



Sefton Community  
Learning Service

Sefton Council 



LIVERPOOL  
CITY REGION  
COMBINED AUTHORITY

METRO MAYOR  
LIVERPOOL CITY REGION

Sefton Community Learning Centre, 53 Cambridge Road, Seaforth L21 1EZ T: 0151 934 4546

# Adult Course Guide

## SPRING 2025



  
Ofsted

Good  
Provider

2024

## Unlock your potential, one lesson at a time!

**Creative Industries** | **Digital** | **Education & Training**  
**Employability** | **English, Maths & ESOL** | **Family Learning**

 @learnworksefton

 [www.facebook.com/LearnWorkSefton](https://www.facebook.com/LearnWorkSefton)

# Welcome to our Spring Term

Sefton Community Learning Service is funded by Liverpool City Region (LCR) to plan, manage and deliver learning for adults 19+ who live in the region.

Sefton Community Learning Service offers a range of fantastic learning opportunities to help develop new skills, grow in confidence, and thrive.



**Experienced Tutors:** Our courses are delivered by highly qualified and experienced tutors who are passionate about their subjects.



**Learner Support:** Our friendly and experienced tutors will work with you to ensure you have the best chance to achieve your learning goals. We can offer additional support with maths, English and ICT. We can also make reasonable adjustments to support learners with, for example visual and hearing impairments, dyslexia and physical support needs. You will learn in a friendly environment with small class sizes.



**Learning Centre:** We have a modern and well-equipped learning centre, with access to an interactive immersive room. The centre has a free internet bar with adjustable tables and disabled accessible facilities.



**Free access to Microsoft Office 365 package:** On selected courses, learners get free access whilst studying with us.



**Free refreshments:** We offer free tea and coffee for all of our learners.



**Our learners said they have...**

- improved their confidence
- made new friends
- returned for more learning opportunities
- started their own business
- felt more confident to explore other opportunities including volunteering



## Course Fees – Spring 2025

**Many of our courses are FREE.** The £10 fee applies to your first course only. Additional courses and intermediate level (next steps) are charged at £37.50, unless otherwise stated.

\*\* Fee remission applies to these courses. (Q) Courses leading to a qualification are individually priced. For details, please phone the Admin Team on 0151 934 4546. Minimum class sizes apply. Places are allocated on a first come first served basis.

**Returning learners will not be able to enrol onto courses they have previously completed.**

## About Our Courses

**ESOL, Functional Skills English and maths** – These courses aim to support you in the development of your ESOL, maths and English skills for everyday life and work. Courses available for all, from Entry level to Level 2.

**Creative Industries, Health & Wellbeing** - These short courses support personal development by learning new skills, boosting confidence, and improving health and wellbeing. These courses enable progression into further learning, including qualifications.

**Digital Skills** - These courses will boost your confidence in using technology for everyday life, work, and more.

**Education & Training** – These courses aim to boost your confidence and develop skills and attributes that employers are looking for, improving your chances of seeking and gaining employment or securing a promotion. There is an entry criterion for some of these courses and the Admin team will be happy to answer any of your questions.

**Family Learning** – These courses are for parents, grandparents, guardians, and carers to work independently or with their children to support literacy and numeracy development.

## Disclaimer

Sefton Community Learning Service has made every effort to ensure that the information contained in this course listing is accurate and up to date. The Service cannot accept responsibility for any errors, omissions, or ambiguities and reserves the right to revise, alter, postpone, or cancel courses once they have commenced.

**"I started my learning journey with Sefton Community Learning Service in September 2023 in the hope of a better chance of gaining employment. I wanted a job that fitted around my two children, ideally in a school setting as a Teaching Assistant or similar role.**

**After my initial assessment, I was offered places on the English and maths courses, both at a Level 1. Within 12 months I had passed both my English and maths qualifications, applied for a Teaching Assistant post at Waterloo Primary School, and successfully gained a Part-time position. Since starting the part-time post, I have been offered a full-time post with the school, which I have accepted.**

**By starting my learning journey with SCLS I have gained confidence and am competent in all areas of my life and have the confidence and knowledge to support my children with their schoolwork. I feel a sense of pride and achievement in what I have learned and gained in 12 months.**

**It has not been easy at times juggling school runs and childcare but I've done it! I am so proud of myself for what I can do when I put my mind to it."**

**Mary Molyneux**

## **What our learners say...**

***I have gained technical skills in a number of printmaking areas. I thought the course was very varied, well run and fun!***

***Jayne is outstanding, I felt at ease. Jayne found the time and patience to support everyone. I was pushed to learn not just sit and listen.***

***The information and course material was very relevant to my future volunteer work.***

***Emma is a gifted and inspiring tutor. The course was extremely informative and gave me a great insight into the cooking methods of the Indian culture.***

***I got a job in a school whilst doing this course. Without the knowledge gained through being on this course I wouldn't be in the position I am today.***

***I have learnt a lot about my strengths and weaknesses on this course. I have built my confidence up a little bit and need to carry on doing more.***

# Course Guide

## Spring 2025



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## Creative Industries/ Health & Wellbeing



Course Title	Start Date	Day	Start Time	End Time	Weeks	Hours	Cost
Introduction to Mexican Cookery	07/01/2025	Tue	10:00am	12:00pm	5	2	£10.00
Introduction to Papercraft	07/01/2025	Tue	10:00am	12:00pm	5	2	£10.00
Introduction to Aromatherapy Essential Oils	07/01/2025	Tue	1:00pm	3:00pm	5	2	FREE
Mosaics for Beginners	07/01/2025	Tue	1:00pm	3:00pm	5	2	£10.00
Introduction to Healthy Plant Based Cooking	08/01/2025	Wed	10:00am	12:00pm	5	2	FREE
Watercolours for Beginners	08/01/2025	Wed	12:30pm	2:30pm	5	2	£10.00
Hand Sewing - Soft Toys	09/01/2025	Thu	10:00am	12:00pm	5	2	£10.00
Patchwork Cushions for Beginners	09/01/2025	Thu	1:00pm	3:00pm	5	2	£10.00
Drawing for Beginners	10/01/2025	Fri	10:00am	12:00pm	5	2	£10.00
Liverpool and Ireland a 1,000 Years of History	10/01/2025	Fri	10:00am	12:00pm	5	2	£10.00
The Tudors - Terrible or Terrific	10/01/2025	Fri	12:30pm	2:30pm	5	2	£10.00
Mindful Meditations	13/01/2025	Mon	10:00am	12:00pm	5	2	FREE
Sewing Skills - Boro Pouches	13/01/2025	Mon	10:00am	12:00pm	5	2	£10.00
Ukulele for Beginners	13/01/2025	Mon	10:00am	12:00pm	5	2	£10.00
Brush Lettering Calligraphy for Beginners	13/01/2025	Mon	1:00pm	3:00pm	5	2	£10.00
Planting for a Spring Garden	13/01/2025	Mon	6:00pm	8:00pm	5	2	£10.00
Guitar for Beginners	13/01/2025	Mon	6:00pm	8:00pm	5	2	£10.00
Introduction to Functional Fitness for Wellbeing	13/01/2025	Mon	6:00pm	8:00pm	5	2	FREE
Ukulele for Beginners	13/01/2025	Mon	6:00pm	8:00pm	5	2	£10.00
Spanish Next Steps	27/01/2025	Mon	10:00am	12:30pm	4	2.5	£37.50
Spanish for Beginners	27/01/2025	Mon	1:00pm	3:30pm	4	2.5	£10.00
Guitar for Beginners	24/02/2025	Mon	10:00am	12:00pm	5	2	£10.00
Sewing Alterations - The Basics for Very Beginners	24/02/2025	Mon	10:00am	12:00pm	5	2	£10.00

# Creative Industries/ Health & Wellbeing



Course Title	Start Date	Day	Start Time	End Time	Weeks	Hours	Cost
The Art of Card Crafting	24/02/2025	Mon	1:00pm	3:00pm	5	2	£10.00
Introduction to Decorative Beadwork	24/02/2025	Mon	1:00pm	3:00pm	5	2	£10.00
Healthy Cooking on a Budget	25/02/2025	Tue	10:00am	12:00pm	5	2	FREE
Introduction to Jewellery Making	25/02/2025	Tue	10:00am	12:00pm	5	2	£10.00
Introduction to Candle and Diffuser Crafting	25/02/2025	Tue	1:00pm	3:00pm	5	2	FREE
Introduction to Art and Architecture of Liverpool	25/02/2025	Tue	1:00pm	3:00pm	5	2	£10.00
Introduction to Mediterranean Cookery	26/02/2025	Wed	10:00am	12:00pm	5	2	£10.00
Acrylics for Beginners	26/02/2025	Wed	12:30pm	2:30pm	5	2	£10.00
Japanese Inspired Sewing Crafts	27/02/2025	Thu	10:00am	12:00pm	5	2	£10.00
Embroidery Stitching for Mindfulness	27/02/2025	Thu	1:00pm	3:00pm	5	2	FREE
Introduction to Air Fryer Cookery for Beginners	27/02/2025	Thu	10:00am	12:00pm	5	2	£10.00
The Industrial Revolution in Liverpool	28/02/2025	Fri	10:00am	12:00pm	5	2	£10.00
Drawing for Beginners	28/02/2025	Fri	10:00am	12:00pm	5	2	£10.00
Industrial History of Local Canals	28/02/2025	Fri	12:30am	2:30pm	5	2	£10.00

# Digital Skills



Course Title	Start Date	Day	Start Time	End Time	Weeks	Hours	Cost
Microsoft Office for Beginners	07/01/2025	Tue	10:00am	12:00pm	5	2	FREE
Computers for Complete Beginners	07/01/2025	Tue	1:00pm	3:00pm	5	2	FREE
Buying and Selling Online	08/01/2025	Wed	10:00am	12:00pm	5	2	FREE
Digital Photography Through the Seasons - Winter	09/01/2025	Thu	10:00am	12:00pm	5	2	FREE
Photo Editing for Beginners	09/01/2025	Thu	1:00pm	3:00pm	5	2	FREE

# Digital Skills



Course Title	Start Date	Day	Start Time	End Time	Weeks	Hours	Cost
(Q) Get Digital! Essential Digital Skills for Life, Work & Beyond (DFSQ E3)	10/01/2025	Fri	9:30am	3:00pm	12	5.5	FREE
Internet and Email for Beginners	13/01/2025	Mon	1:00pm	3:00pm	4	2	FREE
Spreadsheets for Beginners Next Steps	13/01/2025	Mon	10:00am	12:00pm	5	2	FREE
Managing Files and Folders	24/02/2025	Mon	1:00pm	3:00pm	5	2	FREE
Word for Beginners	24/02/2025	Mon	10:00am	12:00pm	5	2	FREE
Spreadsheets for Beginners Next Steps	25/02/2025	Tue	5:30pm	8:00pm	4	2.5	FREE
Microsoft Office - Next Steps	25/02/2025	Tue	10:00am	12:00pm	5	2	FREE
Computers for Beginners Next Steps	25/02/2025	Tue	1:00pm	3:00pm	5	2	FREE
Online Communication for Beginners	26/02/2025	Wed	10:00am	12:00pm	5	2	FREE
Digital Photography Through the Seasons - Spring	27/02/2025	Thu	10:00am	12:00pm	5	2	FREE
Photo Editing for Beginners - Next Steps	27/02/2025	Thu	1:00pm	3:00pm	5	2	FREE

# Education and Training



Course Title	Start Date	Day	Start Time	End Time	Weeks	Hours	Cost
(Q) Level 3 Award in English for Literacy and Language Teaching	14/01/2025	Tue	9:30am	12:30pm	19	3	FREE
(Q) Entry 3 Award - Improving Own Fitness	15/01/2025	Wed	1:00pm	3:00pm	6	2	**
(Q) Level 1 Award in Preparing to Work in Schools	16/01/2025	Thu	9:30am	12:00pm	15	2.5	**
Introduction to Health & Safety	16/01/2025	Thu	10:00am	12:00pm	6	2	**
Introduction to Food Safety in Catering	16/01/2025	Thu	1:00pm	3:00pm	6	2	**
(Q) Level 3 Award in Education and Training	29/01/2025	Wed	10:00am	2:30pm	14	4.5	**

# Education and Training



Course Title	Start Date	Day	Start Time	End Time	Weeks	Hours	Cost
(Q) Level 1 Award in an Introduction to Mental Health and Wellbeing	24/02/2025	Mon	10:00am	12:00pm	6	2	**

# Employability



Course Title	Start Date	Day	Start Time	End Time	Weeks	Hours	Cost
(Q) Level 1 Award in an Introduction to Early Years Setting	14/01/2025	Tue	9:30pm	12:00pm	15	2.5	FREE
(Q) Level 1 Award in Working in Adult Social Care	16/01/2025	Thu	1:00pm	3:00pm	15	2	FREE

# English, Maths & ESOL



**Introductory and Functional Skills English, maths and ESOL courses are available on various days and times. An Initial Assessment is required prior to attending a course. To book an appointment contact 0151 934 4546.**

Course Title	Start Date	Day	Start Time	End Time	Weeks	Hours	Cost
Develop and Use Everyday Units of Measure	07/01/2025	Tue	9:30am	11:30am	6	2	FREE
Introduction to Creative Writing	07/01/2025	Tue	1:15pm	3:15pm	6	2	£10.00
Personal Finance and Financial Literacy	08/01/2025	Wed	10:00am	12:00pm	5	2	FREE
Using Graphs, Charts and Tables for Work and Life	09/01/2025	Thu	1:00pm	3:00pm	6	2	FREE
Reading for Meaning	13/01/2025	Mon	9:30am	12:00pm	5	2.5	FREE
Cookery for ESOL Learners	15/01/2025	Wed	1:00pm	3:00pm	5	2	FREE
Living in Sefton for ESOL learners	15/01/2025	Wed	9:30am	11:30am	5	2	FREE
Improve your Spelling and Grammar Skills	24/02/2025	Mon	9:30am	11:30am	6	2	FREE
Develop and Use Everyday Data Handling	25/02/2025	Tue	9:30am	11:30am	6	2	FREE



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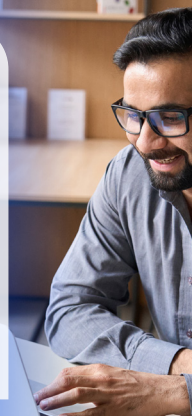
Course Title	Start Date	Day	Start Time	End Time	Weeks	Hours	Cost
(Q) Level 1 Award in Managing Personal Finances	26/02/2025	Wed	9:30am	2:30pm	11	4	FREE



We are now operating an online booking system - **“Me Learning”**. As a learner, you will be able to access our website, browse courses and find out what you will learn on each course. This will allow you to make an informed decision before self-enrolling with us.

We have put together “how to” guides to support you with navigating through the platform, so head over to the Welfare Hub on our website to download your guides.

<https://www.sefton.gov.uk/community-learning/welfare-hub/>



## Family Learning



WFL - Wider Family Learning courses are designed to engage adults and children to learn together. We offer a range of courses and workshops for adults and children (age 4-13, depending on course content). FL - We also offer Family Learning courses aimed at parents/carers, to develop their personal skills and to enable them to support children with their literacy and numeracy development.

Course Title	Start Date	Day	Start Time	End Time	Weeks	Hours	Cost
FL - Cook Healthy Meals for your Family	07/01/2025	Tue	12:45pm	2:45pm	5	2	FREE
WFL - The Tudors How They Lived	13/01/2025	Mon	3:45pm	5:15pm	4	1.5	FREE
WFL - Nature and Wildlife	21/01/2025	Tue	3:45pm	5:15pm	4	1.5	FREE
WFL - Half Term Crafts	18/02/2025	Tue	10:00am	12:00pm	1	2	FREE
WFL - Half Term Crafts	18/02/2025	Tue	1:00pm	3:00pm	1	2	FREE

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Course Title	Start Date	Day	Start Time	End Time	Weeks	Hours	Cost
WFL - The Vikings How They Lived	24/02/2025	Mon	3:45pm	5:15pm	4	1.5	FREE
WFL - Explore Our Seas	25/02/2025	Tue	3:45pm	5:15pm	4	1.5	FREE
FL - Fake-Away Meals for the Family	25/02/2025	Tue	12:45pm	2:45pm	5	2	FREE
WFL - Easter Crafts	08/04/2025	Tue	10:00am	12:00pm	1	2	FREE
WFL - Easter Crafts	08/04/2025	Tue	1:00pm	3:00pm	1	2	FREE

(Q) Level 1 Award Making and Using Story Sacks for Family Learning

(Q) Level 1 Award Using Craft Activities with Children and Young People

(Q) Entry 3 Award - Food and Nutrition for Children

(Q) Entry 3 Award to Support Children in Family Learning

(Q) Level 1 Award - Preventing Plastic Pollution

(Q) Level 1 Award in Environmental Sustainability

To be confirmed.

Please register your interest by contacting 0151 934 4546



**We are a Children's University Public Learning Destination for family learning programmes.**



Sefton Community Learning Service



# WE ARE HIRING

**Are you a qualified tutor passionate about your subject?  
Come and join our team at Sefton Community Learning Service.**

**We are expanding our team and looking for high quality tutors who are passionate to provide opportunities for learners to develop and thrive.**

**We are recruiting across the following subjects:**

English, Maths, ESOL, Education and Training, First Aid, Digital Skills, Languages, Flower Arranging, Hospitality and Catering, Family Learning, Arts & Crafts, Sign Language.

We are looking for tutors who can make a significant difference in the personal development and skills growth of our adult learners.

**Pop in, look around and meet the team.  
Last Friday of the month 10am-12 noon.  
Contact 0151 934 4546 for more details.**



## Building Better Customer Experience

Sefton Community Learning Service is working in partnership with Southport Town Deal to support volunteers in offering excellent customer service to Southport residents and visitors.

Are you looking to volunteer or gain new skills? Why not complete our amazing short online module 'Building Better Customer Experience'?

**For further information or to register your interest,  
contact 0151 934 4546**



## Advice and Guidance

As a learner with Sefton Community Learning Service, we will offer you confidential and impartial Matrix accredited information, advice, and guidance through your learning journey to help you achieve your goals and prepare you for the next steps available. This can include:

Access to IAG through	Seftonatwork.net	0151 934 2610
Advice on volunteering	seftoncvcs.org.uk	0151 920 0726
Links with Jobcentre Plus	www.gov.uk/contact-jobcentre-plus	0844 556 9355
<b>Further Education and Higher Education</b>		
Hugh Baird	www.hughbaird.ac.uk	0151 353 4444
Southport College	guidance@southport.ac.uk	01704 500 606
Blackburne House	reception@blackburnehouse.co.uk	0151 709 4356

Progression onto other courses – this can be discussed with your tutor during your course.  
For Functional Skills courses, please see page 8.

# How to enrol...



## TO SECURE YOUR PLACE YOU WILL NEED TO:

### Enrol on-line anytime:

[www.sefton.gov.uk/communitylearning](http://www.sefton.gov.uk/communitylearning)

Scan QR code to register and enrol

### Enrol by phone: 0151 934 4546

Monday to Thursday 9:00 – 16:30

Friday 9:00 – 15:30

### Enrol in Person:

Monday to Thursday 9:00 - 16:30

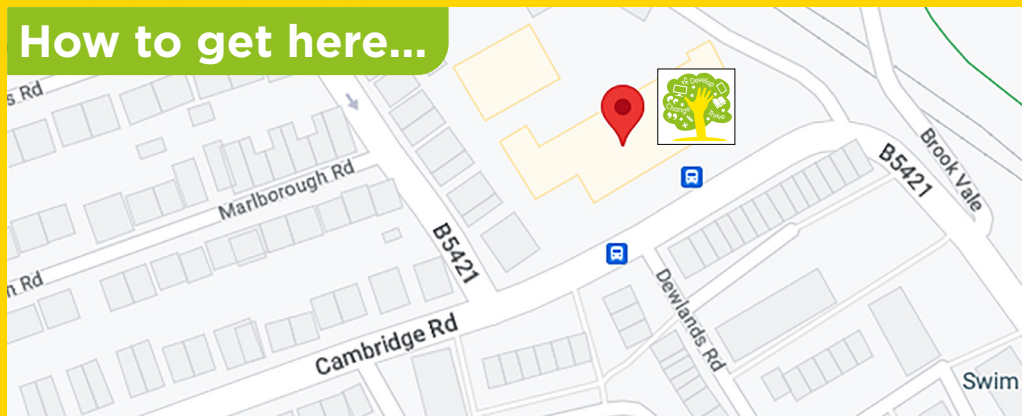
Friday 9:00 - 15:30

### Before you start your course you will need to provide:

- Details of previously achieved qualifications (if applicable)
- Proof of address i.e. Driving License or recent utility bill
- If you are entitled to fee remission, proof of benefit or income
- Course Fee to be paid at enrolment

**Classes fill up quickly. Don't miss out, enrol today!**

## How to get here...



**Sefton Community Learning Centre, 53 Cambridge Road, Seaforth L21 1EZ**

**Local Bus** - Number 53 bus stops outside and opposite the centre

**Car parking** - Free car park for the use of visitors to the centre