

**Manchester Adult Education
Guide to courses 2018/2019**

Open up this leaflet to find out more about us, or go online: www.manchester.gov.uk/adulted or www.manadulted.org.uk

Learning new skills can improve your life in many ways. It can help you to:

- find work or get a better job
- get some volunteering or work experience
- gain confidence
- support your child in school
- be more involved in your community
- improve your health and wellbeing.

If you're interested but not sure what's right for you, we can help. Make an appointment to talk to one of our advice workers by ringing your local centre (numbers on back page). They can help you find the right course, whether it's with us or with one of our partners.

Whatever you choose to do in the coming year, we'll help you get to where you want to be.



**Where to
find us**

**Course fees –
how much will it cost?**

Many of our courses are free – including the English, Maths, Everyday English, Family Learning, volunteer programmes and beginner computer courses. Other courses (such as Childcare and Education, Community Interpreting, Health and Social Care, ESOL and advanced computer courses) are free for unemployed people actively seeking work, and cost from £3 per hour for those in work. If you're on a low income, we can help you with your fees – ask at any of our centres for an appointment to arrange this.

What support can I get?

We can offer you impartial advice and guidance about your next steps in learning, training and work. We can also help you with childcare costs, travel costs and course fees. If you have a learning difficulty and/or disability and need additional support while attending a course, we can help.

How do I join a course?

Contact any of our Adult Learning Centres to join a course. You can join many of our courses at any time of the year.

You will need:

- proof of identification: passport, driving licence, ID card, National Insurance card or bank card
- proof of address: bank statement or household bill
- your National Insurance number
- proof of residency in the UK if you haven't lived here for three years (documents or letter from the Home Office)
- any fees for your course.

Look out for our September 2018 enrolment dates in all our centres and our Welcome sessions running throughout the year.

- 1. The Avenue Library and Learning Centre**
Victoria Avenue East, Blackley, M9 6HW.
Tel: 0161 219 2393
- 2. Abraham Moss Adult Learning Centre**
Crescent Road, Crumpsall, M8 5UF.
Tel: 0161 219 6735
- 3. Newton House Adult Learning Centre**
203 Droylsden Road, Newton Heath, M40 1NY.
Tel: 0161 254 7706
- 4. Greenheys Adult Learning Centre**
Upper Lloyd Street, Moss Side, M14 4HZ.
Tel: 0161 254 7314
- 5. Longsight Library and Learning Centre**
519 Stockport Road, Longsight, M12 4NE.
Tel: 0161 227 3706
- 6. Withington Adult Learning Centre**
24a Burton Road, Withington, M20 3ED.
Tel: 0161 234 5687
- 7. Forum Learning**
Forum Square, Wythenshawe, M22 5RX.
Tel: 0161 935 4080

We also run courses at many community venues across Manchester. Please contact your nearest centre for further details.



For more information about our centres and travel information:
manchester.gov.uk/adulted
manadulted.org.uk

Our subject areas



English and Maths

Improve your Maths and/or English skills with expert help. You can work at your own pace in a friendly atmosphere.

You can also gain a nationally recognised qualification to help you make progress at work or in further training. We run courses from a basic level to GCSE.

Care and Education

Develop knowledge and skills to work with adults and/or children.

You can gain a nationally recognised qualification and find out more about getting placements and paid work in these employment sectors.

Computers and Digital Skills

We have a range of courses and activities to help you keep up to date with the digital world.

Improve your digital skills, such as using email and the internet. Learn how to stay safe online, and how to use ICT for job searches, online shopping and banking, social networks and office applications.

You can work at your own pace, with the support of our helpful tutors.

Getting Into Work

If you're looking for work, we have many courses and activities to help you.

Our volunteer programmes will help you gain valuable work experience and improve your job prospects.

English for Speakers of Other Languages (ESOL)

Do you need to learn English for life and work in the UK?

Improve your speaking, listening, reading and writing skills in English with us.

You can gain qualifications and learn about life in England on all the courses.

We also run Community Interpreting courses for people who speak more than one language.

Family Learning

We run courses and workshops for parents and carers of children; these take place in schools and children's centres.

Learn more about your children's work at school, and work on your own skills at the same time.

Through Family Learning you can start to plan a better future for yourself and your children.



Don't just take our word for it...

43% of our learners have found a job.

99% of them say our courses make their lives better.



See what our past learners say about us.
Visit www.manadulthood.org.uk