Community Learning West – FREE courses for people living in Bristol and/or surrounding areas, aged 19 or over who have few or no formal qualifications and face significant barriers to further learning and employment. If you are worried about getting started with online learning please call the contact number for the course you are interested in and they will be able to organise support for you.

Course Title & Description	Time	Start Date & Day	No. of weeks	Contact	Delivery
Employability					
***Introduction to Remote Learning** Learn how to use Zoom, set up an email account with a safe password and staying safe online.	A 3hr workshop to be completed at a time that suits you	Flexible Monday to Friday from 1 to 31 May	1 session	Kim Payne 07917 848757 Kim.payne@cmtservices.co.uk	Face to face at The Greenway Centre Doncaster Road Southmead BS10 5PY
***Confidence in Employability** This course covers personal skills and attributes, writing a good CV and cover letter, using different resources to search for jobs, preparing for an interview.	Flexible	Flexible Monday to Friday from 1 to 31 May	6 modules	Kim Payne 07917 848757 Kim.payne@cmtservices.co.uk	Face to face at The Greenway Centre Doncaster Road Southmead BS10 5PY
Community Emergency response /Volunteer induction A short introduction to being a volunteer. Includes keeping yourself and others safe; effective communication, recognising boundaries and signposting.	Flexible	Flexible	Takes approx. 2-3 hours (can dip in and out)	JP Evans 07795 390 667 Julie.evans@n-somerset.gov.uk	Online using Google classroom.
Introduction to Health and Social Care This online course will give learners an overview of the services and job opportunities within health and social care in preparation for moving onto the Level 1 Award in HSC & CYPS. If you need help to get online including equipment please ask.	10am to 12noon	28/04/21 Wednesdays	6	Shani Smith 07775227352 shani.smith@bristol.gov.uk	Online
Employability in Health and Social Care Help with interview preparation and CV writing for a job in the care sector. Local employers will offer advice on jobs and apprenticeships you can apply for.	10am to 12noon	30/04/21 Fridays	5	Julie St Jean Dick 07469 413348 Julie.st.jean.dick@bristol.gov.uk	Online using ZOOM calls and Google classroom.

Course Title & Description	Time	Start Date & Day	No. of weeks	Contact	Delivery
***English for Work** This course will provide adults with English speaking, listening, reading and writing skills to look for work or progress in their current employment.	2pm to 4pm	10/05/21 Mondays	8	Phone 0117 9739744 or email information@youtheducationservice.org.uk	Online using ZOOM
Introduction to Childcare A 4-week introductory course to explore working in childcare followed by a level 1 course in Childcare.	TBC	TBC	4	Helen Richards 07760990855 Helen.richards@bristol.gov.uk	Online using ZOOM and Google classroom. Possible face to face TBC
Brush Up Your English for Work Improve your speaking and listening skills for interviews and presentations, improve your writing skills for finding a job.	1pm to 3pm	13/05/21 Thursdays TBC	8	Suzanne Gaffney 07887451776 suzanne.gaffney@bristol.gov.uk	Online or classroom based in Lawrence Weston area. **Suits English levels Entry 3 and above**
Intro to Finding Work in Cleaning This course will boost confidence in applying for work in this sector and will include COSHH principles at work. Gain employability skills. The course will link to applying for jobs in NHS.	9.30am to 2.30pm	17/06/21 and 18/06/21	4	Suzanne Gaffney 07887451776 suzanne.gaffney@bristol.gov.uk	Online using ZOOM and email. **Suits English levels Entry 3 and above**
***Level 1 Passport to Enterprise and Employment** Develop the skills you need for gaining employment or becoming self-employed. Currently run as a 3-session online course.	9.30am to 1.45pm	17/06/21 Thursdays and Friday mornings	3 weeks	Jane Franklin 07518576597 admin@c-cbed.com	Online
IT Skills					
Intro to Office Skills/Business Admin An intermediate course for work or finding work. Learn new skills including using Word, spreadsheets, power point presentations and more. Learners will need a tablet or laptop; IT device can be loaned for the course. Links in with National Careers advisor.	10am to 12noon	18/05/21 TBC Tuesdays Learners can join in week 2 and 3	7	Suzanne Gaffney 07887451776 suzanne.gaffney@bristol.gov.uk	Online using ZOOM and Google Classroom or ITS learning. **Suits English levels Entry Level 3 and above.**
Get Digital/Intro to Digital Skills A course for the terrified! Get started using Zoom, it will cover the basics including using	1pm to 3pm	08/06/21 Tuesdays It will run again in July	4	Suzanne Gaffney 07887451776 suzanne.gaffney@bristol.gov.uk	Online using ZOOM. **Suits all levels as support can be given.**

email, strong passwords, e-safety using the internet. Learners can use smart phones.					
Course Title & Description	**Time**	**Start Date & Day**	**No. of weeks**	**Contact**	**Delivery**
Basic Computers A progression course from Get Digital/Intro to Digital Skills. You will keep learning about Zoom, using email, Word, e-safety using the internet. Learners will need a tablet or laptop; IT device can be loaned for the course.	Date TBC	Dated TBC	6	Suzanne Gaffney 07887451776 suzanne.gaffney@bristol.gov.uk	Online using ZOOM and Google classroom. **Suits English levels Entry Level 3 & above.**
Confidence & Aspirations, Health & Wellbeing					
Find Your Strengths Interactive course to help improve your self-esteem and resilience. Use proven techniques to help you make changes if you are feeling stuck.	10am to 12noon	05/05/21 Wednesdays	6	Jodi Pilcher-Gordon jodidpilchergordon@southmead.org	Online using Zoom and Google Classroom. **Suits English levels Entry Level 3 & above.**
The Health Benefits of Laughter Yoga Experience the health benefits of breathing, open posture and laughter. A toolbox of tips and techniques that will improve mood ease stress and raise your energy.	10am to 11.30am	06/05/21 Thursdays	4	JP Evans 07795 390 667 Julie.evans@n-somerset.gov.uk	Online using ZOOM
Becoming a novelist Make a start on that novel, feel supported to return to work you've started. Learn about planning, character, plot, theme and setting.		10/05/21 Mondays	8	Jo Urch 07920 082952 joan.urch@n-somerset.gov.uk	By email
Fun British Sign Language Learn BSL to communicate better with those who are deaf or hard of hearing.	10am to 12noon	13/05/21 Thursdays	7	JP Evans 07795 390 667 Julie.evans@n-somerset.gov.uk	Online using ZOOM
***Time for Change part 2** Covers effective communication skills, assertiveness and managing time. Designed to enable individuals to move forward post restrictions to achieve new or existing goals.	10am to 1.30pm	13/05/21 Thursdays & Fridays	3	Jane Franklin 07518576597 admin@c-cbed.com	Online
Community Consultation – Why and How Learn how to consult with your community about big, new developments at SS Great Britain and make sure your stories are included in its history and its future.	1pm to 3pm	17/05/21 Mondays	9	Lucy Fieldhouse 07788353446 Lucy.fieldhouse@bristol.gov.uk	Face to face at Knowle West Health Park and SS Great Britain

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Feel Good Outdoors. North Bristol Wellbeing course focusing on the benefits of being outdoors. Mix of activities, information and volunteering opportunities.	10am to 12.30pm	10/06/21 Thursdays	6	Suzanne Gaffney 07887451776 suzanne.gaffney@bristol.gov.uk	Face to face at Lawrence Weston Community Farm, BS11 - following COVID secure procedures
Feel Good and get walking A friendly and practical course looking at the benefits of being outdoors and walking for health and pleasure.	1pm to 3pm	11/06/21 Fridays	6	Lucy Fieldhouse 07788353446 Lucy.fieldhouse@bristol.gov.uk	Face to face at Knowle West Health Park BS4 **Suits all levels**
***Dyslexic Support** A supportive course for adults who have been diagnosed as dyslexic or think they are. Share experiences and develop knowledge of self-help strategies to study and work with greater confidence.	10am to 12noon	11/06/21 Fridays	5	Phone 0117 9739744 or email information@youtheducationservice.org.uk	Face to face at YES Unit 3 Hide Market West Street Bristol BS2 OBH
***Confidence for Learning** Workshops for learners wishing to build confidence to re-engage with learning. Includes: • Recognising personal learning styles • Dealing with new information • Improving short-term memory	2pm to 4pm	16/06/21 Wednesdays	2	Phone 0117 9739744 or email information@youtheducationservice.org.uk	Face to face at YES Unit 3 Hide Market West Street Bristol BS2 OBH
Feel Good Outdoors. South Bristol Learn to relax, appreciate and feel the benefits of being outdoors based in a lovely park and community garden.	10am to 12.30pm	TBC but likely June on Fridays	6	Lucy Fieldhouse 07788353446 Lucy.fieldhouse@bristol.gov.uk	Face to face at Redcatch Community Garden BS4 **Suits all levels. Spaces limited so must book**
Non accredited Functional Skills, ESOL & Language					
ESOL Conversation Clubs	Various times			esolconversationclubs@bristol.gov.uk for more information check our website www.esolcc.org	Online using ZOOM
ESOL for Beginners	10am to 12noon	21/04/21 Wednesdays	10	Julie St Jean Dick 07469 413348 Julie.st.jean.dick@bristol.gov.uk	Online using ZOOM calls and Google classroom

Course Title & Description	Time	Start Date & Day	No. of weeks	Contact	Delivery
ESOL Advanced For Entry level 3 learners and above	9.30am to 11.30am	23/04/21 Fridays	10	Julie St Jean Dick 07469 413348 Julie.st.jean.dick@bristol.gov.uk	Online using ZOOM calls and Google classroom **For Entry level 3 learners and above**
ESOL for Employment **Level TBC**	10am to 12noon	27/04/21 Tuesdays	10	Suzanne Gaffney 07887451776 suzanne.gaffney@bristol.gov.uk	Online using email and ZOOM.
***Make Words Work** This course will encourage learners to write for pleasure and support them to improve their written skills.	2pm to 4pm	27/04/21 Tuesdays	9	Phone 0117 9739744 or Email information@youtheducationservice.org.uk	Face to Face YES, Unit 3 Hide Market West Street Bristol, BS2 OBH
***Make Numbers Work** For adult learners who want to develop their confidence, skills and understanding of maths and how to use it in everyday life in a supportive small group setting.	10am to 12noon	27/04/21 Tuesdays	9	Phone 0117 9739744 or Email information@youtheducationservice.org.uk	Face to Face YES, Unit 3 Hide Market West Street Bristol, BS2 OBH
***ESOL conversation class** Designed to help learners to gain confidence in everyday life including work, school and in the community.	For people living in North Somerset	18/05/21 Tuesdays	8	admin@c-cbed.com	Online
***ESOL conversation class** Designed to help learners to gain confidence in everyday life including work, school and in the community.	For people living in Bristol	07/06/21 Mondays	8	admin@c-cbed.com	Online
Get better at Reading Practise skimming, scanning and increase your knowledge and understanding of words and phrases.	12.45pm to 2.45pm	08/06/21 Tuesdays	5	Lucy Fieldhouse 07788353446 Lucy.fieldhouse@bristol.gov.uk	Online using ZOOM and Google classroom but may be taught face to face at The Park, Daventry Road, BS4 1DQ
ESOL – Literacy for Health and Wellbeing	TBC	Coming soon, summer term	10	Suzanne Gaffney 07887451776 suzanne.gaffney@bristol.gov.uk	Online **Suits Entry Level 1 to Level 1**

Course Title & Description	Time	Start Date & Day	No. of weeks	Contact	Delivery
Parenting and Family Learning					
Fun outdoors for families A family learning course for you and your child enjoy the outdoors. Craft activity each week.	10am to 12noon	11/06/21 Fridays	6	Lucy Fieldhouse 07788353446 Lucy.fieldhouse@bristol.gov.uk	Face to face Knowle West Children's Centre BS4 **Suits all levels. Places limited so must book**
Intro to Playing Outdoors Get the most out of outdoor play-a great way to learn and have fun! Practical support and ideas on how to play outdoors with your children and use nature safely.	1pm to 3pm	23/06/21 Mondays	4	Suzanne Gaffney 07887451776 suzanne.gaffney@bristol.gov.uk	Venue TBC **Suits adults at English Entry Level 3 and above.**
Bring The Gruffalo to Life! Support your child's love of books, using games, cooking and crafts etc. An after-school club for you and the children together, join in the fun!	4.30pm to 6pm	Tuesdays, start date TBC	7	Suzanne Gaffney 07887451776 suzanne.gaffney@bristol.gov.uk	Online using ZOOM and email. **Suits adults at Entry level 3 English and above, children of nursery age upwards.**
Love Learning about Money (North Bristol) Workshops coming up where you can help your child learn about money. Free online resources, fun games and activities.	TBC	June/July TBC		Suzanne Gaffney 07887451776 suzanne.gaffney@bristol.gov.uk	Online, suitable for parents aged 19 years plus with a child under 7 years old.
Love Learning about Money (South Bristol) Workshops coming up where you can help your child learn about money. Free online resources, fun games and activities.	TBC	Coming soon		Lucy Fieldhouse 07788353446 Lucy.fieldhouse@bristol.gov.uk **or** Helen Richards 07760990855 Helen.richards@bristol.gov.uk	Online, suitable for parents aged 19 years plus with a child under 7 years old.

We welcome suggestions for new online and face to face courses so please call us if you do not see a course you are looking for; it might be that we will be offering it soon. Check our website www.communitylearningwest.net and our Facebook page https://www.facebook.com/BristolCommunityLearning/

* These courses are delivered on behalf of Community Learning West by commissioned partners.