

Welcome to a new term!

There have been lots of changes and challenges for us all over the past few months, not least here at Adult Education. We had to say a sad goodbye to Rivers Centre in September which has now closed permanently but we are glad to say that we do have a new base at MKPDC in Galley Hill, which we share with MK Council's Learning and Development Team.

In response to these recent challenges we have introduced more online learning to our curriculum to ensure that you can still access the courses you need. There is a wide variety available from each of our curriculum areas; IT and Digital Media, Family Learning, Arts and Wellbeing, Youth, Languages and Maths, English and ESOL.

For more information and to enrol please visit our website: www.milton-keynes.gov.uk/courses

Email: communitylearning.mk@milton-keynes.gov.uk

For General enquiries call: 01908 254070



Community Learning MK

Arts, Craft and Design – Enrolment line: 01908 252083

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY/S	START TIME	END TIME	COURSE LENGTH	TUITION FEE	CONCESSIONS	DESCRIPTION
ACC00431	Art Skills -Drawing and Painting	MKPDC Galley Hill	14/01/2021	Th	10:00	12:00	10 wks	£200	20% off	New media and confidence building for learners with a little experience
ACC00421	How to Draw	MKPDC Galley Hill	14/01/2021	Th	12:30	14:30	10 wks	£200	20% off	A structured introduction to drawing for beginners
ACC00501	Introduction to Oil Painting	MKPDC Galley Hill	06/03/2021	Sa	10:00	16:00	1 day	£60	No concessions	An introduction to this fascinating medium - for beginners and those who wish to refresh their knowledge
ACC00371	Stained Glass for Beginners and Improvers	MKPDC Galley Hill	12/01/2021	Tu	09:30	11:30	10 wks	£200	20% off	Learn how to work with 'cool' glass, designing and making your own creations. Mixed level
ACX00460	An Introduction to Stained Glass	MKPDC Galley Hill	20/02/2021	Sa	10:00	16:00	1 day	£60	No concessions	Cut and join glass safely to create a small, traditional panel or copper foil sun catcher
ACX00510	Introduction to Wet Felting	MKPDC Galley Hill	13/03/2021	Sa	10:00	16:00	1 day	£60	No concessions	Create a decorative and/or practical item on this fun introduction to wet felting (A fee of £10 to cover the cost of materials is payable directly to the tutor on the day)
ACC00161	Dressmaking - Beginners and Improvers	TBC	22/01/2021	Fr	12:30	14:30	8 wks	£160	20% off	How to use a simple commercial pattern to make a garment of your choice. You will need basic knowledge of how to use a sewing machine
ACC00351	Machine Sewing Beginners	TBC	11/01/2021	Mo	10:00	12:00	5 wks	£100	20% off	Simple practical projects for those new to using a sewing machine
ACC00451	Machine Sewing Beginners	TBC	22/02/2021	Mo	10:00	12:00	5 wks	£100	20% off	Simple practical projects for those new to using a sewing machine
ACX00520	Make a Garment in a Day	TBC	20/03/2021	Sa	10:00	16:00	1 day	£60	No concessions	Make a simple garment in a day using a sewing machine
ACC00381	Watercolour Intermediate	MKPDC Galley Hill	13/01/2021	We	09:30	11:30	10 wks	£200	20% off	New themes and approaches for learners moving on from Improvers
ACC00391	Watercolour Improvers	MKPDC Galley Hill	13/01/2021	We	12:30	14:30	10 wks	£200	20% off	For learners moving on from Watercolour Beginners
ACC00401	Watercolour Beginners	MKPDC Galley Hill	13/01/2021	We	15:00	17:00	10 wks	£200	20% off	For learners with some drawing experience: develop basic skills in this delightful medium
ACC00471	Acrylic Painting	Online	12/01/2021	Tu	09:30	11:30	10 wks	£120	20% off	For learners with some painting knowledge and basic skills in drawing
ACC00481	Watercolour Painting	Online	12/01/2021	Tu	13:00	15:00	10 wks	£120	20% off	For learners who have some knowledge and skills in drawing and working with watercolour
ACC00441	Acrylic Painting for Beginners	MKPDC Galley Hill	13/02/2021	Sa	10:00	16:00	1 day	£60	No concessions	A structured introduction to the joy of acrylic painting for beginners
ACX00440	Watercolour for All	Online	14/01/2021	Th	19:00	20:00	5 wks	£40	No concessions	Learn a range of watercolour styles and techniques
ACX00450	Watercolour for All	Online	25/02/2021	Th	19:00	20:00	5 wks	£40	No Concessions	Learn a range of watercolour styles and techniques
ACC00211	Creative Writing - Novel Writing for Beginners	Online	20/01/2021	We	19:00	21:30	8 wks	£120	20% off	All you need to know about novel writing but were afraid to ask

Smile:)MK supports adults aged 19+ with mild to moderate depression, anxiety and sleep difficulties with a programme of wellbeing-focused courses. Smile:)MK courses give you the time and space to focus on you. All courses are free to anyone aged 19+ regardless of income. Enrolment line: 01908 252083

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY/S	START TIME	END TIME	COURSE LENGTH	TUITION FEE	CONCESSIONS	DESCRIPTION
SMC00111	Relaxation Through Mindfulness	Online	20/01/2021	We	19:00	20:30	8 wks	£0	£0	Learn Mindfulness techniques to help you relax
SMC00091	Stress and Anxiety Management	Online	12/01/2021	Tu	13:00	14:30	5 wks	£0	£0	Recognise what your stress triggers are and develop strategies for overcoming them
SMC00101	Stress and Anxiety Management	Online	12/01/2021	Tu	19:00	20:30	5 wks	£0	£0	Recognise what your stress triggers are and develop strategies for overcoming them
SMC00171	Stress and Anxiety Management	Online	23/02/2021	Tu	13:00	14:30	5 wks	£0	£0	Recognise what your stress triggers are and develop strategies for overcoming them
SMC00181	Stress and Anxiety Management	Online	23/02/2021	Tu	19:00	20:30	5 wks	£0	£0	Recognise what your stress triggers are and develop strategies for overcoming them
SMC00051	Managing Anger	Online	25/01/2021	Mo	10:00	11:30	3 wks	£0	£0	Recognising, understanding and working with anger
SMC00131	Managing Anger	Online	10/03/2021	We	10:00	11:30	3 wks	£0	£0	Recognising, understanding and working with anger
SMC00161	Understanding Sleep and Dreams	Online	25/01/2021	Mo	19:00	20:30	3 wks	£0	£0	Learn effective sleep strategies and how to understand your dreams
SMC00061	Understanding Sleep and Dreams	Online	08/03/2021	Mo	19:00	20:30	3 wks	£0	£0	Learn effective sleep strategies and how to understand your dreams
SMC00141	Building a Resilient Mindset	Online	11/01/2021	Mo	13:00	14:30	5 wks	£0	£0	Build resilience to help you deal with the challenges of life
SMC00311	Building a Resilient Mindset	Online	24/02/2021	We	13:00	14:30	5 wks	£0	£0	Build resilience to help you deal with the challenges of life
SMC00011	Restart with Art	MKPDC Galley Hill	12/01/2021	Tu	12:30	14:30	10 wks	£0	£0	Improve your wellbeing through creativity
SMC00301	Art for Wellbeing	MKPDC Galley Hill	15/01/2021	Fr	10:00	12:00	10 wks	£0	£0	Improve your wellbeing through creativity
SMC00281	Art Journalling	Online	13/01/2021	We	10:00	12:00	5 wks	£0	£0	Improve your wellbeing through creativity
SMC00321	Art and Mindfulness	Online	24/02/2021	We	10:00	12:00	5 wks	£0	£0	Explore the relationship between creativity and mindfulness
SMC00241	Meditation and Relaxation	Online	12/01/2021	Tu	18:00	19:30	5 wks	£0	£0	Learn relaxation and meditation techniques to help you cope with anxiety and negative thought patterns
SMC00251	Meditation and Relaxation	Online	23/02/2021	Tu	18:00	19:30	5 wks	£0	£0	Learn relaxation and meditation techniques to help you cope with anxiety and negative thought patterns

Flexible Learning

Computer Skills - Flexible Learning

Flexible learning means you can start anytime and learn around your home, work or care commitments.

For more details phone: **01908 556738**

Tuesday 9.30 – 12.00pm @ CMK Library

Need to develop/refresh your skills and gain a certificate to help with employment?

We offer iTQ Entry 3 and Level 1 Awards. If you are in receipt of income based benefits you may be entitled to a concession (see concessions)

iTQ Entry Level 3 Award for IT Users £35

iTQ Level 1 Award for IT Users
£280/£35 concession

Need to use a computer at home for your own projects?

For absolute beginners and learners with some experience - you can enrol on bitesize courses tailored to your needs. Work through modules at your own pace with support from your tutor.

Bitesize course

£48 per 4 week module/20% off for concessions

- Get to know the basics
- Introduction to Spreadsheets
- PowerPoint Presentations
- Getting started with Email
- Upload your photos and Edit
- Touchscreens – iPads and iPhones
- Online – an Introduction
- Working with Table in MSWord



Opening Times
Monday to Friday 9am to 4.30pm



Community Learning MK Adult Education

Course Listings - Spring Term 2021

Milton Keynes Council
Adult Education, Community Learning MK
Youth and Community, MKPDC, Galley Hill, Milton Keynes, MK11 1PA
communitylearning.mk@milton-keynes.gov.uk

M19167

www.milton-keynes.gov.uk/courses



Languages Enrolment line: 01908 556740

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY/S	START TIME	END TIME	COURSE LENGTH	TUITION FEE	CONCESSIONS	DESCRIPTION
LAC00704	German - Next Steps	Online	14/01/2021	Th	19:00	21:00	10 wks	£120	20% off	This course is for learners who have completed the First Steps course, or one term of tuition, and are working at Level 1 or 2
LAC00705	German - Improvers Year One	Online	12/01/2021	Tu	19:00	21:00	10 wks	£120	20% off	This course is for learners who have completed the first term of Improvers Year One, or four terms of tuition, and are working at Level 4
LAC00706	German - Intermediate Year One	Online	11/01/2021	Mo	19:00	21:00	10 wks	£120	20% off	This course is for those who have been learning for three to four years and are working at Levels 7 to 9
LAC00707	German - Upper Intermediate	Online	14/01/2021	Th	12:00	14:00	10 wks	£120	20% off	This course is for those who have been learning for four years or more and wish to move towards Advanced level
LAX00708	German - Advanced	Online	13/01/2021	We	19:00	21:00	10 wks	£160	No concession	This course is for those who have been learning for four years or more, are developing all four skills and their grammatical knowledge, and are working at Levels 10 to 12 and above
LAC00709	Spanish - First Steps	Online	12/01/2021	Tu	19:00	21:00	10 wks	£120	20% off	A ten-week course for absolute beginners
LAC00710	Spanish - Next Steps	Online	11/01/2021	Mo	19:00	21:00	10 wks	£120	20% off	This course is for learners who have completed the First Steps course, or one term of tuition, and are working at Level 1 or 2
LAC00732	Spanish - Improvers Year One	Online	11/01/2021	Mo	19:00	21:00	10 wks	£120	20% off	This course is for learners who have completed the first term of Improvers Year One, or four terms of tuition, and are working at Level 4
LAC00712	Spanish - Improvers Year Two	Online	11/01/2021	Mo	19:00	21:00	10 wks	£120	20% off	This course is for learners who have completed the first term of Improvers Year Two, or seven terms of tuition, and are working at Level 5 to 6
LAC00713	Spanish - Intermediate	Online	11/01/2021	Mo	19:00	21:00	10 wks	£120	20% off	This course is for those who have been learning for three to four years and are working at Levels 7 to 9
LAC00714	Half-day Spanish for Beginners - Part One	Online	06/02/2021	Sa	10:00	13:00	1 day	£26	20% off	Part One of two half-days Spanish course for absolute beginners. Part Two is on 13 February
LAC00715	Half-day Spanish for Beginners - Part Two	Online	13/02/2021	Sa	10:00	13:00	1 day	£26	20% off	Part Two of two half-days Spanish course for absolute beginners. Part One is on 6 February
LAC00716	Italian - First Steps	Online	11/01/2021	Mo	19:00	21:00	10 wks	£120	20% off	A ten-week course for absolute beginners
LAC00717	Italian - Next Steps	Online	12/01/2021	Tu	19:00	21:00	10 wks	£120	20% off	This course is for learners who have completed the First Steps course, or one term of tuition, and are working at Level 1 or 2
LAC00718	Italian - Improvers Year One	Online	14/01/2021	Th	19:00	21:00	10 wks	£120	20% off	This course is for learners who have completed three terms of tuition, and are working at Levels 3 to 4
LAC00719	Italian - Improvers Year Two	Online	11/01/2021	Mo	19:00	21:00	10 wks	£120	20% off	This course is for learners who have completed one term of Improvers Year Two, or seven terms of tuition, and are working at Levels 5 and 6
LAC00720	Italian - Advanced Intermediate	Online	12/01/2021	Tu	19:00	21:00	10 wks	£120	20% off	This course is for learners who have been learning Italian for three to four years and have reached a minimum of Intermediate level (Levels 7 to 9)
LAC00733	Greek - Intermediate	Online	12/01/2021	Tu	19:00	21:00	10 wks	£120	20% off	This course is for those who have been learning for three to four years and are working at Levels 7 to 9
LAC00722	Half-day Chinese for Beginners - Part One	Online	30/01/2021	Sa	10:00	13:00	1 day	£26	20% off	Part One of a two half-days Chinese course for absolute beginners. Part Two is on 13 February
LAC00723	Half-day Chinese for Beginners - Part Two	Online	13/02/2021	Sa	10:00	13:00	1 day	£26	20% off	Part Two of a two half-days Chinese course for absolute beginners. Part One is on 30 January
LAC00724	Half-day Chinese for Improvers - Part One	Online	23/01/2021	Sa	10:00	13:00	1 day	£26	20% off	Part One of a two half-days Chinese course for Improvers. Part Two is on 6 February
LAC00725	Half-day Chinese for Improvers - Part Two	Online	06/02/2021	Sa	10:00	13:00	1 day	£26	20% off	Part Two of a two half-days Chinese course for Improvers. Part One is on 23 January
LAC00726	Mandarin Chinese - First Steps	Online	25/02/2021	Th	19:00	21:00	5 wks	£60	20% off	A five-week course for beginners
LAC00727	Mandarin Chinese - Improvers Year One	Online	23/02/2021	Tu	19:00	21:00	5 wks	£60	20% off	This course is for learners who have completed two terms of Improvers Year One, or four to five terms of tuition, and are working at Levels 4 to 5
LAC00728	Japanese - Advanced Intermediate	Online	12/01/2021	Tu	19:00	21:00	10 wks	£120	20% off	This course is for learners who have been learning Japanese for three to four years and have reached a minimum of Intermediate level (Levels 7 to 9)
LAC00729	Russian - Improvers Year One	Online	12/01/2021	Tu	19:00	21:00	10 wks	£120	20% off	This course is for learners who have completed the Moving on to Improvers course, or three terms of tuition, and are working at Level 3
LAC00730	British Sign Language - Next Steps	Online	11/01/2021	Mo	18:30	20:30	10 wks	£120	20% off	This course is for learners who have completed the First Steps course, or one term of tuition
LAC00731	Lip-reading - Mixed level	Online	14/01/2021	Th	19:00	21:00	10 wks	£120	20% off	This course is for beginners and those who have some prior knowledge. A 20% concession is available for the deaf and carers of the deaf

Family Learning

We offer a huge variety of online courses within Family Learning. Some are being delivered live via Zoom, while others are pre-recorded and available to access via our Moodle platform. Most of our courses also come with a supporting resource pack which is sent in the post when you enrol.

We have some familiar courses coming up such as Sound Start, Reading with Your Child, Language and Play and Story Sacks. We also have some new exciting courses including our Virtual Preschool, Family Fortunes and Winter Wellbeing and we are currently preparing our fun and exciting Christmas sessions too.

Please keep an eye on our Family Learning MK Facebook page where we will soon have our new Family Learning brochure available. You can also email Nicola.skelton@milton-keynes.gov.uk or call 01908 556714 to request a digital copy.



Concessions

Can I claim a concession?

If you are unemployed and/or claiming certain benefits or on an income of less than £17,004.00 (based on 37.5 hours per week) you may be entitled to a concession on certain courses unless "no concession" is indicated.

Please note, if you are aged 65 or over you do not automatically qualify for a concession unless you are claiming certain benefits please see our fee policy on our website for details.

IT and Digital Media – Enrolment line: 01908 556738

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY/S	START TIME	END TIME	COURSE LENGTH	TUITION FEE	CONCESSIONS	DESCRIPTION
ITX00011	Excel Beginners	CMK Library	27/02/2021	Sa	10:00	16:00	1 day	£60	No concessions	An introduction to Excel. Learn to use spreadsheets and simple formulae
ITX00021	Excel Improvers	CMK Library	20/03/2021	Sa	10:00	16:00	1 day	£60	No concessions	More features of Excel - including database functions
ITX00031	Build your own Website (using WordPress)	CMK Library	13/03/2021	Sa	10:00	16:00	1 day	£60	No concessions	Design and build your own website using free software
ITA00041	Digital Skills iTQ Level 3 Award	CMK Library	11/01/2021	Mo	18:30	21:00	10 wks	£35	No concessions	Ideal for anyone with little or no experience of computers. First steps in understanding IT
ITA00051	Digital Skills - Over 65s	MKPDC Galley Hill	23/02/2021	Tu	13:00	15:00	4 wks	£0	£0	Improve your digital skills in a relaxed atmosphere

Professional Skills and Qualifications – Enrolment line: 01908 556738

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY/S	START TIME	END TIME	COURSE LENGTH	TUITION FEE	CONCESSIONS	DESCRIPTION
EPA00021	Employability and Digital Skills Level 1 Award	MKPDC Galley Hill	13/01/2021	We	12:30	14:30	10 wks	£0	£0	Aimed at anyone who wants to use IT to live a more independent life, progress in education and/or employment prospects
EPC00011	Employability with Childcare - Induction	MKPDC Galley Hill	15/12/2020	Tu	13:00	14:30	1 day	£0	£0	This 2 hour taster session will include information about the 10 week Award. There will be a short assessment to ensure this is the right course for you
EPA00011	Employability with Childcare Level 1 Award	Online	05/01/2021	Tu	09:30	11:30	10 wks	£0	£0	This 10 week course will develop both childcare and employability skills, with the potential for progression on to a Level 2 childcare qualification
PTC00011	Support Work in Schools Award - Induction	MKPDC Galley Hill	07/12/2020	Mo	09:30	12:30	1 day	£0	£0	A session to introduce the Level 2 Award for Support Work in Schools
PTA00011	Support Work in Schools Level 2 Award	MKPDC Galley Hill	07/01/2021	Th	09:30	12:30	16 wks	£350	£0	This course will support you in gaining the knowledge and understanding required to work in a school as a teaching assistant

Business Skills – Enrolment line: 01908 556740

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY/S	START TIME	END TIME	COURSE LENGTH	TUITION FEE	CONCESSIONS	DESCRIPTION
BUX00700	Starting up a Small Business	Online	05/02/2021	Sa	10:00	13:00	1 day	£26	No concession	All you need to know about the viability of your new business idea, finding customers, marketing, business plans, financials, HMRC requirements and what help is available
BUX00701	Develop your own Small Business	Online	19/03/2021	Sa	10:00	13:00	1 day	£26	No concession	This course is for those who wish to develop their small business to be a successful company with meaningful profits

Youth Provision – Enrolment line: 01908 556738

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY/S	START TIME	END TIME	COURSE LENGTH	TUITION FEE	CONCESSIONS	DESCRIPTION
EPA00201	First Steps to Employment	CMK Library	18/01/2021	Mo/Tu/We	09:30	16:30	5 wks	£0	£0	This course is for young people 16-18 who are unsure of their next steps or who have been away from education for some time
EPA00401	Getting Ready for Employment	CMK Library	01/03/2021	Mo/Tu/We	09:30	16:30	4 wks	£0	£0	Supporting young people 16-18 in building personal and work skills to progress into education or employment

Youth Provision

The programmes delivered by CLMK Youth Curriculum are designed to help young people become better prepared for future employment.

Whatever the grades achieved at school or college, the CLMK Employability programmes can offer certified educational progression for young people.

Spring Term Dates 2021

Monday 4 January - Saturday 27 March 2021

(Half term holiday Monday 15 - Saturday 20 February 2021)

English, Maths and ESOL

We offer English and maths at both Functional Skills and GCSE levels.

ESOL courses cover three topics: Speaking and Listening is one topic with Reading and Writing taught as two separate topics, each with an exam.

Courses run throughout the year but before enrolling you will need to take a skills-check to make sure that you start at the right level. To find out more email communitylearning.mk@milton-keynes.gov.uk or call 01908 556737