**St Anne’s Resource Centre**

**1st Floor, 66 York Street Leeds, LS9 8AA
St Anne’s Adult Learning Timetable April 2018**

**Enrolment dates: 10-3pm Mon 16th, Tues 17th, Wed 18th Thurs 19th April. Classes start w/c 23rd April**

 ***Please bring proof of benefits or ID* For more information call 0113 2366982 or 07967963219**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| ESOL Entry 1 10.00am – 12.30pm | ESOL Pre-entry10.00 am – 12.30pm |  ESOL Entry 29.30am – 12.00pm | Read and Write 10.00am-12.30pm |  |
| Computer Skills10.00am – 12.30pm | Computer Skills10.00am – 12.30pm | Health and Social Care10.00am-12.30pm |
| ESOL Pre-entry10.00 am – 12.30pm |
|  |
| ESOL Entry 21.30pm – 4.00pm | Literacy  1.30pm – 4.00pm | ESOL Entry 112.30pm – 3.00pm |  |  |
| 1.30-4.00pmListening and Pronunciation |
| Computer Skills1.30pm – 4.00pm |  |
| Introduction to Excel1.30pm – 4.00pm  |   |

 ***‘A gold standard organisation providing award winning services'***

**St. Anne's Community Services is a Registered Charity, No. 502224**

**St Anne’s Adult Learning: Course Information**

***Courses are FREE if you are on benefits, asylum seekers or refugees***

**Basic Computer Skills**

For beginners. Practice keyboard skills, create and save documents, use the Microsoft Word program, create an E-mail account and

search the internet.

**Introduction to Excel**

Learn how to use EXCEL to create simple spread sheets, use formula to make add and calculate data, add charts and graphs to show data.

**ESOL** (English for Speakers of Other Languages)

There are three levels of classes: Pre-Entry for those with no English, Entry 1 for those who have basic English communication skills,

Entry 2 to practice English grammar and comprehension skills.

**Listening and Pronunciation**

For Entry 3 and Level 1 ESOL learners wanting to practice functional conversational English and listening and pronunciation techniques.

**Literacy**

For people with English as a first language and also for those with good ability in English as a second language. This course is designed

to help learners improve their literacy skills and move on to an accredited Level 1 Literacy course. It incorporates spelling, punctuation

and grammar concepts, reading and comprehension skills.

**Read and Write**

For adults with English as a first language or second language to help with reading, writing and spelling skills**;** using phonics to recognise letters, say their sounds and write them in words and how to combine words to make sentences.

**General information for all courses**

These are all first step courses to give learners the confidence and skills to do further courses and gain qualifications in future.

**Courses last 8 weeks and learners will attend one class per week for 2.5 hours. We provide learners with information**

**about where to continue their learning when courses at St Anne’s finish. Classes are small with between 8 and**

**12 learners. Learners need to be 19 years or older. Learners should attend every session. *If classes fall below 8 learners for 2 consecutive weeks, they will close*.**

**For further information call Nicola on 0113 2366982 / 07967963219 or email Nicola.denison@st-annes.org.uk**