2604Y20S1	Tue	20/04/2021	9:45–11:45	10	Belfairs	£124	• £99	• £50 

Sewing

The sewing course will allow beginners to learn the basics of using a sewing machine. It will also give those with some experience, that want to make clothes or personal projects, guidance around specific techniques, designing and pattern cutting.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2606Y20S1	Wed	30/09/2020	19:30–21:30	10	Southchurch	£144	• £115	• £58 
2606Y20S2	Wed	13/01/2021	19:30–21:30	10	Southchurch	£144	• £115	• £58 

Pattern Cutting Beginners

In this course you will make a skirt or trouser block, make a pattern and garment from your design. This course is for beginners.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2607Y20S1	Tue	22/09/2020	9:45–11:45	10	Belfairs	£124	• £99	• £50 



Pattern Cutting Improvers

In this course you will explore next steps on pattern cutting.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2607Y20S2	Tue	12/01/2021	9:45–11:45	10	Belfairs	£124	• £99	• £50 



Cosplay – Create Your Costume

Get ready for the next Cosplay Covention! On this course you will make the perfect costume and get ready to immerse yourself in your favourite character from sci-fi, anime, superheroes, cartoon characters, or video game characters.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION	
C2605Y20S1	Wed	10/3/2021	9:30–12:30	3	Southchurch	£75	• £60	
C2605Y20S2	Wed	5/5/2021	9:30–12:30	3	Southchurch	£75	• £60	

Learn to Crochet

If you had ever wanted to learn to crochet come to this informal relaxed course, you will learn the basics and with practise gain the skills to make small items.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2610Y20S1	Sat	26/09/2020	10:00–12:00	5	Southchurch	£71	• £57	• £28 
2610Y20S2	Sat	27/02/2021	10:00–12:00	5	Southchurch	£71	• £57	• £28 

Crochet Next Steps




If you know some crochet and would like to take your skills further, come to this informal and relaxed course where you are building on the skills you have learnt and gain confidence to start some bigger projects.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2610Y20S3	Sat	17/04/2021	10:00–12:00	5	Southchurch	£71	• £57	• £28 

JEWELLERY MAKING




Intro to Jewellery Making

This course will introduce you to the basic skills of making sterling silver jewellery, including techniques in piercing, filing, shaping and finishing. Materials kit is included in the price of the course.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2611Y20S1	Thu	24/09/2020	10:00–12:00	5	Southchurch	£96	• £80	• £47 
2611Y20S2	Thu	25/02/2021	10:00–12:00	5	Southchurch	£96	• £80	• £47 
2611Y20S3	Thu	15/04/2021	10:00–12:00	5	Southchurch	£96	• £80	• £47 




Wire Jewellery

Learn the techniques and skills required to create beautiful, contemporary and diverse jewellery in base metal wire, including some use of semi-precious stones. Materials kit is included in the price of the course.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2612Y20S1	Mon	28/09/2020	18:30–20:30	6	Southchurch	£109	• £90	• £52 
2612Y20S2	Mon	11/01/2021	18:30–20:30	6	Southchurch	£109	• £90	• £52 
2612Y20S3	Mon	12/04/2021	18:30–20:30	6	Southchurch	£109	• £90	• £52 




Experimental Jewellery

During this 10 week course you will learn about the genre of Creative Art Jewellery, different contemporary craft jewellers and how this practice is placed within the art and craft world. Guided by your tutor, you will then design and create your own art jewellery pieces, from concept to finished items. Materials kit is included in the price of the course.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2613Y20S1	Wed	30/09/2020	10:00–12:00	10	Southchurch	£159	• £130	• £73 
2613Y20S2	Wed	13/01/2021	10:00–12:00	10	Southchurch	£159	• £130	• £73 
2613Y20S3	Wed	21/04/2021	10:00–12:00	10	Southchurch	£159	• £130	• £73 



Wire Jewellery & Semi Precious Beads

Learn the techniques and skills required to create beautiful, contemporary and diverse jewellery in base metal wire, including some use of semi-precious stones. Materials kit is included in the price of the course.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2614Y20B1	Thu	05/11/2020	10:00–12:00	5	Belfairs	£96	• £80	• £47 
2614Y20B2	Thu	14/01/2021	10:00–12:00	5	Belfairs	£96	• £80	• £47 
2614Y20B3	Thu	22/04/2021	10:00–12:00	5	Belfairs	£96	• £80	• £47 

Designing Jewellery

This course will teach you how to create beautiful presentation illustrations for your jewellery designs, using traditional techniques of technical drawing and hand rendering with water colour and gouache. Learn this traditional skill to add professionalism to your jewellery designs. Materials kit is included in the price of the course.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2615Y20S1	Wed	24/02/2021	12:30–14:30	10	Southchurch	£159	• £130	• £73 
2615Y20S2	Wed	19/05/2021	12:30–14:30	10	Southchurch	£159	• £130	• £73 

Gold Leaf MasterClass

During this three-hour master class, you will learn the techniques required to apply gold leaf to a range of materials to create beautiful and unique jewellery items.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION	
C2614Y20S1	Sat	6/3/2021	10:00–13:00	1	Southchurch	£60	• £48	



BASKET WEAVING





Intro to Basket Weaving

Explore basket making methods from around the world, using a variety of materials and techniques.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2650Y20S1	Wed	23/09/2020	13:00-15:00	5	Southchurch	£81	• £65	• £32 

Traditional Willow Basket Weaving

Willow basket weaving is an ancient traditional crafts practised across the world. You can be as creative as you like with willow weaving and basketry once you have mastered the basic principles.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2650Y20S2	Wed	04/11/2020	13:00-15:00	5	Southchurch	£81	• £65	• £32  
2650Y20S3	Wed	13/01/2021	13:00-15:00	5	Southchurch	£81	• £65	• £32  

Exploring Basket Weaving




Explore and experiment with the four main basket weaving methods used around the world, using a variety of traditional and contemporary materials.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2650Y20S4	Wed	14/04/2021	13:00-15:00	10	Southchurch	£144	• £115	• £58  

DIY

DIY & Power Tools for Women

In this course you will learn basic carpentry skills, if you want to develop your hand skills and improve your DIY. Join this course and gain confidence with the following basic skills: sawing straight, drilling straight (using battery drill), chisel and fit a door hinge flush, fit a door handle and latch and learn to cut mitre joints.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION	
2651Y20S1	Wed	23/09/2020	17:00-19:00	5	Southchurch	£100	• £80	
2651Y20S2	Wed	13/01/2021	17:00-19:00	5	Southchurch	£100	• £80	
2651Y20S3	Wed	14/04/2021	17:00-19:00	5	Southchurch	£100	• £80	



Cake Decorating and Sugar Craft

If you have a passion for baking and a steady hand, you can learn to decorate cakes like a professional in no time. Even if you already know several decorating techniques there are countless other methods to learn. New materials and equipment for cake decorating are created every year, so even a skilled cake decorator can learn new skills.

Sugar Craft Beginners

In this course you will learn how to model sugarcraft figures and objects to decorate wedding, birthday and other cakes for special occasions. Come and be inspired.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
1800Y20S1	Mon	28/09/2020	12:45-14:45	14	Southchurch	£194	• £156	• £78 



Sugar Craft Improvers

In this course you will learn how to model sugarcraft figures and objects to decorate wedding, birthday and other cakes for special occasions. Using simple techniques, come and be inspired.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
1800Y20S2	Mon	22/02/2021	12:45-14:45	14	Southchurch	£194	• £156	• £78 



Cake Decorating Beginners

This course is designed for anyone with little or no experience of cake decorating. If you just want to have a go, see if it's for you. You will learn some basic techniques to produce simple but effective cakes for all your family and friends.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
1801Y20S1	Tue	29/09/2020	12:45-14:45	14	Southchurch	£194	• £156	• £78 
1801Y20S3	Tue	29/09/2020	19:30-21:30	14	Southchurch	£194	• £156	• £78 

Cake Decorating Improvers

This course is for anyone with some experience and has completed a first steps course, or is just really keen to learn and extend their skills! You will be shown more ideas using various kinds of sugar to create cakes and models to wow your friends and family.







CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
1801Y20S2	Tue	23/02/2021	12:45-14:45	14	Southchurch	£194	• £156	• £78 
1801Y20S4	Tue	23/02/2021	19:30-21:30	14	Southchurch	£194	• £156	• £78 

Creative Writing

Would you like to express yourself through writing? Want to tell your story or explore your thoughts? Would you like to leave your legacy? There is no time like the present to get writing, you will be amazed by the new found energy, enthusiasm and interest you will gain.







Creative Writing Beginners

If you have always wanted to write but need some help to get started, this course is for you. In a supportive environment your tutor will help you find your writer's voice and will guide you towards producing either an autobiographical piece or a short story.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2800Y20S1	Tue	29/09/2020	9:45-11:45	14	Southchurch	£166	• £133	• £67  
2801Y20S1	Wed	30/09/2020	12:30-14:30	14	Southchurch	£166	• £133	• £67  
2802Y20S2	Fri	26/02/2021	11:00-13:00	14	Southchurch	£166	• £133	• £67  

Creative Writing Improvers



Already writing and need some feedback? Gain confidence in what works and what doesn't in this creative writing course. Ideally you should have already completed the beginner's course.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2800Y20S2	Tue	23/02/2021	9:45-11:45	14	Southchurch	£166	• £133	• £67  
2801Y20S2	Wed	24/02/2021	12:30-14:30	14	Southchurch	£166	• £133	• £67  
2802Y20S1	Fri	02/10/2020	11:00-13:00	14	Southchurch	£166	• £133	• £67  






Autobiographical Writing

Life writing can be a wonderful legacy for loved ones, as well as being therapeutic for the writer. But it's not as easy as it looks! This 14 week course will look at how to get started, finding your 'voice', writing about time and place, creating dialogue, and you'll participate in lots of exercises to help you write. Whether you're writing for pleasure or with the aim to get published, this course offers a friendly space to explore your unique experience of life.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2803Y20S1	Thu	05/11/2020	9:45-11:45	5	Southchurch	£71	• £57	• £28 
2803Y20S2	Thu	14/01/2021	9:45-11:45	5	Southchurch	£71	• £57	• £28 

Self-Publishing Workshop

Gone are the days when writers had to desperately wait for an agent before getting published – you can now take your publishing destiny into your own hands and do it yourself! But it can be confusing to know how to navigate the world of self-publication, so this short course will equip you with an understanding of the options available and the steps you can take to get your work noticed by a wider audience. It may be helpful if you are already writing or have written a book, but new writers are also welcome.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2804Y20S1	Sat	07/11/2020	9:45-12:45	1	Southchurch	£34	• £27	• £14 
2804Y20S2	Sat	27/02/2021	9:45-12:45	1	Southchurch	£34	• £27	• £14 
2804Y20S3	Sat	24/04/2021	9:45-12:45	1	Southchurch	£34	• £27	• £14 

Writing for the Screen

Have a story idea which you'd love to see on the screen, but don't know where to start? This 10 week introduction course will equip you with most of the basic skills to get that screenplay onto paper! You'll learn about story theory, character, plot, and structure, as well as scene writing and pitching. There's never been a better time to write for the screen – so come and learn how to write your story visually, and walk away ready to write that all important first draft.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2805Y20B1	Tue	29/09/2020	18:30-20:30	10	Belfairs	£124	• £99	• £50 



Writing for the Screen Improvers

Have a story idea which you'd love to see on the screen, but don't know where to start? You'll learn about story theory, character, plot, and structure, as well as scene writing and pitching. There's never been a better time to write for the screen – so come and learn how to improve your story visually, and walk away ready to write your stories for the screen.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2805Y20B2	Tue	12/01/2021	18:30-20:30	10	Belfairs	£124	• £99	• £50 



Writing for Blogs

Blogging is a brilliant way to get yourself noticed out there in the online world, especially if you have a business to promote. But it can be hard to create regular, interesting content. Whether you blog for pleasure or for business, this course will give you confidence to become blog positive! You'll learn what makes a great blog, how to write with Search Engine Optimisation (SEO) in mind, as well as common mistakes to avoid. You'll also get feedback on your articles and ideas from your fellow bloggers, and leave with a 3 month content plan.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2806Y20S1	Fri	06/11/2020	10:00-12:00	6	Southchurch	£82	• £65	• £33 
2806Y20S2	Fri	23/04/2021	10:00-12:00	6	Southchurch	£82	• £65	• £33 

Writing for Magazines

Ever thought about working in magazine journalism? This taster course will explore how you can turn your own expertise and ideas into articles that magazines would want to publish. You will tackle short news story writing, interviewing techniques and writing people profiles, plus longer descriptive articles. Lessons will cover the planning process, finding sources, as well as share tips on how to approach magazines with a pitch for a freelance commission.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2807Y20S1	Sat	03/10/2020	10:00-12:00	10	Southchurch	£124	• £99	• £50 
2807Y20S2	Sat	24/04/2021	10:00-12:00	10	Southchurch	£124	• £99	• £50 



Languages and Communication Skills

We offer a wide variety of languages courses whether learning for personal development, to support your children's study or to enhance your employability.

Fully qualified, highly skilled and supportive tutors will make your learning experience relaxed, enjoyable and rewarding. Cultural awareness and general knowledge of the countries where the language is spoken is embedded in all our courses.

Our languages programme is well structured around a framework of competencies designed to allow you to build your skills and fluency as you move up the progression ladder.

It can take time to complete the competencies of each level, however, you don't have to start at the beginning if your ability is higher.

All courses are 30 weeks long and are divided in three terms over the academic year. You will build your skills and progress through the terms. If you have previous knowledge it is fine to join the group in term 2 or term 3.

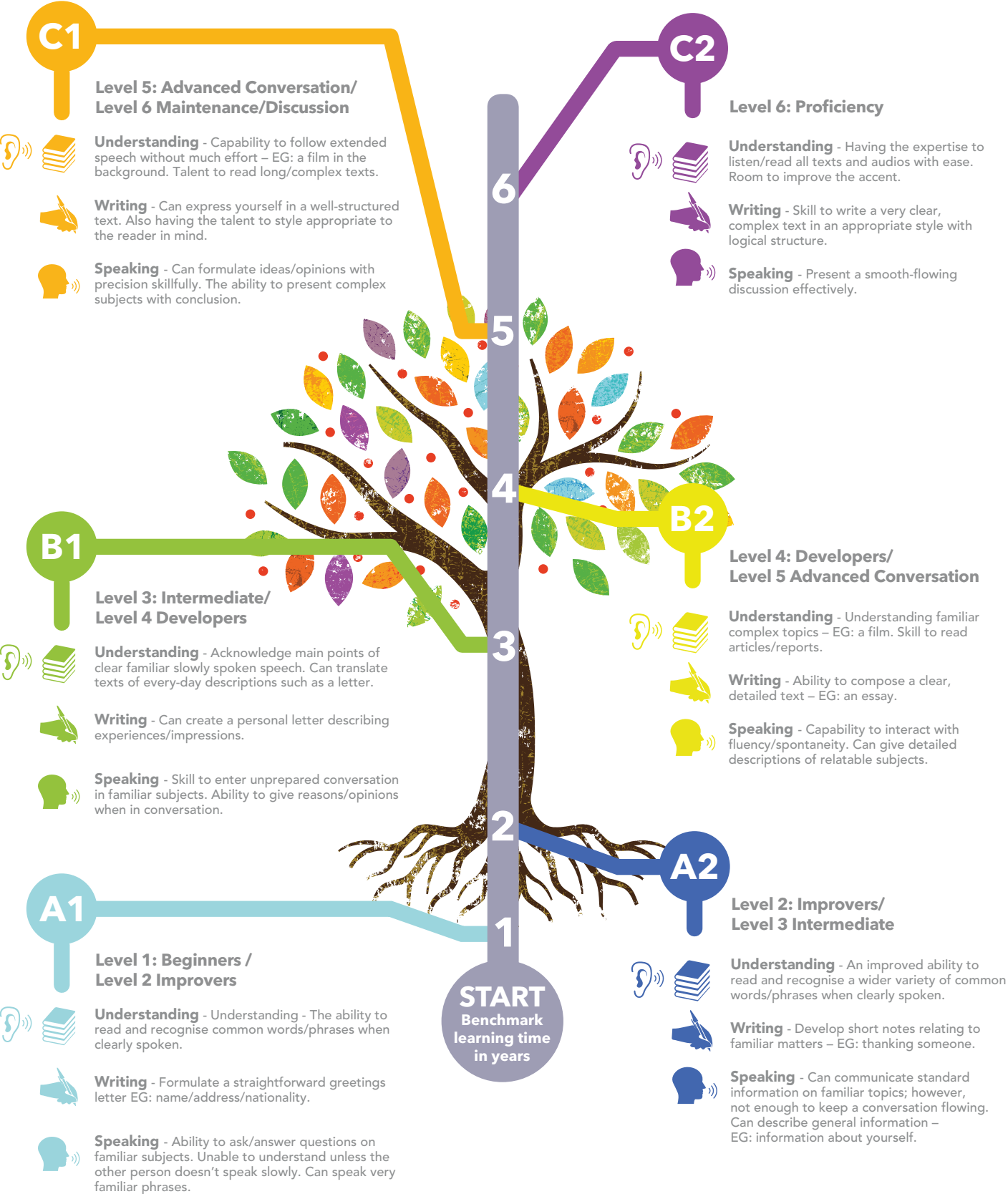
We've made it simple to find out what level you are. Simply use the progression chart or our self-assessment test online at [www.southend-adult.ac.uk](http://www.southend-adult.ac.uk) or you can enquire at reception to find out the next step in your learning.

If you have a particular interest in a language which we are not currently offering and there is sufficient demand (eight or more learners) we will seek to provide a course in the language requested. Please contact [generalenquiries@southend-adult.ac.uk](mailto:generalenquiries@southend-adult.ac.uk)



# Check your Language Level

## CEFR Levels: Proficiency Tree



# Languages and Communication

## FRENCH

### French for an Active Brain

On this course you will learn topics such as: shopping, using transport, tourist information, dining out. You will be able to ask and answer basic questions about home and leisure activities. At the end of this course you will be able to interact in a simple way, provided the other person talks slowly and clearly and is prepared to help. No previous knowledge required.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3000Y20B1	Tue	10/11/2020	09:30-11:30	5	Belfairs	£71	• £57	• £28 

### French for an Active Brain Next Steps



Whether you are planning to embark on a journey to learn a new language, want to try if this is the language for you or just want to pick up enough to make your travels more enjoyable, start your journey with this beginner-friendly course.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3000Y20B2	Tue	12/01/2021	09:30-11:30	5	Belfairs	£71	• £57	• £28 



## French Y1 Beginners

This course consists of three 10 week terms. You will learn topics such as: shopping, using transport, tourist information, dining out. You will be able to ask and answer basic questions about home and leisure activities. At the end of this course you will be able to interact in a simple way, provided the other person talks slowly and clearly and is prepared to help. No previous knowledge required.




### TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3001Y20B1	Tue	22/09/2020	09:45-11.45	10	Belfairs	£124	• £99	• £50 
3001Y20S1	Thu	24/09/2020	09:45-11.45	10	Belfairs	£124	• £99	• £50 

### TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3001Y20B2	Tue	12/01/2021	09:45-11.45	10	Belfairs	£124	• £99	• £50 
3001Y20S2	Thu	14/01/2021	09:45-11.45	10	Belfairs	£124	• £99	• £50 

### TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3001Y20B3	Tue	13/04/2021	09:45-11.45	10	Belfairs	£124	• £99	• £50 
3001Y20S3	Thu	15/04/2021	09:45-11.45	10	Belfairs	£124	• £99	• £50 
3002Y20S1	Fri	02/10/2020	09:45-11.45	10	Belfairs	£124	• £99	• £50 

## French Y2 Improvers

This course consists of two 10 week terms and is suitable for learners who have studied the language for at least one year. You will build on the basics and develop your knowledge. You will learn how to talk about things in the past and in the future and how to introduce yourself or someone else, talk about weather and your daily routine, home, family, surroundings, etc.

### TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3002Y20S2	Fri	15/01/2021	09:45-11.45	10	Southchurch	£124	• £99	• £50 

### TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3002Y20S3	Fri	16/04/2021	09:45-11.45	10	Southchurch	£124	• £99	• £50 

French Y3 Intermediate

This course consists of three 10 week terms and is suitable for learners who have studied the language for at least two years. You have started to use the present, past and future tenses and developed your conversations skills. You have developed your understanding of a moderate range of texts. Topics include for example travel round the country, hobbies etc.


TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3003Y20S1	Thu	01/10/2020	12:45-14.45	10	Southchurch	£124	• £99	• £50 

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3003Y20S2	Thu	14/01/2021	12:45-14.45	10	Southchurch	£124	• £99	• £50 

TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3003Y20S3	Thu	15/04/2021	12:45-14.45	10	Southchurch	£124	• £99	• £50 


French Y4 Developers

This course consists of three 10 week terms and is suitable for learners who have studied the language for three years. You will be expected to understand a wide range of texts, including various styles. You can develop your confidence and ability to express yourself freely and use the language effectively and fluently.

TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3004Y20S1	Wed	30/09/2020	9:45-11.45	10	Southchurch	£124	• £99	• £50 

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3004Y20S2	Wed	13/01/2021	9:45-11.45	10	Southchurch	£124	• £99	• £50 

TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3004Y20S3	Wed	14/04/2021	9:45-11.45	10	Southchurch	£124	• £99	• £50 

French Y5 Advanced Conversation

This course consists of three 10 week terms and is suitable for learners who have studied the language for at least 3-4 years or have equivalent experience. You will work towards improving your language skills in everyday topics/current affairs using the imperative forms, adjectives and adverbs, and common phrases. You are expected to understand the main ideas of complex text on both concrete and abstract topics and are able to interact with a degree of fluency and spontaneity with native speakers.

TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3005Y20S1	Thu	3005Y20S1	9:45-11.45	10	Belfairs	£124	• £99	• £50 

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3005Y19B2	Thu	14/01/2021	9:45-11.45	10	Belfairs	£124	• £99	• £50 

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3005Y20S3	Thu	15/04/2021	9:45-11.45	10	Belfairs	£124	• £99	• £50 

French Y6 Dialogues

This is a course for anyone wishing to maintain their skills. As a learner, you will be involved in the design of the course content. Course is suitable for those who have finished their Y5 Advanced Conversation course or those with a relative command of the language. You can gain confidence in giving your opinion and understand other people's opinions; discuss topics such as current affairs, personal interests, films, literature, travel and culture.

TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION
C3006Y20B1	Mon	21/9/2020	9:30-11:30	10	Belfairs	£200	• £160 

C3007Y20B1	Tue	22/9/2020	19:30-21:30	10	Belfairs	£200	• £160 
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TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION
C3006Y20B2	Mon	11/1/2021	9:30-11:30	10	Belfairs	£200	• £160 

C3007Y20B2	Tue	12/1/2021	19:30-21:30	10	Belfairs	£200	• £160 
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TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION
C3006Y20B3	Mon	12/4/2021	9:30-11:30	10	Belfairs	£200	• £160 

C3007Y20B3	Tue	13/4/2021	19:30-21:30	10	Belfairs	£200	• £160 
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French Y7 Dialogues

This is a course for anyone wishing to maintain their skills. As a learner, you will be involved in the design of the course content. Course is suitable for those who have finished their Y5 Advanced Conversation course or those with a relative command of the language. You can gain confidence in giving your opinion and understand other people's opinions; discuss topics such as current affairs, personal interests, films, literature, travel and culture.


TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION
C3008Y20B1	Tue	22/9/2020	9:45-11:45	10	Belfairs	£200	• £160 

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION
C3008Y20B2	Tue	12/1/2021	9:45-11:45	10	Belfairs	£200	• £160 

TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION
C3008Y20B3	Tue	13/4/2021	9:45-11:45	10	Belfairs	£200	• £160 



‘The course was thoroughly enjoyable, educational and really interesting... This was a very positive experience... lots of fun too!’

Emma - Community Learning









SPANISH

Spanish Y1 Beginners

This course consists of three 10 week terms. You will learn topics such as: shopping, using transport, tourist information, dining out. You will be able to ask and answer basic questions about home and leisure activities. At the end of this course you will be able to interact in a simple way, provided the other person talks slowly and clearly and is prepared to help. No previous knowledge required.





TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3010Y20B1	Tue	22/09/2020	12:30-14:30	10	Belfairs	£124	• £99	• £50 
3010Y20S1	Wed	30/09/2020	19:00-21:00	10	Southchurch	£124	• £99	• £50 
3011Y20S1	Wed	30/09/2020	12:45-14:45	10	Southchurch	£124	• £99	• £50 
3012Y20S1	Mon	28/09/2020	19:00-21:00	10	Southchurch	£124	• £99	• £50 

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3010Y20B2	Tue	12/01/2021	12:30-14:30	10	Belfairs	£124	• £99	• £50 
3010Y20S2	Wed	13/01/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50 
3011Y20S2	Wed	13/01/2021	12:45-14:45	10	Southchurch	£124	• £99	• £50 
3012Y20S2	Mon	11/01/2021	15:00-17:00	10	Southchurch	£124	• £99	• £50 




TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3010Y20B3	Tue	13/04/2021	12:30-14:30	10	Belfairs	£124	• £99	• £50 
3010Y20S3	Wed	14/04/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50 
3011Y20S3	Wed	14/04/2021	12:45-14:45	10	Southchurch	£124	• £99	• £50 
3012Y20S3	Mon	12/04/2021	15:00-17:00	10	Southchurch	£124	• £99	• £50 




Spanish Y2 Improvers

This course consists of three 10 week terms and is suitable for learners who have studied the language for at least one year. You will build on the basics and develop your knowledge. You will learn how to talk about things in the past and in the future and how to introduce yourself or someone else, talk about weather and your daily routine, home, family, surroundings, etc.




TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3013Y20B1	Thu	24/09/2020	9:30-11:30	10	Belfairs	£124	• £99	• £50 
3014Y20S1	Mon	28/09/2020	19:00-21:00	10	Southchurch	£124	• £99	• £50 
3015Y20S1	Thu	24/09/2020	12:45-14:45	10	Southchurch	£124	• £99	• £50 

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3013Y20B2	Thu	14/01/2021	9:30-11:30	10	Belfairs	£124	• £99	• £50 
3014Y20S2	Mon	11/01/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50 
3015Y20S2	Thu	14/01/2021	12:45-14:45	10	Southchurch	£124	• £99	• £50 




TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3014Y20S3	Mon	12/04/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50 
3013Y20B3	Thu	15/04/2021	9:30-11:30	10	Belfairs	£124	• £99	• £50 
3015Y20S3	Thu	15/04/2021	12:45-14:45	10	Southchurch	£124	• £99	• £50 




Spanish Y3 Intermediate

This course consists of three 10 week terms and is suitable for learners who have studied the language for at least two years. You have started to use the present, past and future tenses and developed your conversations skills. You have developed your understanding of a moderate range of texts. Topics include for example travel round the country, hobbies etc.




TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3016Y20B1	Mon	21/09/2020	12:30-14:30	10	Belfairs	£124	• £99	• £50 
3016Y20S1	Mon	28/09/2020	12:45-14:45	10	Southchurch	£124	• £99	• £50 
3017Y20S1	Wed	30/09/2020	19:00-21:00	10	Southchurch	£124	• £99	• £50 

TERM 2

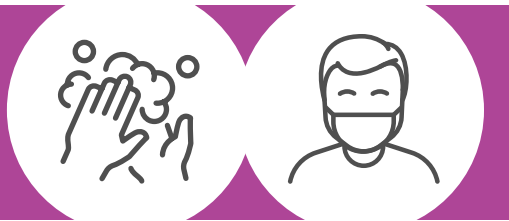
CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3016Y20B2	Mon	11/01/2021	12:30-14:30	10	Belfairs	£124	• £99	• £50 
3016Y20S2	Mon	11/01/2021	12:45-14:45	10	Southchurch	£124	• £99	• £50 
3017Y20S2	Wed	13/01/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50 

TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3016Y20B3	Mon	12/04/2021	12:30-14:30	10	Belfairs	£124	• £99	• £50 
3016Y20S3	Mon	12/04/2021	12:45-14:45	10	Southchurch	£124	• £99	• £50 
3017Y20S3	Wed	14/04/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50 

SAFETY FIRST



All onsite activity will strictly follow Government guidelines on hygiene and social distancing.





Spanish Y4 Developers

This course consists of three 10 week terms and is suitable for learners who have studied the language for three years. You will be expected to understand a wide range of texts, including various styles. You can develop your confidence and ability to express yourself freely and use the language effectively and fluently.



TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3018Y20B1	Tue	22/09/2020	9:45-11:45	10	Belfairs	£124	• £99	• £50 
3018Y20S1	Wed	30/09/2020	9:45-11:45	10	Southchurch	£124	• £99	• £50 

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3018Y20B2	Tue	12/01/2021	9:45-11:45	10	Belfairs	£124	• £99	• £50 
3018Y20S2	Wed	13/01/2021	9:45-11:45	10	Southchurch	£124	• £99	• £50 

TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3018Y20B3	Tue	13/04/2021	9:45-11:45	10	Belfairs	£124	• £99	• £50 
3018Y20S3	Wed	14/04/2021	9:45-11:45	10	Southchurch	£124	• £99	• £50 


Spanish Y5 Advanced Conversation

This course consists of three 10 week terms and is suitable for learners who have studied the language for at least 3-4 years or have equivalent experience. You will work towards improving your language skills in everyday topics/current affairs using the imperative forms, adjectives and adverbs, and common phrases. You are expected to understand the main ideas of complex text on both concrete and abstract topics and are able to interact with a degree of fluency and spontaneity with native speakers.

TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3019Y20B1	Wed	3019Y20B1	9:30-11:30	10	Belfairs	£124	• £99	• £50 

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3019Y20B2	Wed	13/01/2021	9:30-11:30	10	Belfairs	£124	• £99	• £50 

TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3019Y20B3	Wed	14/04/2021	9:30-11:30	10	Belfairs	£124	• £99	• £50 


Spanish Y6 Conversation

This is a course for anyone wishing to maintain their skills. As a learner, you will be involved in the design of the course content. Course is suitable for those who have finished their Y5 Advanced Conversation course or those with a relative command of the language. You can gain confidence in giving your opinion and understand other people's opinions; discuss topics such as current affairs, personal interests, films, literature, travel and culture.

TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION	
C3020Y20B1	Mon	21/9/2020	9:30-11:30	10	Belfairs	£200	• £160	

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION	
C3020Y20B2	Mon	11/1/2021	9:30-11:30	10	Belfairs	£200	• £160	

TERM 3



CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	CONCESSION	
C3020Y20B3	Mon	12/4/2021	9:30-11:30	10	Belfairs	£200	• £160	

• Aged over 65 • Benefit Rate • Concession

 In-Person  Online  Blended

Spanish Movies

Join this course to enjoy movies, shorts, series and videos, produced in different Spanish speaking countries, that deal with various cultural elements and are basis for a high-level conversation class for adults to have the opportunity to take part in discussion and debate in Spanish about the storyline, plot and characters of the film they would have watched together. The film will be in Spanish with Spanish subtitles.




CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	
C3021Y20S1	Tue	3/11/2020	12:45-14:45	5	Southchurch	£89	
C3021Y20S2	Thu	5/11/2020	12:45-14:45	5	Southchurch	£89	

ITALIAN




Italian Y1 Beginners

This course consists of three 10 week terms. You will learn topics such as: shopping, using transport, tourist information, dining out. You will be able to ask and answer basic questions about home and leisure activities. At the end of this course you will be able to interact in a simple way, provided the other person talks slowly and clearly and is prepared to help. No previous knowledge required.




TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3030Y20B1	Tue	22/09/2020	19:00-21:00	10	Belfairs	£124	• £99	• £50 
3030Y20S1	Mon	28/09/2020	15:00-17:00	10	Southchurch	£124	• £99	• £50 
3031Y20S1	Tue	29/09/2020	19:00-21:00	10	Southchurch	£124	• £99	• £50 

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3030Y20B2	Tue	12/01/2021	19:00-21:00	10	Belfairs	£124	• £99	• £50 
3030Y20S2	Mon	11/01/2021	15:00-17:00	10	Southchurch	£124	• £99	• £50 
3031Y20S2	Tue	12/01/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50 



TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3030Y20B3	Tue	13/04/2021	19:00-21:00	10	Belfairs	£124	• £99	• £50 
3030Y20S3	Mon	12/04/2021	15:00-17:00	10	Southchurch	£124	• £99	• £50 
3031Y20S3	Tue	13/04/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50 



Italian Y2 Improvers

This course consists of three 10 week terms and is suitable for learners who have studied the language for at least one year. You will build on the basics and develop your knowledge. You will learn how to talk about things in the past and in the future and how to introduce yourself or someone else, talk about weather and your daily routine, home, family, surroundings, etc.



TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3032Y20S1	Mon	28/09/2020	19:00-21:00	10	Southchurch	£124	• £99	• £50 
3033Y20S1	Thu	01/10/2020	14:00-16:00	10	Southchurch	£124	• £99	• £50 

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3032Y20S2	Mon	11/01/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50 
3033Y20S2	Thu	14/01/2021	14:00-16:00	10	Southchurch	£124	• £99	• £50 

TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3032Y20S3	Mon	12/04/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50 
3033Y20S3	Thu	15/04/2021	14:00-16:00	10	Southchurch	£124	• £99	• £50 

• Aged over 65 • Benefit Rate

 In-Person  Online  Blended



Italian Y3 Intermediate

This course consists of three 10 week terms and is suitable for learners who have studied the language for at least two years. You have started to use the present, past and future tenses and developed your conversations skills. You have developed your understanding of a moderate range of texts. Topics include for example travel round the country, hobbies etc.

TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3034Y20S1	Mon	28/09/2020	19:00-21:00	10	Southchurch	£124	• £99	• £50  

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3034Y20S2	Mon	11/01/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50  

TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3034Y20S3	Mon	12/04/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50  

Italian Y4 Developers

This course consists of three 10 week terms and is suitable for learners who have studied the language for three years. You will be expected to understand a wide range of texts, including various styles. You can develop your confidence and ability to express yourself freely and use the language effectively and fluently.

TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3035Y20S1	Fri	02/10/2020	9:45-11:45	10	Southchurch	£124	• £99	• £50  

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3035Y20S2	Fri	15/01/2021	9:45-11:45	10	Southchurch	£124	• £99	• £50  

TERM 3





CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3035Y20S3	Fri	16/04/2021	9:45-11:45	10	Southchurch	£124	• £99	• £50  

GERMAN





German Y1 Beginners

This course consists of three 10 week terms. You will learn topics such as: shopping, using transport, tourist information, dining out. You will be able to ask and answer basic questions about home and leisure activities. At the end of this course you will be able to interact in a simple way, provided the other person talks slowly and clearly and is prepared to help. No previous knowledge required.





TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3060Y20B1	Mon	21/09/2020	12:30-14:30	10	Belfairs	£124	• £99	• £50  
3060Y20S1	Wed	30/09/2020	19:00-21:00	10	Southchurch	£124	• £99	• £50  

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3060Y20B2	Mon	11/01/2021	12:30-14:30	10	Belfairs	£124	• £99	• £50  
3060Y20S2	Wed	13/01/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50  

TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3060Y20B3	Mon	12/04/2021	12:30-14:30	10	Belfairs	£124	• £99	• £50  
3060Y20S3	Wed	14/04/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50  


German Y2 Improvers

This course consists of three 10 week terms and is suitable for learners who have studied the language for at least one year. You will build on the basics and develop your knowledge. You will learn how to talk about things in the past and in the future and how to introduce yourself or someone else, talk about weather and your daily routine, home, family, surroundings, etc.



TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3061Y20B1	Tue	22/09/2020	10:00-12:00	10	Belfairs	£124	• £99	• £50  

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3061Y20B2	Tue	12/01/2021	10:00-12:00	10	Belfairs	£124	• £99	• £50  


TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3061Y20B3	Tue	13/04/2021	10:00-12:00	10	Belfairs	£124	• £99	• £50  

German Y3 Intermediate

This course consists of three 10 week terms and is suitable for learners who have studied the language for at least two years. You have started to use the present, past and future tenses and developed your conversations skills. You have developed your understanding of a moderate range of texts. Topics include for example travel round the country, hobbies etc.

TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3062Y20S1	Mon	28/09/2020	19:00-21:00	10	Southchurch	£124	• £99	• £50  

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3062Y20S2	Mon	11/01/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50  

TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3062Y20S3	Mon	12/04/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50  

SAFETY FIRST

All onsite activity will strictly follow Government guidelines on hygiene and social distancing.



RUSSIAN

Russian Y2 Improvers

This course consists of three 10 week terms and is suitable for learners who have studied the language for at least one year. You will build on the basics and develop your knowledge. You will learn how to talk about things in the past and in the future and how to introduce yourself or someone else, talk about weather and your daily routine, home, family, surroundings, etc.


TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3080Y20B1	Wed	23/09/2020	9:30-11:30	10	Belfairs	£124	• £99	• £50  

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3080Y20B2	Wed	13/01/2021	9:30-11:30	10	Belfairs	£124	• £99	• £50  

TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3080Y20B3	Wed	14/04/2021	9:30-11:30	10	Belfairs	£124	• £99	• £50  

LATIN

Latin Y3 Intermediate

This course consists of three 10 week terms and is suitable for learners who have studied the language for at least two years. You will build on the basics and develop your knowledge. You will learn how to talk about things in the past and in the future and how to introduce yourself or someone else, talk about weather and your daily routine, home, family, surroundings, etc.

TERM 1

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3070Y20S1	Tue	29/09/2020	19:00-21:00	10	Southchurch	£124	• £99	• £50 

TERM 2

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3070Y20S2	Tue	12/01/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50 

TERM 3

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3070Y20S3	Tue	13/04/2021	19:00-21:00	10	Southchurch	£124	• £99	• £50 

SAFETY FIRST

All onsite activity will strictly follow Government guidelines on hygiene and social distancing.



SIGN LANGUAGE

Introduction to British Sign Language

This course is ideal for those who wish to find out more about BSL and how to communicate with deaf people.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3040Y20S1	Wed	30/09/2020	19:30-21:30	5	Southchurch	£71	• £57	• £28  

British Sign Language Beginners

This course is ideal for those who wish to learn signing and be able to communicate with deaf people.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3040Y20S2	Wed	13/01/2021	19:30-21:30	10	Southchurch	£124	• £99	• £50  

British Sign Language Improvers

This course is ideal for those who wish to continue learning sign language and have either completed the beginners' course or have equivalent skills.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3040Y20S3	Wed	14/04/2021	19:30-21:30	10	Southchurch	£124	• £99	• £50  

MAKATON

Makaton Beginners Level 1

This is an introduction to Makaton, a communication programme using speech, signs and symbols to help those with learning or communications difficulties communicate. It is fun and interactive and you will be able to use your Makaton skills from week 1. Please note there will be an additional fee of £17.00 due at first lesson for a Makaton Manual.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3051Y19S1	Wed	13/01/2021	19:00-21:00	5	Southchurch	£71	• £57	• £28 



Makaton Beginners Level 2

You should have completed Makaton Beginners 1 & 2 or Level 1 to enrol on Level 2 workshop. The course provides revision and further study of Makaton signs and symbols and application for everyday use. Please note: there will be an additional fee of £17 due at first lesson for a Makaton Manual.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3051Y19S2	Wed	24/02/2021	19:00-21:00	5	Southchurch	£71	• £57	• £28 

Makaton Beginners Level 3 Part 1

This course helps you to improve and develop your signing and symbol skills and use them effectively every day. You will revise the signs and symbols you learned in your Level 1 and 2 training and learn the signs and symbols for Stages 5-8 of the Core Vocabulary.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3050Y20S1	Wed	23/09/2020	19:00-21:00	5	Southchurch	£71	• £57	• £28 
3051Y19S3	Wed	14/04/2021	19:00-21:00	5	Southchurch	£71	• £57	• £28 

Makaton Beginners Level 3 Part 2

This course helps you to practise and improve your signing and symbol skills and use them effectively every day. You will revise the signs and symbols you learned in your training on Levels 1, 2 and 3 part 1. At this level you will consolidate your learning and practice communication in many everyday situations.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
3050Y20S2	Wed	04/11/2020	19:00-21:00	5	Southchurch	£71	• £57	• £28 



# Health & Fitness

## EXERCISE

### Meditation

In this course you will learn how to cease the thought process and enter a state of consciousness, with the mind free of 'scattered thoughts' and intrusive patterns. No previous experience is required.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
4100Y20S1	Wed	30/09/2020	8:30-9:15	14	Southchurch	£84	• £67	• £34 
4100Y20S2	Wed	24/02/2021	8:30-9:15	14	Southchurch	£84	• £67	• £34 

### Yoga

Improve your physical, mental and spiritual wellbeing through the practice of yoga.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
4100Y20S3	Wed	30/09/2020	9:30-10:45	14	Southchurch	£128	• £103	• £51 
4100Y20S4	Wed	24/02/2021	9:30-10:45	14	Southchurch	£128	• £103	• £51 

### Gentle Movement for Healthy Living

This new course is suitable for older learners or those who prefer gentle movement. It will help tone muscles, improve balance, posture and mobility.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
4100Y20S5	Wed	30/09/2020	11:00-12:15	14	Southchurch	£128	• £103	• £51 
4100Y20S6	Wed	24/02/2021	11:00-12:15	14	Southchurch	£128	• £103	• £51 

### Pilates

Pilates is an exercise for all ages. It's a way to de-stress and improve your level of flexibility and fitness. It develops strength and endurance, leading to good posture, a relaxed body and mind.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
4100Y20S7	Wed	30/09/2020	12:30-13:45	14	Southchurch	£128	• £103	• £51 
4100Y20S8	Wed	24/02/2021	12:30-13:45	14	Southchurch	£128	• £103	• £51 



Be Active • Be Creative • Be Self-Aware

# Ways 2 Wellbeing

Try something new in a non-pressured environment.

Ways 2 Wellbeing is a programme that offers a range of short courses and workshops to support wellbeing and good mental health.

For more information please visit The College's website or to Enrol call: 01702 445700 or email: [Wellbeing@southend-adult.ac.uk](mailto:Wellbeing@southend-adult.ac.uk)



## SAFETY FIRST

All onsite activity will strictly follow Government guidelines on hygiene and social distancing.







For courses that lead to qualifications please go to page 71

# Get Involved in Volunteering!

- If you would like to:
- Help other people
  - Make new friends
  - Learn new skills
  - Have some fun
  - Gain work experience

**Join the volunteers at SACC!**

The College has many fun and rewarding volunteering opportunities.



If you are interested or want more information, please contact Liz Aarons on: [lizaarons@southend-adult.ac.uk](mailto:lizaarons@southend-adult.ac.uk) or call: 01702 445700




## ICT

The ability to use a computer and access the internet has become really important in almost every area of life. We all need digital skills and the ability to keep up with technology. Are you comfortable using a wide range of different electronic devices, from tablets to laptops and PCs? Whether it is to make an appointment, shop or pay your bills online, search for a job, or to keep in touch with friends and family, our short friendly courses will enable you to join the digital world.

### COMPUTERS

#### Computing Beginners

Want to keep up with technology, but don't know where to start? Come along to this relaxed and friendly course and learn the basics - how to use the keyboard and mouse, create, save and print a document as well as having fun using the Internet. In 10 weeks you'll be amazed at your skills!

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8000Y20S1	Fri	02/10/2020	9:45-11.45	10	Southchurch	£124	• £99	• £50 
8001Y20S1	Wed	21/04/2021	9:45-11.45	10	Southchurch	£124	• £99	• £50 
8002Y20S1	Mon	22/02/2021	9:45-11.45	10	Belfairs	£124	• £99	• £50 



#### Computing Next Steps

You have more confidence in using a computer by now. On this stress-free course you will recap on skills you have gained in the Improvers' course and learn further skills.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8000Y20S2	Fri	15/01/2021	9:45-11.45	5	Southchurch	£124	• £99	• £50 

#### Computing Intermediate

You will now have excellent IT skills so this course is very learner led. After a first week discussion a course will be created for you and could include Publisher, PowerPoint, Databases and Excel Spreadsheets and Word.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8003Y20S1	Mon	28/09/2020	13:00-15.00	10	Southchurch	£124	• £99	• £50 
8004Y20S1	Mon	12/04/2021	13:00-15.00	10	Southchurch	£124	• £99	• £50 

#### Excel Spreadsheet Beginners

Learn how to create an Excel Spreadsheet and confidently enter text, numbers, sum formulae and use /\*-+ operators, formatting, manipulating data. Understand the Excel Interface using the Quick Access Toolbar and the File Menu. Create Cell Formatting, modifying and linking worksheets and more. Mouse and keyboard skills essential. This course is perfect both for personal interest and show casing your employability skills.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8017Y20S1	Mon	21/09/2020	19:00-21:00	5	Southchurch	£71	• £57	• £28 


#### iPad - Got an iPad - What Can I Do?

Learn how to get the best from your iPad. Discover how to connect to the World Wide Web and to your family and friends using your iPad.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8005Y20S1	Thu	10/09/2020	13:00-15:00	2	Southchurch	£39	• £31	• £16 

#### iPads Keeping Up Skills





This workshop will help you keep up with your skills and explore apps and other ways of using your iPad to its full potential.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8005Y20S2	Thu	24/09/2020	9:45-11.45	5	Southchurch	£71	• £57	• £28 







iPads Next Steps

You will now have a good understanding of your iPad and its functions. This course will build on your knowledge and offer further skills.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8005Y20S3	Thu	05/11/2020	13:00-15.00	5	Southchurch	£71	• £57	• £28  
8006Y20S2	Thu	22/04/2021	9:45-11.45	5	Southchurch	£71	• £57	• £28  

iPads Advanced

This course will build on your knowledge and offer further skills in getting the most out of your tablet.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8005Y20S4	Thu	14/01/2021	13:00-15:00	5	Southchurch	£71	• £57	• £28  
8006Y20S3	Thu	10/06/2021	9:45-11.45	5	Southchurch	£71	• £57	• £28  

iPads An Intro

Learn how to get the best from your iPad, personalise with settings and make it secure. Learn about apps and how to find, download and use the built in Apps on your iPad. Discover how to surf the web, download music and videos and so much more. Sync to Wi-Fi and iTunes and connect with other devices.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8006Y20S1	Thu	25/02/2021	9:45-11.45	5	Southchurch	£71	• £57	• £28  

Internet Safety

This workshop will help you make the most of technology whilst also protecting yourself and others from cyber bullying, harassment, identity theft, scams etc.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8007Y20S1	Mon	08/02/2021	13:00-15:00	1	Southchurch	£20	• £16	• £8  

Smartphones and Tablets

On this 5 week Beginner’s course you will learn how to operate your device and how to make the most out of all the apps and functions. You will start from the basics such as how to turn your smartphone/tablet on, learn what all buttons on your device are for. You progress onto taking photos and how to access them, how to use the internet and also how to personalise your phone/tablet.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8008Y20S1	Mon	21/09/2020	9:45-11:45	5	Southchurch	£71	• £57	• £28  



Navigating the Digital World

So much is done digitally now, from parking the car using your Smartphone to contacting your friends and family, online shopping and banking. On this course you will learn how to access services and put your Smartphone in smart use.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8009Y20S1	Mon	15/03/2021	13:00-15:00	2	Southchurch	£39	• £31	• £16  



Microsoft PowerPoint Workshop

Learn how to create a Microsoft PowerPoint presentation, creating slides, inserting text, pictures, animation, sounds and so much more. This course will help you improve your skills and enhance your presentation skills in interviews or at work.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8012Y20B1	Thu	22/04/2021	13:00-15:00	5	Belfairs	£71	• £57	• £28  

Microsoft Publisher Workshop

On this course you will learn to use Microsoft Publisher with confidence to create documents for printed publication, such as newsletters, flyers, brochures, business cards, and more. If you are in charge of a newsletter for your group either at work or leisure this course is for you.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8013Y20B1	Mon	12/04/2021	9:45-11:45	4	Belfairs	£60	• £48	• £24  

Website Design for Beginners





In this friendly, relaxed class you will be introduced to web site design using WordPress. This exciting software will give you the confidence to produce your own website for display on the internet. Mouse and keyboard skills essential.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8014Y20B1	Tue	8/06/2021	19:00-21:00	5	Belfairs	£71	• £57	• £28  

PHOTOGRAPHY & DIGITAL PHOTOGRAPHY

Digital Photography Beginners

If you’ve bought a new digital camera, this course will help you find your way around it! You will learn how to maximise the technology available, using resolutions according to subject matter, and look at basic manipulation.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8015Y20S1	Tue	29/09/2020	12:30-14:30	14	Southchurch	£166	• £133	• £67  
8016Y20S1	Tue	29/09/2020	19:30-21:30	14	Southchurch	£166	• £133	• £67  

Digital Photography Improvers

Looking together at the available technology, you will explore a variety of themes and learn how to get the most from your camera, both in class and on location. This course is suitable for learners with experience of Photoshop and a good photographic knowledge.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8015Y20S2	Tue	23/02/2021	12:30-14:30	14	Southchurch	£166	• £133	• £67  





Digital Photography Workshop

You will explore how to get the best out of your camera using available technology. Sessions will run in the classroom and on location where you will focus on specific themes and use of techniques and functions to maximise the image. This course is suitable for learners with experience of Photoshop and a good photographic knowledge.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8016Y20S2	Tue	23/02/2021	19:30-21:30	14	Southchurch	£166	• £133	• £67  





Photoshop Elements Beginners

Learn how to improve the look of your photos with Photoshop Elements. This course will cover all of the basic techniques required for successful image retouching. Computing experience essential.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8010Y20S1	Mon	28/09/2021	9:45-11:45	14	Southchurch	£166	• £133	• £67  
8011Y20S1	Mon	28/09/2021	19:30-21:30	14	Southchurch	£166	• £133	• £67  





Photoshop Elements Improvers

Learn how to improve the look of your photos with Photoshop Elements. This course will cover all of the basic techniques required for successful image retouching. Computing experience essential.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
8010Y20S2	Mon	22/02/2021	9:45-11:45	14	Southchurch	£166	• £133	• £67  
8011Y20S2	Mon	22/02/2021	19:30-21:30	14	Southchurch	£166	• £133	• £67  


Woodland Photography

This course will help you to take sharp images of birds, animals and nature. Through the use of burst function, zoom and shutters speed, explore the wonderful world of woodland photography.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2700Y20B1	Thu	24/09/2020	9:45-11:45	10	Belfairs	£124	• £99	• £50  
2700Y20B2	Thu	22/04/2021	9:45-11:45	10	Belfairs	£124	• £99	• £50  

Mobile Photography

If you have a smart phone with a built-in camera or are considering getting one, then the Mobile Photography Course is for you. This course will provide you with a practical guide to getting the best from your phone’s photographic potential, improving technically and artistically the quality of your images.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2701Y20B1	Mon	25/01/2021	12:30-14:30	5	Belfairs	£71	• £57	• £28  



‘Gets me out of the house and a welcome break. It really helps with my confidence and widens my circle of friends too.’

Anne, Singing Jazz and Pop

‘Lessons are great! I enjoy learning the piano, so beneficial mentally. It’s a lovely atmosphere in which to learn.’


Rob, Piano Improvers

# Performing Arts

Our Singing, Song Writing and Performing Arts courses will give you the opportunity to learn new skills and techniques in your area of interest, whilst pushing you to explore your creativity and develop your practice.



## Music Theory Preparation ABRSM 1 to 5

Learn how music is written and progress at your own pace through Grades 1-5 of the ABRSM syllabus, in a relaxed atmosphere. The course provides an ideal foundation for those wishing to work towards the Grade 6 practical examination, for which Grade 5 Music literacy is necessary.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2900Y20S1	Wed	30/09/2020	09:45-11:45	30	Southchurch	£336	• £269	• £134 



## Improve Your Piano Skills

In a relaxed and friendly class you will work on music of approximately Grade 1-2 standard at your own pace, with music appreciation and optional basic theory included. This course offers a good introduction to piano playing and is also suitable for those who wish to improve their existing skills.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2901Y20S1	Mon	05/10/2020	09:45-11:45	14	Southchurch	£194	• £156	• £78 
2901Y20S2	Mon	22/02/2021	09:45-11:45	14	Southchurch	£194	• £156	• £78 




## Piano Starters & Progression

Work on music of approximately Grade 1 standard with music appreciation and optional basic theory. This course offers a good introduction to piano playing and is also suitable for those who wish to improve on existing skills. You will be able to work at your own pace in a relaxed atmosphere.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2902Y20S1	Tue	06/10/2020	09:45-11:45	14	Southchurch	£194	• £156	• £78 
2902Y20S2	Tue	23/02/2021	09:45-11:45	14	Southchurch	£194	• £156	• £78 

## Singing Musicals

Develop your solo singing and performance skills. Exploring singing musicals develop your confidence and vocal technique. Regular solo performances are undertaken.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2903Y20S1	Wed	30/09/2020	18:30-20:30	10	Southchurch	£144	• £115	• £58 
2903Y20S2	Wed	13/01/2021	18:30-20:30	10	Southchurch	£144	• £115	• £58 
2903Y20S3	Wed	21/04/2021	18:30-20:30	10	Southchurch	£144	• £115	• £58 

## Singing Jazz and Pop Singing

A course that prepares you for solo singing by building confidence and a strong voice without strain. Work on vocal technique and performance skills exploring various singing styles. Introducing Jazz/Blues/Pop/Rock/Soul repertoire.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2904Y20S1	Tue	29/09/2020	19:00-21:00	14	Southchurch	£194	• £156	• £78 



## Singing Jazz and Pop Singing Workshop

Develop your solo singing performance skills. Build own repertoire and work on style, interpretation and improvisation. Exploring singing styles Jazz/Blues & Rock/Pop/Soul, develop your confidence and vocal technique. Regular solo performances are undertaken.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2904Y20S2	Tue	23/02/2021	19:00-21:00	14	Southchurch	£194	• £156	• £78 

## Singing Down Memory Lane

In this course you will sing some of your favourite songs from the good old days in a very fun and relaxed environment.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2905Y20S1	Fri	02/10/2020	10:00-12:00	14	Southchurch	£194	• £156	• £78 
2905Y20S2	Fri	26/02/2021	10:00-12:00	14	Southchurch	£194	• £156	• £78 



Singing Bel Canto Intro

Bel Canto is an Italian-originated vocal style that prevailed throughout most of Europe during the 18th century and early 19th century. In this course you will learn this wonderful lyrical style of operatic singing using a full, rich, broad tone and smooth phrasing.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2906Y20S1	Thu	01/10/2020	10:00-12:00	14	Southchurch	£194	• £156	• £78 



Singing Bel Canto Beginners

Bel Canto is an Italian-originated vocal style that prevailed throughout most of Europe during the 18th century and early 19th century. In this course you will learn this wonderful lyrical style of operatic singing using a full, rich, broad tone and smooth phrasing.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2906Y20S2	Thu	25/02/2021	10:00-12:00	14	Southchurch	£194	• £156	• £78 







Acoustic Guitar Beginners

Introducing the guitar to beginners starting with teaching notes of the guitar, how to tune a guitar, basic techniques creating open chords to playing melodies and learning songs. Also learning rhythm techniques.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2907Y20S1	Tue	29/09/2020	9:45-11:45	10	Southchurch	£150	• £120	• £60 
2909Y20S1	Tue	29/09/2020	18:00-19:30	10	Southchurch	£150	• £120	• £60 





Acoustic Guitar Improvers

Continuing on from the beginners course, learning to create more advanced chords and playing different chord progressions learning guitar scales, developing on rhythm and lead guitar techniques and learning about playing different styles of music.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2907Y20S2	Tue	12/01/2021	9:45-11:15	10	Southchurch	£150	• £120	• £60 
2907Y20S3	Tue	20/04/2021	9:45-11:15	10	Southchurch	£150	• £120	• £60 
2908Y20S1	Tue	29/09/2020	11:30-13:00	10	Southchurch	£150	• £120	• £60 
2909Y20S2	Tue	12/01/2021	18:00-19:30	10	Southchurch	£150	• £120	• £60 
2909Y20S3	Tue	20/04/2021	18:00-19:30	10	Southchurch	£150	• £120	• £60 
2910Y20S1	Tue	29/09/2020	19:45-21:15	10	Southchurch	£150	• £120	• £60 

Acoustic Guitar Workshop

Learning to create and explore more advanced chords and playing different chord progressions learning guitar scales, developing on rhythm and lead guitar techniques and learning about playing different styles of music.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	OVER 65	BENEFIT
2908Y20S2	Tue	12/01/2021	11:30-13:00	10	Southchurch	£150	• £120	• £60 
2908Y20S3	Tue	20/04/2021	11:30-13:00	10	Southchurch	£150	• £120	• £60 
2910Y20S2	Tue	12/01/2021	19:45-21:15	10	Southchurch	£150	• £120	• £60 
2910Y20S3	Tue	20/04/2021	19:45-21:15	10	Southchurch	£150	• £120	• £60 

SAFETY FIRST

All onsite activity will strictly follow Government guidelines on hygiene and social distancing.



Spaces for Hire!

Southend Adult Community College has a large number of rooms and specialist areas available to hire, designed to provide the best environment to meet the needs and requirements of our local community and customers.

Our site is open 7 days a week and can cater for small and large groups with a range of spaces available such as our Main Hall, various classrooms, art rooms that include equipment such as kilns and our self-contained building; The Best Centre that is perfect for large events or meetings.

- Reduced rates for local community groups
- Close to public transport
- Free on-site car parking
- Great facilities

To find out more email  
sacc@southend-adult.ac.uk  
or call 01702 445700





## Family Learning

Family Learning courses are a great way for you and your child to learn new things – together. Courses aim to develop the skills of both you and your child and give you a better understanding of how they learn, so you can support them in learning effectively. Any adult with a child in their care is welcome, mums, dads, grandparents, carers and friends.





**FL** Look out for the courses with a FL icon.

**Enrol now**  
to receive our **FREE** on demand courses and discover something new with your child. Follow us on social media to stay updated.

## Whatever Together... FREE on demand online courses

We're launching new Family Learning courses online so you can try a new hobby or do something fun with the kids at your own pace.

Subjects available include:

- Travel to India Through Art 
- Whatever Together Stories Galore 
- Whatever Together Matisse Cut Outs 
- Whatever Together Art with Household Objects 

On Demand

Enrol to access our growing library of structured courses designed for flexible fun and independent learning for all the family.


For more information email [sacc@southend-adult.ac.uk](mailto:sacc@southend-adult.ac.uk)

**southend** adult  
community college


## Family Fun Days

Our family fun days are an opportunity for families to have a go at a range of learning activities together focused around varied themes. There will be creative, number & words skills, movement and language workshops suitable for 4-11yrs, maximum 3 children per adult.

### Festivals Around the World **FL**

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	
FFDAY20S1	Tue	30/03/2021	10:00-15:00	1	Southchurch	£1.50 Per Child	




### Caring for the Planet **FL**

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	
FFDAY20S2	Wed	09/06/2021	10:00-15:00	1	Southchurch	£1.50 Per Child	

## Whatever Together – Family Learning


### Whatever Together Sewing **FL**

Learn together the basic use of a sewing machine and some hand stitches. You will be able to make a simple project and work together creating styles and decorating your item.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	
WTG01Y20S1	Wed	04/11/2020	16:30-18:30	5	Southchurch	£15 Per Family	 
WTG01Y20S2	Wed	24/02/2021	16:30-18:30	5	Southchurch	£15 Per Family	 



### Whatever Together Photography **FL**

In this course you can explore the possibilities of photography and maximize the potential of your camera or phone.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	
WTG02Y20S1	Sat	07/11/2020	10:00-12:00	5	Southchurch	£15 Per Family	 
WTG02Y20S2	Sat	27/02/2021	10:00-12:00	5	Southchurch	£15 Per Family	 




### Whatever Together Spanish **FL**

Come and learn Spanish with your family having fun and creating a great bonding experience while learning the basics of a new language and culture.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	
WTG03Y20S1	Sat	07/11/2020	10:00-12:00	5	Southchurch	£15 Per Family	 
WTG03Y20S2	Sat	27/02/2021	10:00-12:00	5	Southchurch	£15 Per Family	 



### Whatever Together Ceramics **FL**

Work with your child to produce cups, tea sets, bowls and vases. Basic materials are provided, but extra materials may be charged for. Suitable for children aged between 8-12 years, maximum 2 children per adult.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	
WTG04Y20S1	Sat	07/11/2020	10:00-12:00	5	Southchurch	£15 Per Family	 
WTG04Y20S2	Sat	27/02/2021	10:00-12:00	5	Southchurch	£15 Per Family	 

### Whatever Together Christmas Paper Crafts **FL**

Come along and make some beautiful paper crafts to help decorate your home and dining table and to help you get organised for Christmas. We will be making a selection of Christmas cards, gift boxes and tags for those all-important presents, plus Christmas Crackers, Christmas decorations and an advent calendar too. No experience required, just a love of Christmas.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	
WTG05Y20S1	Sat	07/11/2020	10:00-12:00	5	Southchurch	£15 Per Family	 

 In-Person  Online   Blended





### Whatever Together Cooking on a Budget

Love cooking but want to keep a tight hold on your pennies or want to make those pennies go further? Then come along to our cooking course where you will learn how to cook on a budget, from using everyday ingredients for making those classic family dishes, to trying something a little bit different for those special occasions. We will be covering savoury and sweet dishes, including vegetarian options. No experience required, just a passion for cooking.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	
WTG06Y20S1	Sat	27/02/2021	10:00-12:00	5	Southchurch	£25 Per Family	

### Whatever Together Backyard Nature Photography

This online course is designed for parents and their children to learn more about taking photos on phones and devices. You will be using virtual technology such as zoom, email and Youtube finding out more about your devices and available filters and effects. Have fun learning new things as a Family and improve your image taking. In this 5 week course you will need access to your own devices including internet connection.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	
WTG07Y20S1	Sat	26/09/2020	10:00-12:00	5	Southchurch	FREE	
WTG07Y20S2	Sat	17/04/2021	10:00-12:00	5	Southchurch	FREE	

### Whatever Together Puppetry Making

In this course you will explore a popular, theatrical, expression-building imaginary or real characters, using paper, plastic bottles and cloth. You will need access to a computer, phone or tablet and internet connection.

CODE	DAY	DATE	TIME	WEEKS	CENTRE	PRICE	
WTG14Y20S1	Sat	30/01/2021	10:00-12:00	3	Southchurch	£15 Per Family	

### Whatever Together Travel to India Through Art

In this online course you will travel around India and discover India's myths, legends and festivals through painting, drawing and craft. Don't forget your passport! You will need a computer or iPad and internet connection.

CODE	DETAILS	PRICE
WTG08Y20S1	This course is available On-Demand	FREE 

### Whatever Together Stories Galore

This online course will help your child learning at home while having fun. Each week you will learn about a different type of writing like Poems, Stories, Comic Strips, Mini-plays and Diaries. You will need a computer or iPad and internet connection.

CODE	DETAILS	PRICE
WTG09Y20S1	This course is available On-Demand	FREE 

### Whatever Together Matisse Cut Outs

Henri Matisse was a French artist famed for his cut-out technique, a colourful, fun way of working with collage, paper and scissors. Matisse discovered this new way of working after becoming housebound following an illness, transforming the walls of his home into joyous works of art and discovering new ways of working from his bed in isolation. We will work together on a series of online tutorials each week to explore how to be creative with shapes and colours to create your own Matisse inspired collages, installation and prints. You will need a computer or iPad and internet connection.

CODE	DETAILS	PRICE
WTG10Y20S1	This course is available On-Demand	FREE 

### Whatever Together Art with Household Objects

Get arty in your home with what's around you transforming your kitchen into a temporary art studio! Explore creative ways to turn plastic bags into woven, fused and stitched materials for projects. Turn your unwanted bills, junk mail & scrap paper into decorative paper to draw on and paper sculptures. This can be embellished with petals or leaves or embossed to create textured surfaces for drawing or crafts. Explore experimental drawing and printing with household objects also showing you do not have to have access to traditional art materials to be creative. You will need a computer or iPad and internet connection.

CODE	DETAILS	PRICE
WTG11Y20S1	This course is available On-Demand	FREE 

# SEND Programmes

We offer a range of courses, focusing on Southend 2050 themes, Preparing for Adulthood, age, ability, needs and interests of both the individual and wider community.

## 16-19

A Special Educational Needs and Disabilities (SEND) Programme of study for those with a current Educational Health Care Plan (EHCP). Funded by the learner's local authority, this programme offers a full time programme of study designed around individual needs.

Learners will follow a programme that prepares them for adulthood and supports their progression into work or further study. Concentrating on work experiences and other activities to help them prepare for work and/or adult life more generally. The programme offers a wealth of activities, including vocational studies, English, Maths, IT, Drama, Music, Art, community, Preparing for Adulthood, enterprise, employability, work experience and more.

## 19-25

Bespoke YP, following a Preparing for Adulthood programme and focusing on Southend 2050 themes, learners will attend for 2 days per week and undertake community activities along with studying English and maths, developing independence skills.

## 19+ L1/L2 Employability

For those working at a higher level, this programme offers an accredited programme of study which supports the learner to gain the skills necessary to move towards employment, supported internships, further education and confidence building. Activities include; English and maths, enterprise activities, developing interview skills, job searching and CV writing. Guest speakers and educational visits to colleges and employers will support learners in their next steps.

## 25+

The College offers a number of opportunities to join non-accredited programmes that focus on individual targets which stretch and challenge, supporting the learner to achieve. Each of these courses run for 36 weeks, one day per week from 9.45am – 3pm and embed English and maths.

For more information Please contact Jay Ellis  
jayellis@southend-adult.ac.uk

**Active Together** – Confidence building through performance, exercise, community projects

**Healthy Living** – Healthy eating, food hygiene, budgeting, enterprise activities

**Creative Well-being** – painting, pottery, craft, mental health, enterprise projects

**Access IT** – Internet, applications, communication, online safety

### Additional qualifications available include:

- Food hygiene
- First Aid
- Living and Working in the UK
- English, maths and ICT







## The Club

If you have a learning disability and are looking for fun and games, dancing, music, craft, iPads and the opportunity to have a cuppa and chat with friends, then **The Club** is for you!

**Every Thursday at Southend Adult  
Community College, Southchurch Centre.  
9am – 12pm or 12.30pm – 3.30pm**

### All are welcome!

You can take part in the club, even if you are on a course at the College, for more details ask at reception

or call **01702 445700**

£10 per session, paid termly

\*Please bring your carer with you.



## Courses for People with Learning Disabilities and Difficulties

Learning Disabilities and Difficulties impact on a range of individuals. These courses are available for people who have visible and non-visible disabilities and difficulties.

- Be active
- Creative wellbeing
- Healthy Living
- Access I.T
- Certificate in Employability Skills

Our courses aim to promote the development of personal, social, independent ICT and work related skills and prepare learners for independent living and employment.

For full details of our courses for people with learning disabilities and difficulties, please call 01702 445700 or email: [Westcliff@southend-adult.ac.uk](mailto:Westcliff@southend-adult.ac.uk)



# Skills For Life & Work

At Southend Adult Community College you can find the path that will lead you to developing your skills for a fulfilling and successful career in a happy, supportive and inclusive college.

Our Skills for Life & Work Department offers programmes that give you practical skills, theory and understanding of the workplace that is needed for employment – from improving your reading, writing and number skills to professional courses in Accountancy to Childcare. You can study part time to fit around current work and life commitments. Many of our programmes include workplace experience, so if you are ready for something more than the classroom – this is the place for you!

If you haven't got a grade 4 or C and above in GCSE maths or English, you'll have the opportunity to improve your skills as part of your programme of study.



Skills for Life & Work

Advanced  
Learner Loan  
available where  
you see this icon

ALL

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## New courses this year include:

- Hair & Beauty
- Complementary Therapies
- Digital Marketing
- Uniformed Public Services
- Multi Skills and Home DIY
- Travel & Tourism
- Hospitality & Catering

## Supporting your Success

**Online & Classroom Learning** – We offer a blend of online and classroom learning options with digital course materials, streamed sessions, personal tutoring, via email, phone and video calls. We have bright modern well equipped areas for study.

**Experienced Tutor & Assessors** – a qualified tutor/ assessor who is there to support you in every aspect of your programme and help you achieve your goals.

**Individual Programme** – We create a programme to meet your individual needs, with access to support staff and additional learning support.

## Pre-Course Assessments

Before enrolling on some courses you will need to take a Pre-Course Assessment to be offered the best class for you and to help you achieve. You will need to take a PCA where you see this icon.

PCA





## Skills for Life & Work – ESOL English for Speakers of Other Languages

PCA

### This course may be free if you:

Earn less than £17,004 gross salary per annum, are on certain income related benefits and are looking for work. Please phone 01702 445700 for more information

If English is not your first language and you want to improve your English, we have classes available from complete beginners to advanced. Classes are available in the morning, afternoon or evening, two or three times a week.

#### Your course will include:

- Speaking, listening, vocabulary and pronunciation
- Punctuation and grammar
- Reading
- Writing
- Everyday Life with Living & Working in the UK

We want to be sure that you join the best course for you.

Before joining a class you will need to come to an ESOL Pre-Course Assessment session (PCA). Staff will talk to you about what you want to achieve and any support you may need. You will have the opportunity to work towards a nationally recognised qualification over the course of one year.

#### ESOL PRE-COURSE ASSESSMENTS

To arrange an appointment or to find out more – see page 12. Call 01702 445700.

If you want to study a vocational qualification but need to improve your English first, you can now do this at the same time.

Courses will run for 10 weeks, starting in September.

Classes to help you improve your English speaking, reading and writing will be included.

You can choose from the following Level 1 qualifications:

- Working with Children
- Health & Social Care
- Hair & Beauty
- Business Administration
- Customer Service and more...

Phone 01702 445700 to ask for more information

## Digital Skills for Life & Work

PCA

You will need to attend a Pre-Course Assessment session – see page 12. Please call 01702 445700

These qualifications are designed to give you the skills you need to be digital citizens to live and work in an increasingly digital environment. According to the UK Digital Skills Taskforce, only 7% of jobs won't require some form of IT skills.

Even applying for a job online or being able to take advantage of online services such as booking a holiday or shopping call for this know-how.

You will learn how to use IT in different contexts, particularly in the workplace. You will know how to use the Internet effectively and safely, work with different devices such as laptops, tablets or Smartphones.

You will develop the skills you need to demonstrate to employers.

### What Are Essential Digital Skills?

- Using devices and handling information
- Creating and editing
- Communicating
- Transacting
- Being safe and responsible online

A survey commissioned by Lloyds Bank in 2018 found that adults without these skills earn on average £13,000 less than those with all five digital skills and are less likely to progress in their careers

Don't be one of those adults at risk of being left behind by an increasingly digital world. Book your appointment on a PCA and discover which course is best for you.

### DIGITAL SKILLS FOR LIFE & WORK ENTRY LEVEL 1 & 2

PCA

Become familiar with and use digital devices to find information, send and reply to messages and emails using apps and software. Accredited by completing a workbook with support from your tutor.

### DIGITAL SKILLS FOR LIFE & WORK ENTRY LEVEL 3

PCA

Use digital technologies to:

- Process and organise documents
- Produce letters, notices and posters from templates
- Use data to produce charts and spreadsheets
- Combine images and text to make graphics
- Send and reply to emails

PCA Pre-Course Assessment Required Tel: 01702 445700

These courses are now FREE \*

Courses available for complete beginners up to level 1

### Depending on the level of the course you will learn how to:

- Use devices for personal and leisure purposes
- Communicate with family and friends using skype, email, text, social media, Zoom and more
- Organise files and folders
- Keep safe online
- Create sound, image and video files
- Edit documents
- Solve simple technical problems

“Being online is more important than ever and yet one in five adults in the UK don't have the basic digital skills that many of us take for granted.

This is cutting many people off from so many opportunities – from accessing new jobs, further study and being able to stay in touch with friends and family.

Research shows that digital skills have become as important in getting a job and being part of society as English and maths. An estimated 90% of all jobs in the next 20 years will require some form of digital knowledge, but one in five adults still lack these skills”.

Apprentice & Skills Minister, Anne Milton



**'I really enjoyed doing my GCSE Maths, which I never thought I would ever say! It was great to go back to learning.'**

Gemma – GCSE Maths, Skills for Life & Work

**'Really enjoyed this course, my tutor was encouraging and supportive throughout the whole course, I would definitely recommend the course and college.'**

Susan – GCSE Maths, Skills for Life & Work

**'I really loved the course but the best thing about it was our tutor, he was really patient with us and put in a lot of effort. Thank you so much for the opportunity.'**

Collette – Skills for Life & Work

**'Loved my courses here... shame to be finishing, it's been a great experience.'**

AmandaJane – Science GCSE, Skills for Life & Work



**'Fantastic Course! The tutor was completely professional throughout, keeping to time and schedule of work. The classroom was a comfortable environment and the other learners were a pleasure to meet and work with.'**

Kevin – Maths GCSE, Skills for Life & Work

**'The course was taught to the highest standard by a very strong and knowledgeable tutor. It was always well taught with lots of information.'**

Charlotte – GCSE Maths, Skills for Life & Work

**'Really enjoyed my course, I learnt a lot. The tutor was very helpful and always pushed me to achieve my best.'**

Natalie – GCSE Biology, Skills for Life & Work



## Skills for Life & Work – English PCA

You will need to attend a Pre-Course Assessment session – see page 12. Please call 01702 445700

In the current climate with high levels of unemployment, it is more important than ever to maximise your employment opportunities by ensuring you have current (within the last 3 years) English qualifications. More and more employers are looking for potential employees with a minimum of level 2 English and maths qualifications. Entrance to further education and university normally requires at least level 2 Functional Skills in maths and English, if not GCSE. Our courses are designed to help you develop your skills, build your confidence and improve your job prospects. Classes are available from complete beginners to GCSE, don't worry you will be in a group of people with the same level skills.

### ENGLISH GCSE

GCSEs are highly valued by colleges, universities and employers. They are the first step in providing access to a range of careers or further study.

You will have the opportunity to work towards a Functional Skills qualification. Sessions are held in the morning, afternoon or evening and are twice a week.

#### Your course will include:

- Speaking & Presentation Skills
- Listening skills
- Reading
- Writing
- Spelling, grammar and punctuation
- Help with form filling

**All English and maths courses are FREE\***

\*All English and maths courses are FREE if you do not already have English or Maths GCSE grade A\* – C or 9 – 4

You will need to show proof of any English qualifications you have achieved.

PCA Pre-Course Assessment Required Tel: 01702 445700



# Skills for Life – Maths PCA

You will need to attend a Pre-Course Assessment session – see page 12. Please call 01702 445700

## MATHS PCA

Improve your skills in maths. Courses are available from complete beginners to GCSE and will help you to:

- Be more independent in life and work
- Be valued by employers
- Improve your job prospects
- Progress to higher level courses or further education

## MATHS GCSE PCA

Our courses are designed to develop skills and knowledge in maths and the chance to gain a Grade 4–9 GCSE.

The course includes the following topics:

- Number applications
- Handling data
- Surds
- Probability
- Algebra
- Trigonometry
- Graphs
- Geometry
- Perimeter
- Areas
- Volumes
- Constructions

Learners aspiring and aiming for Grades 7 to 9 will be provided with support to study independently after discussing with the course tutor.

These  
courses  
are  
**FREE\***

## We use maths every day, sometimes without realising it

### Maths in the kitchen

Can you...

1. Find as many items as you can where you have used some of the contents already – possibly cereal, flour, biscuits?
2. Weigh each one?
3. Now calculate how much you have used?
4. Can you show this as a fraction?
5. Have you got enough for another recipe, or for breakfast?

### Maths in the garden

Can you...

1. Plant some seeds and record their growth (sunflower seeds are good for this as they grow quickly)?
2. How much have they grown over a week/month?
3. Measure in cm and mm?
4. Record this in a table.
5. Which plants grow the fastest?

**These activities are also good to complete as families. Contact us if you need support with maths for life or work on 01702 445700**



**‘Challenging and amazing at the same time!’**

**Richard – GCSE Maths + Biology,  
Skills for Life & Work**

\*All English and maths courses are FREE if you do not already have English or Maths GCSE grade A\* – C or 9 – 4



# Skills for Life & Work – Biology

You will need to attend a Pre-Course Assessment session – see page 12. Please call 01702 445700

## GCSE BIOLOGY PCA

A GCSE in one or all of the sciences is often required for entry to higher education establishments and Universities. Some sectors of work now make this a minimum entry requirement. GCSE Biology has a foundation tier (grades 5–1) and a higher tier (grades 9–4). It is accredited by AQA with 2 exams at the end of the course; each exam is 1 hour and 45 minutes. The course involves ten practical activities; you will cover cell biology, organisation, infection, bioenergetics, homeostasis, inheritance, variation and evolution, and ecology. It is an intensive course and apart from the weekly class you will be expected to complete homework and study independently.



# Part time tutors required!

Recruiting  
Now



This is an exciting time at the College as we are expanding our range of courses to meet ever changing needs and local priorities.

Teaching in adult education offers a flexible working pattern that can be fitted around other work commitments or childcare.

Classes run daytime, evenings and weekends.

Courses run term time only and start and end times allow for school drop off and pick up.

Hours available range from 2 hours per week upwards, you decide how many.

If you have a hobby or skill you would like to pass on to other people or industry experience and knowledge that you could use to help train the future generation workforce, please contact us to find out more.

**You don't need to have experience of teaching, we will provide you with the necessary training and support. Check out our website or for more information contact: [HR@southend-adult.ac.uk](mailto:HR@southend-adult.ac.uk)**



## 16-18 Study Programme

Southend Adult Community College offers a Study Programme for 16 – 18 year olds who need to achieve qualifications in order to progress on to Level 2 vocational qualifications and employment.

These courses are ideal for learners who do not wish to attend a large FE College for a variety of reasons but still have the desire and ability to work hard to learn new skills. You will learn and develop the skills and vocational knowledge to give you the confidence to effectively manage your life at home, at work and in the local community.

Study Programme offers Level 1 qualifications with options including:	
Childcare	Hairdressing & Barbering
Health & Social Care	Construction
Catering and Hospitality	Horticulture
Retail	Health and fitness
Travel & Tourism	Uniformed Services
Business Administration	Logistics
ICT	Bicycle Maintenance & Repair
AAT Accountancy	Beauty
Estate Agency	Complementary Therapies
Barista	
Customer services	

### Core Subjects

Vocational courses all include core subjects: English, Maths and ICT. These are essential for success in today's current job market. Whatever level you are at, we can help you develop your skills and confidence in these subjects.

Courses will be delivered through a combination of in-person and online learning at home. You will receive support to enable you to use the online platforms.

### Work Experience

During the course you will have the opportunity to gain experience of the workplace and develop your work skills.

### What Next?

- Higher level vocational qualifications
- College
- An apprenticeship
- Employment
- You will need to attend College for 16 hours each week

To find out more please call 01702 445700

‘The best thing about the Apprenticeship at Southend Adult Community College is that I have secured a job out of it. Especially in a time like this...I have also obtained a qualification, which will help with my professional development.’

Sam, Apprentice



‘I have been very impressed with the calibre of Apprentices that we have been able to secure through SACC over the last 6 years, indeed a cause for celebration!’

Nigel Rosehill / Director Business Expense Management Ltd

‘This college works for me because I am spoken to like an adult, I prefer being treated like an adult and take responsibility for my learning’.

Jamie – 14+ Study Programme

‘Education is the main focus, here we work in smaller groups, the tutors get to know you personally and there are no silly rules!’

Emily – Study Programme

# Apprenticeships

Do you want to earn while you learn? We can help you find an apprenticeship. We work in close partnership with large and small employers to make sure we give you the training and skills you need to be successful at work.

Due to the ongoing unprecedented events this year as a result of Covid-19 the economy and many local businesses have been badly affected. Unemployment is at its highest for years and likely to remain that way for some time.

Apprentices have been identified as vital to kick starting the economy and helping the workforce to grow.

We are working with employers to put in place processes to enable you to train and complete your qualification during these uncertain and rapidly changing times.

We are committed to supporting apprenticeships with the significant challenges Covid-19 presents. We have adapted our classroom courses to a mix of online and face to face high quality programmes to protect and guarantee everyone's health and well-being.

## What are Apprenticeships?

“Apprenticeships really are a great way for individuals to progress in work”, says Keith Smith, Director of the Apprenticeships Group at the Education & Skills Funding Agency.

- They are professional programmes, specifically designed by employers to prepare you for your new or next step in your career by combining real work and studying towards professional qualifications.
- Apprenticeships work for individuals as they can offer you a comprehensive career path while you earn, learn and gain vital work experience.
- An apprenticeship lasts for a minimum of 12 months and at least 20% of your time is set aside for learning, usually at college but will also include independent study at home or in your work setting. The rest of your time is spent applying your knowledge and skills in the workplace.

## Intermediate Apprenticeship (Level 2)

These apprenticeships are designed to cover entry-level roles and provide the basic skills and knowledge required to begin a career. The usual duration is 12 months. Entry requirements vary from one or more GCSEs to no formal qualifications or experience.

## Advanced Apprenticeship (Level 3)

These offer an alternative to A-levels, and are suitable if you have skills, experience or qualifications in a sector already and are looking to progress. The usual duration is between 18 and 24 months. Entry requirements are stricter with many often requiring up to five GCSEs at grade C or above.

## Vocational Options Available Include:

### Business Administration – Level 3

#### Accounting

- Accounts/Finance Assistant
- Assistant Accountant
- Credit Controller/Collector **New**
- Debt Adviser **New**
- Professional Accounting/Taxation Technician

#### Health & Social Care

- Adult Care Worker
- Lead Adult Care Worker
- Lead Practitioner in Adult Care
- Leader in Adult Care

#### Housing /Property Management

### Sales and Marketing **New**

- Advertising and Media Executive
- Customer Service Practitioner
- Customer Service Specialist
- Digital Marketer

#### Childcare

- Teaching Assistant
- Learning & Skills Teacher
- Learning Mentor

#### Hospitality & Catering

- Hospitality Team Member
- Hospitality Supervisor
- and more...

## How to apply

If you would like to discuss how to apply or find out more about our Apprenticeship Programme simply call **01702 445700** and ask to book an appointment with our Employer Engagement Manager, or email [apprenticeships@southend-adult.ac.uk](mailto:apprenticeships@southend-adult.ac.uk).





Starting from September and throughout the year.

# Skills for Work Courses

PCA

Due to the unprecedented events this year you may find yourself unexpectedly out of work or needing to retrain to continue working in the new normal.

You may be about to return to work after bringing up a family or would just like to improve your job prospects.

There's no better use of your time while out of work to refresh and update your skills or learn new ones to boost your chances of employment.

## We are here to help you

Our courses focus on industry specific training and continued professional development, providing you with hands on training leading to a qualification in a range of vocational sectors.

Courses are part time and start throughout the year. There is usually a choice of daytime or evening courses. If you would like to study above Level 1 qualification, we will need to assess your reading and writing skills so we can make sure you are on the right course for you and provide any support necessary to help you achieve.

**Covid-19** Please note all courses will combine In-Person learning in class with some online remote learning. Your tutor will provide any support you may need to use the online learning platforms. Access to a laptop, PC or tablet will be important for you to be able to access the activities and resources.

## HOW MUCH WILL MY COURSE COST?

Your course may be **FREE** if you are unemployed, on a low income, or if this is your first level 2 qualification. If you earn less than £17,004 gross salary per annum you may be entitled to the course for **FREE**.

If you wish to take a course that leads to a qualification at Level 1 or 2 and you are in receipt of either JSA or ESA (WRAG) your fees will be waived. You must provide a letter dated within 6 months from the Job Centre Plus confirming receipt of benefit with your Enrolment Form.

# 'Have a Go' Free Taster Sessions

Are you looking for work or a change in career? Returning to work but not sure what to do? Not sure how to balance working with childcare?

Our **FREE** Taster Sessions are a great way to try your hand at something new. No cost, no long term commitment. These introductory sessions are designed to help you decide if it is something you wish to study on a longer term basis or if working in that sector is something you may wish to consider for the future. Could you turn your interest or hobby into a new career or business? **Call us for more information on 01702 445700.**

## Hair and Beauty

The hair and beauty industry is a rapidly growing creative sector. Why not try one of our taster courses that may lead you to developing the relevant specialist and professional skills for a successful career.

## Uniformed Public Services

From Paramedics to Coast Guards, try our Uniformed Public Services taster courses that are designed to provide you with the broad skills and knowledge base needed to allow you to enter a uniformed service role with confidence.

## Hospitality and Catering

Sample a career with exciting and challenging prospects, with opportunities at all levels in a dynamic and ever-changing industry which currently employs over two million people in the UK.

## Multi Skills and Home DIY

For novice and enthusiastic DIY'ers wishing to learn skills and techniques or refresh their knowledge before undertaking projects at home or that can lead on to starting your own business.

## Complementary Therapies

Working as a complementary therapist is a satisfying and rewarding experience. If you are new to the industry or work in a related field, complementary therapies are increasingly popular to add to your portfolio of treatments to increase your employability.



# Accountancy

Accounting is the language of business and by studying accountancy you are preparing yourself for a vast range of lucrative career opportunities in the private, public or not for profit sectors. Every business requires sound financial management and companies large and small rely on their accountants and finance managers. AAT Qualifications are recognised by employers as practical and technical qualifications that prepare learners for the world of work and for working specifically in accountancy and finance roles.

You will need to attend a PCA

These part time courses are available daytime or evening and start throughout the year from September.

## AAT Access Award In Bookkeeping

This is a short entry-level qualification and there is no need for any prior accounting knowledge. It will give you a solid background in single entry bookkeeping by introducing the role of a bookkeeper, financial transactions and how to process customer and supplier transactions, receipts and payments. This is the ideal qualification if you are looking for employment as a cashier or clerical assistant.

## AAT Accounting L2 (Foundation Cert)

The AAT Level 2 Foundation Certificate in Accounting will teach you a range of basic accounting principles and techniques, from costing and double-entry bookkeeping to using accounting software. This qualification will prepare you for junior and entry level accounting roles. It delivers a solid foundation in finance administration. It is the right course for you if you are new to accounting and finance, unemployed and looking to enhance your knowledge and skills, if you are currently working in accounts and want to update your skills or if you are looking for a career change.

## AAT Accounting Level 3 (Advanced Diploma)

The AAT Advanced Diploma in Accounting covers a range of complex accounting tasks, including maintaining cost accounting records and the preparation of reports and returns. The purpose of this qualification is to ensure that you are well prepared to progress into a career in business, finance or professional accountancy, or into further education. You will learn and master financial processes including accounting principles and concepts, advanced bookkeeping and final accounts. You will also understand business issues regarding value added tax (VAT), issues in business, management accounting costing techniques and ethical practices for accountants. This qualification further delivers software skills through spreadsheet training for accounting.

## AAT Accounting Level 4 (Professional Diploma)

The AAT Professional Diploma in Accounting offers technical training in accounting and is ideal for anyone wishing to pursue or progress their career in accountancy and or finance.

The purpose of the AAT Professional Diploma in Accounting is to enhance the skills developed from the AAT Advanced Diploma in Accounting, enabling learners to maximise opportunities in their current or new employment. By studying for this qualification, learners will acquire professional accountancy and finance skills that will be useful throughout their careers.

PCA

PCA

PCA

ALL

PCA

ALL

PCA

### The AAT Professional Diploma in Accounting qualification will suit those who:

- have completed the AAT Advanced Diploma in Accounting and who would like to continue to build their accounting skills
- are already working in finance and would like a formal recognition of their skills
- would like to go on to become an AAT full member and/or study for chartered accountant status
- would like to start their own business through the AAT-licensed member in practice (MIP) scheme.



# Business Administration

PCA

Want to work in an office or business environment? These courses will help you to develop your business administration skills and will open doors to a huge range of career and employment opportunities.

## Level 1 Certificate in Skills for Business and Administration

This qualification provides you with a broad introduction to the business and administration sector, equipping you with underpinning knowledge and skills specific to the sector alongside a range of transferable employability skills. They are designed to support progression to further learning and ultimately to work in business and administration or other related sectors.

## Level 2 Diploma in Business Administration

This qualification provides you with the knowledge that is required to work in a range of environments in a business administration role. Learners will know how to carry out administrative tasks such as managing information and supporting events and will be able to apply your knowledge in a variety of industries and job roles.

Courses start throughout the year

PCA

AR



# Childcare

Whether you're looking for a new career or wish to improve your qualifications in childcare we can help. Caring for children is one of the most important, rewarding and challenging careers you could choose. Our courses will support you in improving standards when working with children and families and provide you with the necessary knowledge, skills and confidence to increase your career prospects.

## Introduction to Working in Childcare Level 1

This qualification is intended to provide you with a broad introduction to the childcare sector, equipping you with underpinning knowledge and skills specific to the sector alongside a range of transferable employability skills. They are designed to support progression to further learning and ultimately to work in childcare or other related sectors.

Courses start throughout the year

## Childcare Level 2

PCA

This one-year Diploma is the recognised and accepted qualification to work in ratio as an Early Years Practitioner (level 2). It provides candidates with the knowledge and understanding of working with babies and young children from birth to 5 years.

You will be required to work for a minimum of six hours a week either paid or in a voluntary capacity in an early years setting for the duration of your course. You will need to hold English Functional Skills Level 1 or GCSE equivalent.

## Childcare Level 3 Early Years Educator

ALL

PCA

This qualification has been developed to meet the needs of Early Years Educators working with children 0-5 years old. You will be required to work for a minimum of ten hours a week either paid or in a voluntary capacity with children 0-5 years old in an Ofsted childcare registered setting for the duration of your course.

To enrol on this course you need to hold a Level 2 Functional Skills English or GCSE equivalent.

In order to be counted in ratio at Level 3 you will also need to achieve Level 2 Functional Skills maths or GCSE equivalent. In addition to your taught session, you should be prepared to carry out independent research and study for approximately five hours a week.

## Childcare Level 5 Diploma Management

ALL

PCA

This course is designed for professionals working with children and young people. This qualification has two pathways, Early Years management or Early Years advanced practitioner. This course offers you an excellent professional development opportunity to further your understanding of leadership and management and working with children in the Early Years sector.

The qualification gives you the opportunity to build both your managerial and practitioner skills. You need to hold a recognised level 3 Childcare qualification to enrol on this course.

Roxy is a trained hairdresser and now studying Childcare Level 2

Michelle is a trained dancer and has travelled the world performing and now studying Childcare Level 2

# Counselling

PCA

Counselling offers people the chance to talk about their feelings and foster any changes they may wish to make in their life; there is no longer a stigma attached to seeking advice and support on a wide range of issues and counsellors are in popular demand.

Please note these courses are for those who wish to start the journey of training as a Counsellor. They do not include counselling sessions where you can personally receive counselling.

## Counselling Skills An Introduction

The NCFE Level 1 Award in Interpersonal Skills is an ideal qualification for those working in situations where communication and one-to-one interviews or interactions take place. The increased self-awareness resulting from the training for this qualification also enables relationship building in a more general sense. This course is ideal as preparation for the Level 2 Counselling Skills Certificate.

Courses start throughout the year

## Counselling Skills Level 2 Certificate

PCA

This course is for you if you are interested in enhancing your communication skills or wish to take the first steps towards a Counselling Career. If you have no previous experience or knowledge you may wish to complete the Introduction to counselling course before enrolling on this qualification. This qualification gives you the opportunity to investigate the knowledge and skills you need to use counselling skills and to engage appropriately in a helping interaction.

It will introduce the use of counselling skills, overview counselling theory as well as considering ethical practice and the importance of personal development. You will be assessed by the work that you complete in the classroom and at home. You should expect to complete around 1-2 hours home study each week. The evidence you will be assessed on will be a mixture of:

- Written work, such as journals, or class notes
- Role-play or other practical work

## Counselling Skills Level 3 Diploma

ALL

PCA

This qualification is designed for those interested in using counselling skills in their work, or looking to progress towards a career as an accredited counsellor. This qualification does not qualify you to practice as a counsellor. This qualification is an entry requirement for anyone wishing to progress to the 4 Diploma in Therapeutic Counselling. It will build on your existing counselling skills and provide a deeper understanding counselling theory as well as considering ethical practice and the importance of personal development. It also includes preparation for counselling work placements. You will be assessed by the work that you carry out in the classroom and complete at home. You should expect to complete at least 2 hours of home study each week. The evidence you will be assessed on will be a mixture of:

- Written work, such as journals, or class notes
- Role-play or other practical work
- Learning logs
- Video or audio recordings
- Case studies



‘I would recommend SACC to other learners as it’s more chilled and less stressful and the staff are extremely friendly. The tutors are really helpful and have time to sit down and explain things to you.’

Brian – Skills for Life & Work

CPD Workshops

Our CPD Counselling Sessions are a cost-effective way to develop professional knowledge without disrupting your working week. All sessions are on a Saturday from 9.30am and cost £20.

CODE	COURSE	DATE	TIME	WEEKS	CENTRE	PRICE
1050Y20S01	Mental Health Awareness – Stage 1	26/09/2020	9:30-12:30	1	Southchurch	£20 Per Person
1050Y20S02	Substance Misuse Awareness – Stage 1	24/10/2020	9:30-12:30	1	Southchurch	£20 Per Person
1050Y20S03	Stress Awareness – Stage 1	28/11/2020	9:30-12:30	1	Southchurch	£20 Per Person
1050Y20S04	Alcohol Awareness – Stage 1	12/12/2020	09:30-12:30	1	Southchurch	£20 Per Person
1050Y20S05	Nutrition And Mental Health – Stage 1	30/01/2021	09:30-12:30	1	Southchurch	£20 Per Person
1050Y20S06	Introduction To NLP – Stage 1	27/02/2021	09:30-12:30	1	Southchurch	£20 Per Person
1050Y20S07	Understanding Schizophrenia and Psychosis – Stage 1	27/03/2021	09:30-12:30	1	Southchurch	£20 Per Person
1050Y20S08	Anxiety Awareness – Stage 1	24/04/2021	09:30-12:30	1	Southchurch	£20 Per Person
1050Y20S09	Bereavement Awareness – Stage 1	29/05/2021	09:30-12:30	1	Southchurch	£20 Per Person
1050Y20S10	Self-Harm Awareness – Stage 1	26/06/2021	09:30-12:30	1	Southchurch	£20 Per Person
1050Y20S11	Menopause and Mental Health – Stage 1	10/07/2021	09:30-12:30	1	Southchurch	£20 Per Person
1060Y20S01	Mental Health Awareness – Stage 2	29/09/2020	18:00-21:00	1	Southchurch	£20 Per Person
1060Y20S02	Substance Misuse Awareness – Stage 2	20/10/2020	18:00-21:00	1	Southchurch	£20 Per Person
1060Y20S03	Stress Awareness – Stage 2	24/11/2020	18:00-21:00	1	Southchurch	£20 Per Person
1060Y20S04	Nutrition and Mental Health – Stage 2	15/12/2020	18:00-21:00	1	Southchurch	£20 Per Person
1060Y20S05	Self-Harm Awareness – Stage 2	26/01/2021	18:00-21:00	1	Southchurch	£20 Per Person
1060Y20S06	Alcohol Awareness – Stage 2	23/02/2021	18:00-21:00	1	Southchurch	£20 Per Person
1060Y20S07	Anxiety Awareness – Stage 2	23/03/2021	18:00-21:00	1	Southchurch	£20 Per Person
1060Y20S08	NLP – Stage – 2	27/04/2021	18:00-21:00	1	Southchurch	£20 Per Person
1060Y20S09	Schizophrenia and Psychosis – Stage 2	25/05/2021	18:00-21:00	1	Southchurch	£20 Per Person
1060Y20S10	Bereavement – Stage 2	29/06/2021	18:00-21:00	1	Southchurch	£20 Per Person
1060Y20S11	Isolation Effects of Mental Health – Stage 1	20/07/2021	18:00-21:00	1	Southchurch	£20 Per Person

If you require any advice and guidance regarding opportunities to study Counselling at level 4 or above, our Information Advice and Guidance Officer will be pleased to assist you. Email: [Lindawagstaff@southend-adult.ac.uk](mailto:Lindawagstaff@southend-adult.ac.uk)

Health & Social Care

A career in Health and Social Care is very rewarding; you have the potential to make a massive difference to someone’s life. It’s all about helping people. Adult care workers provide a whole range of services to support vulnerable adults and older people so that they can benefit from a much more improved way of life. Different career paths are available for people from all different kinds of academic backgrounds.

Introduction to Health & Social Care Level 1

This qualification is intended to provide you with a broad introduction to the health and social care sector, equipping you with underpinning knowledge and skills specific to the sector alongside a range of transferable employability skills. They are designed to support progression to further learning and ultimately to work in health and social care or other related sectors.

Courses start throughout the year

PCA

Adult Care Level 2

The Level 2 Diploma in Adult Care is an occupational qualification for those who work in Health and Care Settings. With this you will learn the core knowledge and skills which underpin all roles in the Care sector. You may also be able to select optional specialist units which reflect your working environment and interests.

You will need to hold or be working towards English Functional Skills Level 2 or GCSE equivalent.

PCA

Adult Care Level 3

The Level 3 Diploma in Adult Care is an occupational qualification for those who work in Health and Care Settings and have senior responsibility such as providing supervision and /or working independently. The knowledge of this qualification is delivered via monthly workshops and independent studies with occupational competences being assessed within the workplace. You will need to hold English Functional Skills Level 2 or GCSE equivalent.

ALL

PCA

Adult Care Level 5 – Leadership & Management

The Level 5 Diploma in Leadership & Management in Adult Care covers the knowledge and skills required to work in a leadership and management role in a range of settings where services support individuals with different needs. The qualification contains units which are competence based and some knowledge based. You will need to research and present a project relevant to the area in which you are employed. Assistant and Deputy Managers may also complete this Diploma providing they are able to demonstrate knowledge and skills at level 5 and that their job role allows them to be able to demonstrate the required skills in real work activities.

ALL

PCA

SAFETY FIRST

All onsite activity will strictly follow Government guidelines on hygiene and social distancing.







# Working with Children

## Level 2 Award in Playwork

This qualification provides a solid introduction to the Playwork sector providing progression routes through to employment. You will be working with children or young people in a less formal or structured setting, rather than a school or nursery. For example holiday clubs, adventure playgrounds or youth groups etc.

Courses start throughout the year PCA

## Developing Children Critical Thinking Skills

Learning to think critically is a vital part of children's development. It helps them ask questions and make value judgements, and try to figure things out if they don't make sense. This workshop explores different methods to develop and extend these critical thinking skills.

Courses start throughout the year PCA

## CPD courses available during the year

- **Safeguarding Children – Wider context**
- **Encouraging Creative Development and Learning**
- **Equality & Diversity in Childcare**

Keisha was a veterinary nurse and now she is studying Early Years Practitioner L3



# Leadership & Management PCA

You will need to attend a Pre-Course Assessment session – see page 12. Please call 01702 445700

All great entrepreneurs and business people gain management and leadership knowledge and understanding early in their career. By studying our courses, you will gain the knowledge and understanding to acquire these skills.

You will not need to attend lessons at college. An Assessor will visit you in the workplace and support you to build a portfolio of evidence.

## Certificate In Mentoring PCA

The ILM Level 3 Certificate in Mentoring qualification aims to support team leaders and managers with the skills and understanding to carry out effective mentoring. It provides understanding of the role and responsibilities of good mentors and looks at different mentoring models. It will support the setting of personal targets and goals and provide insight into conflict resolution.

The course covers the nature and role of mentoring as well as the characteristics of effective mentoring. It will emphasise the importance of respect and of building a mentoring relationship. Communication is key within the mentoring role and training.

## Management Diploma For Managers Level 3 PCA

The ILM Level 3 Diploma in Management (Combined Qualification) is ideal for individuals looking to take their first step into line management and for those who already have some management responsibilities. This combined knowledge and competency based qualification will build and develop new skills to enhance their management career.

## Management Level 4 Diploma PCA

The ILM Level 4 Diploma in Management is designed for new and aspiring department heads and other middle managers – really get to grips with the role, gain comprehensive business knowledge and develop the skills you need to lead at this level. You will take four mandatory units in this qualification plus additional optional units.

The course start times are flexible and made around you and employers needs which means that you can start the course at any time during the year. Course duration is between 12-18 months.

## Management & Leadership Level 5 PCA

The ILM Level 5 NVQ Diploma in Management and Leadership is designed for project managers, department heads, and other practising middle managers. Develop your skills and experience, improve your performance and prepare for senior management responsibilities. It develops skills in strategic planning, change management and business process design alongside core leadership and management abilities such as inspiring colleagues and delivering results.

The course start times are flexible and made around you and employer needs. Course duration range from 12 – 18 months.

# Southend Teacher Training Academy

Teaching or training young people and adults is increasingly seen as a desirable career choice and a viable alternative to teaching in schools.

Unlike teaching in schools, you do not need to study for a degree incurring a large student debt. Many providers will employ you whilst you are working towards the teaching qualifications.

Many posts are hourly paid, providing flexibility to work around childcare or other commitments.

Our award and diploma courses can support you to achieve your career aspirations.

They are part time and allow you to study alongside other commitments.

You will need to attend a PCA so we can support you to make the right choice and give you the best opportunity to succeed.

## Education & Training Level 3 Award

This award provides an introduction to teaching and training in the further education and skills sector. Whether you are new to teaching and training or are interested in changing career, this is the perfect starting point. This introductory course provides you with the basic knowledge and understanding to develop your skills further. You do not need to be in a teaching role.

You will attend College once a week for 13 weeks and achieve the qualification by completing a portfolio of assignments and delivering a 15-20 minute micro teach to your colleagues on the course.

## Education & Training Level 3 Award – Intensive

If you have the time and are prepared to study hard, we will be running the course over 1 week

## Education & Training Level 5 Diploma

This Level 5 Diploma will develop your current teaching or training skills which will enable you to teach or train in a variety of contexts in the post compulsory education sector.

Entry requirements:

- Level 3 Award in Education and Training or Level 4 Certificate in Education and Training or
- At least 1 year of experience in teaching

You will be expected to be able to carry out independent study around 4 hours per week. You must have access to 100 hours teaching practice over the duration of the course. You will be observed at least 8 times over the year.

This course is eligible for an instalment payment plan with the College.

We also offer this course through the Apprenticeship route.



PCA

PCA

PCA

# Assessor and Internal Quality Assurer Training

Assessors and Internal Quality Assurers (IQA) use their professional expertise to support learners looking to gain vocational qualifications. You can work as an assessor or as an IQA in all occupational areas where vocational qualifications exist, providing you have the required occupational competency.

## Assessing Vocational Achievement TAQA Level 3

This course is ideal if you want to learn about assessment and become a qualified assessor.

You will select the units that meet your requirements from the following:

- Principles of practices of assessment
- Assess occupational competence in the work environment
- Assess vocational skills, knowledge and understanding.

You will be required to attend two workshops to learn about assessing and carry out an individual assessment.

Course times are flexible and will take between 3-9 months dependent on own independent study. You will be assigned an assessor who will make regular visits to the work place and at the College at suitable times. The qualification will be gained through observation by your assessor, assignments and work based products all based on the assessing you complete with two candidates in your place of employment.

Courses start throughout the year

## Internal Quality Assurance of Assessment Level 4

This course is ideal for you if you want to learn about the quality assurance of assessment processes and practices and gain a formal qualification in Internal Quality Assurance.

You will cover topics including:

- The principles of internally assuring the quality of assessment
- The practice of internally assuring the quality of assessment

You will be assigned an assessor who will visit you in your work place and meet you at the College. You will be assessed through observation, written assignments and work based evidence of your own quality assurance practice of at least two candidates. Course times are flexible and will take between 3-9 months dependent on own independent study.

If you would like to find out more call us on 01702 445700

Jamila ran a family photography business and worked in a bank. She has now completed Support Teaching & Learning L2

PCA

PCA





# Teaching Assistants

Supporting teaching and learning in school is increasingly seen as a desirable career choice, our range of award and diploma courses can support you to achieve your career aspirations.

## Introduction to Working in School Level 1

This qualification prepares you for further learning and training whilst developing an understanding of the teaching and learning environment in a school setting. It covers areas such as how to support the well-being of a child or young person and child and young person development.

Courses start throughout the year

## Teaching Assistants Level 2

This qualification is for those members of the school workforce who directly support the teaching and learning of pupils. This qualification meets the needs of candidates who work or want to work in a variety of school settings covering the age range 5-18 years.

It is suitable for learners who have not previously worked with children and young people.

You will be required to work for a minimum of six hours a week either paid or in a voluntary capacity with children and young people for the duration of your course in a school setting.

You will need to hold or working towards English and maths Functional Skills Level 2 or GCSE equivalent

Courses start throughout the year

PCA

## Teaching Assistants Level 3

You would be expected to have previous relevant experience in a schools setting. You need to work directly with teachers and pupils and be involved in all stages of the teaching and learning cycle.

You will be required to work for a minimum of ten hours a week either paid or in a voluntary capacity in reception, Key Stage 1-4 and sixth form.

You will need to hold or working towards English and maths Functional Skills Level 2 or GCSE equivalent.

Courses start throughout the year

ALL

PCA

# Employers

We offer a wide range of tailor made training for you and your staff. Learn new skills or refresh existing abilities to be as productive and effective as possible in the workplace.

The unprecedented impact of Covid-19 may mean some job roles disappear and staff need to retrain for new or adapted roles, digital skills are more important now than ever before.

Below is an example of some of the training we can offer in your workplace, in college or online live sessions.

These will be arranged at a time most convenient for you and your workforce.

If you don't see what you need or require more information please call 01702 445700 or email employers@southend-adult.ac.uk to talk to our Employer Engagement Manager

- Digital Skills
- How to Zoom, TEAMS
- Sage, Excel, Word, Publisher, PowerPoint Outlook
- Apprenticeships – Access and maximise your Apprenticeship levy
- Time management
- Writing a business plan
- Mediation
- Customer Service
- English for Work – Report writing, presentation skills, interview Skills, communication skills
- Maths for Work – Managing a budget, prioritising bills and payments
- Leadership & Management
- Train the Trainer – level 3 and 5
- Assessor and IQA Training (TAQA)
- AAT
- Mentoring & Coaching
- Staff wellbeing
- Assertiveness
- Confidence building
- Emergency First Aid (1 Day)
- Paediatric First Aid
- Food Hygiene level 2
- Mental Health Awareness
- Safeguarding
- Bullying in the Workplace
- Promoting Equality & Celebrating Diversity



‘The service is extremely useful, professional and competent. I think that the Job Hub is a great idea. They gave me a very clear picture of the Job Market in a very friendly way’.

Marianna – Information Advice and Guidance



# First Aid, Food Safety, Health and Safety

The College has a proven track record for providing quality training either to first time learners or those seeking renewal accreditation in First Aid, Food Safety and Health and Safety, meeting both individual and organisational needs. All courses are accredited and quality assured to comply with regulatory requirements. Training is held at the College or can be arranged to be delivered in the workplace for all your staff. We also offer bespoke training designed around your individual requirements for staff CPD.

## Emergency First Aid Award Level 3

This qualification is ideal for you if you are already working, or preparing to work within industry and wish to become a First Aider in the workplace for the purposes of the Health and Safety (First Aid) Regulations 1981 and the Health and Safety (First Aid) Regulations (Northern Ireland) 1982.

Our experienced and friendly trainers will ensure you complete the course feeling confident and well prepared. The topics within this qualification are regarded by the Health & Safety Executive (HSE) as being important in maintaining good practice in the safe, prompt and effective treatment of injuries and ill health in the workplace. This is a nationally recognised qualification and it has a minimum contact time of 6 hours, which is typically delivered as a 1 day course. To achieve the full qualification you will be assessed throughout the training for your practical skills and complete a workbook to show your understanding. In line with guidance provided by the HSE, the qualification supports/approves work place emergency first aiders for a period of 3 years, after which point you will need to retake the course. In addition to this it is also recommended that you refresh your knowledge annually.

**Courses start throughout the year**

## Health & Safety in Work Award Level 2

This qualification will enable you to work safely and to recognise and deal with hazards in the workplace. You will learn about the basic health and safety practices essential in the workplace. This includes the hazards and risks along with the relevant legislation, and ensures awareness of cost-effective, practical control methods.

Persons gaining this qualification will know that health and safety is the responsibility of everyone within a business, its contractors, visitors and suppliers. The subject areas covered within this qualification are regarded by the Health and Safety executive (HSE) as being important to maintaining safe working procedures in the workplace.

Our experienced and friendly trainers will ensure you complete the course feeling confident and well prepared. This is a nationally recognised qualification and it has a minimum contact time of 6 hours, which is typically delivered as a 1 day course.

**Courses start throughout the year**

## Food Safety in Catering Award - Level 2

This qualification is ideal for anyone working in the catering and hospitality industry (or those about to start work in the industry). The topic you will cover include hazards and controls, food safety management and temperature controls, food poisoning control, personal hygiene, cleaning and disinfection, food pests, and the role of the food handler in keeping food safe.

The HABC Level 2 Award in Food Safety in Catering (QCF) is accredited and recognised internationally and has been developed to protect customers, brand reputation and profits. Our experienced and friendly trainers will ensure you complete the course feeling confident and well prepared. This is a nationally recognised qualification and it has a minimum contact time of 6 hours, which is typically delivered as a 1 day course. To achieve the full qualification you will be assessed by a multiple-choice examination, where you must answer at least 20 out of 30 questions correctly.

**Courses start throughout the year**

## SAFETY FIRST

All onsite activity will strictly follow Government guidelines on hygiene and social distancing.



# Business Start Up Courses

Do you have a new business idea, but don't know where to start?

Do you have a hobby that you would like to turn in to a business?

Does the flexibility of being self-employed appeal to you?

When it comes to starting up your own business, there's a lot to consider. SACC offers a range of courses and support to help you successfully achieve your business goals.

- Digital marketing
- Budgeting & basic accounts
- Presentation skills
- Digital Skills

Part-time courses start throughout the year

Find out more at [www.southend-adult.ac.uk](http://www.southend-adult.ac.uk)  
Or chat to our registry team on 01702 445700 today

# Work Based Training

Opportunities to learn and grow are a vital piece to the puzzle that is employee engagement and development. We can help you nurture positive morale and improve your company's bottom line. We offer a range of flexible courses to meet your business needs.

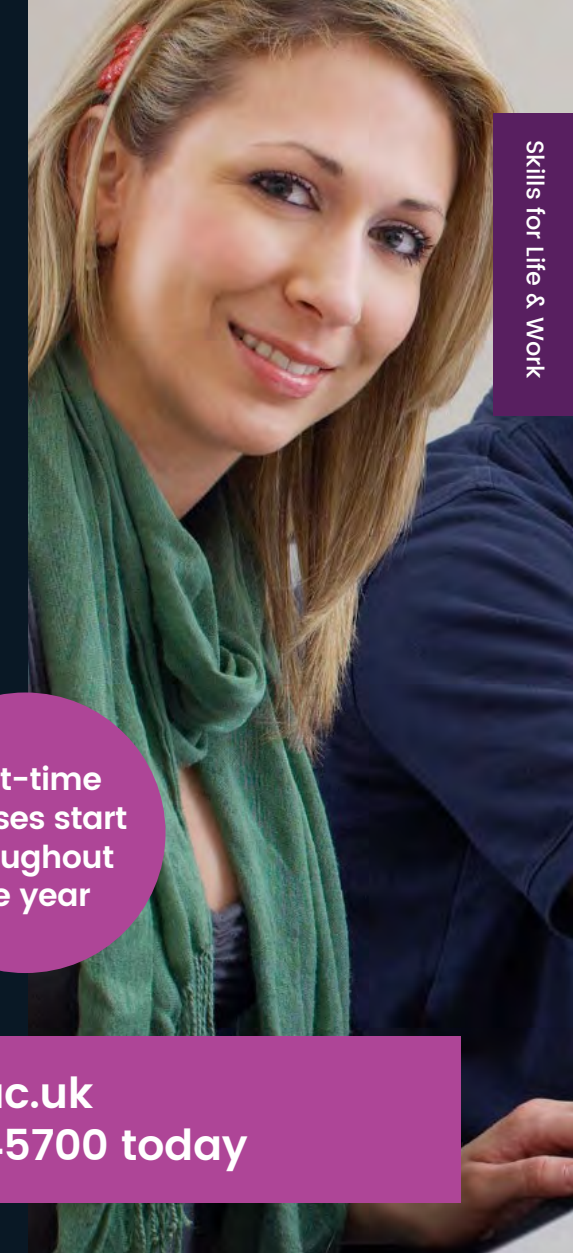
## Train with us

- First Aid
- Paediatric First Aid
- Health and Safety in the workplace
- Safe Moving and Handling
- Food Safety in Catering

To find out more call: 01702 445700

\*A minimum number of participants are required

**southend** adult  
community college





# Ever Thought of Becoming a Governor?

## A note from our Chair of Governors:

'The College proudly operates at the heart of Southend providing training, skills and learning in a variety of creative and vocational forms connecting with a wide cross-section of the community. Its outreach and quality offer make it a valuable provision unrivalled in Essex. In these changing times, more than ever, the College has an important part to play in regeneration and growth and as a collective of volunteer governors, we are passionate about its role and position within the Borough and the opportunities this presents.'



Being a governor is an important and rewarding role. Governors meet the Principal and Senior Leaders once a month to update on the key areas of College Business. They also meet with other colleagues and learners as part of a wider monitoring and engagement remit.

The Governing Body has the overall responsibility of ensuring the College performs in accordance with its contract, which is held by the Local Authority, Southend Borough Council.

Collectively, governors contribute their professional and general skills and knowledge in partnership with the Principal and Senior Leaders to the benefit of the College.

Governors bring their own individual strengths and expertise and the role doesn't necessarily require specialist education knowledge. The College works with a wide range of businesses and stakeholders and representation from different sectors is welcome.

In accordance with the Department for Education's Governance Handbook, the Governing Body is responsible for:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding Senior Leaders to account for the educational performance of the organisation and its learners, and the performance management of staff; and
- Overseeing the financial performance of the organisation and making sure its money is well spent

Being a governor takes up a certain amount of time, which is needed to review key documents, analyse data, conduct visits and attend meetings. Training and support are provided on all aspects of the role, and an experienced clerk is on hand to provide guidance and assist in the governance process.

If you are interested and want to find out more, please do get in touch using the following email address: [SACC@southend-adult.ac.uk](mailto:SACC@southend-adult.ac.uk). Thank you.

## Term Dates 2020–21

Some courses run during half term and college breaks, please confirm with your tutor. Please do not book any holidays until the examination dates for your course have been provided as it will not be possible to re-schedule these dates to accommodate your holiday arrangements.

Wednesday 2 September 2020	Courses Start
Monday 26 October – Friday 30 October 2020	Half Term Please note our Belfairs centre is closed for two weeks in October for half term. 26/10/20 – 06/11/20
Monday 21 December 2020 – Monday 4 January 2021	Christmas & New Year Break
Monday 15 February – Friday 19 February 2021	Half Term
Monday 29 March 2021 – Friday 9 April 2021	Easter Break
Monday 3 May 2021	College Closed – Bank Holiday
Monday 31 May 2021	College Closed – Bank Holiday
Monday 31 May – Friday 4 June 2021	Half Term
Wednesday 21 July 2021	End of Term

During half term breaks, the College is still open for enquiries and enrolments during the day unless it is a public or bank holiday when it will be closed.





# Get Social!

Follow us on social media  
and join the conversation...

southend adult  
community college

## Don't Miss Out!

Join the Southend Adult Community College online Community. Get the latest news, events, course discounts and opportunities on our website and Social Media.

- Keep up-to-date with course discounts and promotions
- Stay in touch with what's going on around the College
- Get involved and have your say
- Find out about College events and Alumni activities



Southend Adult Community College



SouthendACC #ChangeStartsHere



SouthendACC



Southend Adult Community College



Southend Adult Community College



Southend Adult Community College –  
Arts and Wellbeing



## 1 College, 3 locations



[www.southend-adult.ac.uk](http://www.southend-adult.ac.uk) | 01702 445700

1

### Southchurch Centre

Southend Adult Community College  
Ambleside Drive, Southend-on-Sea,  
Essex, SS1 2UP

General information: 01702 445700  
Email: [sacc@southend-adult.ac.uk](mailto:sacc@southend-adult.ac.uk)

Reception opening hours:  
Monday to Wednesday: 9am – 8pm  
Thursday: 9am – 4:30pm  
Friday: 9am – 4pm

2

### Westcliff Centre

Southend Adult Community College  
Westcliff Centre, Specialist Centre for Learners  
with Learning Difficulties and Disabilities,  
224 Prittlewell Chase, Westcliff-on-Sea,  
Essex, SS0 0RT

General information: 01702 330617  
Email: [westcliff@southend-adult.ac.uk](mailto:westcliff@southend-adult.ac.uk)

Reception opening hours:  
Monday to Friday: 9:30am – 3:30pm

3

### Belfairs Centre

Southend Adult Community College  
Belfairs Centre, Belfairs Academy,  
Highlands Boulevard, Leigh-on-Sea,  
Essex, SS9 3TG

General information: 01702 445700  
Email: [belfairs@southend-adult.ac.uk](mailto:belfairs@southend-adult.ac.uk)

Reception opening hours:  
Monday, Wednesday, Thursday:  
8.30am – 3.30pm  
Tuesday – 8.30am: 3.30pm & 6pm – 9.45pm  
Friday – 8.30am – 3.30pm



# Course Guide 2020-21

**southend** adult  
community college 



**NEW**  
part time  
courses start  
throughout  
the year!

**ENROL  
NOW!**

Call us on 01702 445700 or visit: [www.southend-adult.ac.uk](http://www.southend-adult.ac.uk)