



Learn with Haringey

# HALS Programme

**September-December 2008**

Day, evening and weekend courses

Learn something new for 2008 – enrol now!

# Contents

Course advice & enrolment sessions	3
Information about fees	4
Enrolling with HALS	5
Learner support	6
Different Strokes	7
<b>learnirect</b>	<b>8</b>
<b>Business, Work &amp; Finance</b>	<b>10</b>
Business and Work Skills	11
Finance	12
<b>Computing &amp; Digital Technologies</b>	<b>13</b>
First Steps	15
Introducing IT	16
Improvers IT & ECDL	17
Media & Digital Technologies	19
<b>Creative Courses</b>	<b>21</b>
<b>English &amp; Maths</b>	<b>22</b>
Enrolment form	23
<b>ESOL</b>	<b>27</b>
<b>Family Learning</b>	<b>30</b>
Wider Family Learning Programmes	32
Literacy, Language & Numeracy Programmes	33
Keeping Up With The Children	33
<b>Languages</b>	<b>34</b>
<b>Health &amp; Well-being</b>	<b>37</b>
<b>Programmes for Young People</b>	<b>39</b>
e2e	40
Apprenticeships	41
<b>Business Success Services</b>	<b>42</b>
Train to Gain	43
Apprenticeships	43
Customised training	43
Where to find HALS & venue hire	44
Index	46



## Welcome to HALS

Welcome to our HALS Autumn programme. **Learn with Haringey** and you can improve your work skills and gain qualifications in **ICT, Finance, Counselling, English or Maths**. We also offer a wide range of personal interest and well-being courses, such as **Languages, Digital Photography, Aromatherapy and Yoga**. Our courses are delivered by experienced, qualified tutors at modern, well equipped centres. To help you decide and plan your future, professional **advice and guidance** is readily available.

**Our competitive prices have been maintained for 08/09.** Our concession rate is set at 50% of standard fees with extra discounts available for Haringey Council staff, Registered Haringey Carers and Library members. Nearly all of our **Family Learning, Skills for Life and work-based learning courses** remain free of charge, many offering crèche facilities.

**HALS works in close partnership with Haringey Libraries** to bring you an increasing range of learning opportunities. **Our new learnirect centre at Hornsey Library** builds on our successful learnirect centres in Wood Green and Northumberland Park. Partnerships with schools and community organisations ensure a wide choice of locations. In response to demand, our popular **Wood Green Learning Centre will be open four evenings a week this term.**

We are increasingly working with employers, providing opportunities to develop their business and the skills of their workforce. **Entry to Employment, Apprenticeships, customised courses and Train to Gain** provide an impressive range of flexible learning choices, offering nationally-recognised qualifications from basic skills to NVQ Level 3. Our Business Success Team is happy to talk to you about how HALS can help!

Finally, whether you are thinking of joining us for your first course or have enjoyed previous courses at HALS, I hope you will **Learn with Haringey** and have a very successful learning journey!

**Pat Duffy, Head of Service, Haringey Adult Learning Service**