

# **ADULT LEARNERS' WEEK**

## **12th – 18th May 2012**

**Bid for Workshops in Hackney**  
**CLOSING DATE 20<sup>th</sup> February 2012**

**The Learning Trust Adult Learning Services welcomes applications from organisations based in Hackney or working with Hackney residents including the voluntary and community sector, schools and supplementary schools, wishing to run workshops to celebrate Adult Learners' Week 2012.**

### **What is Adult Learners' Week?**

Adult Learners' Week is the UK's largest celebration of learning. It promotes education and training for adults, provides access to information and guidance and motivates more and different adults to participate in learning. It started in 1992 and is a collaborative venture between education and training providers, national and local government.

Adult Learners' Week offers organisations such as yours a platform within which to promote what you do. It provides an opportunity to raise your profile in the local Community, engage prospective learners and understand how to become our regular training provider.

We are looking for providers to bid to deliver fun workshops, taster sessions and activities which promote adult learning generally. Workshops will be for Hackney adults (aged 19+) and will be delivered in the borough. They can run for a minimum of two hours but preferably for three hours or more. They can also be multiple sessions over several days. Adult Learning Services will market all workshops it commissions as part of the promotional campaign for Adult Learners' Week in Hackney.

We are also looking for workshops which improve people's language, literacy and numeracy skills and for a range of ICT workshops. Other areas of learning we would like to cover include: Hospitality & Catering, Sports, Health & Fitness, Leisure, Art & Crafts, and the Performing Arts. We are also keen to involve employers and vocational training providers.

Adult Learners' Week 7 national themes for 2012 are as follows:

- Learning through Art and Culture
- Learning with your Family/Community
- Learning for Health
- Learning through Sport and Leisure

- Learning through Technology and Innovation
- Learning for Work
- Learning About your world – In particularly we welcome workshops that promote environmental sustainability

Examples of workshops we would like to run are:

- Modern languages e.g. Beginners Turkish, Spanish, French, Arabic
- British Sign Language
- Themed Skills for Life sessions (Literacy, Numeracy) e.g. Maths with Art
- ICT e.g. Introduction to Internet, email, PowerPoint, Smart phones, ipad
- Taster sessions in web design, Photoshop, software development & hardware
- Digital photography
- Childcare/parenting
- Yoga, Tai-Chi, Meditation
- Well-being/stress management/personal development
- Dance e.g. Salsa, Bollywood, Belly dancing etc
- Exercise & fitness
- Drama workshops
- Introduction to Hair & Beauty, Barbering, Nail care etc
- Music workshops e.g. singing and lyric writing, DJing, gospel singing
- Poetry
- Arts & Crafts e.g. jewellery making, knitting & sewing
- Construction e.g. tiling, plumbing and plastering
- Bicycle maintenance
- Money management
- Catering and cooking
- Security
- First Aid
- Horticulture
- Floral arrangement
- Fashion
- Employability, CV writing/ job search
- Volunteering

However, we will consider other applications outside these areas.

- ❖ *Do you want to be funded to deliver adult and community learning all year round? If yes then join in!* Adult Learners' Week is an opportunity for new organisations to become a recognised and therefore, fundable provider with Adult Learning Services and go on to become regular deliverers. This year we are especially keen to pilot new provision in the summer term, May – July and to do this we want to engage new providers who run the best workshops in ALW. Successful pilot projects will then be invited to negotiate courses for the new academic year. It should be noted that all mainstream providers need to meet minimum service requirements as directed by the SFA, our grant funder.

- ❖ You will need to indicate how your workshop can contribute towards community enrichment and/or progression to further courses/training opportunities for adult learners
- ❖ Please note that the Trust will make a contribution towards the cost of enrolling and administering the workshop/session, preparation of workshop/session plans etc. This is a single cost per workshop session depending on workshop length: £30 for sessions of 2 hours, £50 for sessions of 2 – 3 hours, £70 for sessions of over 3 hours. A maximum of £15 p/h will be paid for room hire. Other costs could include e.g. materials etc within reason. The average workshops awarded during ALW falls within £100 - £300 depending on length of session.
- ❖ Our criteria will be based on relevance to the 7 national themes, value for money, evidence of need, potential for development, venues meeting the minimum health and safety requirements for teaching and learning. All crèche facilities must be OFSTED registered and workshop facilitators must have current enhanced CRBs.
- ❖ Please note also that successful providers will be expected to attend a briefing on Tuesday 13<sup>th</sup> March 2012, from 10:00 to 12:30 at The Learning Trust Rooms 1&2 (Flr 3).
- ❖ **If you do not hear from us by Wednesday 7<sup>th</sup> March 2012, it means you have been unsuccessful in this instance.**

**Please complete the attached form as fully as possible.**

Please complete the attached forms and return to:

[Crystal.Butler@learningtrust.co.uk](mailto:Crystal.Butler@learningtrust.co.uk)

Crystal Butler  
Adult Learning Services  
The Learning Trust  
Hackney Technology & Learning Centre  
1 Reading Lane  
London E8 1GQ  
Tel: 020 8820 7079.

If you require clarification regarding the types of workshops that are fundable, please contact Crystal Butler.

**The closing date for applications is Monday 20<sup>th</sup> February 2012.**



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the future for education in Hackney