

# Learning for Work - 2018-2019 - Term 2

| Course                                       | Starts  | Day       | Time        | Weeks | Venue                            | Code   |
|--|---------|-----------|-------------|-------|----------------------------------|--------|
| Sewing - Alterations and Repairs             | 14.1.19 | Monday    | 09:30-11:30 | 11    | Rumney Hub                       | WCR023 |
| Sewing - Alterations and Repairs             | 14.1.19 | Monday    | 13:00-15:00 | 11    | Llanedeyrn Powerhouse Hub        | WCR042 |
| DIY  | 15.1.19 | Tuesday   | 10:00-12:00 | 11    | Llandaff North Hub               | WDY048 |
| DIY  | 15.1.19 | Tuesday   | 13:00-15:00 | 11    | Llanedeyrn Powerhouse Hub        | WDY049 |
| DIY  | 14.1.19 | Monday    | 09:30-11:30 | 11    | Willows High School              | WDY062 |
| DIY  | 16.1.19 | Wednesday | 13:00-15:00 | 11    | Trowbridge Community Centre      | WDY065 |
| Healthy Cookery                              | 15.1.19 | Tuesday   | 12:30-14:30 | 11    | Rumney Chapel                    | WFN003 |
| Healthy Cookery                              | 18.1.19 | Friday    | 10:00-12:00 | 11    | Rumney Chapel                    | WFN009 |
| Cake Decorating                              | 17.1.19 | Thursday  | 12:30-14:30 | 11    | Llanedeyrn Powerhouse Hub        | WFN050 |
| Indian Head Massage                          | 18.1.19 | Friday    | 13:00-15:00 | 11    | St Mellons Hub                   | WHB002 |
| Stress Management                            | 14.1.19 | Monday    | 10:00-12:00 | 11    | Llanedeyrn Powerhouse Hub        | WHC112 |
| Supporting Teaching and Learning             | 15.1.19 | Tuesday   | 09:30-11:30 | 11    | Ely Caerau Hub                   | WHC142 |
| Safeguarding in Health & Social Care         | 14.1.19 | Monday    | 09:30-11:30 | 11    | Ely Caerau Hub                   | WHC143 |
| Mental Health and Well Being Level 1         | 17.1.19 | Thursday  | 13:00-15:00 | 10    | Severn Road Centre               | WHC146 |
| Communication Skills for Counselling         | 14.1.19 | Monday    | 13:00-15:00 | 11    | Ely Caerau Hub                   | WHC147 |
| Dementia Awareness                           | 18.1.19 | Friday    | 13:00-15:00 | 11    | Severn Road Centre               | WHC148 |
| Confidence Building                          | 15.1.19 | Tuesday   | 13:00-15:00 | 11    | Trowbridge Community Centre      | WHC149 |
| Safeguarding in Health & Social Care 1       | 17.1.19 | Thursday  | 09:30-11:30 | 11    | Severn Road Centre               | WHC150 |
| Introduction to Counselling                  | 16.1.19 | Wednesday | 10:00-12:00 | 11    | STAR Hub                         | WHC151 |
| ECDL   | 14.1.19 | Monday    | 12:30-14:30 | 11    | St Mellons Hub                   | WIT036 |
| ECDL   | 14.1.19 | Monday    | 10:00-12:00 | 11    | Severn Road Centre               | WIT038 |
| Digital Employability Skills                 | 14.1.19 | Monday    | 10:00-12:00 | 11    | St Mellons Hub                   | WIT039 |
| Digital Skills for Life                      | 15.1.19 | Tuesday   | 10:00-12:00 | 11    | Severn Road Centre               | WIT146 |
| Computers for Beginners                      | 15.1.19 | Tuesday   | 10:00-12:00 | 11    | Butetown Pavilion                | WIT048 |
| ECDL   | 15.1.19 | Tuesday   | 13:00-15:00 | 11    | Severn Road Centre               | WIT045 |
| Digital Employability Skills                 | 15.1.19 | Tuesday   | 10:00-12:00 | 11    | St Mellons Hub                   | WIT046 |
| Digital Employability Skills                 | 16.1.19 | Wednesday | 13:00-15:00 | 11    | Severn Road Centre               | WIT050 |
| Digital Employability Skills                 | 16.1.19 | Wednesday | 10:00-12:00 | 11    | Severn Road Centre               | WIT051 |
| Digital Skills for Life                      | 16.1.19 | Wednesday | 13:00-15:00 | 11    | Severn Road Centre               | WIT052 |
| Digital Employability Skills                 | 17.1.19 | Thursday  | 10:00-12:00 | 11    | Severn Road Centre               | WIT059 |
| ECDL   | 17.1.19 | Thursday  | 13:00-15:00 | 11    | Severn Road Centre               | WIT060 |
| Digital Skills for Life                      | 17.1.19 | Thursday  | 09:30-11:30 | 11    | Llanrumney Hub                   | WIT061 |
| ICT Skills for Work                          | 16.1.19 | Wednesday | 09:30-11:30 | 11    | Severn Road Centre               | WIT142 |
| Digital Creativity                           | 17.1.19 | Thursday  | 09:30-11:30 | 11    | Severn Road Centre               | WIT062 |
| ECDL   | 18.1.19 | Friday    | 10:00-12:00 | 11    | Llanedeyrn Powerhouse Hub        | WIT064 |
| Digital Skills for Life                      | 18.1.19 | Friday    | 10:15-12:15 | 11    | Llanrumney Hub                   | WIT065 |
| Computers for Beginners                      | 14.1.19 | Monday    | 10:00-12:00 | 11    | Severn Road Centre               | WIT066 |
| Computers for Beginners                      | 14.1.19 | Monday    | 13:00-15:00 | 11    | Severn Road Centre               | WIT067 |
| Web Page Design                              | 15.1.19 | Tuesday   | 13:00-15:00 | 11    | Severn Road Centre               | WIT069 |
| Computers for Beginners                      | 14.1.19 | Monday    | 13:00-15:00 | 11    | Star Hub                         | WIT044 |
| Computers for Beginners                      | 16.1.19 | Tuesday   | 12:30-14:30 | 11    | Ely Caerau Hub                   | WIT231 |
| Computers for Beginners                      | 17.1.19 | Thursday  | 13:00-15:00 | 11    | Ely Caerau Hub                   | WIT232 |
| Get to Know your Tablet and Phone            | 15.1.19 | Tuesday   | 13:00-15:00 | 11    | Llandaff North Hub               | WIT205 |
| Digital Photography using Phones and Tablets | 16.1.19 | Wednesday | 10:00-12:00 | 11    | Llandaff North Hub               | WIT233 |
| Computers for Beginners                      | 14.1.19 | Monday    | 10:15-12:15 | 11    | Grangetown Hub                   | WIT246 |
| Computers for Beginners                      | 16.1.19 | Wednesday | 14:30-16:00 | 11    | Grangetown Hub                   | WIT200 |
| Improve your Digital Skills                  | 14.1.19 | Monday    | 13:00-15:00 | 11    | Llanishen Hub                    | WIT249 |
| Computers for Beginners                      | 18.1.19 | Friday    | 13:00-15:00 | 11    | Central Library                  | WIT251 |
| Digital Employability Skills                 | 14.1.19 | Monday    | 13:00-15:00 | 11    | Severn Road Centre               | WIT295 |
| Computers for Beginners                      | 15.1.19 | Tuesday   | 13:00-15:00 | 11    | St Mellons Hub                   | WIT297 |
| Computers for Beginners                      | 17.1.19 | Thursday  | 10:00-12:00 | 11    | St Mellons Hub                   | WIT298 |
| Computers for Beginners                      | 14.1.19 | Monday    | 13:00-15:00 | 11    | Grangetown Hub                   | WIT299 |
| Computers for Beginners                      | 16.1.19 | Wednesday | 10:00-12:00 | 11    | Llanedeyrn Powerhouse Hub        | WIT301 |
| Computers for Beginners                      | 14.1.19 | Monday    | 10:00-12:00 | 11    | Llanishen Hub                    | WIT303 |
| Computers for Beginners                      | 15.1.19 | Tuesday   | 14:30-16:30 | 11    | Ely Caerau Hub                   | WIT304 |
| ICT Skills for Life                          | 18.1.19 | Friday    | 09:30-11:30 | 11    | Severn Road Centre               | WIT305 |
| ICT Skills for Work                          | 16.1.19 | Wednesday | 12:30-14:30 | 11    | South Riverside Community Centre | WIT306 |
| ICT Skills for Work                          | 16.1.19 | Wednesday | 09:30-11:30 | 11    | Severn Road Centre               | WIT307 |
| Digital Skills for Life                      | 16.1.19 | Wednesday | 10:30-12:30 | 11    | Llanrumney Hub                   | WIT309 |
| Computers for Beginners                      | 18.1.19 | Friday    | 10:00-12:00 | 11    | Llanishen Hub                    | WIT310 |
| Buying & Selling on-line                     | 17.1.19 | Thursday  | 13:00-15:00 | 11    | Severn Road Centre               | WJB067 |
| Introduction to the Role of a Receptionist   | 15.1.19 | Tuesday   | 09:30-11:30 | 11    | Severn Road Centre               | WJB066 |
| Managing Children's Behaviour                | 17.1.19 | Thursday  | 10:00-12:00 | 11    | Severn Road Centre               | WWC095 |
| Managing Children's Behaviour                | 18.1.19 | Friday    | 13:00-15:00 | 11    | Severn Road Centre               | WWC108 |
| Play and Child Development                   | 17.1.19 | Thursday  | 13:00-15:00 | 11    | Ely Caerau Hub                   | WWC163 |
| Supporting Teaching and Learning             | 14.1.19 | Monday    | 13:00-15:00 | 11    | Willows High School              | WWC167 |
| Play and Child Development                   | 16.1.19 | Wednesday | 13:00-15:00 | 11    | Severn Road Centre               | WWC209 |
| Working With Children With Additional Needs  | 16.1.19 | Wednesday | 09:30-11:30 | 11    | Ely Caerau Hub                   | WWC212 |
| Child Psychology                             | 17.1.19 | Thursday  | 13:00-15:00 | 11    | St Mellons Hub                   | WWC246 |
| Child Psychology                             | 15.1.19 | Tuesday   | 12:45-14:45 | 11    | Ely Caerau Hub                   | WWC247 |
| Managing Children's Behaviour                | 17.1.19 | Thursday  | 13:00-15:00 | 11    | Butetown Pavilion                | WWC250 |

# Learning for Work Enrolment

The courses listed are funded by the Welsh Government and are designed to support eligible individuals to return to employment, training or further education. Eligible individuals include those not in education, training or employment who are in receipt of state benefits and those individuals age 50 plus who are not in fulltime employment.

## HOW TO ENROL ON A LEARNING FOR WORK COURSE

We will be holding a series of enrolment events across the city. At these events you can find out more about the courses we offer, talk to a tutor and complete your enrolment form.

### Enrolment events January 2019 :

| DAY          | TIME  | VENUE   |
|--------------|-------|---|
| 7th January  | 10-1  | Severn Road Centre,<br>Severn Road, Canton, CF11 9DZ.           |
| 8th January  | 10-12 | Powerhouse Llanedeyrn Hub,<br>The Maelfa, Llanedeyrn, CF23 9PN. |
| 8th January  | 1-3   | St Mellons Hub,<br>Crickhowell Road, St Mellons, CF23 0EF.      |
| 9th January  | 10-12 | Grangetown Hub,<br>Havelock Place, Grangetown, CF11 6PA.        |
| 10th January | 10-1  | Ely Hub,<br>Cowbridge Road West, Ely, CF5 5BQ.                  |

### Enrolment by Telephone :

You can enrol by telephone from Friday 11th January 2019. Please note, we will not accept telephone enrolments before this date.

Cardiff Council is a member of  
Cardiff and the Vale  
Community Learning Partnership



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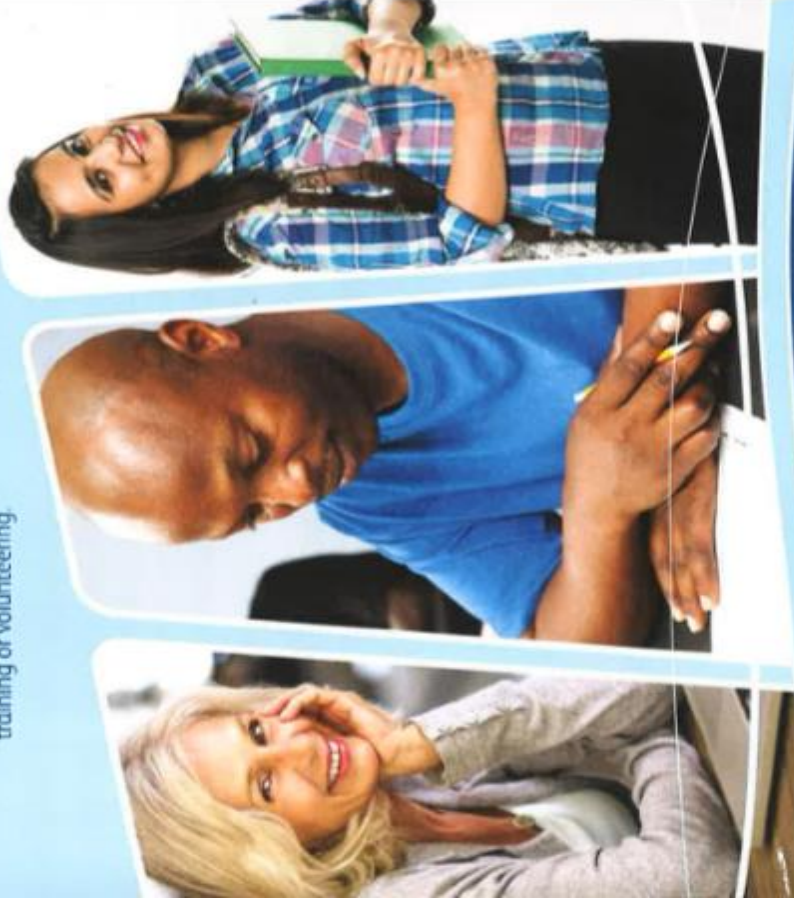
Courses for 2018-19

[www.cardiff.gov.uk/learn](http://www.cardiff.gov.uk/learn)

Courses for January - March 2019

# Learning for Work <sup>TERM</sup> 2

Developing skills for use in the work place and helping people progress to further and higher education, training or volunteering.



ADULT  
COMMUNITY  
LEARNING

CAPITAL  
AMBITION  
CARDIFF  
COUNCIL

This document is available in Welsh.  
Mae'r wybodaeth hon ar gael yn Gymraeg.