

## General Interest Activities

### Community Coffee Mornings

A free drop in session for parents and the wider community held every other Wednesday. Free pastries, fruit and drinks. A chance for you to chat to friends and let us know what you would like from Community Learning and the School.

Day: Alternate Wednesdays

Time: 09.00—10.30

Starts: 11/01/12

**No need to book, just turn up!**

### Crafts

Alternating with the Coffee Mornings, a morning of craft sessions to include card making, decoupage, jewellery making, clay, paper craft, fabric crafts

Day: Alternate Wednesdays

Time: 09.00—10.30

Starts: 18/01/12

Cost: £2.50 per session

### Gardening Club

Ever wanted to "grow your own" but not sure where to start, our new gardening club will give you tips and ideas to get you started whether you've got a garden or just a window box. Suitable for all age groups, families and total beginners or those with a bit of knowledge of gardening.

Day: to be confirmed

Time: 16.00—17.30

Cost: to be confirmed

Starts: To be confirmed

### DIY courses—3 separate 3 week courses

#### Painting & Decorating

Chose the right materials and tools, brush and roller techniques and tiling and grouting, **Starts 20th February 2012**

Day: Wed. 16.00—18.00

No. of weeks: 3 week sessions

Cost: £27.00 per 3 week course

#### Plumbing

Leaking taps and radiators, replacing a tap, bleeding a radiator, basic heating systems, using silicone sealer. **Starts 12th March 2012**

#### Carpentry & Joinery

Using hand and power tools, fixing objects to brickwork or plaster board, fixing skirting boards and laying laminate flooring. **Starts 16th January 2012**

Day: Wed. 15.00—16.30

Start date: 11th Jan.

No. of weeks: 4

Cost: FREE OF CHARGE

### Lets Get Cooking!

This FREE course offers parents and children the opportunity to cook together, with the emphasis on preparing simple healthy recipes. Everything is provided, all you have to do is bring an under 16 year old with you! This is a very popular course so early booking is advised.

Day: Mon. 17.30—20.30.

Start date: 16th Jan. .

No. of weeks: 5

Cost: £67.50/(£22.50)\*

### Patchwork

For those keen on crafts, this 5 week course offers a chance to work on your very own family heirloom! No experience necessary.

Day/time: t.b.c. .

No. of weeks: 5

Cost: £45.00/(£15.00)\*

### So, who do you think you are?

Tips on getting started with your family tree, how to research and where to get information. A fascinating insight into your family history.

Day: Thurs 17.00—18.00.

Start date: 19.1.2012 .

No. of weeks: 4

Cost: £18.00/(£6.00)\*

### Holiday French

A beginner level course in French conversation in preparation for that summer holiday. Suitable for families (parents and children) or adults.

Day: Mondays 16.00—18.00.

Start date: 16.1.2012

No. of weeks: 4

Cost: £36.00/(£12.00)\*

### Beauty Course

Tips and advice on skin and nail care are the topics for these sessions. Suitable for families (parent/carer and child) or adults.

The Hereford Academy

Marlbrook Road, Hereford HR2 7NG

Tel: 01432 373575 E-Mail: [community@theherefordacademy.org.uk](mailto:community@theherefordacademy.org.uk)

We're on the web! Check out [www.theherefordacademy.org.uk](http://www.theherefordacademy.org.uk) and click on "Community"

# Activities for Adults and Families



COMMUNITY LEARNING AT THE HEREFORD ACADEMY

2011-12

January 2012

## New Year, New Building, New Classes!



Our purpose built Centre at the Hereford Academy

Welcome to Community Learning at the Hereford Academy. We offer a range of adult activities which are available during the daytime, evenings and weekends.

All our classes and activities are small and informal, can be just for fun or can lead to a formal qualification and many are FREE OF CHARGE for those who qualify.

We also have a free computer drop in centre where you can use our computers to check your e-mails, write letters, practice your IT skills, check your bank balance or do just about anything online (subject to our acceptable internet use policy).

The Centre is open during the daytime and evenings and further details can be found on page 3.

### New for 2012!

We've introduced new activities for 2012. You can work off those extra Christmas pounds in our Spin and Boxercise classes, look forward to a new job in the New Year with our job club, learn more about the camera you got for Christmas with our Digital SLR Explained course, get help researching your family tree in our Family History class, learn to speak up and make yourself heard in our communication and presentation skills workshops, discover the creative you in our patchwork sessions, grow your own in our gardening club or simply drop in for a coffee, croissant and chat at our free Community breakfast sessions.

Always been interested in something but don't see it here? Ask! We may be able to run a class just for you and your friends!

## FITNESS AND HEALTHY LIVING

### Spin

55 minutes of cycling to music and get that heart rate up, burning up to 700 calories in one session. Great fun and an effective workout too.

Day: Mondays

Time: 17.00—17.55

Starts: 9th January

Cost: £3.70 per session

### Box 2 B Fit

A circuit based fitness session tailored to your own level using a range of equipment including pads, gloves etc.

Day: Wednesdays

Time: 17.00—17.55

Starts: 11th January

Cost: £3.70 per session

### Activities from January 2012

- IT CLASSES FOR BEGINNERS, IMPROVERS AND THE MORE ADVANCED
- GENERAL INTEREST CLASSES INCLUDING OUR NEW FITNESS CLASSES
- CLASSES TO HELP YOU GET BACK TO WORK OR GET A BETTER JOB
- CLASSES FOR YOUNG AND NOT-SO-YOUNG!
- DON'T FORGET OUR IT DROP IN CENTRE WHERE YOU CAN USE OUR COMPUTERS FREE OF CHARGE

### Inside this issue:

FITNESS	1
IT AND COMPUTER CLASSES	2/3
VOCATIONAL AND WORK RELATED ACTIVITIES	3
GENERAL INTEREST ACTIVITIES	4

Please note for our fitness classes you will be required to complete a medical questionnaire and must have permission from your doctor if you suffer from a long term illness or medical condition.



## Activities for Adults and Families

### IT Classes — all held at the Hereford Academy

A fee reduction is available for those courses marked with \* for people in receipt of a means tested benefit such as Universal benefit. Some classes are FREE OF CHARGE for those actively seeking work and in receipt of Jobseekers Allowance. If you think you qualify, please tell us!

"I NEVER REALIZED JUST HOW MUCH MONEY YOU CAN SAVE BY SHOPPING ONLINE. THE INTERNET COURSE HAS BEEN A REAL EYE OPENER"



Do you have a digital camera but don't know how to use it and never print off your photos? If so, try our Digital Photography Workshops to learn how to do more with your camera and photos.

#### Exploring Microsoft Office

For the "not-quite a beginner"! Simple word processing, an introduction to spreadsheets and desk top publishing to get you started on Microsoft Office programmes.

Day: Wed. 12.30-15.00  
Start date: 01.02.2012  
No. of weeks: 4  
Cost: £34.00

#### First Steps on a laptop

Recently bought a laptop? This is a beginner level course aimed at new laptop users, including internet safety, using the mousepad, and getting online.

Day: Thurs. 09.30—12.00.  
Start date: 02.02.12  
No. of weeks: 4  
Cost: £34.00

#### Internet & E-mail

Get to grips with using the internet, including how to access information and how to stay safe online. Set up an e-mail account, and learn how to send and receive e-mails and attachments.

Day: Mon. 12.30—15.00.  
Start date: 30.01.2012  
No. of weeks: 4  
Cost: £34.00

#### Digital Photography Workshop

This Saturday workshop will help you compose your shots, download and print photographs and use them in documents, calendars, cards.

Day: Sat. 10.00—16.00  
Dates: 28.1 & 4.2.2012.  
No. of weeks: 2  
Cost: £42.00

#### Introduction to Website design

This ten hour, 5 week course, will introduce the basics of setting up your own website, registering and planning your site, privacy settings, using templates, adding text and pictures and publishing your site. Everything you need to get started.

Day: to be confirmed  
Starts: w/c 11.01.12  
No. of weeks: 5  
Cost: £45.00/(£15.00)\*

#### Microsoft Office Level 2

This intermediate level course is for those with a reasonable knowledge of Microsoft Office but need some experience of selecting and using appropriate programs for specific tasks. Based upon a work like scenario, this course will put theory in to practice.

Day: Wed. 18.30—20.30  
Start date: 18.01.12  
No. of weeks: 8  
Cost: £72.00/£24.00\*

#### Intro to Digital Photography

This four week course will provide guidance on taking photos and what to do with them once you have taken them. Download your photographs, upload them to facebook or attach them to e-mails, cut, crop or edit them.

Day: Tues. 10.00—12.00  
Start date: 10.01.12  
No. of weeks: 5  
Cost: £45.00/(£15.00)\*

#### Music and Mp3

For all those given an MP3 player for Christmas! Learn how to add music from CDs, download music legally, create playlists and burn CDs with tracks of your own choice.

Day: Mon. 09.30—12.00  
Starts: 30.01.2012  
No. of weeks: 4  
Cost: £34.00

#### Intro to Desk Top Publishing

Produce professional looking newsletters, cards and calendars in this introduction to Microsoft Office Publisher

Day: Tues. 12.30—15.00  
Starts: 31.01.2012  
No. of weeks: 4  
Cost: £34.00

#### European Computer Driving License

An advanced course for those aiming at a full level 2 IT qualification. You need to complete 5 modules in total including two compulsory units, working at your own pace and will have access to qualified tutors to guide you and check your progress. Most students need between 10 and 15 hours of study per module.

Day: Tues. 18.30—20.30  
Start date: 12.01.2012.  
Cost: £50.00/(£15.00)\* per module

Unless indicated otherwise, for further information or to book a place on any of these activities, please call us on 01432 373575, e-mail us at [community@theherefordacademy.org.uk](mailto:community@theherefordacademy.org.uk) or just call in!

## 2011-12

#### The DSLR (Digital Single Lens Reflex camera) Explained

This five week course is for those who have a digital camera but have always wanted to do more than just "point and click". Learn about shutter settings, exposure times and special effects, additional equipment and framing shots. You'll need your own DSLR and a minimum 4gb memory stick.

Day: Wed. 14.00—16.00  
Start date: 11.01.2012  
No. of weeks: 5  
Cost: £45.00/(£15.00)\*

#### DROP IN CENTRE

In our Drop In Centre you can come and use our computers free of charge. No need to book but availability times are subject to change at short notice due to other commitments so we recommend you check with us before setting off!

There is tutor support for two sessions in the drop in centre where you can get help or start or work on a free course. These are:

Wednesdays 09.30—12.00 and  
Thursdays 17.00—19.00

Use of our computers is subject to registration and subject to our computer acceptable use policy.

### Vocational and work related courses

#### Small business support group

Have you just started or thinking of starting your own business? This course will help you with some of the more practical issues such as designing your letterhead, finding free stuff on the internet to support you or maybe just sharing your problems and issues.

Day: Thurs. 19.00—21.00  
Starts: 02.02.12.  
Cost: £34.00

#### Job Club

Whether you're currently not working but looking for work or in work but keen to move onwards and upwards, this could help. Free access to newspapers and computers plus help with online job search, applications, cvs and interview skills, advice and guidance on training and career planning, personal development.

Day: Fri. 10.00—13.00  
Starts: 6.01.12.  
Cost: FREE OF CHARGE



#### No need to book

#### Confident Communications

Not just for work, this course is for those who need a bit of help getting a message across. Whether it's talking to your child's teacher, in a job interview, making a presentation at work, or dealing with officials. Fun tips and tricks to boost your confidence.

Day: t.b.c.  
Time: t.b.c.  
Starts: t.b.c.  
Cost: £45.00/£15.00)\*



#### Level 2 Certificate in Food Hygiene in Catering

Our popular Food Hygiene Certificate course for those currently working or intending to work where food is served or eaten. A two half day course.

Day: Wed. 09.30—13.30.  
Dates: 1st & 8th Feb. 12  
Cost: £45.00/£15.00)\*

#### Emergency First Aid

Another popular one full day course suitable for parents, grandparents, carers. This course will teach you how to deal with every day emergencies, perform basic life support, control bleeding and when to call an ambulance.

Day: Thurs. 26.01.12  
Time: 09.30—16.30  
Cost: £45.00/(£15.00)\*

#### Preparation for the Driving Theory Test/Drivewise

Help for those who want to learn to drive and need to pass the Driving Theory and Hazard Perception Test, whether to help you get that job or just for interest or personal use. You can join this course at any time during the year.

Day: Mon. 16.00—19.00.  
Starts: Mon. 9.01.12  
Cost: FREE OF CHARGE  
**No need to book,**

Learning to drive has helped lots of our learners get work or start their own businesses. Passing the driving theory test is the first stage in learning to drive.

Unless indicated otherwise, For further information or to book a place on any of these activities, please call us on 01432 373575, e-mail us at [community@theherefordacademy.org.uk](mailto:community@theherefordacademy.org.uk) ,or just call in!