

**Milton Keynes** City Council

# Adult Education in Milton Keynes

2024/25 Courses

### IN COLLABORATION WITH MK CITY COUNCIL AND MK COLLEGE

Community Learning MK CLMK Learning Centre Central Milton Keynes Library 555 Silbury Boulevard Milton Keynes MK9 3HL Milton Keynes College Chaffron Way Campus Woughton Campus West Leadenhall Milton Keynes MK6 5LP

mkcollege.ac.uk/adults

Milton Keynes College Bletchley Campus Sherwood Drive Bletchley Milton Keynes MK3 6DR

mkcollege.ac.uk/adults



Community Learning MK



Milton Keynes College

milton-keynes.gov.uk/courses



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#### Introduction

Community Learning MK Adult Education (part of Milton Keynes City Council) and Milton Keynes College have teamed up to bring a range of educational opportunities to adult learners of Milton Keynes.

There are a wide range of courses available focusing on practical skills and personal growth. These classes offer a chance to expand your knowledge, pick up new hobbies and connect with like-minded individuals.

Whether you're looking for career advancement or just looking to try something new, we have a course to suit your needs.

We welcome you to explore this booklet to see the exciting opportunities on offer.

#### **MK College Funding**

Don't let funding be the reason you don't begin your path to trying something new. There are several ways you can fund your studies with MK College.

Get advice on applying for funding, for childcare and advanced learner loans, as well as assessing your eligibility for financial aid and bursaries. **Contact -** bursary@mkcollege.ac.uk

### **Community Learning Funding**

Most of our courses are free to all. Courses with a qualification are free to you if you are unemployed and/or claiming benefits and looking for work. There is also a concession available for courses that lead to a qualification if you are in employment but earning a low wage.

We offer some leisure courses in arts and languages that are not funded and therefore no concession is available.

**Fee policy -** www.milton-keynes.gov.uk/CLMK/fee-policy **Contact -** communitylearning.mk@milton-keynes.gov.uk The guide is for general guidance and information only and does not form any part of any contract. This guide was correct at time of print and may be subject to change. We reserve the right to withdraw or amend any courses, services, or facilities. For the most up to date information please check online for details.



### Adult English and Maths

If you are looking to improve your English or Maths and are over the age of 19, there are several class options available to you.

Depending on your location, learning level or the qualification you are looking to attain, there is a choice of classes offered by MK College and Community Learning MK.

Courses run throughout the year but before enrolling you will need to take a skills check to make sure you start at the right level.

To book a place or to find out more please get in touch.

#### MK College courses starting in September 2024:

Functional Skills courses in Maths & English will have various start dates throughout the year, visit the website for more information.

#### **Functional Skills Maths**

Functional Skills English

GCSE Maths

GCSE English

Visit www.mkcollege.ac.uk/aem or scan the QR code to find out more and make an application





#### Community Learning MK courses coming up in September 2024:

Get Ready for Functional Skills English (enrolments autumn/spring/summer term)

**Functional Skills Maths** 

Functional Skills English

GCSE Maths

#### GCSE English

Visit www.milton-keynes.gov.uk/courses and select English and Maths or scan the QR code to find out more or book a skills check.



# WOULD YOU LIKE TO IMPROVE YOUR NUMERACY SKILLS?

There are FREE Multiply adult numeracy confidence classes running now in your area. We offer a range of short courses to help fine tune your maths skills including how to manage your money better, your household bills, shopping discounts as well as understanding statistics you see in the news. These courses will also help you feel more confident so you can help support your children with their maths homework.

Maybe you want to prepare and brush up your maths so you will feel more ready to progress onto a formal maths qualification later? Choose from our once-a-week courses during the day, evening or weekend designed to suit your maths level (up to Level 2). Start any week in our small classes.

#### **Community Learning MK courses include:**

- Life with Numbers
- Cooking on a Budget
- ESOL Maths
- The Garden Club

Courses are offered on a roll on/roll off basis. Learners can join at any point and finish when they are ready to progress to a higher level course.

Multiply courses run at our CLMK Learning Centre, Church of Christ the Cornerstone, CMK, online and in various Family and Children's Centres across Milton Keynes.

To enrol visit **www.milton-keynes.gov.uk/courses** and select 'English and maths' Contact **suzanne.gibbs@milton-keynes.gov.uk** or call Community Learning **01908 252500** 





Courses delivered by Milton Keynes College



### **ESOL** English for Speakers of Other Languages

ESOL courses are for people living in the UK whose first language is not English.

#### These 12-week courses cover three skills:

- Speaking and Listening
- Reading
- Writing

We offer courses at levels ranging from Elementary (pre-entry) to Advanced (Level 2).

Courses are held at MK College campuses, Community Learning MK locations and throughout the community.

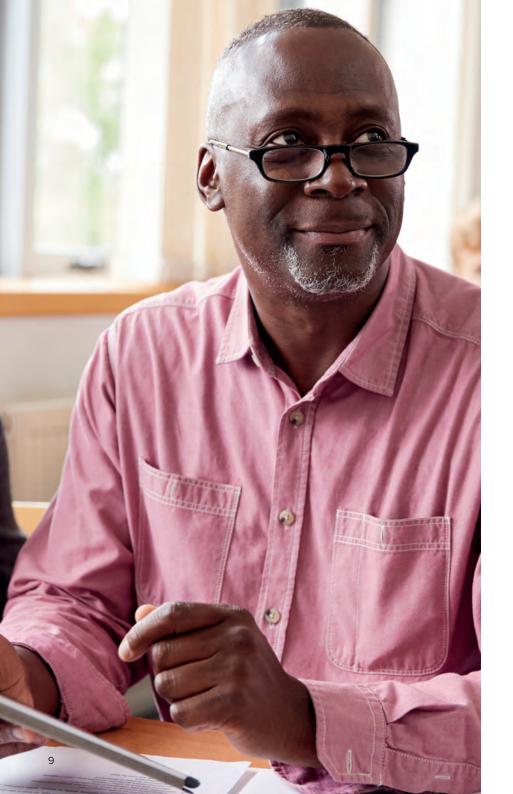
Spaces fill up fast so please check the websites for availability.

#### For courses with MK College, apply at:

mkcollege.ac.uk/courses/english-for-speakers-of-other-languages

For courses with Community Learning MK, contact:

communitylearning.mk@milton-keynes.gov.uk



Delivered by Community Learning MK



### **ESOL** English for Speakers of Other Languages

Community Learning MK offers a wide variety of ESOL courses to suit all levels and abilities.

ESOL courses are for people living in the UK whose first language is not English. Courses run for 12 weeks and cover the three core skills of Speaking and Listening, Reading and Writing. Each course ends with an exam. We offer courses at levels ranging from Elementary (Entry 1) to Advanced (level 2).

We also run numerous Talk English courses available throughout the week. These are for adults who wish to start their ESOL journey.

To register your interest and/or find out more, email **communitylearning.mk@milton-keynes.gov.uk** 



DIGITAL SKILLS

#### **Courses starting in September, January & April**

See website for details and specific start dates



Do you struggle with your IT skills and/or do you want to brush up and bring yourself up to date? Are you aiming for a career in IT and need to get your foot on the ladder?

At Community Learning MK we offer a range of FREE IT and Digital Skills courses to suit your needs.

To enrol visit www.milton-keynes.gov.uk/courses or scan the QR code and select IT Skills



Course Title	Venue	Week Days	Start Time	Finish Time	Number of Weeks
City & Guilds Level 1 Introductory Award in Employability Skills - Keeping Safe Online and Social Media	Moorlands Family Centre	Tues	09:30	11:30	3
City & Guilds Entry Level Award in Employability Skills (Entry 3) ICT	CLMK Learning Centre	Weds	09:30	11:30	10
City & Guilds Entry Level Introductory Award in Employability Skills (Entry 3) - Intro to ICT	Moorlands Family Centre	Tues	09:30	11:30	10
City & Guilds Entry Level Introductory Award in Employability Skills (Entry 3) - Intro to ICT Over 50s	Church of Christ the Cornerstone	Tues	10:00	12:00	6
BTEC Level 1 Introduction to ICT - Vocational Studies	CLMK Learning Centre	Weds	12:30	15:00	12
City & Guilds Digital Functional Skills Qualification (Entry 3)	CLMK Learning Centre	Tues	09:30	11:30	10

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# DIGITAL SKILLS

**Courses starting in September, January & April** 

See website for details and specific start dates



Course Title	Venue	Week Days	Start Time	Finish Time	Number of Weeks
Microsoft Excel Essentials in Three Weeks	CLMK Learning Centre	Tues	13:00	14:30	3
Microsoft Word Skills for Success: 3-Week Program	CLMK Learning Centre	Tues	13:00	14:30	3
PowerPoint Proficiency in Three Weeks	CLMK Learning Centre	Thurs	13:00	14:30	3
Social Media Confidence: 3-Week Program	Various	Tues	13:00	14:30	3
Online Safety Essentials: 3-Week Program	Various	Tues	13:00	14:30	3
4-Week Smart Phone Challenge: Boost Your Tech Skills	Various	Tues	13:00	14:30	4
Beginner's Guide to IT: 4-Week Program	Various	Mon	13:00	14:30	4





### **EMPLOYMENT &** Courses delivered by Community Learning MK **PROFESSIONAL SKILLS**

#### **Courses starting in September, January & April**

See website for details and specific start dates

Community Learning MK offers a wide range of FREE courses aimed at getting you ready to apply for a job and/or to improve your career prospects. These courses will enhance your CV and give you vital knowledge to enable you to succeed in a range of industries.

For more information email communitylearning.mk@milton-keynes.gov.uk

To enrol on any of these courses, visit www.milton-keynes.gov.uk/courses or scan QR code and select 'employability' or 'professional training'



Course Title	Venue	Week Days	Start Time	Finish Time	Number of Weeks
City & Guilds Level 2 Diploma for the Early Years Practitioner	Various	Various	09:30	12:00	32
City & Guilds Level 1 Introductory Award in Employability Skills - Child Development	Various	Various	09:30	12:00	3
BTEC Level 1 Introduction to Childcare	Various	Various	Various	Various	14
BTEC Level 1 Introduction to Health and Social Care	CLMK Learning Centre	Thurs	12:30	15:00	12
BTEC Level 1 Introduction to Business - Vocational Studies	Church of Christ the Cornerstone	e Tues	12:30	15:00	12
BTEC Level 1 Introduction to Hospitality and Tourism	Church of Christ the Cornerstone	e Tues	09:30	12:00	12
BTEC Level 1 Sport and Public Services	Moorlands Family Centre	Thurs	10:00	12:00	12
City & Guilds Entry Level Award in Employability Skills (Entry 3) Childcare	Daisy Chain Family Centre	Mon	10:00	12:00	10

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### EMPLOYMENT & PROFESSIONAL SKILLS

**Courses starting in September, January & April** 

See website for details and specific start dates

Course Title	Venue	Week Days	Start Time	Finish Time	Number of Weeks
City & Guilds Entry Level Award in Employability Skills (Entry 3) Health and Social Care	CLMK Learning Centre	Mon	10:00	12:00	10
City & Guilds Level 1 Extended Award in Employability Skills Volunteering	Moorlands Children Centre	Weds	09:30	11:30	12
City & Guilds Entry Introductory Award in Employability Skills (Entry 2) - Seaching for a Job	Kingston Library	Mon	09:30	11:30	4
Job Application Bootcamp: From Novice to Pro in 4 Weeks	CLMK Learning Centre	Tues	13:00	14:30	4
Unlocking Your Phone's Potential - Job Applications in 4 Weeks	CMK Library	Mon	13:00	14:30	4
Mastering CVs and Interviews: 4-Week Program	CLMK Learning Centre	Tues	13:00	14:30	4





### LEISURE COURSES - ART

#### **Courses starting in September, January & April**

See website for details and specific start dates

We offer a wide range of arts courses for those looking to take up a new hobby or perfect an existing one. Courses range from 8 weeks in length to an amazing selection of one-day workshops running through the year.

Fees apply – see website for details. Scan QR code and select Arts, Craft and Design.



Course Title	Venue	Week Days	Start Time	Finish Time	Course Length
Stained Glass - Beginners/Improvers	Oakgrove School	Thurs	18:30	21:00	8 weeks
Stained Glass - Copper Foiled Sun Catchers/Jewellery	Oakgrove School	Sat	10:00	16:00	1 day
Introduction to Kiln Fused/Warm Glass	Oakgrove School	Sat	10:00	16:00	1 day
Dressmaking - Beginners	Oakgrove School	Mon	19:00	21:00	5 weeks
Dressmaking - Improvers	Oakgrove School	Thurs	19:00	21:00	5 weeks
Dressmaking - Pattern Cutting for Beginners	Oakgrove School	Thurs	19:00	21:00	5 weeks
Dressmaking - Pattern Cutting for Improvers Part 1	Oakgrove School	Thurs	19:00	21:00	5 weeks
Dressmaking - Pattern Cutting for Improvers Part 2	Oakgrove School	Thurs	19:00	21:00	5 weeks



### LEISURE COURSES - ART

**Courses starting in September, January & April** 

See website for details and specific start dates



Course Title	Venue	Week Days	Start Time	Finish Time	Course Length
An Introduction to Quilting	Oakgrove School	Weds	19:00	21:00	6 weeks
Quilting Improvers	Oakgrove School	Weds	19:00	21:00	6 weeks
Machine Sewing - Beginners	Oakgrove School	Weds	19:00	21:00	5 weeks
Machine Sewing - Improvers	Oakgrove School	Weds	19:00	21:00	5 weeks
Watercolour - Beginners	MK Gallery	Weds	09:30	12:00	8 weeks
Art Skills - Drawing and Painting - Beginners	MK Gallery	Tues	12:30	15:00	8 weeks
Project Based Watercolour Painting - Intermediate/Advanced	MK Gallery	Tues	09:30	12:00	8 weeks
Dressmaking Saturday - Beginners & Improvers	Oakgrove School	Sat	10:00	16:00	1 day
Quilling Paper Art	CLMK Learning Centre	Sat	09:30	12:30	1 day

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### **LEISURE COURSES - ART**

**Courses starting in September, January & April** 

See website for details and specific start dates

Course Title	Venue	Week Days	Start Time	Finish Time	e Course Length
Soap Basket with handmade flower design	CLMK Learning Centre	Sat	09:30	12:30	1 day
Perfume & Cologne workshop	CLMK Learning Centre	Sat	10:00	13:00	1 day
Football Crazy - A study of the game	CLMK Learning Centre	Mon	13:30	15:00	1 day
Sourdough Bread Making	CLMK Learning Centre	Sat	09:30	12:30	1 day
Music Mania! Let's Talk Music!	CLMK Learning Centre	Sat	11:30	13:30	1 day
Film Appreciation	CLMK Learning Centre	Sat	11:30	13:30	1 day
Doodle Weaving	CLMK Learning Centre	Sat	10:00	13:00	1 day
Twig Weaving	CLMK Learning Centre	Sat	10:00	13:00	1 day
Weaving a Circular Bowl	CLMK Learning Centre	Sat	10:00	16:00	1 day
Weaving a Christmas Tree Wall Hanging	CLMK Learning Centre	Sat	10:00	13:00	1 day
Woven Selfie	CLMK Learning Centre	Sat	10:00	16:00	1 day



### **LEISURE COURSES - ART**

**Courses starting in September, January & April** 

See website for details and specific start dates

Course Title	Venue	Week Days	Start Time	Finish Time	Course Length
Woven Table Mat	CLMK Learning Centre	Sat	10:00	15:00	1 day
Landscape Weaving	CLMK Learning Centre	Sat	10:00	16:00	1 day
Good For The Soul	CLMK Learning Centre	Tues	13:00	15:00	1 day
Air Fryer Cooking	CLMK Learning Centre	Fri	11:30	13:30	1 day
Japanese Sashiko Stitching	CLMK Learning Centre	Sat	10:00	13:00	1 day
Slow Stitching	CLMK Learning Centre	Sat	13:00	16:00	1 day
Needle Felting	CLMK Learning Centre	Sat	13:00	16:00	1 day
Yorkshire & Dorset Button Making	CLMK Learning Centre	Sat	10:00	16:00	1 day
Pastel Art	CLMK Learning Centre	Sat	09:30	11:30	1 day



### LEISURE COURSES -MODERN FOREIGN LANGUAGES



Courses delivered by Community Learning MK

#### **Courses starting in September, January & April**

#### See website for details and specific start dates

We offer Modern Foreign Language courses in Spanish, Italian, and Japanese as well as Lip-reading.

To find out your level visit Adult Education | Milton Keynes City Council (milton-keynes.gov.uk) and select 'Find your language level'

Fees apply to some courses – see website for details or scan QR code and select Languages.



Course Title	Venue	Week Days	Start Time	Finish Time	Number of Weeks
Italian - Beginners	MKCC Civic Offices	Weds	19:00	20:30	10
Italian - Next Steps	MKCC Civic Offices	Mon	19:00	20:30	10
Italian - Moving on to Improvers	MKCC Civic Offices	Tues	19:00	20:30	10
Italian Improvers - Year 1	MKCC Civic Offices	Thurs	19:00	20:30	10
Italian Improvers - Year 2	MKCC Civic Offices	Weds	19:00	20:30	10
Italian - Intermediate	Online	Thurs	19:00	21:00	10
Japanese - Next Steps	MKCC Civic Offices	Tues	18:45	20:15	10
Japanese Improvers 1	MKCC Civic Offices	Tues	18:45	20:15	10
Japanese Improvers 2	MKCC Civic Offices	Tues	18:45	20:15	10
Japenese - Intermediate	MKCC Civic Offices	Mon	18:45	20:15	10
Lip-Reading - Beginners	MKCC Civic Offices	Thurs	19:00	20:30	10
Lip-Reading - Improvers	MKCC Civic Offices	Thurs	19:00	20:30	10
Spanish - Beginners	MKCC Civic Offices	Mon	19:00	20:30	10

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### LEISURE COURSES -MODERN FOREIGN LANGUAGES

#### **Courses starting in September, January & April**

See website for details and specific start dates

We offer Modern Foreign Language courses in Spanish, Italian, and Japanese as well as Lip-reading.

To find out your level visit Adult Education | Milton Keynes City Council (milton-keynes.gov.uk) and select 'Find your language level'

Fees apply to some courses – see website for details or scan QR code and select Languages



Course Title	Venue	Week Days	Start Time	Finish Time	Number of Weeks
Spanish - Next Steps	MKCC Civic Offices	Thurs	19:00	20:30	10
Spanish - Moving on to Improvers	MKCC Civic Offices	Weds	19:00	20:30	10
Spanish - Improvers Year 1	MKCC Civic Offices	Tues	19:00	20:30	10
Spanish - Intermediate	MKCC Civic Offices	Tues	19:00	21:00	10



# HEALTH AND WELLBEING

#### **Courses starting in September, January & April**

See website for details and specific start dates

Courses are free to adults aged 19+ regardless of income



At Community Learning MK, we strongly believe that good mental health is the key to reaching your full potential. All our Health and Wellbeing courses are FREE to adults aged 19+ living in and around the Milton Keynes area, regardless of income.

As part of our commitment to supporting your wellbeing we offer fortnightly fun workshops in our Wellbeing Cafe. These are open to anyone enrolled on one of our Health and Wellbeing courses.

For more information about all our courses scan the QR code to visit the website and select Health and Wellbeing.



Course Title	Venue	Week Days	Start Time	Finish Time	Number of Weeks
Wellbeing for Pain Management	Church of Christ the Cornerstone	Thurs	13:00	14:30	6
Less Stress, More Resilience	MKCC Civic offices	Tues	18:30	20:00	8
Finding Your Way Through Grief	Church of Christ the Cornerstone	Thurs	10:00	11:30	8
Working Towards Self Compassion	Church of Christ the Cornerstone	Thurs	10:00	11:30	6
Relaxation Through Mindfulness	MKCC Civic offices	Thurs	18:30	20:00	8
Better Sleep	MKCC Civic offices	Tues	18:15	20:15	1
Understanding Dreams	MKCC Civic offices	Thurs	18:15	20:15	1
Shinrin Yoku - The Japanese Art of Treebathing	Online	Thurs	18:00	20:00	1
Hyyge - the Danish Path to Happiness	Online	Thurs	18:00	20:00	1

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Milton Keynes City Council Courses delivered by Community Learning MK

### HEALTH AND WELLBEING

**Courses starting in September, January & April** 

See website for details and specific start dates

Course Title	Venue	Week Days	Start Time	Finish Time	Number of Weeks
Emotional Freedom Technique - EFT	Online	Thurs	18:00	20:00	1
An Introduction to Yoga Nidra	Church of Christ the Cornerstone	Tues	09:30	11:30	1
Confident Communication	Church of Christ the Cornerstone	Tues	10:00	11:30	8
Manifest your Success	MKCC Civic offices	Tues	18:30	20:00	6
Ways to Well-Being	Online	Tues	13:00	14:30	6
Meaningful Connections	Church of Christ the Cornerstone	Tues	10:00	11:30	6
Own my Life	Church of Christ the Cornerstone	Thurs	12:30	14:30	12
Understanding Male Mental Health	Church of Christ the Cornerstone	Weds	18:00	20:00	4
Art Journalling	Various	Fri	10:00	12:00	10
Art for Wellbeing	Various	Fri	12:30	14:30	10
Armchair Yoga	Church of Christ the Cornerstone	Tues	10:00	12:00	10
Textile Heaven	CLMK Learning Centre	Fri	12:30	14:30	10
Nagomi Art	Church of Christ the Cornerstone	Mon	18:00	20:00	10

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# FREE COURSES FOR JOBS

Build on your existing strengths with a free qualification can put you on the path to a better future. Whether you're looking to progress in your current industry, gain better job opportunities or are looking to change your career path, all courses are offered as part of the Government funded 'Courses for Jobs' programme are in sectors where there are identified skills needs.

#### What is the National Skills Fund?

The government's National Skills Fund programme has created new opportunities for adults to gain a level 3 qualification. This is open to those who are unemployed, or who are employed but earn below the National Living Wage annually (£20,319).

The fund will help eligible adult learners access government funded Level 3 courses, by offering funded training and qualifications.

#### Who is eligible for free courses?

You can apply to enrol on one of our free Level 3 qualifications if you:

- Are 19 or over and do not already have a Level 3 qualification
- Already have a Level 3 qualification or higher, but earn a salary of or below  $\pounds 25,000$  per annum
- Already have a Level 3 qualification or higher but are unemployed
- · Meet funding residency requirements and entry level requirements

#### What courses are available?

MK College are currently offering the following courses on a part-time basis as part of the Level 3 skills offer:

- Level 3 AAT Advanced Diploma in Accounting
- Level 3 CMI Diploma in Management and Leadership
- Level 3 Diploma for the Children and Young People's Workforce (Early Years Educator)
- Level 3 Certificate in Understanding Autism
- Level 3 Certificate in Understanding Mental Health
- Level 3 Certificate in Understanding Principles of Dementia Care
- Level 3 Certificate in Understanding Principles of End of Life Care



### ACCESS TO HIGHER EDUCATION DIPLOMAS

Access courses are nationally-recognised Level 3 qualifications designed to prepare adults to study in higher education. Courses are designed for people who have been out of education for some time, especially those who left school with too few qualifications to be able to go straight to university.

These courses provide a good foundation in the knowledge and skills required for studying at university level so you can be confident and well prepared when you go on to higher education.



Please note, course listings are subject to change. scan the QR code to find out more information and appl



Name	Qualification	Venue	Start Date	Number of Weeks
Criminology	Level 3 - Access to Higher Education Diploma	Campus based	Sep-24	33
Business Studies	Level 3 - Access to Higher Education Diploma	Campus based	Sep-24	33
Social Sciences	Level 3 - Access to Higher Education Diploma	Campus based	Aug-24	33
Humanities	Level 3 - Access to Higher Education Diploma	Campus based	Sep-24	33
Healthcare Professions (Part Time)	Level 3 - Access to Higher Education Diploma	Campus based	Sep-24	33
Healthcare Professions (Full Time)	Level 3 - Access to Higher Education Diploma	Campus based	Sep-24	33
Social Sciences (Part Time)	Level 3 - Access to Higher Education Diploma	Campus based	Sep-24	33
Healthcare Professions (Part Time)	Level 3 - Access to Higher Education Diploma	Campus & Online	Sep-24	36
Teaching & Education (Part Time)	Level 3 - Access to Higher Education Diploma	Campus & Online	Sep-24	36



Please note, course listings are subject to change. scan the QR code to find out more information and apply



### **ACCESS TO HIGHER EDUCATION DIPLOMAS**

Name	Qualification	Venue	Start Date	Number of Weeks
Healthcare Professions (Part Time)	Level 3 - Access to Higher Education Diploma	Online	Sep-24	36
Healthcare Professions	Level 3 - Access to Higher Education Diploma	Campus based	Feb-25	33
Healthcare Professions (Part Time)	Level 3 - Access to Higher Education Diploma	Campus & Online	Feb-25	36
Computing	Level 3 - Access to Higher Education Diploma	Campus based	Sep-24	36
Engineering	Level 3 - Access to Higher Education Diploma	Campus based	Sep-24	36

### **Access to Higher Education funding**

You may be eligible for an Advanced Learner Loan to cover the costs of your studies. Better still, if you go onto Higher Education following your Access Course your loan gets written off. Find out more information at **www.gov.uk/advanced-learner-loan** 



### **FREE**\* **ONLINE COURSES**

Our free online courses enable you to study and gain recognised qualifications. Courses are studied online to fit around your lifestyle, work patterns, and other commitments.

There is a wide range of free courses available to study at Level 2 and some at Level 3. These courses are completely free\* to eligible learners and are assessed by a variety of written assessments.

Scan the QR code to find out more about our Online Courses



ONLINE EDUCATION

OURSES FIND YOUR INSTUTUTION EDUCATORS

le study here.

courses and ugh our web site

OUR COURSE OR PROGRAM

NOW

MY STUDY

Free for Online, own time

eligible learners

Start anvtime

\*Eligibility criteria applies. Funding is subject to learners meeting set eligibility criteria; this may be discussed prior to the start of any course. Learners must be aged 19+ and have lived in the EU for the past three years. Please note that a fee of £90 is payable if you withdraw from the course.

See the website for full eligibility criteria.

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# **FREE ONLINE LEARNING**

Name	Qualification
Digital Marketing	Level 2 Certificate
Equality and Diversity	Level 2 Certificate
Information, Advice or Guidance	Level 2 Certificate
Lean Organisation Management Techniques	Level 2 Certificate
Principles of Business Administration	Level 2 Certificate
Principles of Customer Service	Level 2 Certificate
Principles of Team Leading	Level 2 Certificate
Understanding Environmental Sustainability	Level 2 Certificate
Allergy Awareness	Level 2 Certificate
Awareness of Bullying in Children and Young People	Level 2 Certificate
Nutrition and Health	Level 2 Certificate
Special Education Needs and Disability	Level 2 Certificate
Understanding Autism	Level 2 Certificate
Understanding Behaviour that Challenges	Level 2 Certificate
Understanding Children and Young People's Mental Health	Level 2 Certificate





## **FREE ONLINE LEARNING**

Name	Qualification
Understanding Common Childhood Illnesses	Level 2 Certificate
Understanding Safeguarding and Prevent	Level 2 Certificate
Understanding Specific Learning Difficulties	Level 2 Certificate
Understanding the Care and Management of Diabetes	Level 2 Certificate
Understanding Autism	Level 3 Certificate
Counselling Skills	Level 2 Certificate
Mental Health Awareness	Level 2 Certificate
Self-Harm and Suicide Awareness and Prevention	Level 2 Certificate
Understanding Specific Learning Difficulties	Level 2 Certificate
Children and Young People's Workforce	Level 3 Diploma
Principles of Dementia Care	Level 2 Certificate
Understanding Distressed Behaviour in Children	Level 2 Certificate
Understanding End of Life Care	Level 2 Certificate





### **FREE ONLINE LEARNING**

Courses delivered by

Name	Qualification
Understanding Mental Health First Aid and Wellbeing Advocacy	Level 2 Certificate
Understanding Mental Health	Level 3 Certificate
Principles of Dementia Care	Level 3 Certificate



# **HIGHER EDUCATION**



You can achieve more with an undergraduate qualification at Milton Keynes College. From Higher National Certificates (HNCs) and Higher National Diplomas (HNDs) to Higher Apprenticeships. With MK College you can benefit from small class sizes, fantastic facilities and local, affordable study.

Full time & Part time

Campus . based

Fees may apply. See website

- for details

Qualification	Venue	Mode of study	Start Date	Number of Weeks
HNC	Innovation and Technology Centre	Full time	Sep-24	35
HNC	Innovation and Technology Centre	Part time	Sep-24	70
HND	Innovation and Technology Centre	Part time	Sep-24	35
HNC	Innovation and Technology Centre	Full time	Sep-24	35
HND	Innovation and Technology Centre	Full time	Sep-24	35
	HNC HNC HND HNC	HNCInnovation and Technology CentreHNCInnovation and Technology CentreHNDInnovation and Technology CentreHNCInnovation and Technology Centre	HNCInnovation and Technology CentreFull timeHNCInnovation and Technology CentrePart timeHNDInnovation and Technology CentrePart timeHNCInnovation and Technology CentreFull time	HNCInnovation and Technology CentreFull timeSep-24HNCInnovation and Technology CentrePart timeSep-24HNDInnovation and Technology CentrePart timeSep-24HNCInnovation and Technology CentreFull timeSep-24



### **HIGHER EDUCATION**



South Central Institute of Technology delivers higher level technical gualifications, apprenticeships and short courses for a new generation of digital visionaries. In a time when the world and careers are shifting, keeping up has never been more important.

As a project led by Milton Keynes College working with a consortium of world-leading brands including Microsoft, KPMG, Activate Learning, and Cranfield University – you can be one step ahead of the game.

Full time &
Part time
i are anno

**South Central** IoT - Bletchley

Fees may apply. See website for details

Name	Qualification	Start Date	Number of Weeks
Digital Technologies	HNC	Sep-24	32
Digital Technologies	HND	Sep-24	32
Digital Technologies - Cyber Security and Networking	HNC	Sep-24	32
Digital Technologies - Games Development	HNC	Sep-24	32
Digital Technologies - Software Development	HNC	Sep-24	32





#### Part-time professional qualifications

### PROFESSIONAL QUALIFICATIONS

Be in-demand, increase your employability and earning potential, then get ready for that promotion.

The job market has become increasingly competitive; some industries have changed forever, whilst other sectors are flourishing but struggle to fill positions due to a lack of appropriately skilled talent. Right now is a great time to develop new skills, retrain, or add to your skill-set with a professional qualification. We have a range of qualifications with different study options, so you can choose what works for you.

Please note that course dates, times, locations and duration are subject to change. For the most current information, scan the QR code to visit our website.



Name	Venue	Week days	Course Duration
AAT Level 1 Access Award in Bookkeeping (Daytime)	Chaffron Way Campus	Various	12 Weeks
AAT Level 1 Access Award in Bookkeeping (Evening)	South Central IoT	Wed	12 Weeks
AAT Level 2 Foundation Certificate in Accounting (Daytime)	Chaffron Way Campus	Various	9 Months
AAT Level 2 Foundation Certificate in Accounting (Evening)	South Central IoT	Various	9 Months
AAT Level 3 Advanced Diploma in Accouting (Daytime)	Chaffron Way Campus	Tues	9 Months
AAT Level 3 Advanced Diploma in Accounting (Evening)	South Central IoT	Tues	10 Months
AAT Level 4 Professional Diploma in Accounting (Daytime)	Chaffron Way Campus	Thurs	18 Months
AAT Level 4 Professional Diploma in Accounting (Evening)	South Central IoT	Thurs	18 Months
CIPD Level 3 Foundation Certificate in People Practice	South Central IoT	Wed	7 Months
CIPD Level 5 Associate Diploma in People Management	South Central IoT	Mon	10 Months
CMI Level 3 Certificate in Management and Leadership	Online	Mon	5 Months
CMI Level 5 Certificate in Management and Leadership	Chaffron Way Campus	Mon	9 Months





# FAMILY **LEARNING MK**

Our Community Learning MK Family Learning team offers a huge variety of FREE short courses for parents and/or carers with children under 18. These are available in Children and Family Centres, community centres, libraries and schools.

Here are some of the sessions we deliver across Milton Keynes:

Just for the Grown-ups!	Supporting your child	Fun with your child
Build your confidence	Singing Sacks	Fun with Food
Wellbeing	Story Sacks	Soundstart / Make m
Art for relaxation	Language and play	Nature Explorers
Family Fortunes	Transition to school	Children's Yoga / Act
Cooking on a budget	Fun with Phonics / Maths	Seasonal Arts & Craf

Fun with Food
Soundstart / Make music
Nature Explorers
Children's Yoga / Active games
Seasonal Arts & Crafts

We also offer the Family Links Nurturing programme – as a 10 week and a 4-week course. To request a Family Learning brochure please contact communitylearning.mk@milton-keynes.gov.uk

Scan QR code to visit Family Learning MK on Facebook



Scan QR code to visit Community Learning MK on Facebook







# COURSES FOR YOUNG PEOPLE

At Community Learning MK we also offer programmes for young people. These are for anyone aged 16 – 19 years (or up to 25 for those with an Education Health Care plan – EHCP), not in education, employment or training.

The courses aim to increase confidence and communication levels and to help prepare you for future pathways into learning or employment and include:

Tuesdays and Wednesdays from 10am to 2pm @ the Church of Christ the Cornerstone - Wellbeing and Life Skills: an opportunity to build confidence and resilience through wellbeing activities.

Wednesdays from 11am to 12pm at the Church of Christ the Cornerstone – Wellbeing Café: Focusing on self-care and building confidence in an informal group setting.

### For more information email

jayne.hobbs@milton-keynes.gov.uk





### YOUNG PEOPLE'S CAREERS INFORMATION, ADVICE AND GUIDANCE

We offer a free and confidential service for young people in Milton Keynes aged 16-19 (up to 25 for care leavers and young people who have special educational needs and or a disability) who are not in education, employment or training. Our aim is to support young people to understand the options open to them to help them make realistic and informed choices. We offer impartial advice on:

- Career pathways
- Education and training courses
- Traineeships and Apprenticeships
- Help with looking and applying for jobs
- CV Writing and employability skills

For more information, please scan the QR code to visit the website:



Contact us on 01908 254410

or email youth@milton-keynes.gov.uk



### For more information, please email

communitylearning.mk@milton-keynes.gov.uk

### COURSES FOR PEOPLE WITH ADDITIONAL SUPPORT NEEDS

Through our Supported Employment scheme, we have a range of courses for those with a learning disability who want to learn at a pace more suited to their needs.

Courses available are Autism Social Skills and Support into Employment. We also provide ongoing support into Further Education for those who want to progress. For more information, please email communitylearning.mk@milton-keynes.gov.uk





High quality, affordable, professional childcare. Offered in a caring, safe and stimulating environment in which your child will flourish and grow.

4 Specialist Rooms | Outside Play Area | Babies to Pre-School

Drive, Bletchley, Milton Keynes MK3 6DR

Chaffron Way, Leadenhall, Milton Keynes, MK6 5LP





Graduate Salon is the College's onsite hair and beauty salon, providing high quality, affordable treatments in a stylish setting.

> | Hairdressing | Beauty Treatments | Barbering | Hair & Beauty Packages

**Book An Appointment Today** 01908 684102 or visit graduatemk.co.uk

#### SPORTS FACILITIES LOCATED AT THE HEART OF MILTON KEYNES!

4G TURF FOOTBALL PITCH For football, rugby, Pay & Play and walking football

MULTI-USE GAMES AREA For a range of group sports such as basketball, netball, tennis and outdoor fitness sessions

FULLY LICENSED BAR For functions, parties and events.

#### Email sportcentral@mkcollege.ac.uk or call 01908 684200

iot@mkcollege.ac.uk

Meeting spaces

available to hire



open to the public





SPORT

CENTRAL

SPORT

Eat Work Meet Free Wifi 🕋







Milton Keynes City Council

## Adult Education in Milton Keynes

Please check with children's centres, schools and libraries for more information on what is happening near you. This is just a taste of what we have coming up this year so keep an eye on our website and social media for any new classes.



For more information and to enrol, please visit: www.milton-keynes.gov.uk/adult-education

For general enquiries and enrolments, contact 01908 252500 or communitylearning.mk@milton-keynes.gov.uk

### **MK College Group**

For more information and to enrol, please visit: www. mkcollege.ac.uk/adults

For general enquiries and enrolments, contact:

01908 684444 or admissions@mkcollege.ac.uk