

The Kent and Medway Newsletter

For Professionals in Adult Learning

1 February 2010 edition

Welcome to the monthly Newsletter!

People ask me why I continue to produce monthly newsletter from my kitchen table each year when funding is but a distant memory but its quite simply because I feel so passionate about its value as a dynamic communication tool for Professionals in Adult Learning. It seems the readers feel this way too as the mailing list continues to grow even at this time when many of the original stalwarts are choosing/having to make careers and new lives elsewhere.

Many thanks for all the news and adverts received each and every month.

Melanie Gibson-Barton (editor, publisher, distributor!)

Start 2010 by booking a place at your local Community Learning Forum event.
See back page for full list of dates.

Class Clips for Teachers

Did you know the BBC has more than 5,000 video clips from BBC programmes for teachers to use and play in lessons?

Class Clips More lets you search by subject for free BBC content to illustrate or enhance a topic.

Please let any primary or secondary teachers know about this excellent resource: www.bbc.co.uk/learningzone/clips

Opportunity to Join the SEEDA Board

The Board of South East England Development Agency (SEEDA) will shortly be recruiting two new members and we have been asked to bring this to the attention of businesses in East Kent.

These two business spaces will be advertised on www.rdaboardappointments.com on the 7th February and if anyone is interested in obtaining further details please contact the recruitment search consultants, Gatenby Sanderson in the first instance.

Please send your adverts for events, vacancies, courses and editorial articles for inclusion in the next edition of the monthly e-newsletter to:

Melanie Gibson-Barton at the Kent and Medway Newsletter.

e-mail: skillsforlifenewsletter@yahoo.co.uk



Kent CAN would like to draw your attention to the following websites that will increase your funding opportunities:

Search for funding for the voluntary and community sector from 150 Local Authorities, subscribe to www.governmentfunding.org.uk

www.trustfunding.org.uk includes information on around 4,400 grant-making trusts with a total of over £3.1 billion a year.

Over 500 companies are featured at www.companygiving.org.uk, giving over £290 million in cash donations and more in other forms of community support.

Annual Kent CAN / Kent Partnership Conference

Kent CAN are delighted to announce 2010 will see the return of the popular Voluntary and Community Sector Conference.

Paul Carter shall be opening the conference which will be held on the morning of 19th May at Oakwood House, Maidstone

Kent CAN shall keep you updated on all future announcements, register your interest as soon as possible by emailing communications@kentcan.org to guarantee your place at what is the sector's premier annual networking event.

Community Learning Champions

The Community Learning Champions Support Programme is a new initiative to support volunteers in promoting learning in their communities. The programme is part of The Learning Revolution White Paper, funded by the Department for Business, Innovation and Skills (BIS) and will be delivered by NIACE in partnership with the Martin Yarnitt Associates, the Workers' Educational Association (WEA) and unionlearn.

Community Learning Champions are a tried and tested way of engaging enthusiastic volunteers in promoting the value of learning to friends, neighbours and relatives. The approach has potential to help in supporting health, housing and regeneration initiatives and can support individuals facing disadvantage and discrimination.

The Community Learning Champions Support Programme will run until 2011 and has three main elements:

to provide consistent training and development opportunities for Community Learning Champions, as well as regional networks and a website for exchanging good practice; a Development Fund which will fund up to 50 local initiatives in 2010/11; and a branding and badging scheme to help raise the profiles of Community Learning Champions across the country.

For more information visit: www.communitylearningchampions.org.uk

Please send your adverts for events, courses, vacancies and editorial articles for inclusion in the next edition of the monthly e-newsletter to
Melanie Gibson-Barton at the Kent and Medway Newsletter.
e-mail: skillsforlifenewsletter@yahoo.co.uk

No responsibility is taken for the content of any advertisement or article sent for inclusion in this Newsletter

Chris Ryan Operation Read competition launched



Launched this month, this brand new competition challenges pupils to undertake a number of specially-selected missions to promote reading in school. The competition prize includes an amazing adventure day out with Chris Ryan. The competition will close in March 2010 and is open to all Reading Champions schools. Sign your school up to this free network

http://www.chrisryanadventures.co.uk/operationread/?dm_i=73S,2NYC,OWEGH,8FPL,1

Free resources available to support work with dads



Parents' positive involvement in their children's lives is hugely important, but it can be hard to involve fathers in your work. Think Fathers, a campaign funded by the Department for Children, Schools and Families and delivered by the Fatherhood Institute, has put together a 'Dad Test' to assess the father-inclusiveness of your services.

Further information at: http://www.fatherhoodinstitute.org/index.php?id=0&cID=969?dm_i=73S,2NYC,OWEGH,8FPK,1



Skills for Life FOR the workplace and IN the workplace.



The Network's next seminar will be held on March 16th 2010 at the Novotel Hotel, in central Manchester. This will provide an opportunity to consider employability skills, functional skills and Skills for Life in preparing and supporting adults for work and in work. More programme and Registration details from: admin@workplaceLLNnetwork.co.uk

Direct Flights from Lydd to Jersey



Operated by CityJet, using a 50 seat Fokker aircraft, this new service will run from Lydd every Saturday between July 10th & September 11th this year. And to celebrate the launch of the new service, Lydd Airport is also providing free car parking for all those travelling on the Jersey flight in 2010.

With its easy access and fast, hassle-free check-in service, Lydd Airport offers a relaxed and friendly alternative to Gatwick for those who want to explore Jersey. This beautiful island has a wealth of attractions, from adventure parks and castles to superb shops, markets, cafes and restaurants.

Holidays and flights for both services can be booked through local travel agents, online at www.discoverjersey.com/lya or by telephone on 0844 415 6653.

Early Home Learning Matters



The Family and Parenting Institute launched the Early Home Learning Matters website and handbook to help parents kick start their young children's learning. The site provides tips for parents, advice to practitioners who work with parents and information for organisations that would like to set up a service on early home learning for parents. The first thousand copies of the handbook will be free but can only be ordered as single copies.

http://www.earlyhomelearning.org.uk/?dm_i=73S,1GV1,OWEGH,4FFD,1

Coming soon from Kent Adult Education



Workplace qualifications for 2010

Do you have the qualifications **you** need? Are **your staff** fully qualified? Whether you are an employer, employee, or self-employed we have courses to suit you. Kent Adult Education can provide scheduled and bespoke courses leading to the statutory qualifications you or your staff need in the workplace.

Courses for 2010 include:

Food Safety in Catering – Level 1 and Level 2 Awards
Manual Handling – Level 2 Award
Health & Safety – Level 1 and Level 2 Awards

All courses are fully accredited by the Chartered Institute of Environmental Health.

For further details contact your local Partnership Manager.

Canterbury

Caroline Murray 07740 184 064

Tonbridge, Tunbridge Wells, Maidstone, Sevenoaks and Swanley

Tony Wegg 07717 5017 204

Dover, Folkestone & Thanet

Lindsey Ward 07774 554 171

Ashford, Dartford & Gravesend

Barry Jones 07795 293 098

Swale

Denise Oliver 07740 183 775

Money Skills Workshops

Do you work with young people who would benefit from getting smarter with money, learning about saving, credit and payslips?

A new 2-year initiative between FSA, Citizens Advice Bureau and Barclays is starting in February 2010, will provide free financial skills workshops to young people (aged 16 - 25) across Sussex, Kent & Surrey.

The Money Skills Workshops last for 2-3 hours and can be tailored for the particular group attending. The aims are to enable people aged 16-25 to make well informed money decisions as they meet the financial challenges of early adult life.

WHAT NEXT: If you are interested in hosting a Money Skills Workshop or referring young people for training please contact Joanne Bumpstead - joanne.bumpstead@live.co.uk or phone 01797 227002.

Funding Opportunities

Jill Frankland, Project Officer, External Funding Unit, Kent County Council writes: did you know that our unit provide free access to a database of funding opportunities: Kent4Communities? It is easy to access, user friendly and provides information on Government, Lottery and local schemes. It can be found on Kent County Council's website: http://www.kent.gov.uk/business/help_and_advice_for_businesses/external_funding/search_for_grants.aspx

Our website contains other useful information including copies of our funding newsletter, Inside Track, factsheets, details of KCC's schemes and contacts: http://www.kent.gov.uk/business/help_and_advice_for_businesses/external_funding.aspx

Website: http://www.kent.gov.uk/business/help_and_advice_for_businesses/external_funding.aspx

For free grant searches use: http://www.kent.gov.uk/business/help_and_advice_for_businesses/external_funding/search_for_grants.aspx

Raw: Skills for Everyday Life

Raw is the BBC's new basic skills website, aimed directly at those who need skills that will help them in their day-to-day lives.

The website offers practical advice and activities on a wide range of useful topics:

Money - budgeting tools and video guides which provide expert advice & easy to use tools to get to grips with money issues: www.bbc.co.uk/raw/money/

Computers - a beginners guide to using computers and the internet:
www.bbc.co.uk/raw/computers

Words - Put together a story, from start to finish, and improve your writing skills in the process:
www.bbc.co.uk/raw/words

Numbers - Find maths a challenge? Find tools, videos and comics to help: www.bbc.co.uk/raw/numbers

DON'T FORGET - You get free BBC Raw Money magazines and resources for your learners on the raw partners website: www.bbc.co.uk/raw/partners

News from Home-Start Thanet

Sharon Tait, Executive manger Home-start Thanet, writes:

We are holding our next Course of Preparation for potential volunteers in February 2010 , we recruit and train potential volunteers to support local families in their own homes, training is free, the initial course is run over five weeks, two days per week, this is followed up with ongoing training (normally every two months). The course covers subjects ranging from their role as a volunteer, to listening skills, child protection, examining our values and attitudes, parenting and family stress, mental health issues, domestic abuse issues and much more. Home-start is a voluntary organisation that supports families who have at least one child under five in heir own homes, where their confidentiality and individuality can be respected.

This course is ideal for anyone who has four or five hours free each week to offer support to a family in need. Families are all different and their problems can range from being isolated, to needing guidance on parenting, to listening or offering more practical support. Volunteers get out of pocket expenses, and support and supervision throughout their time with us, we ask for at least a year's commitment. This is an ideal course for anyone thinking of going into social care/work or nursing.

They can contact me on Thanet 866344 for an informal discussion or further information.

Courses are run three times per year our following courses will be run in June with a third course starting in October.

Kent LINK

The Kent LINK (Local Involvement Network) is an independent network of local people and community groups working together to influence and improve Kent's health and social care services.



This is an opportunity for the community of Kent and for YOU to get your voice heard. It will only work with your involvement, so join today to get started and we will let you know about the various ways you can take part and have your say!

Your LINK for improving health and social care: www.thekentlink.co.uk

NIACE Courses

Coming soon:

Improving Formative Assessment: One day course on developing strategies for building learner autonomy
Thursday 4 February 2010, York

Beyond the Worksheet: An integrated skills approach to meeting the everyday literacy needs of adult learners
Thursday 11 February 2010, Leicester

Transforming your organisation through disability equality
Tuesday 16 February 2010, Birmingham

An Introduction to PRINCE2: A half day workshop
Tuesday 23 February 2010, (Morning or Afternoon), London

"It's about so much more than pastel paper and pretty folders": Dyslexia Awareness for Work-Based Learning practitioners - One day Workshop
Wednesday 24 February 2010, York

Working Well: One day training to promote to promote staff wellbeing in the post 16 education and training sector
Tuesday 2 March 2010, Birmingham

Demonstrating Impact for Quality using the five-stage process (RARPA) and the revised Common Inspection Framework (CIF)
Wednesday 3 March 2010, Birmingham

Making the Most of The Spelling Pack as a CPD resource: A one day workshop for Adult Literacy practitioners
Tuesday 9 March 2010, London

Engaging the Learner: The power of Storytelling as a teaching tool
Tuesday 16 March 2010, (Morning or Afternoon), Manchester

Screens and Pages: Technology and reading for pleasure
Wednesday 17 March 2010, London

For a full list of all NIACE courses please go to: <http://www.niace.org.uk/events>

If you have any questions please contact: 0116 2859661 or send an e-mail to: courses@niace.org.uk

We look forward to seeing you at future NIACE events

Roger Marvin, Events Assistant, NIACE Events Team, Tel: 0116 285 9661
Fax: 0116 285 9670, E-mail: courses@niace.org.uk

CASE Kent Training Courses

Liz Shihabi at CASE Kent highlights the following forthcoming training courses:

25 February 2010 - Writing a Business Plan - Trinity Resource Centre, Margate
25 March 2010 - Statistics - Finding & Interpreting to maximise your income - Romney Resource Centre, Mountfield Road, New Romney

CASE Kent, Berwick House, 8 Elwick Road, Ashford, Kent TN23 1PF
Tel/Fax: 01233 610171 website:www.casekent.org.uk

New Courses at New Brompton College, Gillingham

Lucy Beadle of New Brompton College writes: please find below details of all the Family and Adult learning courses we have coming up at New Brompton College, Marlborough Road, Gillingham. To book your place on these fabulous courses, please contact Lucy Beadle on 01634 852341 ext 525

Professional CV Writing Workshop

If you are looking for a job, make your own good luck by attending this workshop at New Brompton College and improving your chances of success. Starting Wednesday 3rd March 2010, running for 2 weeks from 7pm – 9pm. £20 per person for the entire course.

Emergency First Aid at Work (Accredited HSE course)

An informative first aid course for adults who want to ensure that they know how to deal with emergencies at home and work. This HSE accredited course will take place at New Brompton College, starting Tuesday 2nd March 2010, running for 3 weeks from 4pm – 6pm with NBC's Schools Health Advisor.

£30 per person or £15 for an NBC parent/carer.

Introduction to Cookery – Part One

Would you like to learn how to cook healthy nutritious food with ease? This course at New Brompton College will give you hints and tips to make cooking easy and fun. Starting Tuesday 9th February 2010, running for 3 weeks from 7pm – 9pm. £15 per person for the entire course, ingredients not included.

Bugsy Malone Scenery Workshop

New Brompton College Performing Arts Department are looking for budding artists who would like the amazing opportunity to assist as creative scenery makers to support their BTEC production of Bugsy Malone which will be taking place at The Brook Theatre, Chatham.

Starting Wednesday 24th February 2010, running for 6 weeks from 6pm – 8pm at New Brompton College. £10 per person for the entire course.

Bugsy Malone Theatre Make-up Course

New Brompton College are looking for people to assist as creative fun make-up artists to support their BTEC production of 'Bugsy Malone' which will be taking place at The Brook Theatre, Chatham.

Participants will be trained for 4 weeks by a professional make-up artist and at the end of the fun course you will showcase your skills during the production on 28th April 2010 (9am – 3pm) where you will work behind the scenes!

Starting Wednesday 3rd March 10, running for 6 weeks from 6.30pm – 8.30pm at New Brompton College. £10 per person for the entire course!

Progression Beauty Make Up

Learn how to apply make-up, shape and pluck eyebrows and pamper yourself with a mini manicure with the assistance of a professional make-up artist at New Brompton College.

Starting Monday 1st March for 4 weeks from 7pm – 9pm. £28 per person or £20 per student (student ID required) for the entire course. Make-up supplied, however you will be asked to bring a few items for health and safety purposes.

**For more information or to book onto any of the above courses:
please contact Mary Murison 01634 852341 ext 536 or email marymurison@nbc.medway.sch.uk or
Lucy Beadle on 01634 583525 or email lucybeadle@nbc.medway.sch.uk**

DTLLS Course starting soon

There's no need to wait until September when you can start your **DTLLS** course with LearnInvicta in **April 2010**.

The next **CTLLS** course starts in **April 2010**.

Call soon because places for these popular courses are filling fast.

To book your place, telephone: 01634 778560 or email admin@learninvicta.co.uk

Need to prove your maths and English ability?

Do you need to prove your ability at maths or English at an interview or for your Professional Formation? We offer an on-line testing facility for Level 1 and Level 2 English and Numeracy. Just two week's notice required to book your test and achieve your certificate. Use the free resources available on the Move On web site - www.move-on.org.uk - to brush up your skills ready for the test day at LearnInvicta. Book your test at 01634 778560 or email admin@learninvicta.co.uk

There's no need to wait for your qualification!

Garrie Owens, Director, explains "the beauty of LearnInvicta is that we're not tied to academic term times so we have courses starting throughout the year which means there's no risk of 'missing the boat' and having to join waiting lists. There's always a new PTLLS or CTLLS or DTLLS course about to start. What's more, our price includes everything, there's no hidden extras with our courses."

The following courses are starting soon:

Venue: LearnInvicta's Training Facilities adjacent to Rochester airport — modern facilities, plentiful parking and easily accessible from the M2 and M20

Contact LearnInvicta for the full details of course start dates and times for the following:

- * **February Half-Term Intensive PTLLS - full**
- * **February - Mondays - one day a week PTLLS, then transfer straight on to the CTLLS or DTLLS**
- * **February - Fridays - one day a week PTLLS - then transfer straight on to the CTLLS or DTLLS**
- * **March - Saturday School PTLLS**
- * **April - Fridays - choice of CTLLS or DTLLS, according to your job role**

- * **February - A1 Assessor - full - sign up now for the next available A1 course**
A candidate would need to be competent in their specialist field, have 3 NVQ learners to support and be working in a NVQ assessment centre with a local verifier and attend standardisation meetings to contribute to the quality process.
- * **April - A1 Assessor - sign up now**
- * **April - V1 Verifier - sign up now**

- * **Assessor and Verifier Update Workshops available**

- * **Health and Safety with Risk Assessment - ask for details**

To book your place with LearnInvicta, telephone: 01634 778560 or email admin@learninvicta.co.uk

www.learninvicta.co.uk

L3 OCN Getting to Grips with Literacy for ESOL Learners

Course description

An introductory, practical course for practitioners who would like to explore how to support ESOL learners who have low levels of literacy

Throughout the course, you will complete activities so that you can:

- Explain what is meant by the sub-skills of reading and writing
- Explain how a range of factors might affect the acquisition of literacy sub-skills for an ESOL learner
- Analyse the literacy sub-skills needed by an ESOL learner
- Evaluate the appropriateness of a range of materials to develop specific sub-skills with reference to the literacy needs of an ESOL learner
- Explain how to use language experience to develop reading skills
- Use selected materials and demonstrate how to support a phonic approach to teaching reading and spelling.
- Analyse a range of approaches including look and say, language experience, phonics, teaching spelling rules, patterns and strategies.
- Demonstrate the use of a self-developed model text, a writing frame or a set of guided questions to develop the writing skills of an ESOL learner

For participants who wish to enrol on METcic's Trinity Level 5 Additional Diploma in Teaching English (ESOL) in the Lifelong Learning course, Diploma Top Up Module or year 1 of the Diploma in Teaching in the Lifelong Learning Sector (English ESOL), this unit will contribute to the basic literacy course input and assignment.

Dates of course:	Friday 26 February – 9 March
Time of course	9.15 -12.30
Course fee:	£30 - see note*
Exam entry fee:	Included in the course fee
Venue:	Youth House, Gillingham
Guided learning hours:	12**

* This course is being supported by the South East England Skills for Life at Work ESF project and fees are based on attendees completing the course and gaining OCN accreditation. Non-submission of assignments will result in an additional charge of £100. By registering on this course you agree to abide by these conditions. Please check if you are eligible for ESF support on enrolment.

** Please note that you will need additional study time in order to complete your OCN.

For more information, phone 07500 381396 or email info@metcic.co.uk



Medway English Training
Community Interest Company

Course information



Trinity College London Additional Diploma in Teaching English (ESOL) in the Lifelong Learning Sector (for CertTESOL / CELTA holders)

Start date:	February 2010
End date:	Moderation in January 2011
Course fee:	£506*
Exam entry fee:	Included in course fee
Venue:	Youth House, Marlborough Road, Gillingham ME7 5HR
Day:	Friday mornings
Time:	9.15 – 12.30
Guided learning hours:	120

Course description

This course is intended for:

- those who already hold the CertTESOL or CELTA plus a full generic teaching qualification such as a DTLLS, Cert Ed, PGCE, City & Guilds 7407 Stage 3, Trinity Cert in FE Teaching Stage 3 (TESOL), or equivalent and who now wish to become fully qualified to teach ESOL in the further education sector

All participants must have a teaching placement or teaching post in a further education context, and must be able to evidence 75 hours of ESOL teaching over the  of the course. 

* Please note that this is a subsidised fee for those achieving the OCN Getting to grips with literacy for ESOL learners (see separate flyer). For further information about full fees, please telephone 07500 381396.

This is an SVUK endorsed course and participants should be eligible for a maintenance grant (£506) from student finance.



Medway English Training
Community Interest Company

Course information

Trinity College London Diploma in Teaching in the Lifelong Learning Sector (English ESOL) (for CertTESOL/CELTA holders) Year one of a two-year programme

Start date:	February 2010
End date:	Moderation in January 2011
Course fee:	£506*
Exam entry fee:	Included in course fee
Venue:	Youth House, Marlborough Road, Gillingham ME7 5HR
Day:	Friday
Time:	9.15 – 12.30
Guided learning hours:	180

Course description

This course is intended for those who already hold the CertTESOL or CELTA and who now wish to become fully qualified to teach ESOL in the further education sector.

All participants must have a teaching placement or teaching post in a further education context, and must be able to evidence 75 hours of ESOL teaching over the duration of the course.

On successful completion of the course, candidates will receive a statement of achievement of 60 credits towards the full DTLLS (English ESOL) qualification. They can continue to year two of the Trinity qualification or join any year two DTLLS programme.

* Please note that this is a subsidised fee for those achieving the OCN Getting to grips with literacy for ESOL learners (see separate flyer). For further information about full fees, please telephone 07500 381396.

This is an SVUK endorsed course and participants should be eligible for a maintenance grant (£506) from student finance.

Preparing to Teach in the Lifelong Learning Sector (with a focus on Literacy)

Course description

If you are interested in helping adults to improve their literacy skills, this could be the start of your new career.

Preparing to Teach in the Lifelong Learning Sector (PTLLS) is the first part of our programme for those new to teaching who wish to specialise in teaching literacy. We are offering this short course with a special focus on preparing to teach literacy.

On completing this course you will gain 6 credits at Level 3/4 towards a further education teaching qualification. The progression route from this course is to our programme for new teachers of literacy - the Diploma in Teaching in the Lifelong Learning Sector (English Literacy)* Year One.

* This SVUK endorsed teaching qualification is now a requirement for all new teachers of adult literacy in further and adult education, work-based learning, the prison service and the community and voluntary sector. Please note that the Diploma qualification entitles you to funding support from your local authority.

Dates of course: Friday 5 February – 14 May 2010

Time of course 14.30-17.30

Course fee: £120***

Exam entry fee: Included in the course fee

Venue: Youth House, Gillingham

Time: 3 hrs per day

Guided learning hours: 30**

**Please note that you will need additional study time in order to complete your portfolio

*** This course is being supported the South East England Skills for Life at Work ESF project and fees are based on attendees completing the course. An additional fee may be charged to candidates who do not complete. To be eligible for ESF support, you need to be either employed or a volunteer in Kent, otherwise, an additional fee will be charged

For more information, phone 07500 381396 or email info@metcic.co.uk

Apologies for the presentation - this Ad arrived at the Newsletter in a corrupted format

City & Guilds 7303 Level 3 Preparing to Teach in the Lifelong Learning Sector (PTLLS) 2009-2010

About the award

This is an introductory professional training course for people interested in developing teaching/training skills for working with adults. This might be in adult, community or further education, in the voluntary sector, trade unions or at work.

The award provides an entry point and introduction for those new to teaching and training or those wishing to teach or train. It is the qualification for those seeking a "stepping stone" to qualifications that entitle them to teach in the sector.

Am I eligible to apply?

To apply you should be over 21 and have a qualification and/or substantial experience in the subject you want to teach. This could be in the area of, for example, arts, crafts, health, or a work related skill. You will also be required to complete an initial assessment to confirm your ability to study at Level 3.

Course content

Theory

- To understand own role, responsibilities and boundaries of the role in relation to teaching
- Appropriate teaching and learning approaches in the specialist area
- Session planning skills
- How to deliver inclusive sessions which motivate learners
- Different assessment records and record keeping

Practice

Regular teaching practice in the group (microteaching)

You will also be asked to complete written assignments for the course at level 3

Time/length of the Course

- Tuesday evening, 18:00 – 21:00 for 12 weeks (Code: R13203909F)
Starting 09 March 2010 and finishing on 22 June 2010

THE ABOVE COURSE WILL BE HELD AT THE ROCHESTER ADULT EDUCATION CENTRE

Applying for the course

Please contact the Louisa Gregory to check that your qualifications and experience meet the requirements of this qualification before enrolling for the course. Learners will be invited to attend an informal interview and initial skills assessment prior to being accepted on the course.

Cost for candidates is £294 (£269.70/£213.00 concessionary rate) This includes registration and certification.

For further information please contact: Louisa Gregory, Professional Development Centre,
Medway Adult & Community Learning Service, Eastgate, Rochester, Kent, ME1 1EW.
Tel: 01634 33 84 76 or email louisa.gregory@medway.gov.uk

DYSPRAXIA

A HIDDEN HANDICAP IN CHILDREN AND ADULTS

Talk by Frances Beaumont

DIP COT, Cert ED Occupational Therapist

FEBRUARY 23 at 7.15 pm

FLEUR DE LIS HALL

off GATEFIELD LANE, FAVERSHAM. ME13 8NS

Entry £3.00

Teas and raffle

Do you, or someone you know, tend to bump into things or fall over a shadow? Do you dislike ball games? Find eating is messy or have problems with tying shoe laces? Do you have poor handwriting and problems coping at school, college or work?

Fear Not! Einstein had the same problems!

Learn more about this specific learning difficulty and what can be done to help toddlers to adults.

**Phone: 01795 531998 for details,
directions, and to book a seat**

FRANCES BEAUMONT has over 30 years experience of Occupational Therapy. In the last 6 years she has specialised in assessing and helping older children and adults with Dyspraxia .

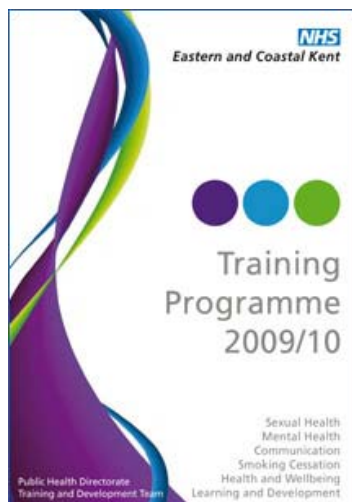
Organised by SFHP (Swale Forum of Holistic Practitioners)
Enquiries to Membership Secretary Penny Davey 01795 539050

Health Improvement Training Solutions

The NHS Health Improvement Training Solutions team is the leading provider of health improvement related courses in Kent. We train over 1,500 participants each year from a variety of sectors. Our training courses include communication skills, health and wellbeing, smoking cessation, mental health and sexual health training.

March

- **3**, Helping Smokers to Quit, Level Two, Sheerness
- **9**, Helping Smokers to Quit, Level 1, Deal
- **16**, Mental Health Awareness, Ashford
- **16**, Hepatitis B, C and HIV, Margate



For more information on our courses please visit: www.easternandcoastkent.nhs.uk/training where you can also access our online booking form as well as our PDF application form which can be printed out and returned by fax/post. Alternatively contact the Training Programme Co-ordinator, Angie Jones on 01304 222228 email: tpc@eastcoastkent.nhs.uk

A new course from the Kent and Medway Lifelong Learning Network

HIGHWAY

your route to flexible university study

The HIGHWAY course may be for you if you want a taste of university learning but need to continue earning a living while you study

Would you like to?

- Find out about your learning style, your aptitudes, interests and skills and how you can develop professionally and personally
- Learn how to get recognition for current and past work-related learning
- Make informed choices about your current and future professional needs
- Decide whether university level study is something you want to continue with and, if it is, identify courses and routes to help you achieve your aims

Who is the Highway course for?

This is for you if you want to think about your future career and your aspirations, and define where you are going and plan how to get there. It is for you if you are already in employment, or self employment, or thinking about returning to work after a break.

When?

The next HIGHWAY course is scheduled to start in February or March 2010, but exact dates will be negotiated with those who express an interest in taking the course. The course typically runs over 5 Saturdays from 0930 to 1630

Where?

HIGHWAY workshops will take place at the Medway campus of the University of Greenwich.

How much does it cost?

The fee for the HIGHWAY course is £200 but you may be able to claim an exemption from the fee if you are applying as an individual. The cost includes workbooks and course materials.

What next?

To register your interest please contact us by telephone or email, or complete the booking form on our website: www.gohigher.org.uk/cll/bookingform

Cheryl Osborn, Kent and Medway Lifelong Learning
Network
University of Greenwich, Pembroke 309
Central Avenue, Chatham Maritime
Kent ME4 4TB
Tel: 01634 883599 or 01634 883256
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Voluntary Action Within Kent - Spring 2010 Training Programme

Leadership Programme

Voluntary Action Within Kent is committed to supporting the training needs of voluntary and community organisations.

Through our project “Empowering the Voluntary and Community Sector in Kent and Medway” Leadership Programme, we have a variety of learning opportunities to enhance and develop the leadership skills across the Kent and Medway VCS.

This exciting project is funded by the Big Lottery BASIS programme through Kent CAN (Community alliance of Networks); and all training opportunities are **fully funded** through the Leadership programme.

Please find our Leadership workshop programme on the following pages:

All of the workshops listed below can be delivered in-house at your organisation. Please contact Angela Holland for further information.

Introduction to Leadership

This workshop will consider the basic principles of leadership, the role of the leader, skills typical of the effective leader and some of the challenges facing leaders.

Thursday 28 Jan 2010 10am - 3pm
Venue: Beach House, Beach Street, Herne Bay, Kent CT6 5PT

Thursday 4 Feb 2010 10am - 3pm
Venue: SWALE CVS Central House, Sittingbourne ME10 4NU

Friday 26 Feb 2010 10am - 3pm
Venue: Maidstone Community Support Centre 39-48 Marsham Street, Maidstone Kent ME14 1HH

Thursday 18 Mar 2010 10am - 3pm
Venue: TN2 Community Centre, Greggs Wood Road, Tunbridge Wells TN2 3JG

Thursday 1 Apr 2010 10am - 3pm
Venue: Berwick House, 8 Elwick Road Ashford Kent TN23 1PF

Effective Communication

Effective communication is an essential component of organisational success - communication is critical to all interpersonal relationships and leaders typically spend over 75% of their time in interpersonal situations.

Tuesday 2 Feb 2010 1.30pm - 4.30pm
Venue: TN2 Community Centre, Greggs Wood Road, Tunbridge Wells TN2 3JG

Thursday 11 Feb 2010 1.30pm - 4.30pm
Venue: Berwick House, 8 Elwick Road Ashford Kent TN23 1PF

Tuesday 2 Mar 2010 1.30pm - 4.30pm
Venue: SWALE CVS Central House, Sittingbourne ME10 4NU

Introduction to Outcomes

Identifying the outcomes you want to bring about will help you decide what work to do, what services and activities you need funding for, and how you might evidence the change that your activities have brought about.

Tuesday 2 Feb 2010 9.30am - 12.30pm

Venue: TN2 Community Centre, Greggs Wood Road, Tunbridge Wells TN2 3JG

Thursday 11 Feb 2010 9.30am - 12.30pm

Venue: Berwick House, 8 Elwick Road Ashford Kent TN23 1PF

Tuesday 2 Mar 2010 9.30am - 12.30pm

Venue: SWALE CVS Central House, Sittingbourne ME10 4NU

Managing Change

Leadership before, during and after change implementation is THE key to getting through the difficulties experienced during any sort of change in an organisation. This taster workshop will consider the concept of change, how best to prepare for change and explore the common barriers to organisational change

Tuesday 16 Feb 2010 1.30pm - 4.30pm

Venue: Beach House, Beach Street, Herne Bay CT6 5PT

Thursday 25 Mar 2010 9.30am - 12.30pm

Venue: Maidstone Community Support Centre, 39 - 48 Marsham Street, Maidstone, ME14 1HH

Tuesday 30 Mar 2010 9.30am - 12.30pm

Venue: Berwick House, 8 Elwick Road Ashford Kent TN23 1PF

Vision & Values

It is often claimed that the unique feature of voluntary and community organisations is that they are value driven. This taster workshop will enable participants to explore “What are your values”, “threats to your values”, and consider “how to promote your values.”

Tuesday 16 Feb 2010 9.30am - 12.30pm

Venue: Beach House, Beach Street, Herne Bay CT6 5PT

Thursday 25 Mar 2010 1.30pm - 4.30pm

Venue: Maidstone Community Support Centre, 39-48 Marsham Street, Maidstone Kent ME14 1HH

Tuesday 30 Mar 2010 1.30pm - 4.30pm

Venue: Berwick House, 8 Elwick Road Ashford Kent TN23 1PF

Board Development Workshops:

We have the following workshops available to support the development of Trustee boards. These 1 day workshops are delivered at your organisation at a mutually convenient date. Please contact Angela Holland for more information.

Roles, Responsibilities and Risk for Trustees

This workshop will enable participants will gain an understanding of the responsibilities and risks they are taking, and useful insight into what being a trustee means in practice.

Strategic Planning

This workshop will help you to understand the purpose and importance of strategic planning, formulate an outline plan for your own organisation and practice techniques for monitoring, review and delivery of your plan.

Outcomes and Quality

Many voluntary sector organisations are familiar with describing what they do and who they work with, however outcomes are the changes, benefits, learning or other effects that happen as a result of your work. This workshop will enable you to explore your organisations outcomes and also find out more about quality and the different quality systems available.

For more information, please contact Angela Holland at Voluntary Action West Kent on 01892 530330.

Alternatively email angela.holland@vawk.org.uk

We are pleased to offer further training options as listed below.

Appointed Person First Aid

Tuesday 16 Mar 2010 - 9.30am - 4.30pm

Venue: Pepenbury, Cornford Lane, Pembury, Kent, TN2 4QU

Cost £55 per person

Learn how to handle emergency situations safely. You will be able to recognise the need for and be able to perform effective CPR and practice how to control bleeding, deal with fractures & burns, treat a patient in shock and be able to recognise and treat a conscious choking casualty.

Fire Marshal/Warden Training

Tuesday 9 Feb 2010 9.30am - 1.30pm

Venue: TN2 Community Centre, Greggs Wood Road, Tunbridge Wells TN2 3JG Cost £40 per person

A half-day course intended for staff members who have the responsibility for Fire Safety within your organisation. It will provide the necessary training to enable them to effectively carry out their legal duties and responsibilities

**For bookings and enquiries please contact Diane Brenham 01892 530330
email diane.brenham@vawk.org.uk**

19 Monson Road
Tunbridge Wells, Kent TN1 1LS
t 01892 530330
f 01892 532539
e info@vawk.org.uk
w www.vawk.org.uk

Offices also at
Edenbridge and Sevenoaks

Registered charity number 1108388 Registered company number 5354482



Please remember to let us know if your plans change and you are unable to attend.

Bringing learning to the local community

The University continues to host the successful Community Learning Event programme for 2009/10. They are held across Kent and Medway and are open to everyone who is interested.

The timetable is planned for Wednesday lunchtimes 12noon-2pm as follows. Sandwich and fruit lunches will be provided. You are welcome to attend as many as you like. Just fill in the form at the end of this leaflet.

Thames Gateway	West Kent	Channel	East Kent
30 Sep 2009 St Edmund's Church Living Well, St Edmund's Road, Dartford , DA1 5ND	21 Oct 2009 Edenbridge Leisure Centre, Stangrove Park, Edenbridge , TN8 5LU	18 Nov 2009 Hawkinge Community Centre, Heron Forstal Avenue, Hawkinge , CT18 7FP	9 Dec 2009 King Ethelbert School, Canterbury Road, Birchington , CT7 9BL
13 Jan 2010 Jubilee Hall, Brown dens Lane, Upper Halling , ME2 1JH	3 Feb 2010 Spadework, Teston Road, Offham , ME19 5NA	24 Feb 2010 Wye Village Hall Bridge Street Wye, Ashford TN25 5EA	17 March 2010 St Andrew's Church Hall, Hampton Pier Avenue, Herne Bay , CT6 8DY
21 April 2010 The Sunlight Centre, 105 Richmond Road, Gillingham , ME7 1LX	19 May 2010 University of Kent at Tonbridge University Centre, Avebury Avenue, Tonbridge , TN9 1TG	9 June 2010 Benenden Memorial Hall, The Green, Benenden , TN17 4DN	For end of year event see below
Everyone is invited to attend the end of year event in Chatham Maritime to be held in the Pilkington Building at the University of Kent at Medway			
30 June 2010 Pilkington Building, University of Kent at Medway, Chatham Maritime , ME4 4AG			

These events offer a chance to meet other community learning providers, showcase your own best practice and be up to date with current funding sources and initiatives.

As last year, the end of year event will be a gathering from all county regions.

The University of Kent

- Provides a friendly and helpful source of free and impartial information, advice and guidance to learners at any level of study
- Promotes flexible learning for qualifications or for pleasure
- Provides introductory short courses and day schools
- Acts as a referral point to specialist advisors
- Builds on a long tradition of widening participation in higher education

Community Learning Events, PDO

The Registry, University of Kent
 Canterbury, Kent CT2 7NZ

If you have any queries, please contact Vicki Woolnough on 01227 823662.

On the day, you can contact Chrissy Emms on 0750 203 4953 or Lucy Rutter on 0750 203 4944.