

Music



English



Dance



Family Learning

CHOICE

Coventry Adult Education Service SUMMER TERM 2024

Essential Digital Skills



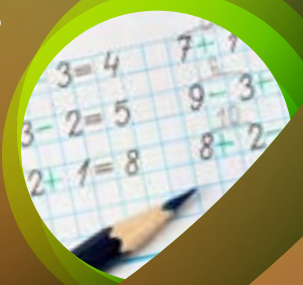
Adult Social Care

Visual Arts



Family Learning

Maths



Customer Service



Childcare and Early Years



Apprenticeships



WELCOME TO CHOICE

Coventry City Council's Adult Education Service guide to adult learning opportunities. Again, we are pleased to offer hundreds of courses, both free and paid, in over 20 local venues or online, delivered by friendly, qualified and supportive tutors.

Whether you want to gain a qualification to help get into work, develop new skills to help in the workplace, or learn for your enjoyment, health and wellbeing, we look forward to welcoming you and ensuring you get the best possible experience with us.

So take a look, and book!



TO FIND OUT MORE GO TO
www.coventry.gov.uk/adulted

▶ HOW TO ENROL HOW TO ENROL ON A COMMUNITY LEARNING CLASS

You can enrol from Monday 25th March by:

- Going online to www.coventry.gov.uk/adulted selecting 'Enrol Online for an Adult Education Course' and search for the course you would like to join.
- Calling **024 7697 5200** where a member of the Adult Education Service will enrol you onto a class. Payment can be made by debit or credit card only.

- There will be a Drop-In enrolment session on **Wednesday 10th April 2024** for Community Learning courses at:

Cheylesmore Community Centre 10.00am-12.00pm

To avoid disappointment, we advise you enrol as early as possible.

COURSES THAT REQUIRE AN INTERVIEW

Courses requiring an interview/assessment are marked with an * throughout. You will be required to demonstrate skills to complete the qualification including written and verbal communication. Please see below for details on identity checks and fee exemptions. Details of how to enrol/book an assessment are in the following pages.

IMPORTANT - you must bring the following when you come to enrol for any of the courses marked with * below:

- **Identification that will let us check if you are eligible for the course.**
Any one of: passport, birth certificate, driving licence, residence card, asylum seeker ARC card.
For non-UK nationals, as well as ID you will also need to prove your residency status in the UK.
If you are an EEA national, you will need to have obtained settled or pre-settled status to be eligible as well.
In most cases you will need to have been resident in the UK, EEA or Gibraltar for the last 3 years to be eligible, however there are some exceptions to this rule, e.g. asylum seekers. If you are in any doubt about your eligibility, talk to us and we will check for you.
- **The appropriate fee for your course.**
- **Evidence of relevant benefits or income** – these are only required if you are enrolling for a course that has a fee and you are eligible to get the course for free or at a reduced rate. See column to the right.
- **Your national insurance number.**

Fees and fee exemptions:

Many of our courses that lead to a qualification are free for people on benefits or low incomes. We also have a learning support fund which can provide financial assistance in some cases.

If you are unemployed, employed and receiving an income below £32,000 per year, or you have a Go CV Plus card, certified courses and qualifications are likely to be free of charge. If you are interested in a course and not sure whether you can afford the fee, come along to an enrolment session or get in touch to discuss your situation. You will be asked for proof of benefits and/or income before we accept you onto a course if you are getting your course for free because of low income or benefits.

Certain courses are free for some people regardless of income – for more details see the sections on individual courses or get in touch with us if you are not sure by ringing 024 7697 5200.

If fees are payable those over £100 can be paid in instalments by direct debit.



INTERVIEW AND ASSESSMENT DETAILS FOR COURSES LISTED BELOW



*BUSINESS AND ADMINISTRATION

***Business and Administration** courses require you to book an appointment before your course starts. The assessment venue may be different from the venue your chosen course is delivered in. Please go to www.coventry.gov.uk/adulted Click onto 'Pre-Course Assessments' to book your appointment

APPOINTMENTS ARE:

Course Title	Venue	Date	Time
Business & Administration - The Basics	Bell Green Library & Learning Centre	9 Apr	12.00-2.30pm
		16 Apr	12.00-2.30pm

*CHILDCARE AND EARLY YEARS

* Level 1 Award in Caring for Children

* Level 2 Diploma for The Early Years Practitioner

For advice and guidance please contact Lesley Wall on **024 7697 2537** or email lesley.wall@coventry.gov.uk Lesley will advise you which course will best suit your needs and give you a contact number to book your interview.



*ICT ASSESSMENTS

***Essential Digital Skills** courses require you to book an appointment before your course starts. The assessment venue may be different from the venue your chosen course is delivered in. Please go to www.coventry.gov.uk/adulted Click onto 'Pre-Course Assessments' to book your appointment

APPOINTMENTS ARE:

Course Title	Venue	Date	Time
Introduction to Essential Digital Skills - Entry Level	Bell Green Library & Learning Centre	12 Apr	10.30am-2.00pm
		19 Apr	
Essential Digital Skills Qualification - Entry Level	Bell Green Library & Learning Centre	12 Apr	10.30am-2.00pm
		19 Apr	

*SUPPORTING TEACHING AND LEARNING IN SCHOOLS

* Level 1 Preparing to Work in Schools

* Level 2 Certificate in Supporting Teaching and Learning in Schools

For advice and guidance please contact Hilary Stevens on **024 7697 8530** or email hilary.stevens@coventry.gov.uk Hilary will advise you which course will best suit your needs and give you a contact number to book your interview.



FREE CHILD CARE



The Adult Education Service runs crèches for pre-school children aged 6 weeks to 5 years old in many venues across the city to support learners attending ESOL, Maths, English and Family Learning classes.

There will be a £10 registration fee per learner per term regardless of the number of courses/children.

Our crèches work to Ofsted Standards and provide high quality childcare.

Our aim is to keep every child safe and support their development through quality play.

If you need a crèche place please speak to a member of staff when you enrol on one of the courses.

SUBJECT TO A £10 REGISTRATION FEE

Introduction course to Teaching English as a second language

Are you looking for a career teaching English as a Second Language?

Are you thinking about a TESOL or CELTA course?

If you would like to know more before investing in the formal teaching qualifications of TESOL or CELTA this short introductory course is what you are looking for.

Over 8 sessions we will look at :-

- An introduction to language awareness
- Approaches to teaching grammar, vocabulary and pronunciation
- Approaches to teaching reading, writing speaking and listening
- Different lesson methods
- Lesson planning and micro-teaching
- Lesson or video observations
- English Language teaching and materials



Applicants need to have sufficient English language skills (Level 2) to apply.

Mondays
12.30 - 2.30pm
for 8 weeks

13 May - 8 July

Central Library,
Smithford Way,
Coventry,
CV1 1FY

To see if the course is free for you, we will need to see information on personal and household income. Registration date Monday 29 April. Please contact elisabeth.campbell@coventry.gov.uk for more information and to register.



Access discounted fees on a wide range of non-accredited Community Learning courses with Go CV+

Save money on Community

Learning courses with Go CV+

You can sign up for Go CV+ if you meet one or more of the below criteria

- ✓ You are in receipt of one of the qualifying benefits listed
- ✓ You are a carer registered with Carers Trust Heart of England
- ✓ You are a Foster Carer registered with Coventry City Council
- ✓ You are a Student [NUS]

All cards look the same and your unique card number will recognise you as Go CV+ provided you have a validated Go CV account **BEFORE** you book and pay your course fees – refunds will not be possible.

Qualifying benefits:

- Attendance Allowance
- Asylum Seeker
- Bereavement Support Payment
- Carer's Allowance
- Council Tax support (not single person occupancy)
- Disability Living Allowance
- Employment and Support Allowance
- Housing Benefit
- Incapacity Benefit
- Income Support
- Industrial Injury Disablement Benefit
- Industrial Death Benefit
- Jobseeker's Allowance
- Pension Credit
- Personal Independence Payment
- Severe Disablement Allowance
- Universal Credit
- War Disability Pension/Armed Forces Compensation
- Working Tax Credit (not Child Tax Credit alone)



Apply now at www.go-cv.co.uk/adult-education



ENGLISH FUNCTIONAL SKILLS



READING, WRITING, SPEAKING AND LISTENING

If you speak English but need help improving your reading and writing, these courses are for you: they will help you improve your English skills and help you gain a nationally recognised qualification. Classes run in centres across the city and online, daytime and evening.

In some venues childcare is available: please ask.

These classes focus on the English adults need in their everyday lives: in the workplace, in your community, in your home.

There are 5 different levels, the highest of which is equivalent to grade C/4 GCSE.

SHORT ENGLISH COURSES

BRUSH UP YOUR ENGLISH

WHAT IS THIS COURSE ABOUT?

It is about giving you as the learner some underpinning skills and knowledge around using the correct techniques to write clearly, logically and for the appropriate audience. It will also help with spelling, punctuation and grammar.

WHAT WILL I LEARN?

The course is framed around the skills learners need in the world of work such as how to write letters, emails, articles and reports with the underpinning skills being spelling, writing sentences differentiating when to use formal and informal language and using correct punctuation.

LENGTH OF THE COURSE:

Five weeks at two and a half hours every half term.

WHAT WILL THIS COURSE LEAD TO?

- A Functional Skills Course
- Other Adult Education courses

ESOL TO ENGLISH

A twelve-week course running in the summer term For learners who have achieved E3 ESOL full, and/or possibly some elements of L1 – it is for learners who might struggle to make that transition from ESOL to Functional Skills, so not for those ESOL learners who are confident in moving from ESOL to Functional Skills.

Once learners have completed this course the plan is that they move to a Functional Skills class in September more prepared to do a full FS qualification at L1.

At the **Broad Street Centre** starting on *Wednesday 17th April, 12.30-3.00pm.*

INTRODUCTION TO GCSE ENGLISH:

A five-week course for those wondering whether to enrol for GCSE English in September.

Looking at the activities, materials and type of learning that is involved, as well as the exams themselves and what is expected of learners on a GCSE course.

At the **Coventry Community Resource Centre** on *Thursday 6th June, 6.00-8.00pm.*

DYSLEXIA

Support for learners with specific learning difficulties are available.

Please discuss this with staff at enrolment.

VISUAL IMPAIRMENT

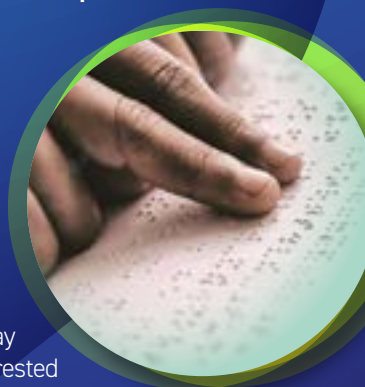
Specialist English classes with access to assistive technologies are available.

BRAILLE

LEARN OR IMPROVE YOUR BRAILLE SKILLS

Classes are primarily for learners with visual impairment, but places may be available for other interested learners.

For further information about braille and specialist English classes please contact Graeme Sutherland on **024 7644 5803** or email **Graeme.sutherland@coventry.gov.uk**



HOW TO ENROL

To enrol on a face to face or online English class either phone **024 7697 5200** or visit **www.coventry.gov.uk/adulted.**

Search for English courses or the tile and choose the course you would like to apply for. When we have received your application, you will be contacted to arrange your assessment.

At the enrolment session you MUST show photo ID and proof of residency in the UK.

ADVICE AND GUIDANCE

Marc Campbell on **024 7697 7825** or email **mark.campbell@coventry.gov.uk**

Sarah Brookes on **024 7697 8729** or email **sarah.brookes@coventry.gov.uk**

Graeme Sutherland on **024 7697 2506** or email **graeme.sutherland@coventry.gov.uk**

Catherine Fisher on **024 7697 6456** or email **catherine.fisher@coventry.gov.uk**



*MATHS FUNCTIONAL SKILLS

Our courses help you improve your maths and enable you to gain nationally recognised qualifications. The classes are for people who feel they want to start from the basics right up to those studying for Maths GCSE.

We run both daytime and evening classes at venues throughout the city, as well as online classes, however all classes require face to face enrolments and learners must attend venues for exams.

FUNCTIONAL SKILLS MATHS study enables you to achieve a nationally recognised qualification, will improve your maths skills and increase your confidence to use these skills in everyday situations. This includes at work, helping your children/grandchildren with their maths, gaining entry to further/higher education and coping in a modern world where maths skills are essential.

FUNCTIONAL SKILLS MATHS qualifications are at 5 different levels of qualification. You will work towards the most appropriate level, depending on your ability in maths when you start. Level 2 (L2) is the highest and is equivalent to a grade C/4 GCSE. Functional Skills maths classes are listed according to levels. Before you are enrolled on to a maths course, you will receive advice & guidance and will be offered an initial assessment. This will help you make an informed choice about the best class for you.

The classes focus on the kind of maths adults need in their everyday lives and include solving calculations, problem solving, using fractions, decimals and percentages, understanding the metric system and interpreting graphs and charts.

We are pre-enrolling for classes beginning in September 2024

If you are interested in starting a new class, contact us by email at mathsclasses@coventry.gov.uk or by phone on **024 7697 2511** or **024 7697 2520**. The Adult Education admin team can be contacted on **024 7697 5200**

Once we have received your application, the maths team will contact you to invite you to a pre-enrolment session where we will be able offer advice and guidance on what classes we feel would be suitable. These are on a booking system, so please do not turn up without contacting us first!

SESSIONS ARE PLANNED FOR:

Tue 25 Jun	5.30-7.30pm	Coventry Community Resource Centre, Red Lane, CV6 5EE
Thu 27 Jun	12.30-2.30pm	Southfields Old School, South St, CV1 5EJ
Tue 2 Jul	5.30-7.30pm	Coventry Community Resource Centre, Red Lane, CV6 5EE
Thu 4 Jul	12.30-2.30pm	Southfields Old School, South St, CV1 5EJ

Additional sessions may be set up, depending on demand.



Want to improve your maths?

Our Multiply programme offers **FREE*** support from an expert tutor to help you improve your maths and numeracy skills.

There are a range of different courses on offer, and our tutors will guide you every step of the way. Learn at a pace and time that is convenient to you with classroom-based, online, and short course options available.

Enhance your everyday life and increase your employability with improved maths and numeracy skills. Take the first step and contact us today:

multiply@coventry.gov.uk

*Eligibility criteria applies



Multiply





*ESOL (ENGLISH FOR SPEAKERS OF OTHER LANGUAGES)

Are you looking for an ESOL class?

We have classes at all levels from Beginner/Pre-Entry level to Advanced/Level 1. ESOL classes focus on speaking and listening, reading and writing at your level. You can learn about things which help you with everyday life. You will work towards a City & Guilds qualification at Entry Level or at Level 1.

We have face-to-face classes in various venues around the city and online options for higher level learners. Classes are in the morning, afternoon or evening. We may be able to provide a creche for some of our daytime classes.



How can you join an ESOL class?

Our ESOL classes for the summer term are full. To book an appointment for ESOL classes in September 2024, please phone the Adult Education admin team on 024 7697 5200 from Monday 22 July.

You will need to meet the West Midlands Combined Authority eligibility criteria to enrol on this course so we will need to check your passport/residence card and payslips/benefit information at an enrolment session. You will also have an assessment when you enrol to check your starting level of English.



TIPS FOR TEACHING ESOL

Do you run sessions to help people learn English?
Do you volunteer & help people practise English conversations?
Do you want to learn from others in the same role?

TRAINING AND SHARING OF IDEAS TO HELP WITH:

- Creative ways to support mixed ability groups
- learners with low literacy levels
- timesaving ideas for planning sessions
- understanding ESOL levels in the UK and support available locally

Engaging & interactive sessions for volunteers and professionals, in person or on TEAMS taking place in the Summer Term. Contact deborah.glass@coventry.gov.uk to express interest and find out more.



Coventry Adult Education Service

Delivering education and training for business and the community

Introduction to Customer Service

This short 6 week course looks at preparing ESOL learners for the Level 1 Customer Service course. You will practise vocabulary, role-plays and language for working with customers. You will also practise IT skills needed for your Level 1 Customer Service course. You need to be working at ESOL Entry 3/Level 1 to do this course.

Please talk to your ESOL tutor or email elisabeth.campbell@coventry.gov.uk



STUDY PROGRAMME

The Study Programme is an umbrella provision that consists of three programmes:

STEP INTO YOUR FUTURE
THE SUPPORTED
INTERNSHIP PROGRAMME
STEP INTO THE WORLD OF WORK

If you are 16 – 18 with or without an Educational Health Care plan or 19 – 24 with an Educational Health Care Plan? Then why not join one of our programmes?

You will study arrange of qualifications and attend a work placement.

QUALIFICATIONS INCLUDE THE FOLLOWING

- GCSE or Functional Skills Maths
- GCSE or Functional Skills English
- ICT Functional Skills
- Customer Service
- Employability
- Health & Social Care
- Childcare

You will get progression support into employment, Apprenticeships, Supported Internships, Further Education or University.

Bursary payments may be available for those who join to help with travel costs and stationary expenses, dependant on eligibility.

If you are interested in any of the above courses please call Dawn or Tammy on the following number **07976 249918** or email Tammy on: **Tammy.sheldon@coventry.gov.uk**



Apprenticeships

Do you want the opportunity to work for an employer, earn an apprenticeship salary and gain a recognised qualification whilst gaining valuable workplace skills and experience?

Adult Education currently offer apprenticeship training from Level 2 to Level 5 in a range of areas including Customer Service, Business Administration, School Business Professional, Early Years, Team Leading, Leadership and Management, Teaching Assistant and Teaching Assistant with a PE focus.

Many of these apprenticeships are with Coventry City Council.

To find out what apprenticeship vacancies Coventry City Council currently have visit: www.coventry.gov.uk/apprenticeships and click on Apprenticeships in the Job Type tab. Applications are made online.

Whilst undertaking an apprenticeship you will also be required to develop your existing skills in maths and English, if you do not already have those qualifications, at the appropriate level. Apprenticeships can be for people of any age and must last at least 12 months.

If you are an employer who is considering employing an apprentice in one of the subject areas listed above, email us on: aesworkbasedlearning@coventry.gov.uk we are here to help and support your training needs.

If you want to undertake an apprenticeship outside of the Council in one of the subject areas stated above and would like more information email us on: aesworkbasedlearning@coventry.gov.uk

If you wish to discuss apprenticeship training in more detail, prior to accessing the vacancies online through www.wmjobs.co.uk please contact:

BUSINESS ADMIN & CUSTOMER SERVICE APPRENTICESHIPS

– Sarah Moss email Sarah.Moss@coventry.gov.uk

LEADERSHIP AND MANAGEMENT APPRENTICESHIPS

– Ben Roughton email Ben.Roughton@Coventry.gov.uk

EARLY YEARS AND TEACHING ASSISTANT APPRENTICESHIPS

– Ruth Brighty – **07790 987739** or email ruth.brighty@coventry.gov.uk

APPRENTICESHIPS AT COVENTRY CITY COUNCIL

As an Apprentice at Coventry City Council, you will gain new knowledge, experiences and qualifications, all whilst earning a salary.

We see the value in apprenticeships as a foundation of a great career and offer a range of opportunities and career pathways including:

Business Administration, Civil Engineering, Customer Service, Early Years, Electrical, Finance, Highways, Horticulture, Legal, Plumbing, PE/School Sports, Teaching Assistant, Vehicle Mechanic and we're adding more all the time.

Apprenticeships at Coventry City Council offer you the chance to start a career and reach your potential in a supportive and structured environment.

You will be joining us during an exciting time and your apprenticeship will contribute to making life better for the people who live and work in Coventry.

For further information and to read about what our apprentices have to say about their experiences, visit our website:

www.coventry.gov.uk/apprenticeships
check our Instagram page @apprentices_ccc
or email apprenticeships@coventry.gov.uk

▶ ENGLISH GCSE: (AQA) – PRE-ENROLMENT FOR SEPT 2024

We are planning to offer both face-to-face and online GCSE courses from September 2024. All classes will require you to make a commitment of attending each class and completing up to 5 hours home study per week.

GCSE English includes developing your reading & writing skills and language analysis of 19th, 20th and 21st Century texts. It is a 33-week course with assessment through 2 exams in May and June 2025.

HOW DO I ENROL? Prospective GCSE learners should have a minimum of GCSE grade D/3 or Functional Skills level 1 and **must pass a pre-course assessment** before starting the course. If you have been away from education for a while or have no qualifications but are confident in your everyday skills, please talk to us. **Passing the pre-course assessment is the criteria for being offered a place on a course.** We strongly advise that you take **ONE GCSE in an academic year.**

Phone the Adult Education office on **024 7697 5200** to speak with admin support who will register your intention to join a class and pass your details to an appropriate manager.

OR

GCSE ENGLISH enquiries to Sarah Brookes on **024 7697 8729** or sarah.brookes@coventry.gov.uk

This course is FREE if you meet residency criteria and do not already have an English GCSE grade 4/C. Course fees of around £400 will be charged for learners who already have a grade 4/C but want to improve their grade. You must also be over the age of 19 on 1st September 2024.

▶ MATHS GCSE: (AQA) – PRE-ENROLMENT FOR SEPT 2024

This 33-week course is aimed at learners over the age of 19 on 1st September 2024 who want to gain Maths GCSE, and who are able to demonstrate existing maths skills and understanding by passing a GCSE assessment paper.

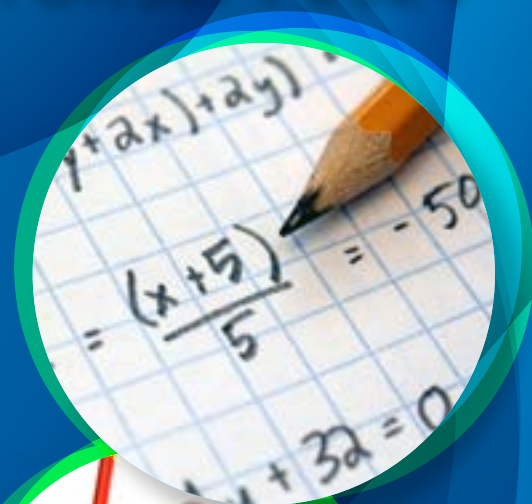
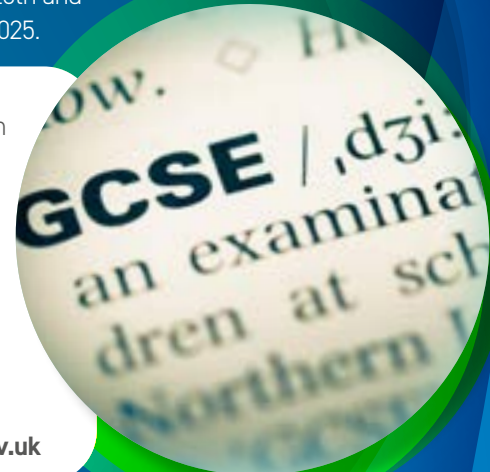
THIS COURSE STARTS SEPTEMBER 2024, WITH EXAMS TAKEN IN THE MAY/JUNE 2025 EXAM WINDOW.

The GCSE maths course covers the curriculum for the AQA GCSE (8300) mathematics. GCSE Mathematics has a Foundation tier (grades 1-5) and a Higher tier (grades 4-9). Which tier you will be entered for will be decided between you and your tutor during the course.

There are no formal entry requirements although learners should be able to demonstrate they can work at a suitable maths level. Learners must pass a pre-course assessment before starting the course.

To arrange this assessment or to get more information please contact Matt Towner on **024 7697 1093** or matt.towner@coventry.gov.uk.

This course is FREE if you meet residency criteria and do not already have a maths GCSE grade 4/C. Course fees of around £400 will be charged for learners who already have a grade 4/C but want to improve their grade.





FAMILY LEARNING

Family Learning courses promote strong positive relationships within families; enabling parents and carers to support their children's learning and development.

Delivered at venues around the city, these free courses include:

MATHS AND ENGLISH IN THE PRIMARY SCHOOL – helping parents to understand how these subjects are taught, and providing free resources to support children's learning at home.

50 THINGS TO DO BEFORE YOU'RE 5 – stay and play sessions for parents and their pre-school aged children. This course will offer a wide range of fun and affordable ideas and activities inspired by the '50 things to do before you're 5' app coventry.50thingstodo.org/app/os#!/welcome

POSITIVE FAMILY FOUNDATIONS – a nurture-based parenting programme that encourages all parents/carers to understand and support their children's development and behaviour in a practical way.

BABY MASSAGE – these classes will teach you massage techniques to use with your baby (from 6 weeks old to crawling) which will help them to relax and sleep. These techniques also help to ease colic pain, strengthen attachment and stimulate brain development.



FREE COURSES

For more information, please contact:

Steve Withers **024 7697 1301**
– steve.withers@coventry.gov.uk

Kate Steventon **024 7697 8730**
– kate.steventon@coventry.gov.uk



*PIANO PROGRAMME

Piano classes are offered to adults (19 or over on 31/8/23) at all levels of playing from beginner to graded lessons, at Southfields Old School, at various times of the week.

There is currently a waiting list. If you are interested in joining a class, placement is dependant upon your level of playing, and availability of a space in the class.

For further information, please contact Elaine Rees on **024 7697 2521**, or email elaine.rees@coventry.gov.uk with details of your playing experience.



VISUAL ARTS

We offer a wide range of **dressmaking, art, and craft courses** to help you improve your confidence and wellbeing, develop your skills, or help turn your creative passions into a business or profession!

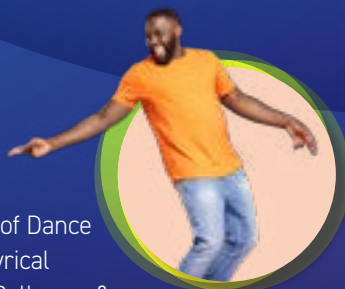
For further information contact the Visual Arts Manager: Lynda Powell on **024 7697 2515** or email lynda.powell@coventry.gov.uk



DANCE

Coventry Adult Education offers a range of Dance classes including Ballet, Modern Jazz, Lyrical Contemporary, Salsa, Line Dancing and Ballroom & Latin! We believe it is never too late to learn to dance, so why not try something new this Summer term?

For further information contact the Dance manager: Beth Storie on **02476 978638** or email: beth.storie@coventry.gov.uk



MUSIC

Love music? Try something new and extend your skills with Coventry Adult Education Service.

Guitar, ukulele and piano tuition classes are on offer throughout the week. Find a class for you this Spring.

For further information contact Music Manager: Michael Melbourne on **024 7697 2501** or email: michael.melbourne@coventry.gov.uk

Apprenticeships

What do you do in your role?

My role involves scheduling in meetings, diary management, and working with other teams on various other tasks. My team leader has been supportive since I joined, she is very approachable and is always free to help me if I'm struggling or need some help.

What do you enjoy about your role?

Recently I had the opportunity to be part of an interview panel, which I found really interesting, and I was grateful for the chance. I really like working with other teams in the Council and understanding what other departments do. As this is my first office job, it is a whole new experience for me.

What are your plans after the apprenticeship?

"Once I complete my apprenticeship, I would like to carry on working in the Council and exploring new areas of it."



Karishma Dhillon

Operational Support Apprentice



**Apprenticeships at
Coventry City Council**



JOB SHOP

PROVIDING YOU WITH END-TO-END EMPLOYMENT SUPPORT

Looking for your first job, apprenticeship, to get back to work after redundancy, a career change, or long term unemployed... There's help and advice for all.

- Employability workshops
- 1-2-1 appointments with Job Coach - virtually and face to face
- Money advice including debt & benefit support
- CV, application and interview skills support
- Back to work and in work support
- Direct access to employer vacancies

CONTACT DETAILS:

West Orchards Shopping Centre,
West Orchards Way, CV1 1QX
jobshop@coventry.gov.uk
024 7678 5740

 @Covjobsupport
 @Coventryjobshop
 @Coventryjobshop



For more information:
www.coventry.gov.uk/employment-support/job-shop-vacancies

Are you looking for work?

Do you want to improve your English? Why not join our intensive English course?

Coventry City Council Adult Education Service and Migration Team are offering
4-week intensive ESOL (English for Speakers of Other Languages)
courses with employability

WHEN?

Courses start
every 5 weeks

4 days a week
for 4 weeks in the City Centre

Mon - Thu
9.30am - 2.30pm

WHO IS THE COURSE FOR?

For learners who are Entry 2 level (pre-intermediate) or above and looking for work.

For learners who have newly arrived in the UK or have refugee status.

For learners who have the right to work in the UK.

WHAT WILL THE COURSE COVER?

- English grammar.
- English vocabulary especially related to jobs and working in the UK.
- English pronunciation to help you speak clearly and be understood easily.
- The course contents will be tailored to the type of job you are looking for.
- Employment-related skills such as how to make appointments with agencies, apply for jobs, speak confidently on the phone, talk about your work experience, health and safety requirements.
- You will be supported by Employment Advisers who will help you look for work.



HOW CAN YOU JOIN?

You will need an ESOL assessment before you can join this course.
To book an appointment for our next ESOL enrolment and assessment session.

Please email: Meenakshi.ganeshbabu@coventry.gov.uk or sadaf.din@coventry.gov.uk Call: 0781 1020726



ACCREDITED PAINTING & MIXED MEDIA

Would you like recognition for your artwork?

This term we are delighted to announce the new accredited Painting & Mixed Media course!

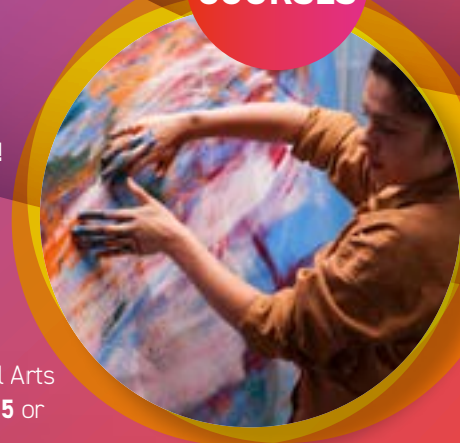
This is a short intensive course for 8 weeks where you will be working in a range of mediums in preparation for a final piece.

It is suitable for anyone wishing to have a certificate acknowledging their artwork or working towards a higher qualification.

Once we have received your application, the Visual Arts team will contact you to complete the enrolment process, as well as giving advice and guidance, this will also include a small assessment.

For further information contact the Visual Arts Manager: Lynda Powell on **024 7697 2515** or email lynda.powell@coventry.gov.uk

FREE
COURSES





STEP INTO **MANAGEMENT**

Our CMI Team Leader and Management qualifications provide a progressive framework that enables you to develop and broaden your management skills.

We offer qualifications from Level 2, for aspiring managers and can offer a package of learning that suits your needs.

Whether you are just starting out in your career or want to get accredited, we have a course that is right for you!

Contact Ben Roughton via email Ben.Roughton@Coventry.gov.uk to discuss further



STEP INTO **EMPLOYMENT**

Are you looking for work? Here is an ideal opportunity!

- Are you unemployed or on a low wage? • Are you over the age of 19?

We have a range of FREE short 'Into Employment' courses that will help support you in your chosen career:

Becoming a Childminder

How to Start your own Business

Working in the Care Industry

Working as a Cleaner

Working in Customer Service

Working as an Early Years Practitioner

Working in the Hotel Industry

Working in Retail

Working in a School

Working in Security

Working in a Warehouse



On completion you will receive a **guaranteed job interview** with local employers that have vacancies.

INTERESTED? Contact Coventry Adult Education Services on aesworkbasedlearning@coventry.gov.uk or call **07809 103604**



BUSINESS AND ADMINISTRATION – THE BASICS

Want to work in an Office environment?

Not sure where to start? Learn all about Office Procedures and duties on this new course! You will need to book a pre-course assessment to enrol onto this course.



COURSES FOR PEOPLE WITH LEARNING DISABILITIES/ DIFFICULTIES

Do you have or know someone with a learning disability/ difficulty?

If yes, we may have a course to suit.

If you would like more information, please contact Kim Brown via email kim.brown@coventry.gov.uk or call **024 7697 2512**.



If you missed out on the **Winter Warmer recipes workshops**

why not join us from the comfort of your own home (via Zoom) to create some superb summer recipes.

Places are limited – book early to avoid disappointment.

Wednesday 1 May	Paella
Wednesday 8 May	Spanish Pollo en salsa (chicken with beer sauce and mushrooms)
Wednesday 15 May	Tortilla de Patata (Spanish potatoes omlette)
Wednesday 22 May	Albondigas in Spaghetti Sauce (meat balls)

All sessions start 5.30-6.30pm. Cost £5 each. See page 16 for details.



COURSE LISTINGS BY VENUE



The Coventry Adult Education Service has hundreds of exciting courses at more than 20 centres across the city. To find the detailed information about each course go to our website www.coventry.gov.uk/adulted

▶ Aspire Family Hub (FL) Humber Avenue, Coventry, CV1 2SF

Office hours: Mon-Fri 8.30am-4.30pm

Course enquiries: **024 7697 1301**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
50 Things to do before you're 5 - Stay and Play at Aspire	FL23575	Tue	1.00-3.00	16/04/24	02/07/24	11	FREE	FREE	FREE	CL

▶ Bell Green Library & Learning Centre (BGL) 17/23 Riley Square, Coventry, CV2 1LS

Office hours: Mon, Tue, Thu & Fri 9.00am-1.30pm

Course enquiries: **024 7697 2534**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Business & Administration the Basics	BGL23022	Tue	12.30-2.30	23/04/24	02/07/24	10	FREE	FREE	FREE	BA
Excel Spreadsheets for Work (Improvers)	BGL23021	Tue	10.00-12.00	23/04/24	21/05/24	5	FREE	FREE	FREE	DS
Google Applications	BGL23018	Tue	1.00-3.00	23/04/24	02/07/24	10	FREE	FREE	FREE	DS
Word Processing for Work (Improvers)	BGL23017	Tue	10.00-12.00	04/06/24	02/07/24	5	FREE	FREE	FREE	DS
Course Title	Course Code	Day	Times	Start	Finish	Weeks	Course Fee	Exam Fee inc Reg.		Enrolment Code
*Essential Digital Skills Qualification Entry Level	BGL23020	Fri	9.30-2.30	10/05/24	28/06/24	7	FREE	FREE		DS
*Introduction to Essential Digital Skills Entry Level	BGL23019	Fri	9.30-2.30	26/04/24	03/05/24	2	FREE	FREE		DS

▶ Broad Street Centre (BSC) 161 Broad Street, Coventry, CV6 5BN

Office hours: Mon - Fri 9.00am - 3.30pm (no on site parking)

Course enquiries: **024 7697 5502**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Digital Skills for Beginners	BSC23038	Wed	1.00-3.00	24/04/24	03/07/24	10	FREE	FREE	FREE	DS
Course Title	Course Code	Day	Times	Start	Finish	Weeks	Course Fee	Exam Fee inc Reg.		Enrolment Code
*Level 1 Caring for Children	BSC23037	Wed	9.30-11.30	17/04/24	03/07/24	10	£200.00	N/A		CC
*Level 1 Award in Preparing to Work in Schools	BSC23039	Mon	12.30-2.30	29/04/24	15/07/24	10	£200.00	N/A		PW

▶ Central Library (CL) Smithford Way, Coventry, CV1 1FY

Office hours: Mon-Fri 8.30am-5.00pm

Course enquiries: **024 7697 5200**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Introduction to Teaching English as a Second Language	CL23501C	Mon	12.30-2.30	13/05/24	08/07/24	8	TBC	TBC	TBC	CL

▶ Cheylesmore Community Centre (CCC) Arundel Road, Coventry, CV3 5JX

Office hours: Mon - Thu 9.00am - 4.30pm, Fri 9.00am - 4.00pm

Course enquiries: **024 7697 5442**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Art - Birds, Bees & Blossoms	CCC23501C	Tue	10.00-12.00	23/04/24	02/07/24	10	£83.00	£63.00	£17.50	CL
Art - Drawing with Different Mediums	CCC23504C	Wed	10.00-12.00	05/06/24	03/07/24	5	£43.00	£33.00	£11.50	CL
Art - Exploring Watercolours & Mixed Media	CCC23505C	Fri	10.00-12.00	26/04/24	05/07/24	10	£83.00	£63.00	£17.50	CL
Art - Expressive Watercolours - Pushing the Boundaries	CCC23529C	Wed	1.00-3.00	24/04/24	03/07/24	10	£83.00	£63.00	£17.50	CL
Art - Further Techniques in Oils & Acrylics	CCC23506C	Fri	1.00-3.00	26/04/24	05/07/24	10	£83.00	£63.00	£17.50	CL
Art - Painting & Drawing from Local Inspiration	CCC23503C	Wed	10.00-12.00	24/04/24	22/05/24	5	£43.00	£33.00	£11.50	CL
Art - Watercolour Sketchbook	CCC23502C	Tue	1.00-3.00	23/04/24	02/07/24	10	£83.00	£63.00	£17.50	CL
Belly Dancing Beginners/Beginners Plus	CCC23522C	Fri	1.15-2.15	26/04/24	05/07/24	10	£40.00	£30.00	£10.00	CL
Dance Fusion	CCC23517C	Tue	12.00-1.00	23/04/24	02/07/24	10	£40.00	£30.00	£10.00	CL
Dance Musical Theatre - Improvers	CCC23521C	Fri	12.00-1.00	26/04/24	05/07/24	10	£40.00	£30.00	£10.00	CL
Digital Skills for Improvers	CCC23015	Wed	10.00-12.00	24/04/24	03/07/24	10	FREE	FREE	FREE	DS
Early Coventry History	CCC23515C	Thu	10.00-12.00	25/04/24	04/07/24	10	£80.00	£60.00	£16.00	CL

Excel at Maths: Learning Maths Through Spreadsheets	MULT23074	Wed	2.00-4.30	24/04/24	22/05/24	5	FREE	FREE	FREE	MULT
Get Creative with Canva	CCC23018	Fri	1.00-3.00	26/04/24	05/07/24	10	FREE	FREE	FREE	DS
Google Docs & Sheets	CCC23017	Fri	10.00-12.00	07/06/24	05/07/24	5	FREE	FREE	FREE	DS
Line Dancing Beginners Plus	CCC23518C	Tue	1.15-2.15	23/04/24	02/07/24	10	£40.00	£30.00	£10.00	CL
Lyrical Contemporary Dance - Beginners/Beginners Plus Blended	CCC23520C	Fri	10.45-11.45	26/04/24	05/07/24	10	£40.00	£30.00	£10.00	CL
PowerPoint Presentations for Work (Beginners)	CCC23016	Fri	10.00-12.00	26/04/24	24/05/24	5	FREE	FREE	FREE	DS
Solo Latin Fusion - 5 week course	CCC23539C	Tue	2.30-3.30	04/06/24	02/07/24	5	£20.00	£15.00	£10.00	CL
Tap Dancing Improvers	CCC23519C	Fri	9.30-10.30	26/04/24	05/07/24	10	£40.00	£30.00	£10.00	CL
Ukulele - Advanced	CCC23512C	Tue	6.30-7.30	23/04/24	02/07/24	10	£65.00	£49.00	£13.00	CL
Ukulele - Foundation	CCC23507C	Tue	12.30-1.30	23/04/24	02/07/24	10	£65.00	£49.00	£13.00	CL
Visualising Data with Power BI	MULT23075	Wed	2.00-4.30	05/06/24	03/07/24	5	FREE	FREE	FREE	MULT

☛ Coffee Tots (FL)

The Wave, New Union Street, Coventry, CV1 2PS The Wave, New Union Street, Coventry, CV1 2PS

Office hours: Mon-Fri 8.30am-4.30pm

Course enquiries: **024 7697 1301**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Positive Family Foundations at Coffee Tots	FL23578	Wed	12.30-2.30	17/04/24	03/07/24	11	FREE	FREE	FREE	CL

☛ Coventry Central Hall (CCH)

Warwick Lane, Coventry, CV1 2HA

Office hours: Mon-Fri 9.00am-1.00pm

Course enquiries: **024 7697 6766**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Ballroom & Latin - Absolute Beginners	CH23513C	Sat	10.00-1.00	11/05/24	11/05/24	1	£12.00	£9.00	£5.00	CL
Belly Dancing - Blended	CH23510C	Tue	6.30-7.30	23/04/24	02/07/24	10	£40.00	£30.00	£10.00	CL
Contemporary Dance - Beginners	CH23515C	Sat	10.00-11.00	22/06/24	22/06/24	1	£6.00	£5.50	£5.00	CL
Dance Fusion	CH23501C	Mon	7.30-8.30	03/06/24	01/07/24	5	£20.00	£15.00	£10.00	CL
Lyrical Contemporary Dance - Beginners	CH23514C	Sat	10.00-11.00	18/05/24	18/05/24	1	£6.00	£5.50	£5.00	CL
Modern Jazz	CH23511C	Tue	7.45-8.45	23/04/24	02/07/24	10	£40.00	£30.00	£10.00	CL
Salsa - Beginners/Beginners Plus	CH23512C	Wed	7.45-8.45	24/04/24	03/07/24	9	£36.00	£27.00	£10.00	CL
Salsa - Improvers	CH23502C	Wed	6.30-7.30	24/04/24	03/07/24	9	£36.00	£27.00	£10.00	CL
Solo Latin Fusion - Blended	CH23505C	Sat	10.00-11.30	08/06/24	29/06/24	3	£18.00	£13.50	£10.00	CL
Tap Dancing Beginners	CH23503C	Mon	6.15-7.15	03/06/24	01/07/24	5	£20.00	£15.00	£10.00	CL
Tap Dancing Beginners	CH23516C	Sat	10.00-11.30	27/04/24	27/04/24	1	£8.00	£6.00	£5.00	CL

☛ Coventry Community Resource Centre (CCRC)

Red Lane, Coventry, CV6 5EE

Office hours: Mon-Thu 9.00am-3.00pm & Fri 9.00am-12.00pm

Course enquiries: **024 7668 4331**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Arabic Beginners Conversational - Term 3	CCRC23501C	Tue	6.30-8.30	23/04/24	02/07/24	10	£80.00	£60.00	£16.00	CL
Basic Makaton	CCRC23503C	Tue	6.30-8.30	23/04/24	07/05/24	3	£24.00	£18.00	£10.00	CL
Basic Makaton	CCRC23504C	Tue	6.30-8.30	14/05/24	04/06/24	3	£24.00	£18.00	£10.00	CL
Basic Makaton	CCRC23505C	Tue	6.30-8.30	11/06/24	25/06/24	3	£24.00	£18.00	£10.00	CL
Excel Spreadsheets for Work (Improvers)	CCRC23033	Thu	1.00-3.00	25/04/24	23/05/24	5	FREE	FREE	FREE	DS
Financial Fundamentals for Aspiring Managers	MULT23077	Thu	6.00-8.30	06/06/24	04/07/24	5	FREE	FREE	FREE	MULT
Financial Fundamentals for the Self Employed	MULT23076	Thu	6.00-8.30	25/04/24	23/05/24	5	FREE	FREE	FREE	MULT
PowerPoint Presentations for Work (Improvers)	CCRC23034	Thu	1.00-3.00	06/06/24	04/07/24	5	FREE	FREE	FREE	DS

☛ Earlsdon Park Village (EPV)

Albany Road, Coventry, CV5 6JQ

Office hours: Mon- Fri 8.30am-1.30pm

Course enquiries: **024 7697 6119**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Art - Intermediate Acrylic Painting	EPV23509C	Wed	6.30-8.30	24/04/24	03/07/24	10	£83.00	£63.00	£17.50	CL
Ballet Improvers	EPV23507C	Tue	7.30-8.30	23/04/24	02/07/24	10	£40.00	£30.00	£10.00	CL
Ballroom and Latin - Beginners Plus	EPV23508C	Thu	8.00-9.00	25/04/24	04/07/24	10	£40.00	£30.00	£10.00	CL
Craft - Hand Embroidery - All that Glitters, an Introduction to Goldwork	EPV23501C	Mon	10.00-12.00	22/04/24	20/05/24	4	£35.00	£27.00	£11.50	CL
Craft - Hand Embroidery - Embroidery & Beyond	EPV23505C	Mon	10.00-12.00	03/06/24	08/07/24	6	£51.00	£39.00	£11.50	CL
Dance Fusion	EPV23504C	Mon	3.45-4.45	22/04/24	08/07/24	10	£40.00	£30.00	£10.00	CL
French Beginners Plus -Term 3	EPV23502C	Wed	10.00-12.00	24/04/24	03/07/24	10	£80.00	£60.00	£16.00	CL
Line Dancing Beginners	EPV23503C	Mon	2.30-3.30	22/04/24	08/07/24	10	£40.00	£30.00	£10.00	CL
Line Dancing Improvers	EPV23506C	Tue	6.15-7.15	23/04/24	02/07/24	10	£40.00	£30.00	£10.00	CL

☛ Families for All Family Hub (FL)

454 Foleshill Road, Coventry, CV6 5LB

Office hours: Mon- Fri 8.30am-4.30pm

Course enquiries: **024 7697 1301**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
50 Things to do before you're 5 - Stay and Play at Families for All	FL23580	Tue	1.00-3.00	16/04/24	02/07/24	11	FREE	FREE	FREE	CL

▶ **Finham Park School 2 (FP)** Torrington Avenue, Coventry, CV4 9WT

Office hours: Mon- Fri 8.30am-4.30pm

Course enquiries: **024 7697 8638**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Lyrical Contemporary Dance - 5 week course	FP23501C	Thu	7.45-8.45	06/06/24	04/07/24	5	£20.00	£15.00	£10.00	CL
Pro Class - Contemporary Dance - 5 Week Course	FP23508C	Thu	6.30-7.30	06/06/24	04/07/24	5	£20.00	£15.00	£10.00	CL
Sorting your Family History DNA results	FP23502C	Tue	10.00-12.00	23/04/24	02/07/24	10	£80.00	£60.00	£16.00	CL

▶ **Harmony Family Hub (FL)** Clifton Street, Coventry, CV1 5GR

Office hours: Mon- Fri 8.30am-4.30pm

Course enquiries: **024 7697 1301**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
50 Things to do before you're 5 - Stay and Play at Harmony	FL23581	Wed	9.30-11.30	17/04/24	03/07/24	11	FREE	FREE	FREE	CL

▶ **John White Community Centre (JWC)** Grange Avenue, Coventry, CV3 2ED

Course enquiries: **024 7697 5200**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Family History Intermediate - Term 3	JWC23505C	Wed	1.00-3.00	24/04/24	03/07/24	10	£80.00	£60.00	£16.00	CL
Spanish Beginners Plus - Term 3	JWC23503C	Tue	6.30-8.30	23/04/24	02/07/24	10	£80.00	£60.00	£16.00	CL
Sorting your Ancestry DNA	JWC23507C	Mon	7.00-9.00	29/04/24	01/07/24	5	£40.00	£30.00	£10.00	CL

▶ **Moat Family Hub (FL)** Moat House Primary School, Deedmore Road, Coventry, CV2 1EQ

Office hours: Mon- Fri 8.30am-4.30pm

Course enquiries: **024 7697 1301**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
50 Things to do before you're 5 - Stay and Play at Moat	FL23583	Wed	1.00-3.00	17/04/24	03/07/24	11	FREE	FREE	FREE	CL

▶ **Moat House Leisure Centre (MH)** Winston Avenue, Coventry, CV2 1DX

Course enquiries: 024 7697 2518

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Craft - Sustainable Card Making	MH23503C	Tue	1.00-3.00	04/06/24	02/07/24	5	£43.00	£33.00	£11.50	CL
Dressmaking - Intermediate	MH23510C	Thu	12.30-3.00	25/04/24	23/05/24	5	£53.00	£40.00	£11.50	CL
Dressmaking - Intermediate	MH23511C	Thu	12.30-3.00	06/06/24	04/07/24	5	£53.00	£40.00	£11.50	CL
Dressmaking Masterclass	MH23512C	Sat	10.00-4.00	TBC		1	£27.00	£21.00	£11.50	CL
Fingerstyle Guitar	MH23502C	Mon	1.00-3.00	22/04/24	08/07/24	10	£130.00	£98.00	£32.00	CL
Guitar - Initial	MH23501C	Mon	11.00-12.00	22/04/24	08/07/24	10	£65.00	£49.00	£13.00	CL
Quick and Easy Machine Patchwork	MH23513C	Sat	10.00-3.00	27/04/24	27/04/24	1	£28.00	£23.50	£20.00	CL
Sewing Machine Basics	MH23504C	Wed	1.00-3.00	24/04/24	03/07/24	10	£83.00	£63.00	£17.50	CL

▶ **Mosaic Family Hub (FL)** Jardine Crescent, Coventry, CV4 9PL

Office hours: Mon- Fri 8.30am-4.30pm

Course enquiries: **024 7697 1301**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Baby Massage at Mosaic	FL23584	Tue	9.00-11.00	16/04/24	01/07/24	11	FREE	FREE	FREE	CL
50 Things to do before you're 5 - Stay and Play at Mosaic	FL23585	Wed	1.00-3.00	17/04/24	03/07/24	11	FREE	FREE	FREE	CL

▶ **Online (OL)** Office hours: Mon-Fri 8.30am-4.30pm

Course enquiries: **024 7697 5200**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Arabic Advanced Workshop	OL23529C	Tue	7.00-9.00	23/04/24	02/07/24	10	£80.00	£60.00	£16.00	CL
Art - Nature in Watercolours	OL23502C	Tue	7.00-8.30	23/04/24	02/07/24	10	£60.00	£45.00	£12.00	CL
French Culture Intermediate -Term 3	OL23511C	Thu	7.00-9.00	25/04/24	04/07/24	10	£80.00	£60.00	£16.00	CL
Music Theory - Foundation Grade 2	OL23509C	Mon	6.15-7.15	22/04/24	08/07/24	10	£44.00	£30.00	£13.00	CL
Music Theory - Foundation Grade 1	OL23510C	Mon	7.30-8.30	22/04/24	08/07/24	10	£44.00	£30.00	£13.00	CL
Music Theory Grade 3/4	OL23508C	Mon	5.00-6.00	22/04/24	08/07/24	10	£44.00	£30.00	£13.00	CL
Spanish Cook-along Traditional Recipe - Paella (workshop delivered in English)	OL23530C	Wed	5.30-6.30	01/05/24	01/05/24	1	£5.00	£5.00	£5.00	CL
Spanish Cook-along Traditional Recipe - Pollo en Salsa (Chicken with beer sauce & mushrooms) (workshop delivered in English)	OL23531C	Wed	5.30-6.30	08/05/24	08/05/24	1	£5.00	£5.00	£5.00	CL
Spanish Cook-along Traditional Recipe - Tortilla de Patata (Spanish potato omelette) (workshop delivered in English)	OL23532C	Wed	5.30-6.30	15/05/24	15/05/24	1	£5.00	£5.00	£5.00	CL

Spanish Cook-along Traditional Recipe - Albondigas in Spanish sauce (Meatballs) (workshop delivered in English)	OL23533C	Wed	5.30-6.30	22/05/24	22/05/24	1	£5.00	£5.00	£5.00	CL
Spanish Improvers - Term 3	OL23514C	Wed	7.00-9.00	24/04/24	03/07/24	10	£80.00	£60.00	£16.00	CL
Spanish to make a difference - Advanced	OL23501C	Mon	7.00-9.00	22/04/24	08/07/24	10	£80.00	£60.00	£16.00	CL

▶ Online Recorded (OL)

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
English in the Primary School - Recorded	FL23588	Mon-Fri	8.00-10.00	15/04/24	01/07/24	11	FREE	FREE	FREE	CL
Maths in the Primary School - Recorded	FL23587	Mon-Fri	8.00-10.00	15/04/24	01/07/24	11	FREE	FREE	FREE	CL
Positive Family Foundations - Recorded	FL23586	Mon-Fri	8.00-10.00	15/04/24	01/07/24	11	FREE	FREE	FREE	CL

▶ Pathways Family Hub (FL)

Lawrence Saunders Road, Coventry, CV6 1HD

Course enquiries: **024 7697 1301**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
50 Things to do before you're 5 - Stay and Play at Pathways	FL23589	Mon	1.00-3.00	15/04/24	01/07/24	11	FREE	FREE	FREE	CL
50 Things to do before you're 5 - Stay and Play at Pathways	FL23590	Thu	1.00-3.00	18/04/24	04/07/24	11	FREE	FREE	FREE	CL

▶ Southfields Old School (SOS)

South Street, Coventry, CV1 5EJ

Office hours: Mon - Fri 8.30am - 4.30pm (no on site parking)

Course enquiries: **024 7697 5200**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Digital Skills for Beginners	SOS23036	Mon	1.00-3.00	22/04/24	08/07/24	10	FREE	FREE	FREE	DS
Excel at Maths: Learning Maths Through Spreadsheets	MULT23080	Wed	6.00-8.30	24/04/24	22/05/24	5	FREE	FREE	FREE	MULT
Excel Spreadsheets for Work (Improvers)	SOS23337	Tue	6.30-8.30	04/06/24	02/07/24	10	FREE	FREE	FREE	DS
Financial Fundamentals for the Self Employed	MULT23079	Mon	6.00-8.30	10/06/24	08/07/24	5	FREE	FREE	FREE	MULT
French Advanced - Term 3	SOS23501C	Thu	7.00-9.00	25/04/24	04/07/24	10	£80.00	£60.00	£16.00	CL
Guitar - Foundation	SOS23502C	Wed	5.00-6.00	24/04/24	03/07/24	10	£65.00	£49.00	£13.00	CL
Guitar - Intermediate	SOS23503C	Wed	6.30-8.30	24/04/24	03/07/24	10	£130.00	£98.00	£32.00	CL
Intro to Statistics	MULT23082	Thu	2.00-4.30	25/04/24	23/05/24	5	FREE	FREE	FREE	MULT
Maths for Job Interviews	MULT23078	Mon	6.00-8.30	22/04/24	03/06/24	5	FREE	FREE	FREE	MULT
Simple Coding	MULT23083	Thu	2.00-4.30	06/06/24	04/07/24	5	FREE	FREE	FREE	MULT
Spanish Beginners Conversation	SOS23504C	Thu	7.00-9.00	22/04/24	08/07/24	10	£80.00	£60.00	£16.00	CL
Visualising Data with Power BI	MULT23081	Wed	6.00-8.30	05/06/24	03/07/24	5	FREE	FREE	FREE	MULT
Word Processing for Work (Improvers)	SOS23040	Tue	6.30-8.30	23/04/24	21/05/24	10	FREE	FREE	FREE	DS
*Level 2 Diploma for the Early Years Practitioner	SOS23039	Tue	12.30-3.00	24/04/24	26/02/25	32	£700.00	N/A		EY

▶ St Francis of Assisi (STF)

Links Road, Coventry, CV6 3DQ

Office hours: Mon - Fri 8.30am - 4.30pm (no on site parking)

Course enquiries: **024 7697 5200**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Learn to Grow Fruit and Vegetables	STF23501C	Mon	10.00-12.00	25/04/24	04/07/24	10	FREE	FREE	FREE	CL

▶ Stoke Aldermoor ALC (SAC)

78 Roundouse Road, Coventry, CV3 1DA

Office hours: Mon - Fri 9.00am - 2.30pm

Course enquiries: **024 7697 6766**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Flamenco Dancing	SAC23501C	Wed	11.45-12.45	05/06/24	26/06/24	4	£16.00	£12.00	£10.00	CL
Spanish Survival Skills - At the Airport	SAC23502C	Wed	10.00-11.30	05/06/24	05/06/24	1	£10.00	£10.00	£10.00	CL
Spanish Survival Skills - At the Restaurant	SAC23503C	Wed	10.00-11.30	12/06/24	12/06/24	1	£10.00	£10.00	£10.00	CL
Spanish Survival Skills - At the Doctors Surgery	SAC23504C	Wed	10.00-11.30	19/06/24	19/06/24	1	£10.00	£10.00	£10.00	CL
Spanish Survival Skills - At the Police Station	SAC23505C	Wed	10.00-11.30	26/06/24	26/06/24	1	£10.00	£10.00	£10.00	CL

▶ Stoke Heath Community Centre (SHC)

14 Burroughs Close, Coventry, CV2 3QH

Office hours: Mon 9.00am - 2.30pm, Tue & Wed 9.00am - 3.30pm

Course enquiries: **024 7644 4702**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Basic British Sign Language	SHC23504C	Thu	10.00-12.00	25/04/24	04/07/24	10	£80.00	£72.00	£16.00	CL
Digital Skills for Beginners	SHC23024	Tue	1.00-3.00	23/04/24	02/07/24	10	FREE	FREE	FREE	DS
Excel Spreadsheets for Work (Beginners)	SHC23023	Tue	10.00-12.00	04/06/24	02/07/24	5	FREE	FREE	FREE	DS
Word Processing for Work (Beginners)	SHC23022	Tue	10.00-12.00	23/04/24	21/05/24	5	FREE	FREE	FREE	DS

Telfer Road Adult Education Centre (TR) 200 Telfer Road, Coventry, CV6 3DR

Office hours: Mon-Thu 8.30am-4.00pm, Fri 8.30am-3.30pm, Mon-Wed eve 5.15-8.45pm Course enquiries: **024 7697 2527** (Mon-Fri) **024 7697 8021** (Mon-Wed eve)

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Craft - Contemporary Weaving without a Loom	TR23547C	Tue	1.00-3.00	04/06/24	02/07/24	5	£48.00	£38.00	£16.50	CL
Craft - Creative Textiles	TR23549C	Tue	1.00-3.00	23/04/24	21/05/24	5	£48.00	£38.00	£16.50	CL
Craft - Elementary Patchwork & Quilting	TR23531C	Tue	10.00-12.00	23/04/24	02/07/24	10	£83.00	£63.00	£17.50	CL
Digital Skills for Improvers	TR23049	Tue	10.00-12.00	23/04/24	02/07/24	10	FREE	FREE	FREE	DS
Digital Skills for the Terrified	TR23048	Thu	1.00-3.00	25/04/24	04/07/24	10	FREE	FREE	FREE	DS
Dressmaking - Beginners	TR23546C	Fri	9.45-12.15	17/05/24	05/07/24	7	£73.00	£55.50	£15.50	CL
Dressmaking - Design & Create	TR23516C	Fri	1.00-3.00	26/04/24	05/07/24	10	£83.00	£63.00	£17.50	CL
Dressmaking - How to Use an Overlocker	TR23548C	Fri	9.45-12.15	26/04/24	10/05/24	3	£33.00	£25.50	£11.50	CL
Excel at Maths: Learning Maths Through Spreadsheets	MULT23085	Tue	2.00-4.30	04/06/24	02/07/24	5	FREE	FREE	FREE	MULT
Excel Spreadsheets for Work (Beginners)	TR23050	Wed	6.30-8.30	24/04/24	22/05/24	5	FREE	FREE	FREE	DS
Explore your Android Tablet for Beginners	TR23047	Thu	10.00-12.00	25/04/24	04/07/24	10	FREE	FREE	FREE	DS
Extend your Skills - Explore your iPad	TR23046	Wed	9.30-11.30	24/04/24	03/07/24	10	FREE	FREE	FREE	DS
Financial Fundamentals for Aspiring Managers	MULT23087	Tue	6.00-8.30	23/04/24	21/05/24	5	FREE	FREE	FREE	MULT
Financial Fundamentals for the Self Employed	MULT23088	Tue	6.00-8.30	04/06/24	02/07/24	5	FREE	FREE	FREE	MULT
German Beginners Workshop	TR23550C	Mon	6.30-8.30	22/04/24	20/05/24	5	£40.00	£30.00	£10.00	CL
Getting Online with Banks, Utilities, NHS, GOV.UK	TR23052	Thu	10.00-12.00	25/04/24	09/05/24	3	FREE	FREE	FREE	DS
Multiply 1-1's (Not in Choice)	MULT23086	Mon	1.00-4.00	22/04/24	08/07/24	10	FREE	FREE	FREE	MULT
Positive Family Foundations at Telfer	FL23594	Tue	6.00-8.00	16/04/24	02/07/24	11	FREE	FREE	FREE	CL
Positive Family Foundations at Telfer	FL23596	Thu	12.30-2.30	18/04/24	04/07/24	11	FREE	FREE	FREE	CL
Positive Family Foundations Secondary at Telfer	FL23597	Tue	6.00-8.00	16/04/24	02/07/24	11	FREE	FREE	FREE	CL
Simple Coding	MULT23084	Tue	2.00-4.30	23/04/24	21/05/24	5	FREE	FREE	FREE	MULT
Spanish Beginners Conversation	TR23511C	Mon	12.45-2.45	22/04/24	08/07/24	10	£80.00	£60.00	£16.00	CL
Use Google Earth, Street View and Maps	TR23053	Thu	10.00-12.00	16/05/24	06/06/24	3	FREE	FREE	FREE	DS
Use Video Conferencing Software	TR23054	Thu	10.00-12.00	13/06/24	04/07/24	4	FREE	FREE	FREE	DS
Word Processing for Work (Beginners)	TR23051	Wed	6.30-8.30	05/06/24	03/07/24	5	FREE	FREE	FREE	DS
Course Title	Course Code	Day	Times	Start	Finish	Weeks	Course Fee	Exam Fee inc Reg.		Enrolment Code
*Art - Accredited Painting & Mixed Media	TR23055	Thu	1.00-3.30	25/04/24	20/06/24	8	TBC	TBC		

Tile Hill Library (THL) Jardine Crescent, Coventry, CV4 9PL

Office hours: Mon-Fri 8.45am-1.45pm

Course enquiries: **024 7697 2518**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Art - Exploring Mixed Media	THL23518C	Wed	10.00-12.00	24/04/24	03/07/24	10	£83.00	£63.00	£17.50	CL
Art - Illustrating Nature	THL23520C	Wed	12.30-2.30	24/04/24	03/07/24	10	£83.00	£63.00	£17.50	CL
Craft - Block Printing on Fabric	THL23523C	Sat	10.00-3.00	15/06/24	15/06/24	1	£28.00	£23.50	£20.00	CL
Craft - Block Printing Wrapping Paper, Gift Bags & Tags	THL23526C	Sat	10.00-3.00	29/06/24	29/06/24	1	£23.00	£18.50	£15.00	CL
Craft - Creative Textiles	THL23524C	Mon	1.00-3.00	22/04/24	20/05/24	4	£38.50	£32.00	£16.50	CL
Craft - Easy Sewing Projects with Felt	THL23522C	Sat	10.00-2.00	11/05/24	11/05/24	1	£26.00	£22.00	£20.00	CL
Craft - Seasonal Needle Felting	THL23523C	Sat	10.00-2.30	11/05/24	11/05/24	1	£28.00	£23.50	£20.00	CL
Digital Skills for Beginners	THL23012	Mon	10.00-12.00	22/04/24	08/07/24	10	FREE	FREE	FREE	DS
Family History Advanced Workshop - Term 3	THL23501C	Fri	10.00-12.00	26/04/24	05/07/24	10	£80.00	£60.00	£16.00	CL
Family History Beginners - Term 3	THL23502C	Fri	1.00-3.00	26/04/24	05/07/24	10	£80.00	£60.00	£16.00	CL
Get Creative with Canva	THL23014	Mon	1.00-3.00	22/04/24	08/07/24	10	FREE	FREE	FREE	DS

Willenhall Education, Employment & Training Centre (WE) Robin Hood Road, Coventry, CV3 3AN

Office hours: Mon - Thu 8.30am - 4.30pm

Course enquiries: **024 7697 5439**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
Grow your own fruit and vegetables	WE23501C	Mon	11.00-1.00	22/04/24	08/07/24	10	FREE	FREE	FREE	CL
Intro to Statistics	MULT23089	Fri	1.00-3.00	22/04/24	03/06/24	5	FREE	FREE	FREE	MULT
Learn Mental Maths	MULT23090	Fri	1.00-3.00	10/06/24	08/07/24	5	FREE	FREE	FREE	MULT

Woodside Family Hub (FL) Upper Ride, Coventry, CV3 3GL














Office hours: Mon-Fri 8.30am-4.30pm

Course enquiries: **024 7697 1301**

Course Title	Course Code	Day	Times	Start	Finish	Weeks	Standard Fee Rate	Over 66s Fee Rate	Go CV Plus Rate	Enrolment Code
50 Things to do before you're 5 - Stay and Play at Woodside	FL23601	Tue	9.30-11.30	16/04/24	02/07/24	11	FREE	FREE	FREE	CL

VENUE DETAILS - SUMMER TERM 2024

Venue contact numbers are only available during term time

VENUE - name and address	CONTACT NUMBER	OFFICE HOURS for enrolment support	SYMBOLS
FL - Aspire Family Hub Humber Avenue, Coventry, CV2 1SF	024 7697 1301	Mon-Fri 8.30am-4.30pm	
BGL - Bell Green Library 17-23 Riley Square, Coventry, CV2 1LS	024 7697 2534	Mon, Tue, Thu & Fri 9.00am-1.30pm	
BSC - Broad Street Centre 161 Broad Street, Coventry, CV6 5BN	024 7697 5502	Mon-Fri 9.00am-3.30pm No onsite parking	
CL - Central Library Smithford Way, Coventry, CV1 1FY	024 7697 5200	Mon-Fri 8.30am-4.30pm	
CCC - Cheylesmore Community Centre 111 Arundel Road, Coventry, CV3 5JL	024 7697 5442	Mon-Thu 9.00am-4.30pm Fri 9.00am-4.00pm	
FL - Coffee Tots The Wave, New Union Street, Coventry, CV1 2PS	024 7697 1301	Please call 024 7697 1301	
CCH - Coventry Central Hall Warwick Lane, Coventry, CV1 2HA	024 7697 6766	Mon-Fri 9.00am-1.00pm	
CCRC - Coventry Community Resource Centre Red Lane, Coventry, CV6 5EE	024 7668 4331	Mon-Thu 9.00am-3.00pm Fri 9.00am-12.00pm	
EPV - Earlsdon Park Village Albany Road, Coventry, CV5 6JQ	024 7697 6119	Mon-Fri 8.30am-1.30pm	
FL - Families for All Family Hub 454 Foleshill Road, Coventry, CV6 5LB	024 7697 1301	Mon-Fri 8.30am-4.30pm	
FP - Finham Park School 2 Torrington Avenue, Coventry, CV4 9WT	024 7697 8638	Please call 024 7697 8638	
FL - Harmony Family Hub Clifton Street, Coventry, CV1 5GR	024 7697 1301	Mon-Fri 8.30am-4.30pm	
JWC - John White Community Centre Grange Avenue, Coventry, CV3 2ED	024 7697 5200	Please call 024 7697 5439	 
FL - Moat Family Hub Moat House Primary School, Deedmore Road, Coventry, CV2 1EQ	024 7697 1301	Please call 024 7697 1301	
MH - Moat House Leisure Centre Winston Avenue, Coventry, CV2 1DX	024 7697 5200	Please call 024 7697 5200	 
FL - Mosaic Family Hub Jardine Crescent, Coventry, CV4 9PL	024 7697 1301	Mon-Fri 8.30am-4.30pm	
OL - Online and Online Recorded	024 7697 5200	Please call 024 7697 5200	
FL - Pathways Family Hub Lawrence Saunders Road, Coventry, CV6 1HD	024 7697 1301	Please call 024 7697 1301	
SOS - Southfields Old School South Street, Coventry, CV1 5EJ	024 7697 5200	Mon-Fri 8.30am-4.30pm No on-site parking	
STF - St Francis of Assisi Links Road, Coventry, CV6 3DQ	024 7697 5200	Mon-Fri 8.30am-4.30pm	
SAC - Stoke Aldermoor Adult Learning Centre Life Centre, 78 Roundhouse Road, Coventry, CV3 1DA	024 7697 6766	Mon-Fri 9.00am-2.30pm	 
SHC - Stoke Heath Community Centre 14 Burroughs Close, Coventry, CV2 3QH	024 7697 5200	Mon 9.00am-2.30pm Tue-Wed 9.00am-3.30pm	 
TR - Telfer Road Adult Education Centre 200 Telfer Road, Coventry, CV6 3DR	024 7697 2527 (Mon-Fri) 024 7697 8021 (Mon-Wed eve)	Mon-Thu 8.30am-4.30pm Mon-Wed 5.15-8.45pm Fri 8.30am-4.00pm	
THL - Tile Hill Library Jardine Crescent, Coventry, CV4 9PL	024 7697 5200	Mon-Fri 8.45am-1.45pm	
WE - Willenhall Education, Employment and Training Centre (WEETC) Robin Hood Road, Coventry, CV3 3AN	024 7697 5439	Mon-Thu 8.30am-4.30pm	 
FL - Woodside Family Hub Upper Ride, Coventry, CV3 3GL	024 7697 1301	Please call 024 7697 1301	



Crèche



Parking for Blue Badge holders



Lift

CHOICE

Coventry Adult Education Service

Website: www.coventry.gov.uk/adulted

Telephone: **024 7697 5200**

Email: feedback@covaded.org

www.facebook.com/CoventryAdultEducationService

[@CoventryAdultEd](https://twitter.com/CoventryAdultEd) (X Formerly Twitter)

[@CoventryAdultEducationService](https://www.youtube.com/CoventryAdultEducationService) (YouTube)

BE SAFE!

Anyone who is being abused, neglected, bullied, groomed, or drawn into extremism or terrorism is not safe.

Do you know what to do if you are not safe, or someone you know is not safe?

- If a child is at risk of harm or neglect, call **024 7678 8555**
- If a vulnerable adult is at risk of harm or neglect, call **024 7683 3003**
- If you think someone is being drawn into radicalisation, extremism or terrorism, tell your tutor or any member of staff in the Adult Education Service
- Talk to your tutor or any Adult Education Service staff member
- See our posters (at venues or on www.covlearn.co.uk) for who to call if a child or adult is at risk
- In an emergency, call **999**

SUMMER TERM 2024 DATES:

ENGLISH, MATHS AND ESOL

15 APRIL – 12 JULY

COMMUNITY LEARNING

22 APRIL – 12 JULY

FAMILY LEARNING

15 APRIL – 5 JULY

HALF TERM

27 – 31 MAY

VOLUNTEERS NEEDED IN COVENTRY. WE NEED YOU!

Could you support a learner and
become a learning partner?

We need volunteers on a range of courses. You will work alongside a learner or learners under the guidance of a tutor.

For further information please call

024 7697 5200