

# Derby Adult Learning Service

## Learner Newsletter

### Welcome



Cllr Sarah Russell

Welcome to the first learner newsletter in this academic year. I believe that you are never too old to take on a new challenge and we want to keep you up to date with the opportunities that are available to you here in Derby.

Adult learning is not only a great way to move forward in your career, but it can also improve your health and wellbeing. Whether you are interested in gaining new skills, changing profession or simply meeting new people, we could have a course that would be perfect for you or a member of your family.

Given the challenging financial situation of the Council, I am delighted that we are able to continue to offer adult learning courses in the city. I have seen first-hand the transformative effect adult education can have on the lives of Derby people. Together with my Labour colleagues, we are fully committed to supporting this vital service.

We are enormously proud of our adult learners and their achievements – we hope that our regular newsletter can inspire you or someone you know to carry on learning.

## Learner Numbers

In 2016/17 we had 6088 learners on our courses.

- 3433 on community learning courses (these are our leisure, non-accredited courses)
- 2655 on skills courses (our accredited courses)
- 130 apprenticeships

We aim to have even more learners in 2018.

If you have any suggestions about new courses you would like us to offer, please let us know.

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meet

enjoy

learn

achieve



Derby City Council

## Welcome from new Head of Service

Hello and welcome to all our new and returning learners. We hope that you enjoy your time with us and achieve success in your chosen course.

As the new Head of Service I am keen to make sure that the courses we offer are right for the local community and the quality of teaching and learning is the best it can be. Your feedback on what we do really well and what could be better is valuable and will help us to keep on improving. Please make sure that you share your thoughts and ideas with us.

I speak from experience when I say that adult education really can change lives – whether this is your very first experience of learning as an adult; or you are looking to improve your maths and English skills; or you want to develop new skills to help your job prospects; or you just want to meet new people in a fun and friendly environment, we have something for everyone. The skills and experiences you gain will never be wasted and who knows where they will lead?

My very first experience of the Adult Learning Service was as a learner, back in 2014, after being made redundant from my previous job. I thoroughly enjoyed the course and gaining a new qualification helped me to take my career in a completely new direction. The opportunity to come back to work in the service in April 2017 was something I couldn't miss. And now, six months later, I am thoroughly enjoying working with such a dedicated and highly skilled team and look forward to continuing to grow and develop the service further.



Good luck with your course!

## Changes to exams

To those of you sitting examinations this term, good luck! Please remember to arrive on time and bring the correct stationery and your photographic ID with you. If you do not have photographic ID, please contact [charlotte.morgan@derbyals.org](mailto:charlotte.morgan@derbyals.org) to discuss alternatives.

If you feel you need additional support in your class and exam, please inform your tutor in the first instance, or contact [charlotte.morgan@derbyals.org](mailto:charlotte.morgan@derbyals.org)

### IMPORTANT - Key Change to Functional Skills Exams

There will now be a requirement for candidates to pay for resit Functional Skills exams (maths, English and ICT). This will include anyone who does not arrive for their first exam - in these instances you must pay for the second and any subsequent exams in the same subject. The fees must be paid 21 days prior to the exam. The costs will be as follows:

SUBJECT and LEVEL	COST (£)
English Reading (Level 1 and 2)	8.00
English Writing (Level 1 and 2)	8.00
ICT (Level 1 and 2)	16.00
Maths (Level 1 and 2)	16.00

**Please Note:** Prices shown are set by City and Guilds and are subject to change.

## Looking for work?

If you are looking for a new job or to get back to work, we can help.

Our careers@derby team is here to give you individual advice and guidance. You can book an appointment at any of the adult learning centres. Advisers will be visiting our centres on a weekly basis. Or you can visit at The Space@Connexions, Curzon Street, Derby.

### **This is a free service.**

For more information, call 01332 643908 or ask at any of our centre reception desks.

You can join one of our work clubs, where you will have free access to computers and telephones as well as support to update your CV. The careers@derby team can give you advice about the latest vacancies, tips on creating, or updating a CV, on-line job searching, preparation for interviews, advice on volunteering, further learning and how to find the right job for you.

Derby Multicultural Centre work club meets on Thursdays from 3.15pm – 5pm.

Allenton Work Club meets at Allen Park Centre from 10am – 3pm on Mondays (preference is given to Allenton residents, but others are welcome).

Our employment opportunities noticeboards at our main centres will give you lots of useful information about applying for jobs and current vacancies. You can also use the computers in the break out areas to do job search and applications.

## Visit our Cafe

Have you visited our five star food hygiene rated Rye Café? Come and see our learners in action!

The Rye Café is open Tuesdays, Wednesdays and Thursdays during term times for morning break and lunch (12 noon - 1pm). As well as having the highest possible food hygiene rating, we only serve freshly produced food, cooked on site and have some of the lowest prices you will find anywhere.

- Hot dish of the day £2.50
- Jacket potato with fillings and help yourself salad £2.50
- Toasted sandwich and help yourself salad £2.50
- Puddings and cakes
- Freshly brewed filter coffee 50p
- Tea and coffee 30p

The Rye Café is open to everyone, so why not bring along your friends or family for a delicious meal.

**Come and visit the RyeCafe**

At the Rycote Centre, Parker Street,  
Derby DE1 3HF

Freshly cooked meals and snacks

**1 FREE DRINK**  
with this voucher

# Apprenticeships and Traineeships

**Are you looking for a high quality Derby City Council Apprenticeship?**

**Do you know anyone who may benefit from an Apprenticeship?**

**If so, call our Learner Helpline now on 01332 717900**

Derby City Council has a variety of vacancies to start this year.

These are Level 2 and Level 3 apprenticeships lasting 12 months to 2 years.

You can earn while you learn, develop your skills and gain formal qualifications.

Why join Derby City Council as an apprentice?

Improve your job prospects – many of our apprentices have gone on to successful employment with Derby City Council.

- Receive the current rate of pay for our apprenticeships which is £129.50 per week, paid monthly (current at May 2017)
- 37 hours per week, Monday to Friday
- 26 days' holiday and all bank holidays per year
- Gain a variety of experience in one of our teams
- Work towards recognised qualifications
- Gain valuable skills, learning from experienced staff
- Help and support from your manager, training provider and other staff throughout your contract.

Examples of the type of apprenticeships include:

- Business Administration
- Customer Service (Operational Delivery)
- Accounting
- IT
- Teaching Assistant
- And other job roles, depending on vacancies.

## **Are there any requirements?**

These may vary depending on the vacancy. You will usually need:

- English and Maths Grade 4 or A-C or equivalent. IT skills are also useful
- Committed and enthusiastic about working for Derby City Council and gaining qualifications
- Good communication skills
- Team worker
- Customer focused.

You can register and apply for our City Council vacancies on [www.gov.uk/apply-apprenticeship](http://www.gov.uk/apply-apprenticeship).

For more information contact the Apprenticeship team on 01332 717922 or email [apprenticeships@derbyals.org](mailto:apprenticeships@derbyals.org).

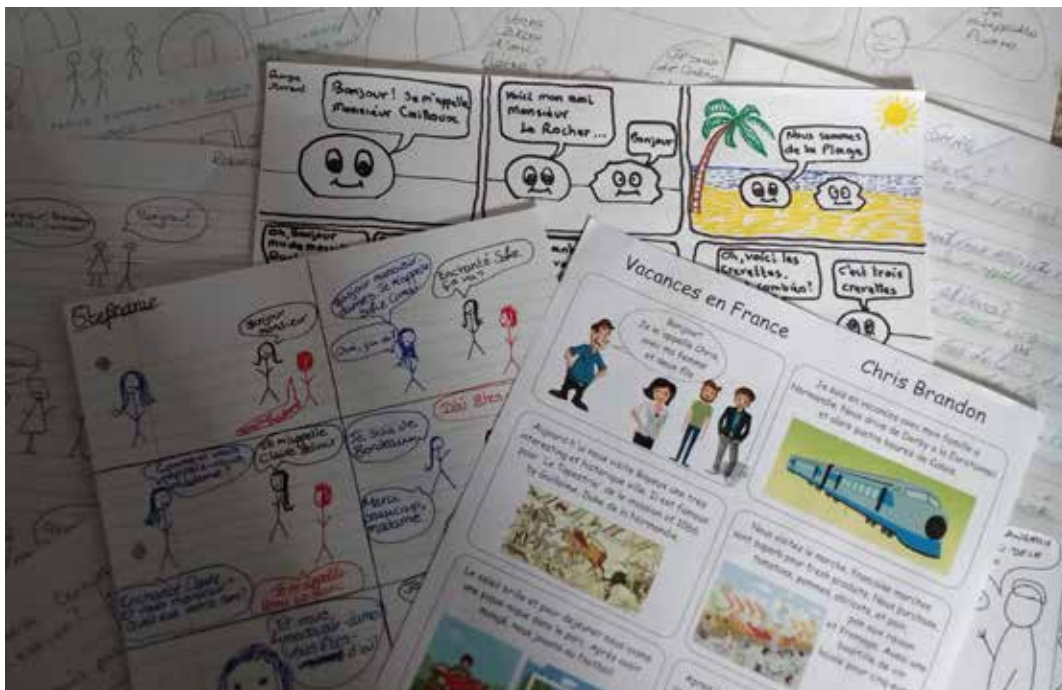
# GCSE results

Subject	Achievement Rate	Good Pass (Grades 9-5)	Standard Pass (Grades 9-4)	National Average (Grade 9-4) Post 16
Maths	90%	34%	62%	34%
English Language	98%	51%	71%	39%

Well done to all of our learners and their tutors for these superb results!

## French Beginners

Learners in Monday night's French Beginners class tried their hand at the art of Bande Dessinée (comic strips) and used the French they had learned in the first three weeks to create stories in scenarios which ranged from holiday encounters to cake buying and a surreal conversation between pebbles!



## Family Festivities at Markeaton Park

Why not join us at this years' Christmas in the Park brought to you by Derby Parks. It's for all the family with traditional rides and food.

- 2 and 3 Dec - Craft Fair weekend - 11am till 5pm
- 9 and 10 Dec - Music weekend - 11am till 5pm
- 16 and 17 Dec - Workshop weekend - 11am till 5pm

FREE Entry (some activities have charges)

We hope to see you all there!

Visit <http://www.inderby.org.uk/parks/events/family-festivities-at-markeaton-park-2017/> for all the latest information.



## A few reminders

### Wi-fi

Please note, although we try to offer internet access to all of our learners, it may not be possible to access personal Wi-Fi connections at the following centres - Landau Forte College, Littleover Community School and Derby Moor Community School.

### Remedial Building Work – Rycote Centre

To ensure we meet strict Health and Safety requirements, we have to update the Rycote Centre with essential building work during October. We will try to keep any disruption to a minimum.

### Benefit Evidence

It is very important that your benefit evidence is given to staff at enrolment, or by the first class at the latest, for you to be eligible for any fee discounts. Failure to show the evidence on time, will result in you being asked to pay for the course in full, or asked to leave the course.

### Fees

All course and exam fees are collected to a strict deadline. Please ensure you pay any outstanding fees by the given date. Failure to pay your fees on time, will result in you being asked to leave the course. If you have any concerns about your payments, please discuss this with the Centre Manager as soon as possible.



# Safeguarding and PREVENT

Derby Adult Learning Service (DALs) recognises that the welfare and safety of every learner and every visitor to any of its centres is paramount and takes seriously its responsibility to safeguard and promote the welfare and safety of learners, visitors and staff.

Any concern relating to safety or about the presence of radicalisation and/or extremism within any DALs centre will be addressed appropriately and without delay.

Should you notice anything that causes you concern, please tell your tutor or a member of staff.

If you need help and support for yourself because you feel unsafe in any way, don't hesitate to tell your tutor or a member of staff, even when this is not something directly linked to your course.

If you feel unsure what to do, contact our Safeguarding Officer  
Ragnhild Dahl-Cunningham Email: [ragnhild.dahl-cunningham@derbyals.org](mailto:ragnhild.dahl-cunningham@derbyals.org)  
Tel: 01332 711370

## Good news in Childcare

The following learners gained employment during their Level 3 Childcare course with DALs. This is fabulous news and congratulations to all involved including course tutor, Clare Hill.

Sara Carey - gained employment at Riverside Day Nursery  
Manjit K Saini - gained employment at Heatherton Pre-school  
Sapna Kaur - gained employment St Andrews Pre-school  
Sue Lombardo - gained employment St Andrews Pre-school  
Faisa Doreh - gained employment at Homelands Surestart  
Iqra Bibi - continues employment at Homelands Surestart  
Saeeda Butt - gained employment at Best Start Nursery

Congratulations to the Level 2 learners too!

Sally Davis - progressing to Level 3 with DALs

Roxanne Case - gained employment during her work placement at La Petite Academy

## Good News – ESOL (English for Speakers of Other Languages)

The following learners gained employment after attending ESOL classes with DALs. This is fabulous news! Well done everyone and congratulations to Pati Zimnicka, course tutor.

Izabela Chycka – attended several ESOL courses at DALs (from Entry 3 to Level 2 – currently working towards the last unit at Level 2) - started full time employment in July 17 at Morgan Ceramics; prior to that she had been unemployed for 9 years; Iza said the skills learnt on the courses helped her a lot to communicate in the workplace.

Yin Yin Aye – attended several ESOL courses at DALs (from Entry 2 to Level 1) – started part time employment (15 hours per week) in August 17 at China Garden (a takeaway restaurant in Chellaston); prior to that she had been unemployed for 5 years; Yin Yin is planning to come back next year to do further learning with us.

Naomie Kikusa Ngiuvu – started ESOL in 15/16 – got a part time job in a cleaning company recently (AC Enterprise); continuing ESOL Level 1.

## Good News - Teaching Assistant courses

Our Supporting Teaching and Learning in Schools (STALIS) qualification is an introduction to the information and knowledge needed to work in a school environment.

Eight STALIS learners successfully completed the Level 2 Certificate course 2016/17, one successfully achieved employment in the school and two have returned to study this year 2017/18 to complete the Level 3 course.

Eight STALIS learners successfully completed the Level 3 Certificate course 2016/17 and four successfully secured employment in a school.

Four STALIS learners are completing their final part of the STALIS Diploma course and are on track to complete by Feb 2018. All four learners are employed by the school.

To find out more about becoming a Teaching Assistant in Schools, call our Learner Helpline on 01332 717900.

“I enjoy the placement very much. All the knowledge from class helps me improve in my role. The class teacher is very supportive too” STALIS Level 2 learner feedback.

“I feel that I have achieved something, I have wanted to do it for a long time but never got the chance and the adult learning centre helped me achieve this.” STALIS Level 3 learner feedback.



US Department of Education - 05062014 ED Goes Back to School 4

Well done to all the learners involved and to the STALIS tutor, Julia Gaskell.



## Talk English

Award winning Talk English project in Derby.

Phase 2 of the Talk English Project is now underway in Derby.

The Award winning Talk English project was pioneered by Manchester Adult Education Service. The project has won several prestigious awards including the Volunteer of the Year (group) Award at Manchester Be Proud Awards, the British Council's prestigious EL Ton's Award in Local Innovation and most recently the 2017 President's award at the recent Festival of Learning event.

We are pleased to announce that DALs will be running phase 2 of the project to March 2018. The main purpose of the Talk English Project is to engage and support individuals to improve their English language skills, encourage them to get more involved in their community and enable them to independently access local services.

The target group for this provision will:

- have little or no English language skills (Pre-entry - Entry 1 ESOL)
- be isolated due to their lack of English
- be unable to engage with their child(ren)'s education
- not be in employment or education
- be aged 19 and over.

In addition to this, the project will also offer a variety of informal learning sessions, which could include the following:

- A Talk English Café
- Parent and child homework club
- Visits to the library and museum
- Walk And Talk – Normanton Park, Darley Park, Markeaton Park, Riverside Walk - Bass Recreation to Derby Arena, Derby Arboretum
- Visits to venues around Derby: - the Velodrome, Cathedral tower climb / tour, Tour of the Council House.

As part of this new phase, we plan to recruit and train another 15-20 volunteers. If you know anyone who may be interested in getting involved in the project – whether it's a one off single activity or a weekly commitment, we want to hear from you or them.

Volunteers will receive 15 hours of teacher training and a mentor during their work with the project. Please ask anyone who may be interested to contact the project co-ordinator Peter Bell on or 01332 717940 peter.bell@derbyals.org or the Learner Helpline on 01332 717900.

You can also visit the Talk English website [www.talk-english.co.uk/derby](http://www.talk-english.co.uk/derby) for more information.

# Mental Health

## WORLD MENTAL HEALTH DAY 2017 – 10 October 2017

The theme for this year is Mental Health in the Workplace

Derby Adult Learning Service is contributing to Mental Health in the Workplace this year by offering three relevant taster sessions:

- Introduction to Mind Coaching – Build your Confidence (Derby Museum and Art Gallery on Wednesday 11 October)
- Introduction to Managing Relaxation and Sleep (Council House on Thursday 12 October)
- Brain Fit – Improve your Cognitive Health through Language (Friday 13 October)

These sessions will be advertised through our Council Briefing with more information, and bookings will be taken through our Learner Helpline.

Our new 'wellbeing programme' will then offer two follow-on courses for 5 weeks after half term in:

- Managing Relaxation and Sleep – Rycote Centre Monday evenings
- Managing Stress and Understanding Anxiety – Landau Forte Tuesday evenings

## New Courses

### Managing Relaxation and Sleep

Sleep is something that sounds like it should be simple to achieve, but for so many this is not the case. Learn how to make simple changes to help manage your sleep and relaxation better. There is nothing quite like restful sleep, and we all need it.

Starting on Monday 6 November from 6pm to 8pm at the Rycote Centre, Parker Street, Derby, DE1 3HF.

### Managing Stress and Understanding Anxiety

Anxiety and stress continue to dominate people's lives. Once in the grip of its power, it can seem like the world's hostilities are never ending. However, anxiety is often more manageable than we realise. Come along to one of our courses and explore why this is, and gain valuable knowledge and tools to help you.

Starting on Tuesday 31 October from 6pm to 8.30pm at Landau Forte College, Fox Street, Derby, DE1 2LF.

To enrol onto one of the above courses or for more information, please contact our Helpline on 01332 717900 or [enquiries@derbyals.org](mailto:enquiries@derbyals.org).

## Your feedback

We are constantly looking for ways of improving the quality of the service we provide to you. In order for us to do this, we would value your thoughts and opinions.

**Therefore, we would like to invite you to a 'Drop in Focus group', meeting at the Village Learning Centre, Browning Street, Derby DE23 8DN on Monday 6 November between 9am and 12.00 noon and 12.30pm to 3.30pm**

### Learner Satisfaction Survey results

Thank you to all who contributed in completing the survey – we had a total of 778 responses with a fantastic 93.1% stating that they would recommend DALs to friends and family, with DALs scores above the National results.

Learners have told us that:

- attending class has improved their confidence
- they have increased their knowledge
- they have learnt many new and useful skills, which have been utilised out of the classroom at home and work
- teaching resources are of a high standard
- excellent levels of support are provided in class by tutors
- Derby learn is most useful

- Handouts are provided in class but also guidance on other visual aids and apps were provided – these were most useful for a sign language class”.
- Sign Language will help improve my communication with deaf and hard of hearing patients at work
- The Counselling course has helped my confidence and development as a person. It has helped with my mental health and I have made some good friends
- I chose the Counselling course as I want to help others, get to know myself and improve my employment opportunities
- I haven't got a job yet but I have more confidence in applying for something different. Attending class is a positive thing to be able to include on applications and will improve my job prospects
- Good to meet new people and find others with shared interests

If you would like to have your views heard, but are not able to attend the sessions above, please contact **Carole Zajciw** via our Learner Helpline on 01332 717900 or by email [carole.zajciw@derbyals.org](mailto:carole.zajciw@derbyals.org) to arrange an alternative method of providing your valued feedback.



## DerbyLearn

[www.derbylearn.net](http://www.derbylearn.net)

### What is DerbyLearn?

DerbyLearn is a website that has lots of information to support you as a learner. DerbyLearn is part of your course when learning with us. It is free to use.

There are general areas for all learners that contain information about studying with us, keeping you safe on the internet and much more. This is in an area called "Information for all learners."

Your tutor will tell you about their area for your course. This may include additional information to enhance your classroom learning. It may contain homework and for some courses, it may be where you store your coursework as part of a qualification.

### Where do I start with DerbyLearn?

Once you have created an account and confirmed it through your email address, you will be able to log into DerbyLearn.

There is an area called the 'Learner Hub – getting started with DALs' - once you have logged into DerbyLearn, there is a link to this area from the top of the first page. You may be asked to enrol to allow you to look at what is in this section.

If you have any questions or queries about DerbyLearn, please email [enquiries@derbyals.org](mailto:enquiries@derbyals.org) or telephone 01332 717900.



*The Platform for success.*

## Promotional work

We are always promoting the benefits of Adult Learning. Can you help us too? Below is a picture of three members of staff promoting DALs at Markeaton Park in the summer. If you can help us, contact our Learner Helpline on 01332 717900 and tell us how! Thank you!



## Do you live in Allenton?

Do you live in the Allenton Big Local area?

Did you know that Allenton Big Local is offering a bursary of £500 to all residents to pay for course fees?

Those with childcare or caring responsibilities can also apply for up to £500 towards the cost of a nursery or care for an adult dependent during the course.

For more information, go to [www.biglocalallenton.co.uk/bursary](http://www.biglocalallenton.co.uk/bursary)



## Do you want to use your own equipment in classes?

Did you know you can use your own equipment in our classes? We always try to provide technology in our classrooms but we realise there may be times when you want to bring your own.

We provide access to free learner Wi-Fi in our learning centres. You will need to sign into this and agree to the terms and conditions in order to use it. The password is located on noticeboards in the centres where it is available. You can ask your tutor for the code too.

We have a Bring Your Own Device policy to ensure equipment is used appropriately in class. Please visit the Learner Hub on DerbyLearn [www.derbylearn.net](http://www.derbylearn.net) where you will find the policy, or ask your tutor to provide a copy.

Please note:

- you should not electronically record anything without specific agreement of your tutor and other learners in your class
- we cannot offer support for your own equipment





## Green Lane

Part of the Townscape Heritage initiative funded by the Heritage Lottery Fund and Derby City Council to support the conservation and sympathetic restoration of historic buildings.

Our tutors and learners created some outstanding art work to showcase the initiative. Exhibitions took place in St. Peter's Church, empty shops in Green Lane and recently in the Mayor's Chamber. Below are examples of the artwork produced. We run many arts courses, contact our Learner Helpline on 01332 717900 for more information or to enrol yourself!



### Please send us your articles

If you would like to contribute to the next issue of the Learner Newsletter, please send your articles to [enquiries@derbyals.org](mailto:enquiries@derbyals.org)

We can give you this information in other ways, styles or languages that will help you to access it.

Please contact us on 01332 717900

[enquiries@derbyals.org](mailto:enquiries@derbyals.org)

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