

Community Learning MK Adult Education

Course Listings
Winter/Spring 2023-24



www.milton-keynes.gov.uk/courses





Whether you want to learn something new, improve your skills or just take some time out for yourself we're looking forward to welcoming you into our classes. New courses will be added throughout the year so keep an eye out on our website and social media for the latest updates!

We know that things continue to be tough financially for many people right now, so if you are enrolling on an arts, crafts, language, sociology or IT course you may be entitled to a 20% discount if you are claiming benefits or those aged over 65. (You must also meet the funding eligibility criteria set out by the ESFA, find out more at www.milton-keynes.gov.uk/clmk. Classes with an asterisk (*) next to the title have no concessions/discounts available.)

To enrol visit www.milton-keynes.gov.uk/courses

For more information on any of our courses call us on **01908 556700** or email communitylearning.mk@milton-keynes.gov.uk.

Spring Term Dates

Monday 8 January to Saturday 30 March 2024

(Half term holiday Monday 19 February to Saturday 24 February)

Changes to the MK City Council payments system has led to changes in the way you pay and enrol on some courses.

When making a telephone payment, you will now be transferred to a secure automated service; once your transaction has been completed, you will receive confirmation of your enrolment.

From December 2023 online enrolments for fee paying courses will be suspended temporarily and you will need to 'Enquire' about a course before being contacted for payment using the automated telephone service and subsequent enrolment.

We apologise for the inconvenience and will revert to online payments and enrolments as quickly as possible.

ESOL – English for Speakers of Other Languages

Community Learning MK offers a wide variety of ESOL courses to suit all levels and abilities.

ESOL courses are for people living in the UK whose first language is not English. Courses run for 12 weeks and cover the core skills of speaking and listening, reading and writing. Each course ends with an exam. We offer courses at levels ranging from Elementary (Entry 1) to Advanced (Level 2).

We also run numerous Talk English sessions available throughout the week. These are for adults who wish to start their ESOL journey.

To register your interest and/or find out more, email:
communitylearning.mk@milton-keynes.gov.uk.

www.milton-keynes.gov.uk/courses

Digital Skills

Improve your IT Skills.

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY AND TIMES	COURSE LENGTH	FEE
ITA00051	Digital Skills - Over 55s	CLMK Learning Centre	29 Feb	Thursday 1pm-3pm	5 wks	£0
	Improve your digital skills in a relaxed atmosphere.					
ITC00051	Excel an Introduction	CLMK Learning Centre	1 Mar	Friday 10am-3pm	1 day	£60
	Learn the basics of spreadsheets and simple formulae.					
ITC00061	Excel Improvers	CLMK Learning Centre	15 Mar	Friday 10am-3pm	1 day	£60
	More features of Excel - including database functions and customising charts and graphs.					
ITC00011	Getting Started with Computers	CLMK Learning Centre	16 Jan	Tuesday 12.45pm-2.45pm	4 wks	£0
	FULL – contact us to go on the waiting list or to find out when the class runs again.					
ITC00021	Next Steps with Computers	CLMK Learning Centre	27 Feb	Tuesday 12.45pm-2.45pm	4 wks	£0
	FULL – contact us to go on the waiting list or to find out when the class runs again.					
ITC00031	Getting started with Microsoft Office	CLMK Learning Centre	4 Mar	Monday 12.30pm-2.30pm	4 wks	£0
	FULL – contact us to go on the waiting list or to find out when the class runs again.					

Community Employment Service

Are you looking for work? Our Community Employment Service can help support you into work, offering practical help and advice to identify your skills and provide information about local vacancies and training opportunities.

These free sessions take place across Milton Keynes and online and can be one to one or as part of a group.

Whether you need help creating your CV, preparing for interviews, improving your confidence or to gain skills through work-related training courses, we can help.

For more information call **01908 252323** or email **nep@milton-keynes.gov.uk**.



Employability and Qualifications

Free courses for anyone looking to get into work or improve their employment prospects.
(Residency and employment restrictions apply. Courses with an asterisk (*) next to the title have no fee reduction available.)

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY AND TIMES	COURSE LENGTH	FEE
EPA02210	City & Guilds Level 1 in ICT with Employability skills	CLMK Learning Centre	17 Jan	Wednesday 10am-12pm	10 wks	£0
	Gain experience of computers and using various software packages. Start with the basics and develop digital skills required to use spreadsheets and complete an IT project.					
EPA02410	ICT skills for the Workplace	CLMK Learning Centre	17 Jan	Wednesday 1pm-3pm	10 wks	£0
	Improve your skills for working in an office, Level 2 equivalent.					
PTC00014	Introduction to Working in a School	Church of Christ the Cornerstone	8 Jan	Monday 9.30am-12pm	4 wks	£0
	An opportunity to learn about working in a school and the skills and knowledge required.					

Employability and Qualifications Continued ...

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY AND TIMES	COURSE LENGTH	FEE
PTC00015	Introduction to Working in a School An opportunity to learn about working in a school and the skills and knowledge required.	CLMK Learning Centre	4 Mar	Monday 9.30am-12pm	4 wks	£0
EPA03210	City & Guilds Level 1 Introduction to Childcare For anyone thinking about working in childcare. Develop your understanding of child development and the physical and psychological needs of children.	CLMK Learning Centre	19 Jan	Friday 9.30am-11.30am	10 wks	£0
EPA03410	Get Ready to Work in Early Years Learn more about the Early Years Practitioner qualification.	Church of Christ the Cornerstone	15 Jan	Monday 9.30am-12.30pm	1 day	£0
EPA03510	Level 2 Diploma for the Early Years Practitioner A qualification for anyone looking to work in an Early Years setting, you must attend the Get Ready session before joining.	Church of Christ the Cornerstone	22 Jan	Monday 9.30am-12.30pm	32 wks	£0
PTC00011	Support Work in Schools Award Level 2 Assessment Session Learn more about the Support Work in Schools qualification.	CLMK Learning Centre	15 Feb	Thursday 1pm-3pm	1 day	£0
PTC00012	Support Work in Schools Award Level 2 Assessment Session Learn more about the Support Work in Schools qualification.	CLMK Learning Centre	22 Feb	Thursday 9.30am-12pm	1 day	£0
PTC00031	Support Work in Schools Award Level 2 Assessment Session Learn more about the Support Work in Schools qualification.	CLMK Learning Centre	28 Feb	Wednesday 9.30am-12pm	1 day	£0
PTA00110	Support Work in Schools Award Level 2 This course will teach the skills and knowledge required to become a support worker/teaching assistant in schools, you must attend an assessment session before joining.	CLMK Learning Centre	7 Mar	Thursday 9.30am-12.30pm	16 wks	£0
PTA00190	Award in Education and Training Level 3* For those who work or want to work as teachers/trainers in the further education and skills sector, no concessions available.	MKCC Civic Offices	27 Feb	Tuesday 6-9pm	15 wks	£350
EPA04210	City & Guilds Level 1 for Working in Health and Social Care For anyone thinking about working in Health and Social Care Setting. This accredited course will support an application for paid work across the health and social care sector.	CLMK Learning Centre	17 Jan	Wednesday 1pm-3pm	10 wks	£0
EPA04410	Social Care in the Community and Healthcare improvement For anyone looking to work in social and health care within the community.	CLMK Learning Centre	18 Jan	Thursday 12.30pm-2.30pm	10 wks	£0

Employability and Qualifications Continued ...

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY AND TIMES	COURSE LENGTH	FEE
EPA08210	City & Guilds Level 1 in Enterprise and product design This qualification will introduce you to product design and marketing.	CLMK Learning Centre	19 Jan	Friday 12.30pm-2.30pm	10 wks	£0
EPA09210	BTEC Level 1 Introduction to Health and Fitness Industry -	MKCC Civic Offices	22 Jan	Monday 6pm-9pm	14 wks	£0
	Blended Study (In-person AND Online sessions) Learn more about working in health and fitness.	Online	23 Jan	Tuesday 6pm-8pm	14 wks	£0



Functional Skills and GCSE English and Maths

At Community Learning MK we offer accredited Maths and English Functional Skills qualifications ranging from Entry 3 to Level 2. To enrol on one of these courses, you will need to attend a skills-check to determine your current level of ability and ensure you are placed in the right class for you.

To book a skills-check appointment and for more information about our English and Maths offer, please email:

communitylearning.mk@milton-keynes.gov.uk

MULTIPLY

At Community Learning MK we offer FREE Multiply adult numeracy confidence classes; they are running now in your area. We offer a range of short courses to help fine tune your Maths skills including skills to manage your money better, deal with your household bills, calculate shopping discounts as well as understanding statistics that you see in the news. These courses will also help you feel more confident so you can support your children with their Maths homework.

Maybe you want to prepare and brush up your Maths so you will feel more prepared to progress onto a formal Maths qualification later?

Choose from our once-a-week courses during the day, evening or weekend, designed to suit your Maths level (up to Level 2). Start any week in our small classes.

To enrol visit www.milton-keynes.gov.uk/courses and select 'English and Maths'.

For more information contact suzanne.gibbs@milton-keynes.gov.uk.



Art and Craft

Get creative!

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY AND TIMES	COURSE LENGTH	FEE
ACX00021	Knitting for Beginners *	CLMK Learning Centre	27 Apr	Saturday 10am-4pm	1 day	£62
	Learn the mindful art of knitting (fee includes cost of materials)					
ACX00510	Introduction to Needle Felting *	CLMK Learning Centre	27 Jan	Saturday 10am-12.30pm	1 day	£32
	Create a small brooch using this fascinating technique (fee includes cost of materials)					
ACX00550	Introduction to Crewel Embroidery *	CLMK Learning Centre	10 Feb	Saturday 10am-4pm	1 day	£62
	An introduction to this beautiful embroidery technique (fee includes cost of materials)					

Art and Craft Continued ...

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY AND TIMES	COURSE LENGTH	FEE
ACX00200	Japanese Sashiko for Beginners * Learn the art of visible stitching and mending (fee includes cost of materials)	CLMK Learning Centre	2 Mar	Saturday 10am-12.30pm	1 day	£32
ACX00520	Slow Stitching – Creative Hand Embroidery * Create beautiful motifs using a variety of embroidery stitches (fee includes cost of materials)	CLMK Learning Centre	23 Mar	Saturday 10am-12.30pm	1 day	£32
ACX00030	Handmade Books for Beginners * Make your own small book to keep or give as a gift (fee includes cost of materials)	CLMK Learning Centre	20 Apr	Saturday 10am-4pm	1 day	£62
ACC00681	Machine Sewing - Improvers For those who have completed Machine Sewing Beginners and/or who already have basic machine sewing skills.	Oakgrove School	28 Feb	Wednesday 7pm-9pm	5 wks	£80
ACC00711	Dressmaking - Pattern Cutting Improvers Develop your pattern cutting skills. For those who have completed Pattern Cutting Beginners.	Oakgrove School	29 Feb	Thursday 7pm-9pm	5 wks	£80
ACC00510	Weaving for Beginners* A fun and immersive day of weaving for beginners.	CLMK Learning Centre	3 Feb	Saturday 10am-4pm	1 day	£62
ACC00611	Weaving for Beginners* A fun and immersive day of weaving for beginners.	CLMK Learning Centre	16 Mar	Saturday 10am-4pm	1 day	£62
ACC00211	Creative Writing - Beginners A beginner's guide to creative writing, giving you the tools to write novels, short stories or flash fiction.	Oakgrove School	1 May	Wednesday 6.30pm-9pm	8 wks	£160
ACC00671	Art Skills Improvers - Drawing and Painting Continue to develop your drawing and painting skills using different media.	MK Gallery	23 Jan	Tuesday 12.30pm-3pm	8 wks	£160
ACC00191	Painting in Oils Mixed level course, for complete beginners and those who have some experience.	MK Gallery	26 Jan	Friday 12.30pm-3pm	8 wks	£160
ACC00110	Watercolour Improvers For anyone who has some experience of using watercolour and would like to develop their skills further.	Westbury Arts Centre	24 Jan	Wednesday 9.30am-12pm	8 wks	£160
ACC00381	Project Based Watercolour Painting - Intermediate/Advanced Guided project-based course, for those who have completed one or more terms at Intermediate level.	MK Gallery	23 Jan	Tuesday 9.30am-12pm	8 wks	£160
ACC00371	Stained Glass - Beginners/Improvers Learn how to work with glass, designing and making your own creations using lead came or copper foil.	Oakgrove School	25 Jan	Thursday 6.30pm-9pm	8 wks	£160

Art and Craft Continued ...

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY AND TIMES	COURSE LENGTH	FEE
ACC00461	Stained Glass - Copper Foiled Sun Catchers	Oakgrove School	2 Mar	Saturday 10am-4pm	1 day	£48
	Make a stained glass sun catcher as a gift for yourself or a loved one.					
ACC00351	Machine Sewing - Beginners	Oakgrove School	17 Jan	Wednesday 7pm-9pm	5 wks	£80
	FULL – contact us to go on the waiting list or to find out when the class runs again.					
ACC00161	Dressmaking - Beginners	Oakgrove School	11 Jan	Thursday 7pm-9pm	6 wks	£96
	FULL – contact us to go on the waiting list or to find out when the class runs again.					
ACC00721	Dressmaking - Improvers	Oakgrove School	15 Jan	Monday 7pm-9pm	10 wks	£160
	FULL – contact us to go on the waiting list or to find out when the class runs again.					



www.milton-keynes.gov.uk/CLMK

Courses for People with Additional Support Needs

Through our Supported Employment scheme, we have a range of courses for those with a learning disability who want to learn at a pace more suited to their needs.

Courses include Autism Social Skills, Support into Employment and Further Support into Employment.

For more information, please email:

communitylearning.mk@milton-keynes.gov.uk

Sociology

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY AND TIMES	COURSE LENGTH	FEE
LEC00011	Crime Studies	Church of Christ the Cornerstone	23 Jan	Tuesday 10.30am-12.30pm	4 wks	£64
Explore crime in society, debates in crime and punishment, explanations and solutions to crime case studies, crime impacts and consequences.						



Young People's Careers Information, Advice and Guidance

We offer a free and confidential service for young people in Milton Keynes aged 16-19 (up to 25 for care leavers and young people who have special educational needs and or a disability) who are not in education, employment, or training. Our aim is to support young people to understand the options open to them to help them make realistic and informed choices. We offer impartial advice on:

- Career pathways
- Education and training courses
- Traineeships and apprenticeships
- Help with looking and applying for jobs
- CV writing and employability skills

Contact us on **01908 254410** or email **youth@milton-keynes.gov.uk**.



Languages

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY AND TIMES	COURSE LENGTH	FEE
LAC00710	Spanish – Next Steps	MKCC Civic Offices	18 Jan	Thursday 7pm-8.30pm	10 wks	£120
	This course is for learners who have completed Spanish Beginners, or one term of tuition.					
LAC00713	Spanish - Intermediate	MKCC Civic Offices	16 Jan	Tuesday 7pm-9pm	10 wks	£160
	This course is for learners who have completed Spanish Improvers and feel ready to move on.					
LAC00706	German – Intermediate /Upper Intermediate	Online	18 Jan	Thursday 1.30pm-3.30pm	10 wks	£160
	This course is for those who have been learning at Intermediate level for at least a year.					
LAC00391	Italian - Beginners	MKCC Civic Offices	15 Jan	Monday 7pm-8.30pm	10 wks	£120
	This course is for absolute beginners and those with a little knowledge.					
LAC00421	Italian - Next Steps	MKCC Civic Offices	16 Jan	Tuesday 7pm-8.30pm	10 wks	£120
	This course is for learners who have completed the Italian Beginners, or one term of tuition.					
LAC00717	Italian - Improvers	MKCC Civic Offices	15 Jan	Monday 7pm-8.30pm	10 wks	£120
	This course is for learners who have completed the Italian Next Steps, or two terms of tuition.					
LAC00481	Italian - Intermediate	Online	18 Jan	Thursday 7pm-9pm	10 wks	£160
	This course is for learners who have completed Italian Improvers and feel ready to move on or who are new but are at the required level.					
LAC00951	Japanese – Next Steps	MKCC Civic Offices	16 Jan	Tuesday 6.45pm-8.15pm	10 wks	£120
	For those who have completed Japanese Beginners in the autumn term and/or those with some knowledge who wish to develop further.					
LAC00901	Japanese - Improvers	MKCC Civic Offices	15 Jan	Monday 6.45pm-8.15pm	10 wks	£120
	This course is for learners who have been studying Japanese for two years or more.					

Languages Continued ...

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY AND TIMES	COURSE LENGTH	FEE
LAC00731	Lip-Reading - Improvers	MKCC Civic Offices	18 Jan	Thursday 7pm-8.30pm	10 wks	£0
This course is for those who have completed absolute beginners and those with some knowledge.						
LAC00251	Spanish - Beginners	MKCC Civic Offices	8 Jan	Monday 7pm-8.30pm	10 wks	£120
FULL – contact us to go on the waiting list or to find out when the class runs again.						
LAC00661	British Sign Language - Beginners	MKCC Civic Offices	18 Jan	Thursday 6pm-8pm	10 wks	£0
FULL – contact us to go on the waiting list or to find out when the class runs again.						
LAC00730	British Sign Language - Improvers	MKCC Civic Offices	17 Jan	Wednesday 6pm-8pm	10 wks	£0
FULL – contact us to go on the waiting list or to find out when the class runs again.						

communitylearning.mk@milton-keynes.gov.uk

Courses for Young People

At Community Learning MK we also offer programmes for young people. These are for anyone aged 16-19 years (or up to 25 for those with an Education Health Care Plan – EHCP), who is not in education, employment, or training.

The courses aim to increase confidence and communication levels and to help prepare you for future pathways into learning or employment and include:

Tuesdays and Wednesdays from 10am to 2pm at the Church of Christ the Cornerstone

Wellbeing and Life Skills: an opportunity to build confidence and resilience through wellbeing activities.

Wednesdays from 11am to 12pm at the Church of Christ the Cornerstone

Wellbeing Café: Focusing on self-care and building confidence in an informal group setting.

For more information email jayne.hobbs@milton-keynes.gov.uk.

Health and Wellbeing

Take some time for yourself and support your mental health; enrolling on any of these will also give you access to our fortnightly Wellbeing Café.

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY AND TIMES	COURSE LENGTH	FEE
SMC00191	Wellbeing for Pain Management Gives people who experience ongoing problems with pain the opportunity to explore what helps (and what doesn't).	Online	9 Jan	Tuesday 10am-11.30am	6 wks	£0
SMC00371	Less Stress, More Resilience The key ingredients to live a calmer, more resilient life. This may also benefit those who are experiencing anxiety.	Online	11 Jan	Thursday 1pm-2.30pm	8 wks	£0
SMC00461	Armchair Yoga Gentle seated yoga stretches for those with mobility issues.	Church of Christ the Cornerstone	8 Jan	Monday 1.30pm-2.30pm	10 wks	£0
SMC00061	Better Sleep Learn effective sleep strategies.	MKCC Civic Offices	12 Mar	Tuesday 6pm-8pm	1 day	£0
SMC00161	Understanding Dreams Explore your dreams and what they might mean.	MKCC Civic Offices	19 Mar	Tuesday 6pm-8pm	1 day	£0
SMC00071	Finding your way through grief Aims to bring bereaved people together to help navigate loss, through awareness and understanding. May also be useful to those who are helping others with a loss.	Church of Christ the Cornerstone	9 Jan	Tuesday 1pm-2.30pm	8 wks	£0
SMC00031	Working Towards Self Compassion Explore what self-compassion is and how you can develop yours for a happier life.	Church of Christ the Cornerstone	27 Feb	Tuesday 10am-11.30am	4 wks	£0
SMC00421	Shinrin Yoku - The Japanese Art of Treebathing Discover Shinrin Yoku - the Japanese Art of Treebathing and how nature can be used as a form of therapy.	MKCC Civic Offices	21 Mar	Thursday 9.30am-11.30am	1 day	£0
SMC00431	Hygge - the Danish Path to Happiness Give yourself a well-deserved hug and discover how to live well and be happy, the Danish way.	MKCC Civic Offices	28 Mar	Thursday 9.30am-11.30am	1 day	£0
SMC00481	Relaxation through Mindfulness FULL – contact us to go on the waiting list or to find out when the class runs again.	MKCC Civic Offices	9 Jan	Tuesday 6.30pm-8pm	8 wks	£0
SMC00791	Manifest Your Success FULL – contact us to go on the waiting list or to find out when the class runs again	MKCC Civic Offices	11 Jan	Thursday 6.30pm-8pm	8 wks	£0
SMC00551	Confident Communication FULL – contact us to go on the waiting list or to find out when the class runs again.	MKCC Civic Offices	11 Jan	Thursday 10am-11.30am	8 wks	£0

Health and Wellbeing Continued ...

COURSE CODE	COURSE TITLE	VENUE	START DATE	DAY AND TIMES	COURSE LENGTH	FEE
SMC00281	Art Journalling	Westbury Art Centre	9 Jan	Tuesday 10am-12pm	10 wks	£0
FULL – contact us to go on the waiting list or to find out when the class runs again.						
SMC00301	Art for Wellbeing	Westbury Art Centre	9 Jan	Tuesday 12.30pm-2.30pm	10 wks	£0
FULL – contact us to go on the waiting list or to find out when the class runs again.						
SMC00271	Art Journalling	Westbury Arts Centre	12 Jan	Friday 10am-12pm	10 wks	£0
FULL – contact us to go on the waiting list or to find out when the class runs again.						
SMC00261	Art for Wellbeing	Westbury Arts Centre	12 Jan	Friday 12.30pm-2.30pm	10 wks	£0
FULL – contact us to go on the waiting list or to find out when the class runs again.						
SMC00731	Textile Heaven	CLMK Learning Centre	12 Jan	Friday 1pm-3pm	10 wks	£0
FULL – contact us to go on the waiting list or to find out when the class runs again.						
SMC01000	An Introduction to Yoga Nidra	MKCC Civic Offices	14 Mar	Thursday 9.30am-11.30am	1 day	£0
FULL – contact us to go on the waiting list or to find out when the class runs again.						



www.milton-keynes.gov.uk/fee-policy

Can I claim a concession?

If you are receiving any income-based benefits or are over the age of 65 before your course starts, you can claim a 20% fee reduction on our Digital Skills, Art and Craft, Sociology and Language Courses. (Courses with an asterisk (*) next to the title have no fee reduction available.)



Family Learning MK

Our Community Learning MK, Family Learning Team offers a huge variety of FREE short courses for parents and/or carers with children under 18. These are available in Children and Family Centres, Community Centres, Libraries, and schools.

Here are some of the sessions we deliver across Milton Keynes:

Just for the grown-ups!	Supporting your child	Fun with your child
Build your confidence	Singing Sacks	Fun with Food
Wellbeing	Story Sacks	Soundstart/Make Music
Art for relaxation	Language and play	Nature Explorers
Family Fortunes	Transition to school	Children's Yoga/Active Games
Cooking on a budget	Fun with Phonics/Maths	Seasonal arts and crafts

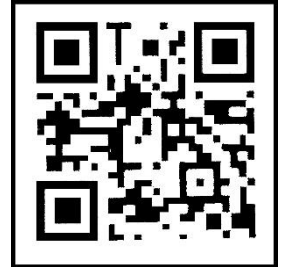
To request a Family Learning brochure please contact **nicola.skelton@milton-keynes.gov.uk** or visit **FamilyLearningMK** on Facebook.

www.milton-keynes.gov.uk/courses

Opening Times

Monday to Thursday 9.00am to 4.30pm

Friday 9.00am to 4.00pm



Milton Keynes City Council
CLMK Learning Centre
Central Milton Keynes Library
555 Silbury Boulevard
Milton Keynes
MK9 3HL

communitylearning.mk@milton-keynes.gov.uk

