

Coventry Adult Education Service

Active Learning

Courses for Adults with Learning Disabilities and Difficulties

Course
Information
2024 - 2025



2024-2025



Active Learning

There are two types of courses:

Independent Living Skills

or

Learning for Work

You must attend ALL sessions

For learners with complex support needs

Two half days

PLUS some short courses **may be** available.

You must be 19 years or over to apply and lived in the UK for the last three years.

Please note that we provide limited supervision during lunchtime.

The information in this booklet is correct at the time of printing, but may be subject to change in the event of unforeseen circumstances.

What to do next



Call 024 7697 5200 from Monday 3 June 2024
to book your interview appointment (where possible outside class time)



Choose a course and fill in the online application form*



OR Complete the application form in the centre
of the booklet and bring it to venue (Broad Street
Centre or the WEET Centre)



OR email it to: activeenrol@coventry.gov.uk



ALL INTERVIEWS
will be held at the
WEET Centre

You MUST bring ALL of the following items to interview.

- Birth certificate or passport
- Certificates
- National Insurance number
- Proof of benefits you have (ESA, JSA, WRAG, Universal Credit and any other means tested benefit).
- **Please note ALL interviews will take place at the WEET Centre, Robin Hood Road, Coventry CV3 3AN**

*If you need help to complete the online application form please ask when booking your interview

For Learners with Complex Needs

Two half days

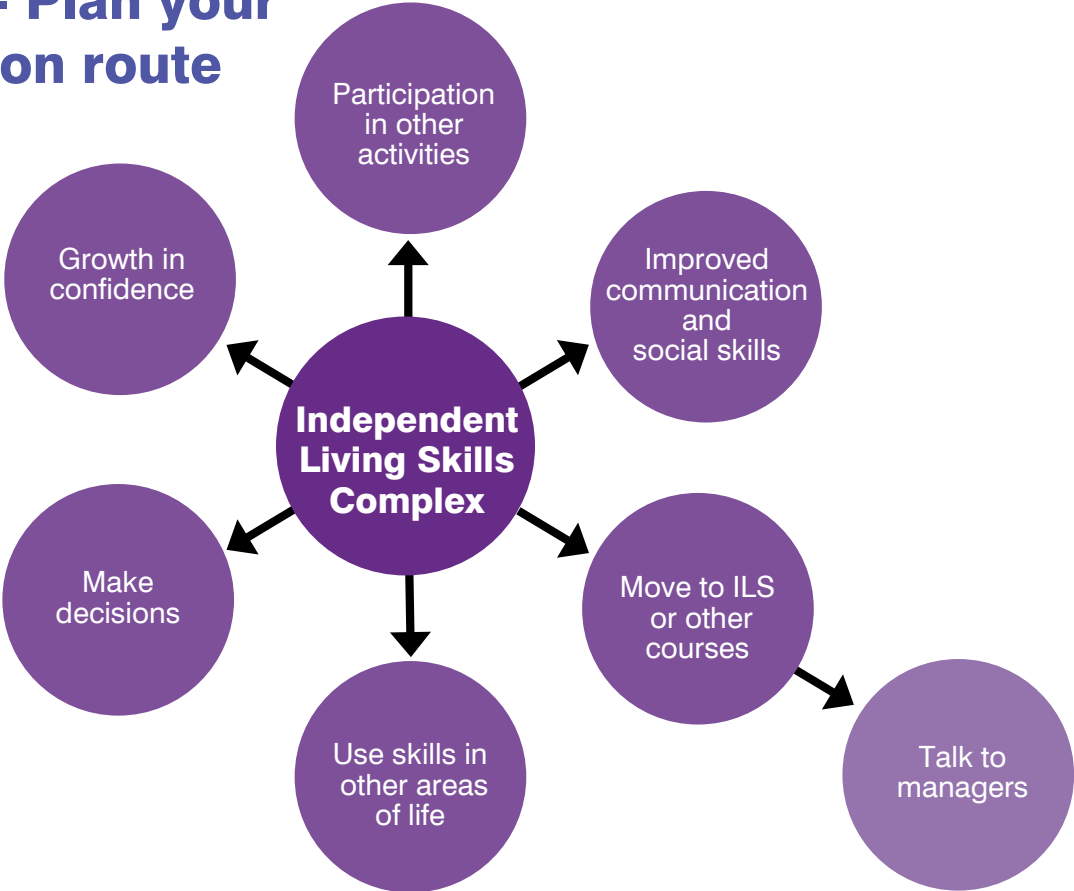
- Cooking
- Art

You will gain knowledge of how to:

- Interact with your environment
- Develop your social skills
- Develop and use your communication skills



Independent Living Skills Complex - Plan your progression route



Independent Living Skills

10.15am – 3pm

On the Independent Living Skills course you will explore skills you need to help you in your daily life. You will study **Life Skills** plus 3 of the following:

Cooking

Creative Arts and Craft

Cultural Studies

Gardening

History 

I.T.

Languages

Music

My World

Performing Arts

Life Skills

You will gain knowledge of:

- Building skills to become more independent
- Looking after yourself
- Ways to communicate
- Your environment

Entry requirements You must be willing to:

- Attend all sessions and arrive on time
- Handle a range of materials - some of the activities could be messy
- Dress appropriately
- Take part in group activities
- Participate in visits into the local community

Cooking

You will gain knowledge of how to:

- Follow a simple recipe using the right ingredients and tools safely
- Follow basic food hygiene rules
- Plan a healthy meal



Creative Arts and Craft

You will gain knowledge of how to:

- Recognise materials
- Find ways of expressing yourself through creative art
- Work with others



Cultural Studies

You will gain knowledge of:

- Other countries and cultures
- People and visitors from other cultural backgrounds
- Foods from other countries and cultures



Gardening

You will gain knowledge of how to:

- Grow plants
- Look after plants
- Work as part of a team



**You will need
an up-to-date
tetanus jab**

History **!NEW**

You will gain knowledge of:

- Ways to investigate the past
- Working with others
- British History
- Presenting those ideas to others



I.T.

You will gain knowledge of how to:

- Use a computer, iPad, laptop and digital camera
- Access the Internet
- Use a range of apps



Languages

You will gain knowledge of:

- Other languages and cultures
- Communicating in a different way



Music

You will gain knowledge of:

- Expressing yourself through music
- Working with others
- Recognising and using different instruments



My World

You will gain knowledge of:

- How your body works
- The world we live in
- Everyday science



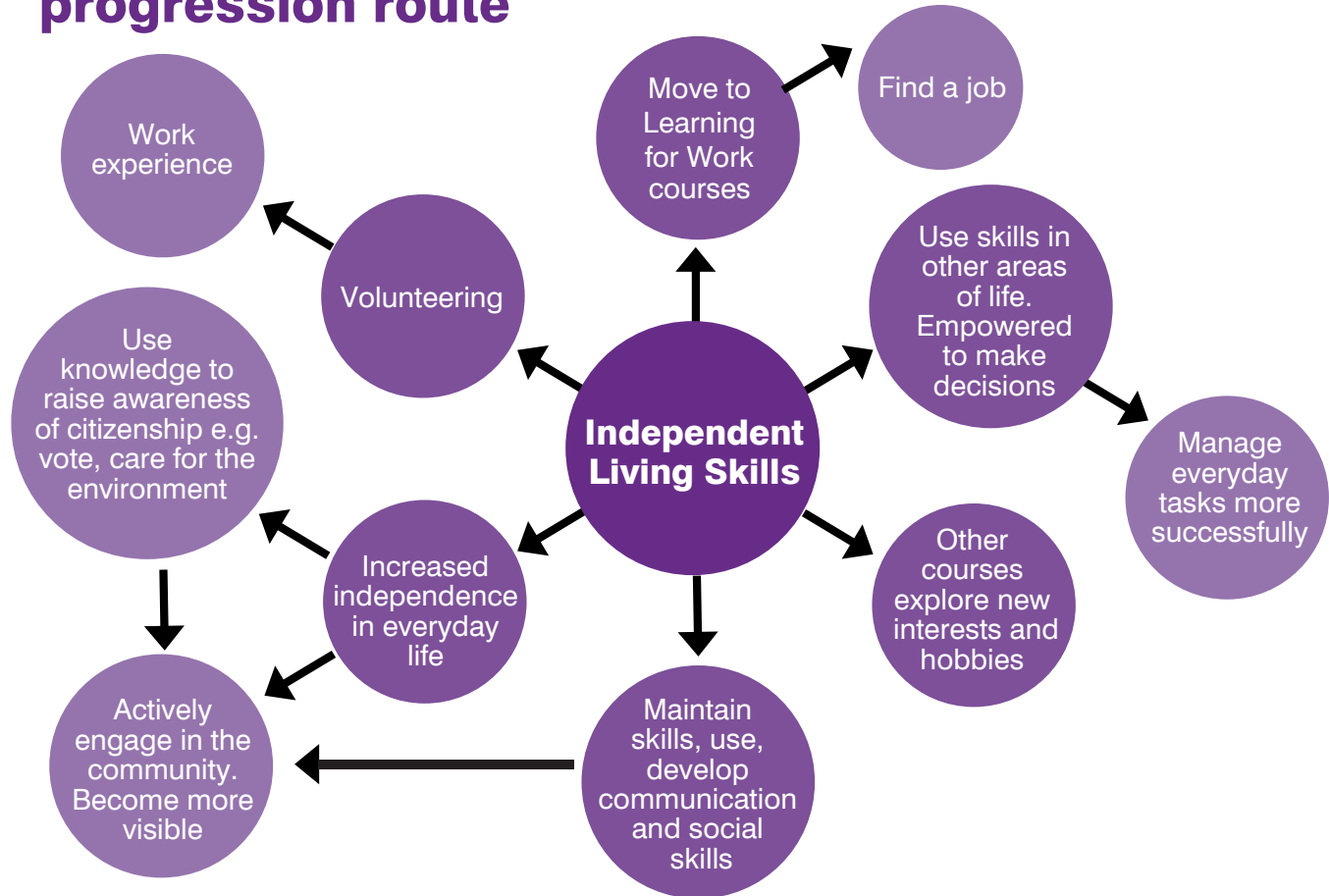
Performing Arts

You will gain knowledge of how to:

- Express yourself confidently
- Communicating in a different way
- Take part in a performance



Independent Living Skills - Plan your progression route



Application and Learner Profile for Active Learning 2024-2025

Please complete in BLOCK CAPITALS

Data Protection. Coventry City Council will only use your personal information in connection with your course. More details about how we use information about you can be found in the full privacy notice - www.coventry.gov.uk/adulteducationprivacynotice



Personal Details

Title: First name: Family name:

Date of Birth: Age: National Insurance no.:

Address:

.....

..... Post Code: Home tel no.

Learner Mobile: Learner email.:

Emergency contact name: Emergency contact tel no.:

Name and address of Support Service/Agency:

.....

.....

..... Contact tel no.:

Key Worker name and tel no.:

How will you travel to/from class: Route Forward Public bus Car Taxi

Taxi arranged by: Name: Tel:

What course are you applying for?

Learners with complex needs

Two half days (Art and Cooking)

Independent Living Skills

Life Skills

Please tick **three** options:

- | | |
|---|--|
| <input type="checkbox"/> Cooking | <input type="checkbox"/> I.T. |
| <input type="checkbox"/> Creative Arts and Crafts | <input type="checkbox"/> Languages |
| <input type="checkbox"/> Cultural Studies | <input type="checkbox"/> Music |
| <input type="checkbox"/> Gardening | <input type="checkbox"/> My World |
| <input type="checkbox"/> History | <input type="checkbox"/> Performing Arts |

OR Learning for Work

Please tick **ONE** course:

- | | |
|---|--|
| <input type="checkbox"/> Arts & Craft Design | <input type="checkbox"/> Horticulture |
| <input type="checkbox"/> Catering | <input type="checkbox"/> Hospitality |
| <input type="checkbox"/> Empowering Wellbeing and Creativity' | <input type="checkbox"/> Music and Media |
| <input type="checkbox"/> Fabric Craft | <input type="checkbox"/> The Destination Station |

Your support needs

Will someone be coming with you to support you in the class? YES NO

If yes, Name:

Tel no.

Will you be attending any other college courses?

YES NO If yes, please give details:

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

Do you have an Education, Health and Care Plan (EHCP)? YES NO

If yes, please bring a copy with you.

Learning for Work ONLY

Are you doing any voluntary work, work experience or paid work?

YES NO

If yes, please tell us when and where.

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



Tell us what you can do independently, things you find hard and things you can do with help.

	Yes, I can	No, I can't	I can, with help
Communicate			
Read			
Write			
Tell the time			
Use a mobile			
Work in groups			
Personal care			

Why do you want to join this course?

What do you want to learn?

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Please note some classes may require you to go online as part of the course.

What ICT equipment do you have at home?

<input type="checkbox"/> Printer	<input type="checkbox"/> Computer	<input type="checkbox"/> iPad/tablet	<input type="checkbox"/> Mobile phone
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Photographs

We regularly use photography to record your achievements on courses and would like to use these photographs in brochures and other promotional material including websites. Please let us know if you would like to have your photograph used.

YES, I would like my photograph used in publicity.

NO, I would NOT like my photograph used.

Proof of Right to Enrol:

You must meet the eligibility requirements for this course.

If you have not lived in the UK for the last 3 years please call **024 7697 5200** and we will advise you on what you need to bring to your interview.

We will need to see your:

- **Passport** or **birth certificate**
- **Certificates**
- **EHCP**

- **Proof of benefits and other income that you have** (ESA, JSA, WRAG, Universal Credit and any other means tested benefit).

I certify that the above information is accurate and complete. I will notify the Adult Education Service in writing if there are any changes and if I enrol on any other courses.

Signature: Date:

Please note that we provide limited supervision during lunchtime.

Interview date:



**ALL INTERVIEWS
will be held at the
WEET Centre**

Learning for Work 10am – 3.30pm

On this course you will develop the skills and confidence that you will need for work.

You will have the opportunity to work with the Education & Skills Team.

Choose ONE of the following subjects:

- **Arts & Craft Design**
- **Catering**
- **Empowering Wellbeing and Creativity** **! NEW**
- **Fabric Craft**
- **Horticulture**
- **Hospitality** **! NEW**
- **Music and Media**
- **The Destination Station**



Entry requirements

- Regular attendance and punctuality
- Good communication and listening skills
- Ability to follow instructions
- Be prepared to interact with the general public

Arts & Craft Design

You will gain knowledge of how to:

- Develop your own creative ideas
- Share ideas with others
- Understand the importance of planning
- Identify tools and materials
- Develop your art and craft skills using various techniques
- Understand health and safety requirements
- Recycle materials
- Market and sell finished products



Additional entry requirements

You need to be able to:

- Hold and use a pencil
- Hold and use a paintbrush
- Hold and use a pair of scissors
- Have good motor skills
- Have eye and hand co-ordination

Catering

You will gain knowledge of:

- The catering industry and jobs within it
- Health, safety and hygiene rules
- Communication at work
- Working as a team
- Counter service
- Food preparation and cooking

Additional entry requirements

You will need to:

- Be prepared to work in a busy and noisy environment
- Wear protective footwear
- Look after your uniform



Empowering Wellbeing and Creativity **NEW**

A course to enhance wellbeing and creativity while developing work-based skills.

You will gain knowledge of how to:

- Develop self-esteem through practical activities, expressive art and music
- Develop communication, teamwork and problem solving skills
- Use practical strategies for managing stress and mental wellbeing
- Work within the community to make a difference

Additional entry requirements

You need to be able to:

- You will need good literacy and numeracy skills
- Be willing to travel on public transport
- A willingness to explore and experience new things



Fabric Craft

You will gain knowledge of how to:

- Develop your own creative ideas
- Share ideas with others
- Understand the importance of planning
- Identify tools and materials
- Develop your art and craft skills using various techniques
- Understand health and safety requirements
- Recycle materials
- Market and sell finished products



Additional entry requirements

You need to be able to:

- Hold and use a pencil
- Hold and use a paintbrush
- Hold and use a pair of scissors



Horticulture

You will gain knowledge of how to:

- Develop your gardening skills such as seed sowing, growing vegetables and lawn maintenance
- Identify plants
- Work safely
- Work as part of a team
- Understand the horticultural industry

Additional entry requirements

You will need to:

- Be fit and active
- Work outdoors
- Get your hands dirty
- Wear protective footwear



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an up-to-date
tetanus jab**

Music and Media

You will gain knowledge of how to:

- Use music to communicate
- Use different types of media
- Work as part of a team



Additional entry requirements

You will need:

- Good literacy skills
- Good numeracy skills
- Good I.T. skills

The Destination Station

A course for those who are ready to find part time or voluntary work

You will gain knowledge of how to:

- Communicate and present yourself through the use of online platforms
- Think creatively about work
- Build confidence – showcase your skills and talents
- Work as part of a team
- Develop innovative ideas to benefit the local community
- Research local jobs – self employment and other opportunities

Additional entry requirements

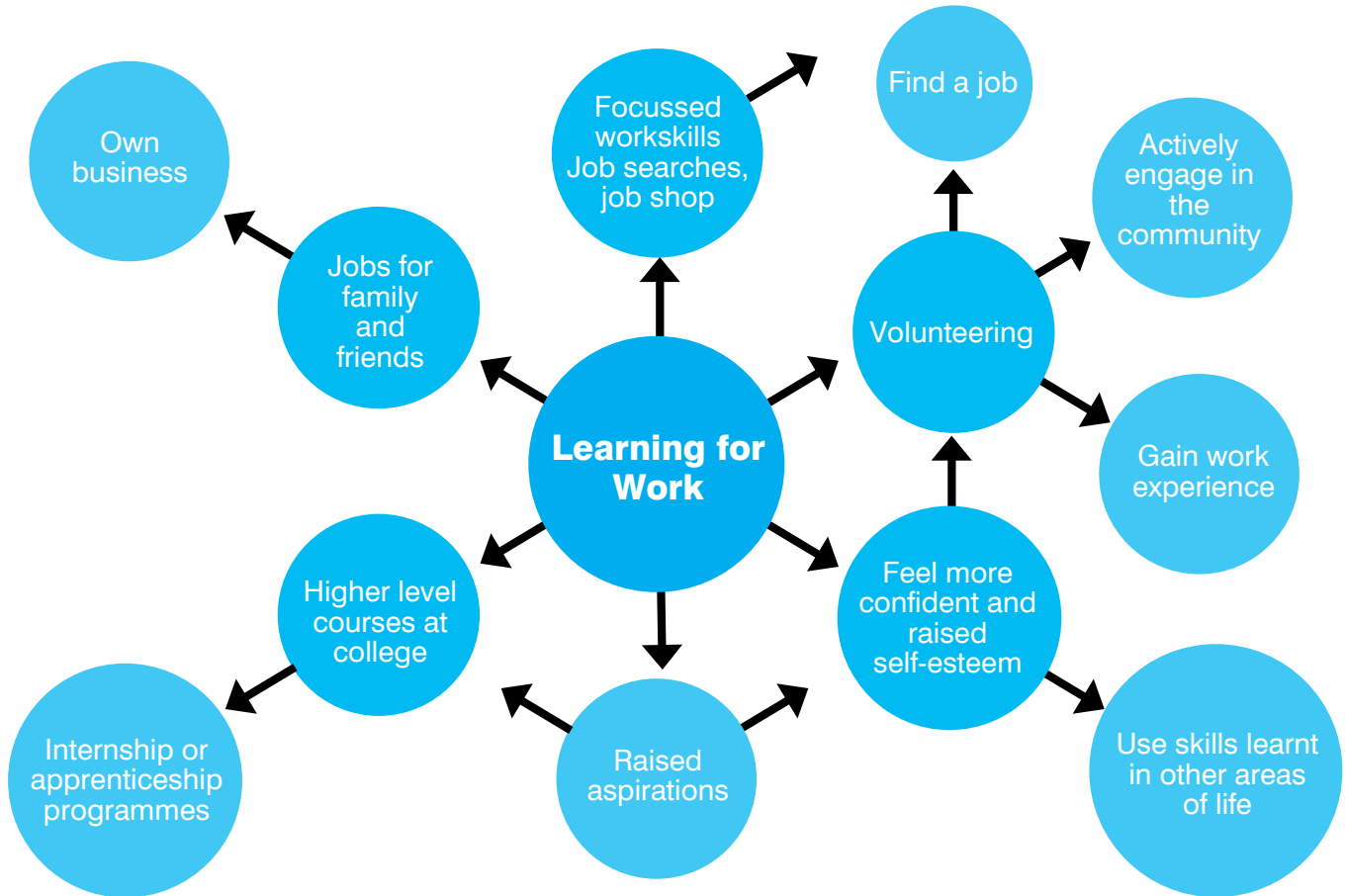
- You will need good literacy, numeracy and IT skills
- Access your own computer
- Be willing to travel on public transport

Note

This course is one day in the venue and one day online or in the community.



Learning for Work - Plan your progression route

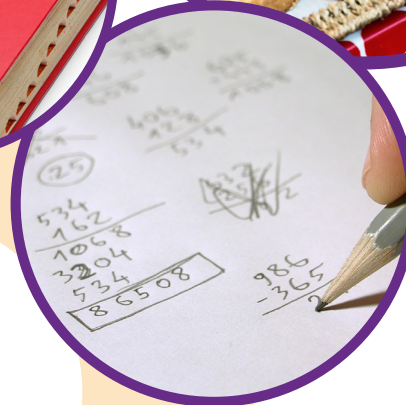
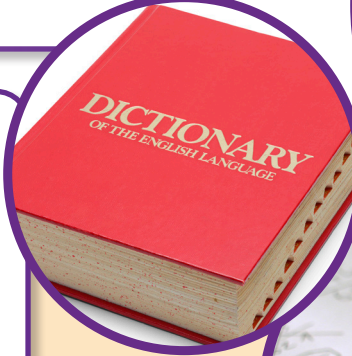


For more information:

Short Courses

Ask us at interview about our short courses

For English and Maths classes, please ask us at interview.



For Active Learning courses, please contact Kim Brown at:

Broad Street Centre,
161 Broad Street, Coventry
CV6 5BN

024 7697 5502

WEET Centre, Robin Hood Road,
Coventry CV3 3AN

024 7697 5439

Be Safe

If you see something, say something
Abuse, bullying, harm, neglect,
grooming, being drawn into
extremism or terrorism.

Are any of these things happening
to you or someone you know?

**Contact your tutor or any manager
in the Adult Education Service**

In an emergency call 999

If you need this information in another
format or language, please contact:

Telephone: **024 7697 5200**

email: **feedback@covaded.org**