



Buckinghamshire Adult Learning



Course List - November 2022 to July 2023



Buckinghamshire Adult Learning

Course List
November 22 to July 23



Buckinghamshire Adult Learning

Course List
November 22 to July 23

CREATIVE ARTS

Art

Workshops

Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	Concession
Learn to Draw Workshop	D6AR184AAM	Beaconsfield ALC	Sat	10:00-15:30	12/11/22	1	£56.00	£29.00
Learn to Draw with Pen and Ink Workshop	A6AR03AAO	Gerrards Cross Memorial Centre	Sat	10:00-15:30	19/11/22	1	£56.00	£29.00
Upcycling - Decorative Painting Techniques Workshop	J6CN19AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	19/11/22	1	£56.00	£29.00
Art Appreciation - Seeing Masterpieces with Fresh Eyes Workshop	D6AR174XAM	Beaconsfield ALC	Sat	10:00-15:30	26/11/22	1	£54.00	£27.00
Learn the Creative Art of Acrylic Paint Pouring Workshop	D6AR187AAM	Beaconsfield ALC	Sat	10:00-15:30	26/11/22	1	£56.00	£29.00
Watercolour at Waddesdon - Christmas Colour	R6AR120AAO	Stable Courtyard - Waddesdon Manor	Sat	10:30-16:00	26/11/22	1	£56.00	£29.00
Learn to Draw with Pen and Ink Workshop	B6AR93AAO	Denham Village School	Sat	10:00-15:30	21/01/23	1	£56.00	£29.00
Watercolour at Waddesdon - Winter Colours	R6AR117AAO	Stable Courtyard - Waddesdon Manor	Sat	10:30-16:00	21/01/23	1	£57.00	£30.00
Introduction to Drawing for Illustration Workshop	D6AR189AAM	Beaconsfield ALC	Sat	10:00-15:30	11/02/23	1	£56.00	£29.00
Art Appreciation - Hidden Secrets of Art Workshop	D6AR175AAM	Beaconsfield ALC	Sat	10:00-15:30	11/03/23	1	£54.00	£27.00
Pen and Watercolour Wash Workshop	B6AR94AAO	Denham Village School	Sat	10:00-15:30	11/03/23	1	£56.00	£29.00
Learn the Creative Art of Acrylic Paint Pouring Workshop	D6AR188AAM	Beaconsfield ALC	Sat	10:00-15:30	25/03/23	1	£56.00	£29.00
Life Drawing Workshop	F6AR43AAM	Amersham ALC	Sat	10:00-15:30	25/03/23	1	£56.00	£29.00
Watercolour at Waddesdon - Spring Colours	R6AR118AAO	Stable Courtyard - Waddesdon Manor	Sat	10:00-16:00	25/03/23	1	£57.00	£30.00
Upcycling - Decorative Painting Techniques Workshop	J6CN19AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	01/04/23	1	£56.00	£29.00
Acrylic Paint Pouring Workshop	J6AR52AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	22/04/23	1	£56.00	£29.00
Introduction to Portrait Drawing and Painting	D6AR16AAM	Beaconsfield ALC	Sat	10:00-15:30	22/04/23	2	£81.00	£42.00
Art Appreciation - Stories and Myths in Art Workshop	Z6AR76AAM	Chesham ALC	Sat	10:00-15:30	06/05/23	1	£54.00	£27.00
Learn to Draw with Pen and Ink Workshop	D6AR180AAM	Beaconsfield ALC	Sat	10:00-15:30	06/05/23	1	£56.00	£29.00
Palette Knife Painting Workshop	F6AR58AAM	Amersham ALC	Sat	10:00-15:30	13/05/23	1	£56.00	£29.00
Watercolour at Waddesdon for Beginners and Improvers	R8AR07AAO	Stable Courtyard - Waddesdon Manor	Mon/ Tue/ Wed	10:30-13:30	29/05/23	1	£67.00	£35.00
Learn to Draw Workshop	D6AR185AAM	Beaconsfield ALC	Sat	10:00-15:30	10/06/23	1	£56.00	£29.00
Life Drawing Workshop	F6AR48AAM	Amersham ALC	Sat	10:00-15:30	01/07/23	1	£65.00	£38.00
Watercolour at Waddesdon - Summer Colours	R6AR119AAO	Stable Courtyard - Waddesdon Manor	Sat	10:30-16:00	01/07/23	1	£56.00	£29.00
Learn to Paint using Watercolours Workshop	D6AR186AAM	Beaconsfield ALC	Sat	10:00-15:30	08/07/23	1	£56.00	£29.00

CREATIVE ARTS

Art

Part-time Courses

Course Title	Code	Start Date	Times	Day	Weeks	Venue	Fee	Concession
Drawing and Painting - Intermediate	B1AR98AAO	09/01/23	13:00-15:00	Mon	11	Pugin Hall, Marlow	£161.00	£83.00
Drawing and Painting for Beginners and Improvers	J1AR32AAM	09/01/23	13:30-15:30	Mon	5	Highcrest ALC, High Wycombe	£74.00	£38.50
Drawing and Painting for Beginners and Improvers	Z1AR05AAM	09/01/23	19:00-21:00	Mon	11	Chesham ALC	£161.00	£83.00
Drawing with Pencil, Pastel, Paint and Ink	D1AR11AAM	09/01/23	13:00-15:00	Mon	11	Beaconsfield ALC	£161.00	£83.00
Painting - Intermediate	J1AR10AAO	09/01/23	10:00-12:00	Mon	11	Stewart Hall, Little Kimble	£161.00	£83.00
Portrait Drawing and Painting (fee inc. model)	F1AR08AAM	09/01/23	09:30-15:00	Mon	11	Amersham ALC	£504.00	£308.75
Drawing and Painting - Intermediate	B2AR42ALO	10/01/23	10:00-12:00	Tue	11	Online Learning	£161.00	£83.00
Drawing and Painting for Beginners	A2AR22AAO	10/01/23	11:30-13:30	Tue	11	Gerrards Cross Memorial Centre	£161.00	£83.00
Drawing and Painting for Beginners and Improvers	A2AR16AAO	10/01/23	09:30-11:30	Tue	11	Gerrards Cross Memorial Centre	£161.00	£83.00
Drawing and Painting for Improvers	F2AR90AAM	10/01/23	13:00-15:00	Tue	11	Amersham ALC	£161.00	£83.00
Drawing and Painting Using Acrylics and Oils for Beginners and Improvers	D2AR31AAM	10/01/23	10:00-12:00	Tue	11	Beaconsfield ALC	£161.00	£83.00
Drawing and Watercolour for Beginners and Improvers	D2AR28AAM	10/01/23	14:00-16:00	Tue	11	Beaconsfield ALC	£161.00	£83.00
Drawing and Watercolour Painting	B2AR32AAO	10/01/23	19:30-21:30	Tue	11	Great Marlow School	£161.00	£83.00
Watercolour Painting for Beginners and Improvers	E2AR27AAM	10/01/23	12:45-14:45	Tue	11	Buckingham Centre	£161.00	£83.00
Drawing and Watercolour for Beginners and Improvers	D3AR12AAM	11/01/23	13:30-15:30	Wed	11	Beaconsfield ALC	£161.00	£83.00
Drawing and Watercolour Painting for Beginners and Improvers	F3AR67AAM	11/01/23	10:00-12:00	Wed	11	Amersham ALC	£161.00	£83.00
Portrait Drawing and Painting (fee does NOT inc. model)	D3AR75AAM	11/01/23	10:00-12:00	Wed	11	Beaconsfield ALC	£161.00	£83.00
Watercolour Painting for Beginners and Improvers	J3AR42AAM	11/01/23	19:00-21:00	Wed	5	Highcrest ALC, High Wycombe	£74.00	£38.50
Drawing and Painting for Beginners and Improvers	Z4AR05AAM	12/01/23	09:30-12:00	Thu	11	Chesham ALC	£200.00	£102.50
Drawing and Painting for Beginners and Improvers	Z4AR16AAM	12/01/23	15:00-17:00	Thu	11	Online Learning	£161.00	£83.00
Drawing and Watercolour for Beginners and Improvers	D4AR19AAM	12/01/23	19:00-21:00	Thu	11	Beaconsfield ALC	£161.00	£83.00



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Art								
Part-time Courses								
Course Title	Code	Start Date	Times	Day	Weeks	Venue	Fee	Concession
Drawing and Watercolour for Improvers and Intermediate	J4AR08AAO	12/01/23	12:00-14:00	Thu	11	Highcrest ALC, High Wycombe	£161.00	£83.00
Drawing and Watercolour Painting for Beginners and Improvers	Z4AR14AAM	12/01/23	12:30-14:30	Thu	11	Chesham ALC	£161.00	£83.00
Drawing and Watercolour Painting for Beginners and Improvers	F5AR10AAM	13/01/23	10:30-12:30	Fri	11	Amersham ALC	£161.00	£83.00
Life Drawing and Painting (fee inc. model)	Z5AR65AAM	13/01/23	09:30-15:00	Fri	11	Chesham ALC	£544.00	£329.25
Watercolour Painting for Beginners and Improvers	Q5AR04AAM	13/01/23	12:30-14:30	Fri	11	Quarrendon ALC, Aylesbury	£161.00	£83.00
Learn & Discover how to Draw for the World of Illustration through the Art of Visual Story Telling	F1AR26AAM	27/02/23	19:00-21:00	Mon	5	Amersham ALC	£74.00	£38.50
Drawing and Painting - Intermediate	B1AR98AAO	17/04/23	13:00-15:00	Mon	12	Pugin Hall, Marlow	£175.00	£90.00
Drawing and Painting for Beginners and Improvers	J1AR32AAM	17/04/23	13:30-15:30	Mon	12	Highcrest ALC, High Wycombe	£175.00	£90.00
Drawing and Painting for Beginners and Improvers	J1AR46AAM	17/04/23	10:00-12:00	Mon	12	Highcrest ALC, High Wycombe	£175.00	£90.00
Drawing and Painting for Beginners and Improvers	Z1AR05AAM	17/04/23	19:00-21:00	Mon	12	Chesham ALC	£175.00	£90.00
Drawing with Pencil, Pastel, Paint and Ink	D1AR11AAM	17/04/23	13:00-15:00	Mon	12	Beaconsfield ALC	£175.00	£90.00
Painting - Intermediate	J1AR10AAO	17/04/23	10:00-12:00	Mon	12	Stewart Hall, Little Kimble	£175.00	£90.00
Portrait Drawing and Painting (fee inc. model)	F1AR08AAM	17/04/23	09:30-15:00	Mon	12	Amersham ALC	£574.00	£340.50
Drawing and Painting - Intermediate	B2AR42ALO	18/04/23	10:00-12:00	Tue	12	ON LINE Learning	£175.00	£90.00
Drawing and Painting for Beginners	A2AR22AAO	18/04/23	11:30-13:30	Tue	12	Gerrards Cross Memorial Centre	£175.00	£90.00
Drawing and Painting for Beginners and Improvers	A2AR16AAO	18/04/23	09:30-11:30	Tue	12	Gerrards Cross Memorial Centre	£175.00	£90.00
Drawing and Painting for Improvers	F2AR90AAM	18/04/23	13:00-15:00	Tue	12	Amersham ALC	£175.00	£90.00
Drawing and Painting Using Acrylics and Oils for Beginners and Improvers	D2AR31AAM	18/04/23	10:00-12:00	Tue	12	Beaconsfield ALC	£175.00	£90.00
Drawing and Watercolour for Beginners and Improvers	D2AR28AAM	18/04/23	14:00-16:00	Tue	12	Beaconsfield ALC	£175.00	£90.00
Drawing and Watercolour Painting	B2AR32AAO	18/04/23	19:30-21:30	Tue	12	Online Learning	£175.00	£90.00



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Part-Time Courses								
Course Title	Code	Start Date	Times	Day	Weeks	Venue	Fee	Concession
Learn and Discover how to Draw for World of Illustration through the Art of Visual Story Telling	Z2AR14AAM	18/04/23	19:30-21:30	Tue	5	Chesham ALC	£74.00	£38.50
Watercolour Painting for Beginners and Improvers	E2AR27AAM	18/04/23	12:45-14:45	Tue	12	Buckingham Centre	£175.00	£90.00
Drawing and Watercolour for Beginners and Improvers	D3AR12AAM	19/04/23	13:30-15:30	Wed	12	Beaconsfield ALC	£175.00	£90.00
Drawing and Watercolour Painting for Beginners and Improvers	F3AR67AAM	19/04/23	10:00-12:00	Wed	12	Amersham ALC	£175.00	£90.00
Portrait Drawing and Painting	D3AR75AAM	19/04/23	10:00-12:00	Wed	12	Beaconsfield ALC	£175.00	£90.00
Watercolour Painting for Beginners and Improvers	J3AR42AAM	19/04/23	19:00-21:00	Wed	12	Highcrest ALC, High Wycombe	£175.00	£90.00
Drawing and Painting for Beginners and Improvers	Z4AR05AAM	20/04/23	09:30-12:00	Thu	12	Chesham ALC	£218.00	£111.50
Drawing and Painting for Beginners and Improvers	Z4AR16AAM	20/04/23	15:00-17:00	Thu	12	ON LINE Learning	£175.00	£90.00
Drawing and Watercolour for Beginners and Improvers	D4AR19AAM	20/04/23	19:00-21:00	Thu	12	Beaconsfield ALC	£175.00	£90.00
Drawing and Watercolour for Improvers and Intermediate	J4AR08AAO	20/04/23	12:00-14:00	Thu	12	Hughenden Village Hall, High Wycombe	£175.00	£90.00
Drawing and Watercolour Painting for Beginners and Improvers	Z4AR14AAM	20/04/23	12:30-14:30	Thu	12	Chesham ALC	£175.00	£90.00
Drawing for Relaxation	B4AR42AAO	20/04/23	19:00-21:00	Thu	12	Great Marlow School	£175.00	£90.00
Drawing and Watercolour Painting for Beginners and Improvers	F5AR10AAM	21/04/23	10:30-12:30	Fri	12	Amersham ALC	£175.00	£90.00
Life Drawing and Painting (fee inc. model)	Z5AR65AAM	21/04/23	09:30-15:00	Fri	12	Chesham ALC	£594.00	£359.70
Watercolour Painting for Beginners and Improvers	Q5AR04AAM	21/04/23	12:30-14:30	Fri	12	Quarrendon ALC, Aylesbury	£175.00	£90.00
Drawing Architecture in the Landscape at Chiltern Open Air Museum	F2AR83AAO	20/06/23	14:00-18:00	Tue	3	Chiltern Open Air Museum	£101.00	£58.50



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Course List
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CREATIVE ARTS								
Crafts								
Workshops and Part-time Courses								
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	Concession
Picture Framing - The Basics Workshop	D3CR23AAM	Beaconsfield ALC	Wed	10:00-16:30	15/02/23	1	£69.50	£37.50
Learn the Craft of Lino Printing Workshop	Z6AR77AAM	Chesham ALC	Sat	10:00-15:30	25/03/23	1	£56.00	£29.00
Discover and Learn the Art of Lino Printing	F4TX05AAM	Amersham ALC	Thu	12:30-14:30	02/03/23	5	£72.50	£37.00
Creative Writing								
Workshops and Part-time Courses								
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	Concession
Creative Writing – Winter Wonderland Poetry Workshop	E6CR19AAM	Buckingham ALC	Sat	10:15-13:15	10/12/22	1	£29.40	£14.70
Writing Poetry - Putting Your Thoughts into Rhyme Workshop	D6EC53AAM	Beaconsfield ALC	Sat	10:00-15:30	28/01/23	1	£54.00	£27.00
Writing Poetry Masterclass Workshop	E6EC07ALM	Buckingham Centre	Sat	10:30-13:30	08/07/23	1	£29.00	£14.50
Creative Writing for Beginners	J1EC11ALM	Online	Mon	19:30-21:30	09/01/23	5	£71.00	£35.50
Creative Writing for Beginners (Part 1)	E1EC10ALM	Buckingham Centre	Mon	10:15-12:45	09/01/23	5	£89.00	£44.50
Creative Writing for Beginners	J1EC11ALM	Online	Mon	19:30-21:30	17/04/23	12	£170.00	£85.00
Creative Writing for Beginners (Part 2)	E1EC11ALM	Buckingham Centre	Mon	10:15-12:45	17/04/23	5	£89.00	£44.50
Cookery and Wine Appreciation								
Workshops and Part-time Courses								
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	Concession
Cookery - Indian Cooking Workshop	F6FD15AHO	Amersham School	Sat	10:00-15:30	12/11/22	1	£87.00	
Cookery - Indian Cooking Workshop	F6FD16AHO	Amersham School	Sat	10:00-15:30	04/03/23	1	£84.00	
Thai Cookery Made Easy Workshop	Q6FD04AAM	Grange School, Aylesbury	Sat	10:00-13:00	29/04/23	1	£35.00	
Wine Appreciation: Red Wine taste-off – Supermarket Own Wine v Big-name Brand	O2FD01AHO	Online	Sat	19:00-20:30	04/07/23	1	£12.75	
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	Concession
Indian Cookery - Exciting Vegetarian Recipes	F3FD20AHO	Amersham School	Wed	19:00-21:30	01/03/23	5	£137.50	£76.25
Cookery - Indian Cooking	F2FD15AHO	Amersham School	Tue	19:00-21:30	06/06/23	5	£121.00	N/A



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CREATIVE ARTS								
Digital Photography								
Workshops								
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	Concession
Digital Photography Masterclass - The Christmas Experience Workshop	R7AR01AAO	Stable Courtyard - Waddesdon Manor	Sun	13:00-18:30	11/12/22	1	£54.00	£27.00
Digital Photography - Capturing the Gardens in Spring	R6AR114AAO	Stable Courtyard - Waddesdon Manor	Sat	10:30-16:00	18/03/23	1	£54.00	£27.00
Digital Photography - Night Photography and Light Painting Workshop	Z6AR17AAM	Chesham ALC	Sat	17:30-23:30	25/03/23	1	£58.50	£29.25
Digital Photography for Beginners Workshop	D6AR173AAM	Beaconsfield ALC	Sat	10:00-15:30	22/04/23	1	£54.00	£27.00
Digital Photography - Still life Techniques and lighting Workshop	F6AR53AAM	Amersham ALC	Sat	10:00-16:00	20/05/23	1	£59.00	£29.50
Digital Photography - Summer Colours of The Great Outdoors	R6AR115AAO	Stable Courtyard - Waddesdon Manor	Sat	10:30-16:00	17/06/23	1	£54.00	£27.00
Digital Photography - Capturing Landscapes Workshop	J6AR44AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	08/07/23	1	£54.00	£27.00
Digital Photography								
Part-time Courses								
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	Concession
Digital Photography for Improvers	E6AR09AAM	Buckingham Centre	Sat	10:30-13:30	07/01/23	5	£106.50	£53.25
Digital Photography for Beginners and Improvers	D1AR17AAM	Beaconsfield ALC	Mon	09:30-12:00	09/01/23	11	£195.00	£97.50
Discover and Learn Digital Photography	E1AR07AAM	Online	Mon	19:00-21:00	09/01/23	5	£71.00	£35.50
Digital Photography for Beginners	A4AR10AAO	Gerrards Cross Memorial Centre	Thu	09:30-11:30	12/01/23	5	£71.00	£35.50
Digital Photography for Beginners and Improvers	J4AR13AAM	Highcrest ALC, High Wycombe	Thu	19:00-21:30	12/01/23	5	£88.50	£44.25
Digital Photography for Beginners and Improvers	D1AR17AAM	Beaconsfield ALC	Mon	09:30-12:00	17/04/23	12	£213.00	£106.50
Digital Photography for Beginners and Improvers	F1AR23AAM	Amersham ALC	Mon	19:00-21:30	17/04/23	12	£213.50	£106.75



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Course List
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CREATIVE ARTS

Jewellery Making

Workshops

Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Silver Jewellery Making for Beginners - Make a Bangle in a Day Workshop	J6CR109AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	12/11/22	1	£60.10
Silver Jewellery Making for Beginners Workshop	Z6CR37AAM	Chesham ALC	Sat	10:00-15:30	19/11/22	1	£60.10
Silver Jewellery Making for Beginners - Make a Pair of Earrings in a Day Workshop	J6CR113AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	04/02/23	1	£60.10
Silver Jewellery Making for Beginners Workshop	Z6CR38AAM	Chesham ALC	Sat	10:00-15:30	11/03/23	1	£60.10
Silver Jewellery Making - Create a Bangle with Charm Workshop	Z6CR97AAM	Chesham ALC	Sat	10:00-15:30	08/04/23	1	£60.10
Silver Jewellery Making for Beginners - Adult and Child Workshop (11 years plus)	Z6CR39NAM	Chesham ALC	Sat	10:00-16:00	29/04/23	1	£64.60
Silver Jewellery Making - Create a Spinner Ring Workshop	F6CR55AAM	Amersham ALC	Sat	10:00-15:30	03/06/23	1	£60.10
Silver Jewellery Making for Beginners - Make a Pendant in a Day Workshop	J6CR115AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	17/06/23	1	£60.10

Jewellery Making

Part-time Courses

Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Silver Jewellery Making	Z2CR10AAM	Chesham ALC	Tue	09:30-12:00	10/01/23	11	£258.50
Silver Jewellery Making	Z2CR11AAM	Chesham ALC	Tue	17:00-19:00	10/01/23	11	£207.00
Silver Jewellery Making	Z2CR13AAM	Chesham ALC	Tue	19:30-21:30	10/01/23	11	£207.00
Silver Jewellery Making	Z2CR15AAM	Chesham ALC	Tue	13:00-15:30	10/01/23	11	£258.50
Silver Jewellery Making for Beginners and Improvers	J4CR33AAM	Highcrest ALC, High Wycombe	Thu	10:00-13:00	12/01/23	5	£141.00
Silver Jewellery Making – Creating Sea Glass Pendants and Rings	Z1CR116AAM	Chesham ALC	Mon	12:30-15:30	27/02/23	5	£141.00
Silver Jewellery Making for Beginners and Improvers	J1CR23AAM	Highcrest ALC, High Wycombe	Mon	12:30-15:00	17/04/23	5	£117.50
Silver Jewellery Making	Z2CR10AAM	Chesham ALC	Tue	09:30-12:00	18/04/23	12	£299.00
Silver Jewellery Making	Z2CR11AAM	Chesham ALC	Tue	17:00-19:00	18/04/23	12	£222.00
Silver Jewellery Making	Z2CR13AAM	Chesham ALC	Tue	19:30-21:30	18/04/23	12	£222.00
Silver Jewellery Making	Z2CR15AAM	Chesham ALC	Tue	13:00-15:30	18/04/23	12	£282.00
Silver Jewellery Making for Beginners and Improvers	J1CR25AAM	Highcrest ALC, High Wycombe	Mon	18:30-21:00	05/06/23	5	£117.50

CREATIVE ARTS

Pottery

Workshops and Part-time Courses

Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Throwing for All Abilities Workshop – Morning Session	B6CR121AAM	Evreham ALC, Iver	Sat	10:00-13:00	12/11/22	1	£35.40
Throwing for All Abilities Workshop – Morning Session	B6CR120AAM	Evreham ALC, Iver	Sat	14:00-17:00	12/11/22	1	£35.40
Pottery – Make your own Christmas Decorations and Gifts Workshop (fee incl clay & firing)	B6CR125AAM	Evreham ALC, Iver	Sat	10:00-15:30	26/11/22	1	£72.00
Pottery - Make your own Personalised Christmas Tree Decorations	E2AR31AAM	Buckingham Centre	Tue	10:15-15:45	06/12/22	1	£65.00
Clay Portrait and Figure Sculpture for Beginners and Improvers (fee includes clay)	E4CR15AAM	Buckingham Centre	Thu	13:00-15:00	02/03/23	5	£119.00
Clay Portrait and Figure Sculpture for Beginners and Improvers (fee includes clay)	E4CR15AAM	Buckingham Centre	Thu	13:00-15:00	20/04/23	5	£119.00
Clay Portrait for Beginners and Improvers (fee inc. clay)	E4CR14AAM	Buckingham Centre	Thu	13:00-15:00	12/01/23	5	£119.00
Pottery for Beginners (fee inc. clay)	E2CR07AAM	Buckingham Centre	Tue	10:15-12:15	10/01/23	10	£238.00
Pottery for Beginners (fee inc. clay)	E2CR07AAM	Buckingham Centre	Tue	10:15-12:15	18/04/23	10	£238.00
Pottery for Beginners and Improvers (fee does NOT inc clay)	B1CR35AAM	Evreham ALC, Iver	Mon	10:00-13:00	09/01/23	11	£421.00
Pottery for Beginners and Improvers (fee does NOT inc clay)	B1CR35AAM	Evreham ALC, Iver	Mon	10:00-13:00	17/04/23	12	£412.00
Pottery for Beginners and Improvers (fee does NOT inc. clay)	B3CR36AAM	Evreham ALC, Iver	Wed	10:00-13:00	11/01/23	11	£389.50
Pottery for Beginners and Improvers (fee does NOT inc. clay)	B3CR42AAM	Evreham ALC, Iver	Wed	19:00-21:30	11/01/23	11	£322.00
Pottery for Beginners and Improvers (fee does NOT inc. clay)	B3CR36AAM	Evreham ALC, Iver	Wed	10:00-13:00	19/04/23	12	£412.00
Pottery for Beginners and Improvers (fee does NOT inc. clay)	B3CR42AAM	Evreham ALC, Iver	Wed	19:00-21:30	19/04/23	12	£343.00
Pottery for Beginners and Improvers (fee does NOT inc. clay)	B1CR36AAM	Evreham ALC, Iver	Mon	14:30-17:30	09/01/23	11	£421.00
Pottery for Beginners and Improvers (fee does NOT inc. clay)	B1CR36AAM	Evreham ALC, Iver	Mon	14:30-17:30	17/04/23	12	£412.00
Pottery for Beginners and Improvers (fee includes clay)	E1CR18AAM	Buckingham Centre	Mon	10:00-12:00	09/01/23	10	£238.00
Pottery for Beginners and Improvers (fee includes clay)	E1CR09AAM	Buckingham Centre	Mon	19:30-21:30	09/01/23	10	£238.00
Pottery for Beginners and Improvers (fee includes clay)	E4CR11AAM	Buckingham Centre	Thu	10:00-12:00	12/01/23	10	£238.00
Pottery for Beginners and Improvers (fee includes clay)	E4CR13AAM	Buckingham Centre	Thu	19:30-21:30	12/01/23	10	£238.00
Pottery for Beginners and Improvers (fee includes clay)	E1CR18AAM	Buckingham Centre	Mon	10:00-12:00	17/04/23	10	£238.00
Pottery for Beginners and Improvers (fee includes clay)	E1CR09AAM	Buckingham Centre	Mon	19:30-21:30	17/04/23	10	£238.00
Pottery for Beginners and Improvers (fee includes clay)	E4CR11AAM	Buckingham Centre	Thu	10:00-12:00	20/04/23	10	£238.00
Pottery for Beginners and Improvers (fee includes clay)	E4CR13AAM	Buckingham Centre	Thu	19:30-21:30	20/04/23	10	£238.00



Buckinghamshire Adult Learning

Course List
November 22 to July 23

CREATIVE ARTS								
Sewing and Textiles								
Workshops								
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	Concession
Discover and Learn the Craft of Felt Making - Gifts for Family and Friends Workshop	Z6TX23AAM	Chesham ALC	Sat	10:00-15:30	19/11/22	2	£79.50	£40.50
Learn to Knit and Crochet Festive Decorations Workshop	B6TX41AAM	Gerrards Cross Memorial Centre	Sat	10:00-15:30	19/11/22	1	£55.10	£28.10
Learn to Knit and Crochet Festive Decorations Workshop	Z6TX10AAM	Chesham ALC	Sat	10:00-15:30	26/11/22	1	£55.10	£28.10
Sew a Christmas Advent Calendar Workshop	B6TX42AAM	Evreham ALC, Iver	Sat	10:00-15:30	26/11/22	1	£57.00	£30.00
Sewing for Fashion - Further Skills in Pattern Cutting	D6TX46AAM	Beaconsfield ALC	Sat	10:00-16:30	28/01/23	2	£98.00	£52.00
Sewing for Fashion - Simple Alterations Workshop	D6TX40AAM	Beaconsfield ALC	Sat	10:00-15:30	11/02/23	1	£57.00	£30.00
Sewing for Fashion - Further Skills in Pattern Cutting	F6TX25AAM	Amersham ALC	Sat	10:00-16:30	18/02/23	2	£98.00	£52.00
Sewing for Fashion - Introduction to Pattern Cutting	F6TX01AAM	Amersham ALC	Sat	10:00-16:30	04/03/23	2	£98.00	£52.00
Using an Overlocker Sewing Machine Workshop	J6TX45AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	04/03/23	1	£57.00	£30.00
Learn How to Design Curtains for Windows Using a range of Decorative Headings	F6TX22AAM	Amersham ALC	Sat	10:00-16:30	11/03/23	1	£67.00	£35.00
Learn to Love and Use Your Sewing Machine Workshop	F6TX09AAM	Amersham ALC	Sat	10:00-15:30	18/03/23	1	£57.00	£30.00
Learn to Crochet - Develop your Skills Workshop	D6TX47AAM	Beaconsfield ALC	Sat	10:00-15:30	25/03/23	1	£55.10	£28.10
Using an Overlocker Sewing Machine for Improvers Workshop	J6TX50AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	15/04/23	1	£57.00	£30.00
Patchwork and Quilting Workshop	J6TX55AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	06/05/23	1	£57.00	£30.00
Sewing for Fashion - Introduction to Pattern Cutting	D6TX39AAM	Beaconsfield ALC	Sat	10:00-16:30	06/05/23	2	£86.50	£44.00
Learn to Crochet – The Basics Workshop	D6TX44AAM	Beaconsfield ALC	Sat	10:00-15:30	10/06/23	1	£55.00	£28.00
Patchwork and Quilting Workshop	J6TX56AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	10/06/23	1	£57.00	£30.00
Learn to Love and Use Your Sewing Machine (Beyond the Basics) Workshop	B6TX40AAM	Evreham ALC, Iver	Sat	10:00-15:30	17/06/23	1	£57.00	£30.00
Sewing for Fashion - Get Started with Dressmaking Workshop	D6TX41AAM	Beaconsfield ALC	Sat	10:00-15:30	08/07/23	1	£57.00	£30.00



Buckinghamshire Adult Learning

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November 22 to July 23

CREATIVE ARTS								
Sewing and Textiles								
Part-time Courses								
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	Concession
Sewing Clothes for Fashion for Beginners and Improvers	Q1TX11AAM	Quarrendon ALC, Aylesbury	Mon	19:30-21:30	09/01/23	11	£162.00	£84.00
Crochet and Knitting for Beginners and Improvers	J2TX27AAM	Highcrest ALC, High Wycombe	Tue	19:00-21:00	10/01/23	5	£72.50	£37.00
Patchwork and Quilting for Beginners and Improvers	J2TX01AAM	Highcrest ALC, High Wycombe	Tue	12:30-14:30	10/01/23	11	£162.00	£84.00
Patchwork and Quilting for Beginners and Improvers	J2TX03AAM	Highcrest ALC, High Wycombe	Tue	09:30-11:30	10/01/23	11	£162.00	£84.00
Sewing Clothes for Fashion for Beginners	F2TX24AAM	Amersham ALC	Tue	12:00-14:00	10/01/23	11	£162.00	£84.00
Sewing Clothes for Fashion for Improvers	F2TX23AAM	Amersham ALC	Tue	09:45-11:45	10/01/23	11	£162.00	£84.00
Crochet and Knitting for Beginners and Improvers	Z3TX26AAM	Chesham ALC	Wed	19:00-21:00	11/01/23	11	£157.50	£79.50
Sewing Clothes for Fashion for Beginners	Z3TX23AAM	Chesham ALC	Wed	19:00-21:00	11/01/23	11	£162.00	£84.00
Sewing Clothes for Fashion for Beginners and Improvers	Q3TX05AAM	Quarrendon ALC, Aylesbury	Wed	19:00-21:00	11/01/23	11	£162.00	£84.00
Sewing Clothes for Fashion for Improvers	J3TX34AAM	Highcrest ALC, High Wycombe	Wed	10:00-12:30	11/01/23	11	£201.00	£103.50
Patchwork and Quilting for Beginners and Improvers	J4TX04AAM	Highcrest ALC, High Wycombe	Thu	12:30-14:30	12/01/23	11	£162.00	£84.00
Sewing Clothes for Fashion for Beginners and Improvers	D4TX23AAM	Beaconsfield ALC	Thu	12:00-14:00	12/01/23	16	£233.00	£119.50
Sewing Clothes for Fashion for Beginners and Improvers	D4TX24AAM	Beaconsfield ALC	Thu	15:00-17:00	12/01/23	16	£233.00	£119.50
Sewing Clothes for Fashion for Beginners and Improvers	D4TX25AAM	Beaconsfield ALC	Thu	09:30-11:30	12/01/23	16	£233.00	£119.50
Crochet and Knitting for Beginners and Improvers	J2TX28AAM	Highcrest ALC, High Wycombe	Tue	19:00-21:00	21/02/23	5	£72.50	£37.00
Sewing Clothes for Fashion for Beginners and Improvers	Q1TX11AAM	Quarrendon ALC, Aylesbury	Mon	19:30-21:30	17/04/23	11	£162.00	£84.00
Crochet and Knitting for Beginners and Improvers	J2TX27AAM	Highcrest ALC, High Wycombe	Tue	19:00-21:00	18/04/23	5	£72.20	£36.70
Patchwork and Quilting for Beginners and Improvers	J2TX01AAM	Highcrest ALC, High Wycombe	Tue	12:30-14:30	18/04/23	12	£176.20	£91.20
Patchwork and Quilting for Beginners and Improvers	J2TX03AAM	Highcrest ALC, High Wycombe	Tue	09:30-11:30	18/04/23	12	£176.20	£91.20
Sewing Clothes for Fashion for Beginners	F2TX24AAM	Amersham ALC	Tue	12:00-14:00	18/04/23	12	£176.00	£91.00
Sewing Clothes for Fashion for Improvers	F2TX23AAM	Amersham ALC	Tue	09:45-11:45	18/04/23	12	£176.00	£91.00
Crochet and Knitting for Beginners and Improvers	J2TX29AAM	Highcrest ALC, High Wycombe	Tue	19:00-21:00	06/06/23	5	£72.20	£36.70



Buckinghamshire Adult Learning

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CREATIVE ARTS

Sewing and Textiles

Part-time Courses

Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	Concession
Crochet and Knitting for Beginners and Improvers	Z3TX26AAM	Chesham ALC	Wed	19:00-21:00	19/04/23	12	£172.00	£87.00
Sewing Clothes for Fashion for Beginners	Z3TX23AAM	Chesham ALC	Wed	19:00-21:00	19/04/23	12	£176.00	£91.00
Sewing Clothes for Fashion for Beginners and Improvers	Q3TX05AAM	Quarrendon ALC, Aylesbury	Wed	19:00-21:00	19/04/23	12	£176.20	£91.20
Sewing Clothes for Fashion for Improvers	J3TX34AAM	Highcrest ALC, High Wycombe	Wed	10:00-12:30	19/04/23	12	£219.20	£112.70
Patchwork and Quilting	J4TX11AAM	Online	Thu	19:00-21:30	20/04/23	6	£111.50	£58.25
Patchwork and Quilting for Beginners and Improvers	J4TX04AAM	Highcrest ALC, High Wycombe	Thu	12:30-14:30	20/04/23	12	£176.20	£91.20

Stained and Fused Glass

Workshops

Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Fused Glass - Christmas Wreath and Festive Decorations	J8CR51AAM	Highcrest ALC, High Wycombe	Sat	09:30-15:30	26/11/22	1	£59.60
Make a Stained Glass Gift for Christmas	E6CR14AAM	Buckingham ALC	Sat	10:15-15:45	03/12/22	1	£59.60
Introduction to Glass Mosaics	J6CR47AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	01/04/23	1	£59.50
Stained Glass – Decorative Panels Workshop	J3CR59AAM	Highcrest ALC, High Wycombe	Wed	10:00-15:30	11/01/23	1	£59.60
Stained Glass – Decorative Panels Workshop	J3CR60AAM	Highcrest ALC, High Wycombe	Wed	10:00-15:30	25/01/23	1	£59.60
Stained Glass – Decorative Panels Workshop	J3CR61AAM	Highcrest ALC, High Wycombe	Wed	10:00-15:30	08/02/23	1	£59.60
Stained Glass – Decorative Panels Workshop	J3CR62AAM	Highcrest ALC, High Wycombe	Wed	10:00-15:30	22/02/23	1	£59.60
Stained Glass – Decorative Panels Workshop	J3CR63AAM	Highcrest ALC, High Wycombe	Wed	10:00-15:30	08/03/23	1	£59.60
Stained Glass – Decorative Panels Workshop	J3CR64AAM	Highcrest ALC, High Wycombe	Wed	10:00-15:30	22/03/23	1	£59.60
Stained Glass – Decorative Panels Workshop	J3CR60AAM	Highcrest ALC, High Wycombe	Wed	10:00-15:30	10/05/23	1	£59.60
Stained Glass – Decorative Panels Workshop	J3CR61AAM	Highcrest ALC, High Wycombe	Wed	10:00-15:30	24/05/23	1	£59.60
Stained Glass – Decorative Panels Workshop	J3CR62AAM	Highcrest ALC, High Wycombe	Wed	10:00-15:30	07/06/23	1	£59.60
Stained Glass – Decorative Panels Workshop	J3CR63AAM	Highcrest ALC, High Wycombe	Wed	10:00-15:30	21/06/23	1	£59.60
Stained Glass – Decorative Panels Workshop	J3CR59AAM	Highcrest ALC, High Wycombe	Wed	10:00-15:30	28/06/23	1	£59.60
Stained Glass – Decorative Panels Workshop	J3CR64AAM	Highcrest ALC, High Wycombe	Wed	10:00-15:30	05/07/23	1	£59.60
Stained Glass for Beginners - Miniature Glass Decorations	J6CR46AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	04/03/23	1	£59.50

Stained and Fused Glass

Part-time Courses

Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Fused Glass for Beginners and Improvers	J2CR39AAM	Highcrest ALC, High Wycombe	Tue	19:00-21:30	10/01/23	5	£116.50
Fused Glass for Beginners and Improvers	J2CR40AAM	Highcrest ALC, High Wycombe	Tue	13:30-16:00	10/01/23	11	£253.50
Fused Glass for Beginners and Improvers	J2CR40AAM	Highcrest ALC, High Wycombe	Tue	13:30-16:00	18/04/23	5	£114.75
Stained Glass and Fused Glass for Beginners and Improvers	E2CR11AAM	Buckingham Centre	Tue	18:45-21:15	10/01/23	10	£230.00
Stained Glass and Fused Glass for Beginners and Improvers	E3CR10AAM	Buckingham Centre	Wed	10:00-12:30	11/01/23	10	£230.00
Stained Glass and Fused Glass for Beginners and Improvers	E3CR13AAM	Buckingham Centre	Wed	18:45-21:15	11/01/23	10	£230.00
Stained Glass and Fused Glass for Beginners and Improvers	E2CR11AAM	Buckingham Centre	Tue	18:45-21:15	18/04/23	10	£230.00
Stained Glass and Fused Glass for Beginners and Improvers	E3CR10AAM	Buckingham Centre	Wed	10:00-12:30	19/04/23	10	£230.00
Stained Glass and Fused Glass for Beginners and Improvers	E3CR13AAM	Buckingham Centre	Wed	18:45-21:15	19/04/23	10	£230.00



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HOME IMPROVEMENTS & GARDENING

Floristry & Flower Arranging

Workshops

Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Floristry - Christmas Floral Workshop	B6FW13AAM	Evreham ALC, Iver	Sat	10:00-15:30	19/11/22	1	£60.50
Christmas Wreath Making Workshop	Q6FW07AAM	Quarrendon ALC, Aylesbury	Sat	10:00-13:00	03/12/22	1	£35.90
Floristry - Christmas Wreath and Decorations Workshop	R6FW25AAO	Stable Courtyard - Waddesdon Manor	Sat	10:30-16:00	10/12/22	1	£60.50
Floristry - Festive Door Wreath & Table Centrepiece Workshop	D6FW04AAM	Beaconsfield ALC	Sat	10:00-15:30	03/12/22	1	£60.50
Floristry – Create a Spring Floral Wreath Workshop	D6FW16AAM	Beaconsfield ALC	Sat	10:00-13:00	01/04/23	1	£35.90
Floristry - Environmentally Friendly Flower Arrangements Workshop	F6FW05AAM	Amersham ALC	Sat	10:00-15:30	11/03/23	1	£60.50
Floristry - Making the Most of Your Supermarket Bunch Workshop	D6FW15AAM	Beaconsfield ALC	Sat	10:00-15:30	24/06/23	1	£60.00
Flower Arranging for Weddings and Special Events Workshop	D6FW02AAM	Beaconsfield ALC	Sat	10:00-15:30	10/06/23	1	£60.00

Floristry & Flower Arranging

Part-time Courses

Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Floristry and Flower Arranging	D4FW27AAM	Beaconsfield ALC	Thu	09:30-11:30	12/01/23	11	£215.50
Floristry and Flower Arranging	D4FW35AAM	Beaconsfield ALC	Thu	12:00-14:00	12/01/23	11	£215.50
Floristry and Flower Arranging	A5FW03AAO	Gerrards Cross Memorial Centre	Fri	09:30-11:30	13/01/23	11	£215.50
Floristry and Flower Arranging	R3FW12AAO	Lace Hill Community Centre	Wed	12:30-14:30	19/04/23	11	£213.50
Floristry and Flower Arranging	D4FW27AAM	Beaconsfield ALC	Thu	09:30-11:30	20/04/23	12	£218.40
Floristry and Flower Arranging	D4FW35AAM	Beaconsfield ALC	Thu	12:00-14:00	20/04/23	12	£230.50
Floristry and Flower Arranging	A5FW03AAO	Gerrards Cross Memorial Centre	Fri	09:30-11:30	21/04/23	12	£230.50

Gardening & Garden Design

Workshops and Part-time Courses

Course Title	Code	Venue	Day/s	Start Date	Times	Weeks	Fee
Garden and Planting Design - All Year Round Scent and Colour	F1GA52AAM	Amersham ALC	Mon	09/01/23	12:30-15:00	11	£234.00
Garden and Planting Design - All Year Round Scent and Colour Workshop	F8GA06AAM	Amersham ALC	Mon/Tue	13/02/23	19:00-21:30	1	£49.00
Garden Plants and Design	F1GA05AAM	Amersham ALC	Mon	09/01/23	19:30-21:30	11	£187.00
Garden Plants and Design	F1GA05AAM	Amersham ALC	Mon	17/04/23	19:30-21:30	12	£204.00
Practical Gardening and Design	F2GA59AAM	Amersham ALC	Tue	10/01/23	19:30-21:30	11	£187.00
Practical Gardening and Design	F2GA59AAM	Amersham ALC	Tue	18/04/23	19:30-21:30	12	£204.00
Practical Gardening - Amersham ALC and Walled Garden Missenden Abbey	F3GA31AAO	Amersham ALC & Walled Garden Missenden Abbey	Wed	11/01/23	13:00-15:00	11	£187.00

HOME IMPROVEMENTS & GARDENING

Gardening & Garden Design

Workshops and Part-time Courses

Course Title	Code	Venue	Day/s	Start Date	Times	Weeks	Fee
Practical Gardening - Amersham ALC and Walled Garden Missenden Abbey	F3GA31AAO	Amersham ALC & Walled Garden Missenden Abbey	Wed	19/04/23	13:00-15:00	12	£204.00
Practical Gardening - Fruit and Vegetables Workshop	F6GA07AAM	Amersham ALC	Sat	04/03/23	10:00-16:00	1	£54.00
How to Grow Your Own Fruit and Vegetables Workshop	B6GA35AAO	Denham Village School	Sat	01/04/23	10:00-15:30	1	£54.00
Practical Gardening	F3GA26AHO	Walled Garden - Missenden Abbey	Wed	05/04/23	18:00-20:00	3	£51.00
Practical Gardening	F3GA25AHO	Walled Garden - Missenden Abbey	Wed	21/06/23	19:00-21:00	6	£102.00
Practical Gardening at Home Workshop	F6GA08AAM	Amersham ALC	Sat	15/04/23	10:00-16:00	1	£59.00
Be Your Own Garden Designer - Design and Planting Principles	F1GA55AAM	Amersham ALC	Mon	17/04/23	12:30-15:00	12	£255.00
Garden and Planting Design - Low Maintenance Workshop	F8GA05AAM	Amersham ALC	Tue/Wed	30/05/23	19:00-21:30	1	£49.00

Interior Design

Workshops

Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Introduction to Interior Design for the Home	D6CR29AAM	Beaconsfield ALC	Sat	10:00-15:30	11/03/23	1	£58.50

Upcycling

Workshops

Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	Concession
Upcycling Furniture using Paint and Simple Reupholstery Techniques	D6CR34AAM	Beaconsfield ALC	Sat	11:00-15:30	11/02/23	2	£73.00	£41.00
Upcycling Furniture using Paint and Simple Reupholstery Techniques	D6CR33AAM	Beaconsfield ALC	Sat	11:00-15:30	06/05/23	2	£85.50	£47.25
Upcycling Painting Wooden Furniture Workshop	J6CN18AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	28/01/23	1	£60.00	£33.00
Upcycling Painting Wooden Furniture Workshop	J6CN20AAM	Highcrest ALC, High Wycombe	Sat	10:00-15:30	22/04/23	1	£58.00	£31.00



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HOME IMPROVEMENTS & GARDENING

Upholstery

Part-time Courses

Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Traditional Upholstery for Beginners and Improvers	F2CN08AAO	White Hill Centre, Chesham	Tue	12:30-15:30	10/01/23	11	£240.20
Traditional Upholstery for Beginners and Improvers	F2CN08AAO	White Hill Centre, Chesham	Tue	12:30-15:30	18/04/23	12	£261.80
Upholstery for the Home and Small Business	J4CN12AAM	Highcrest ALC, High Wycombe	Thu	13:00-16:00	12/01/23	11	£239.50
Upholstery for the Home and Small Business	J4CN12AAM	Highcrest ALC, High Wycombe	Thu	13:00-16:00	20/04/23	12	£261.20

Woodwork

Workshops and Part-time Courses

Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Make a Flower Planter from Recycled Wood Workshop	B6CR04AM	Evreham ALC, Iver	Sun	10:00-18:00	19/03/23	1	£78.00
Introduction to Wood Carving Workshop	D6CR36AAM	Beaconsfield ALC	Sat	10:00-16:30	25/03/23	1	£64.00
Introduction to Wood Carving Workshop	F6CR52AAM	Amersham ALC	Sat	10:00-16:30	10/06/23	1	£69.00
Woodwork for Beginners and Improvers	R1CN12AAO	Queens Park Arts Centre	Mon	19:00-21:00	16/01/23	10	£175.50
Woodwork for Beginners and Improvers	R1CN12AAO	Queens Park Arts Centre	Mon	19:00-21:00	17/04/23	10	£175.50

LANGUAGES, LIP-READING & SIGN LANGUAGE

Languages

Workshops and Part-time Courses

Course Title	Code	Venue	Day/s	Times	Start Date	Weeks	Fee	Concession
French - Basics for your holiday Workshop	J6LA55ALM	Highcrest ALC, High Wycombe	Sat	10:00-13:00	20/05/23	1	£29.50	£14.75
French for Beginners (Get by for your holiday)	Q8LA17AAM	Quarrendon ALC, Aylesbury	Mon/Tue/Wed	10:00-13:00	13/02/23	1	£64.00	£32.00
Italian - Basics for your holiday Workshop	J6LA75ALM	Highcrest ALC, High Wycombe	Sat	10:00-13:00	06/05/23	1	£29.50	£14.75
Italian for Beginners (Intensive)	F9LA33ALM	Amersham ALC	Mon/Tue/Wed/Thu	10:00-13:00	13/02/23	1	£85.00	£42.50
Italian for Beginners (Intensive)	F9LA36ALM	Amersham ALC	Mon/Tue/Wed/Thu	19:00-21:30	03/04/23	1	£71.00	£35.50
Lip-Reading and Managing Hearing Loss - Term 2	F1EC303ALM	Amersham ALC	Mon	10:15-12:15	09/01/23	11	£115.50	£57.75
Lip-Reading and Managing Hearing Loss - Term 2	F1EC304ALM	Amersham ALC	Mon	13:00-15:00	09/01/23	11	£115.50	£57.75
Lip-Reading and Managing Hearing Loss - Term 3	F1EC303ALM	Amersham ALC	Mon	10:15-12:15	17/04/23	12	£126.00	£63.00
Lip-Reading and Managing Hearing Loss - Term 3	F1EC304ALM	Amersham ALC	Mon	13:00-15:00	17/04/23	12	£126.00	£63.00
Lip-Reading and Managing Hearing Loss	A1EC02ALM	Gerrards Cross Memorial Centre	Mon	19:00-21:00	14/11/22	5	£52.50	£26.25
Sign Language - Basics for Beginners Workshop	J6LA93AAM	Highcrest ALC, High Wycombe	Sat	10:00-13:00	20/05/23	1	£29.00	£14.50
Sign Language - The Basics	A3LA104ALO	Gerrards Cross Memorial Centre	Wed	19:00-21:00	07/06/23	5	£71.00	£35.50
Spanish - Basics for your holiday Workshop	J6LA106ALM	Highcrest ALC, High Wycombe	Sat	10:00-13:00	06/05/23	1	£29.50	£14.75
Spanish for Beginners - Get by for your holiday	E6LA07AAM	Buckingham Centre	Sat	10:30-13:00	04/03/23	5	£88.50	£44.25
Spanish for Beginners (Intensive)	D9LA14ALM	Beaconsfield ALC	Mon/Tue/Wed/Thu	10:00-13:00	13/02/23	1	£85.00	£42.50
Spanish for Beginners (Intensive)	Z9LA23ALM	Chesham ALC	Mon/Tue/Wed/Thu	19:00-21:30	13/02/23	1	£71.00	£35.50
Spanish for Beginners (Intensive)	F8LA03ALM	Amersham ALC	Mon/Tue/Wed/Thu	19:00-21:30	19/06/23	1	£71.00	£35.50
Start to learn Russian	F3LA184ALM	Amersham ALC	Wed	18:45-20:45	07/06/23	5	£71.00	£35.50
Start to Learn Russian	F3LA190ALM	Amersham ALC	Wed	18:45-20:45	22/02/23	5	£71.00	£35.50



Buckinghamshire Adult Learning

Course List
November 22 to July 23

HEALTH & FITNESS								
Alexander Technique								
Part-time Courses								
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	
Alexander Technique for Postural Alignment and Correction	D3SF33AHM	Beaconsfield ALC	Wed	11:15-12:45	11/01/23	11	£140.00	
Alexander Technique for Postural Alignment and Correction	D3SF33AHM	Beaconsfield ALC	Wed	11:15-12:45	19/04/23	12	£153.00	
Introduction to Alexander Technique for Postural Alignment and Correction	D6SF10AHM	Beaconsfield ALC	Sat	10:00-15:30	29/04/23	1	£54.00	
Complementary Therapies								
Workshops and Part-time Courses								
Course Title	Code	Venue	Day	Time	Start Date	Weeks	Fee	
Indian Head Massage for Family and Friends Workshop	Z6CT62AHM	Chesham ALC	Sat	10:00-15:30	11/03/23	1	£54.00	
Swedish Massage Workshop	F6CT03AHM	Amersham ALC	Sat	10:00-15:30	11/03/23	1	£54.00	
Reiki Healing - Level 2	Z6CT68AHM	Chesham ALC	Sat	10:00-15:30	18/03/23	2	£93.50	
Indian Head Massage for Family and Friends Workshop	D6CT28AHM	Beaconsfield ALC	Sat	10:00-15:30	15/04/23	1	£54.00	
Reflexology for Family and Friends Workshop	F6CT02AHM	Amersham ALC	Sat	10:00-15:30	29/04/23	1	£54.00	
Massage for Family and Friends Workshop	Z6CT64AHM	Chesham ALC	Sat	10:00-15:30	03/06/23	1	£54.00	
Exploring Meditation Workshop	D6HE19AHM	Beaconsfield ALC	Sat	10:00-15:30	17/06/23	1	£54.00	
Introduction to Shiatsu	B1CT09AHM	Evreham ALC, Iver	Mon	19:30-21:30	27/02/23	5	£85.00	
Meditation and Mindfulness	B1HE09AHO	Bourne End Library	Mon	12:30-13:30	09/01/23	5	£42.50	
Meditation and Mindfulness	B1HE09AHO	Bourne End Library	Mon	12:30-13:30	17/04/23	5	£42.50	
Reflexology for Family and Friends	F3CT13AHM	Amersham ALC	Wed	19:00-21:00	19/04/23	5	£85.00	
Dance								
Workshops and Part-time Courses								
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	
Flamenco Dancing for Beginners	F2SF12AHM	Amersham ALC	Tue	17:45-19:15	10/01/23	11	£140.00	
Flamenco Dancing for Beginners	F2SF12AHM	Amersham ALC	Tue	17:45-19:15	18/04/23	12	£153.00	
Flamenco Dancing for Improvers	Z2SF15AHM	Chesham ALC	Tue	13:00-14:30	10/01/23	11	£140.00	
Flamenco Dancing for Improvers	Z2SF15AHM	Chesham ALC	Tue	13:00-14:30	18/04/23	12	£153.00	
Salsa for Beginners	J3SF38AHM	Highcrest ALC, High Wycombe	Wed	19:30-21:30	07/06/23	6	£102.00	
Self Awareness/Personal Development								
Workshop								
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee	Concession
Speaking Confidently in Public Workshop	Z6EC80ALM	Chesham ALC	Sat	09:30-17:30	11/03/23	1	£57.00	£28.50



Buckinghamshire Adult Learning

Course List
November 22 to July 23

HEALTH & FITNESS							
Fitness							
Workshops and Part-time Courses							
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Fitness for Older Men	A5SF25AHO	Gerrards Cross Memorial Centre	Fri	09:45-10:45	13/01/23	11	£93.50
Fitness for Older Men	A5SF25AHO	Gerrards Cross Memorial Centre	Fri	09:45-10:45	21/04/23	12	£102.00
Personal Safety and Self Defence Workshop	D6HE18AAM	Beaconsfield ALC	Sat	10:00-15:30	11/03/23	1	£54.00
Pilates							
Workshops and Part-time Courses							
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Pilates	F3SF33AHM	Amersham ALC	Wed	12:00-13:00	11/01/23	11	£93.50
Pilates	F3SF34AHM	Amersham ALC	Wed	11:00-12:00	11/01/23	11	£93.50
Pilates	F4SF25AHM	Amersham ALC	Thu	19:30-20:30	12/01/23	5	£42.50
Pilates	F4SF26AHM	Amersham ALC	Thu	19:30-20:30	23/02/23	6	£51.00
Pilates	F3SF33AHM	Amersham ALC	Wed	12:00-13:00	19/04/23	12	£102.00
Pilates	F3SF34AHM	Amersham ALC	Wed	11:00-12:00	19/04/23	12	£102.00
Pilates	F4SF25AHM	Amersham ALC	Thu	19:30-20:30	20/04/23	6	£51.00
Pilates	F4SF26AHM	Amersham ALC	Thu	19:30-20:30	08/06/23	6	£51.00
Tai Chi							
Workshops and Part-time Courses							
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Tai Chi for Beginners	R3SF78AHO	St Mary's Centre, Haddenham	Wed	13:30-14:30	11/01/23	11	£93.50
Tai Chi for Beginners	R4SF79AHO	St Mary's Centre, Haddenham	Thur	13:30-14:30	12/01/23	12	£102.00
Tai Chi for Beginners	R3SF78AHO	St Mary's Centre, Haddenham	Wed	13:30-14:30	19/04/23	12	£102.00
Tai Chi for Beginners	R4SF79AHO	St Mary's Centre, Haddenham	Thur	13:30-14:30	20/04/23	12	£102.00
Tai Chi for Beginners - Term 2	B2SF16AHO	Bourne End Library	Tue	10:00-11:00	10/01/23	5	£42.50
Tai Chi for Improvers	Z3SF34AHM	Chesham ALC	Wed	15:45-16:45	11/01/23	11	£93.50
Tai Chi for Beginners – Free Taster	Z3SF32AHM	Chesham ALC	Wed	17:00-18:00	08/02/23	1	Free
Tai Chi for Beginners	Z3SF33AHM	Chesham ALC	Wed	15:45-16:45	22/02/23	6	£51.00



Buckinghamshire Adult Learning

Course List
November 22 to July 23

HEALTH & FITNESS							
Yoga							
Workshops and Part-time Courses							
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fees
Yoga	A1SF16AHO	Gerrards Cross Memorial Centre	Mon	10:45-11:45	09/01/23	11	£93.50
Yoga	A1SF16AHO	Gerrards Cross Memorial Centre	Mon	10:45-11:45	17/04/23	9	£76.50
Yoga with Alexander Technique	D1SF04AHM	Beaconsfield ALC	Mon	18:00-19:30	09/01/23	11	£140.00
Yoga with Alexander Technique	D1SF26AHM	Beaconsfield ALC	Mon	16:00-17:30	09/01/23	11	£140.00
Yoga with Alexander Technique	D3SF32AHM	Beaconsfield ALC	Wed	09:15-10:45	11/01/23	11	£140.00
Yoga with Alexander Technique	D1SF04AHM	Beaconsfield ALC	Mon	18:00-19:30	17/04/23	12	£153.00
Yoga with Alexander Technique	D1SF26AHM	Beaconsfield ALC	Mon	16:00-17:30	17/04/23	12	£153.00
Yoga with Alexander Technique	D3SF32AHM	Beaconsfield ALC	Wed	09:15-10:45	19/04/23	12	£153.00
Yoga with Alexander Technique - Help Regain Balance and Flexibility	D2SF11AHM	Beaconsfield ALC	Tue	13:15-14:45	10/01/23	11	£140.00
Yoga with Alexander Technique - Help Regain Balance and Flexibility	D2SF11AHM	Beaconsfield ALC	Tue	13:15-14:45	18/04/23	12	£153.00



Buckinghamshire Adult Learning

Course List
November 22 to July 23

BRIDGE							
Part-time Courses							
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Bridge for Beginners - Part 2	D2GM15AHM	Beaconsfield ALC	Tue	9:15-11:15	10/01/23	11	£187.00
Bridge for Beginners - Part 3	D2GM15AHM	Beaconsfield ALC	Tue	9:15-11:15	18/04/23	12	£204.00
BUSINESS & PROFESSIONAL							
Workshops and Part-time Courses							
Course Title	Code	Venue	Day	Times	Start Date	Weeks	Fee
Setting Up a Small Business from Home Workshop	F6EC58ALM	Amersham ALC	Sat	09:30-16:30	12/11/22	1	£68.50
Computer Programming for Beginners	J3IT63ASM	Highcrest ALC, High Wycombe	Wed	19:00-21:30	11/01/23	5	£106.00
AAT Bookkeeping L2		Blended Learning			January 2023	14	£799.00
AAT Advanced Diploma in Accounting L3	Q8BW13FSM	Blended Learning	Mon	09:30-16:00	09/01/23	54	£2,586.00



Buckinghamshire Adult Learning

Course List
November 22 to July 23

ENGLISH, MATHS AND DIGITAL SKILLS

Part-time Courses

We offer a variety of courses from Entry level to GCSE in English and Maths and from beginner to Level 2 in Digital Skills. Courses are free subject to initial assessment.

English Functional Skills, Entry Level

Our entry level English classes run at Quarrendon ALC and Millbrook ALC and the course helps build your confidence to read and write in everyday situations such as filling in forms and writing letters whether on paper or online.

English Functional Skills, Level 1 & 2

We offer full-year courses (September to June) where you will attend a weekly class either online or in one of our centres at Quarrendon ALC, Millbrook ALC or Highcrest ALC. If you need to get qualified quickly, we have fast-track blended learning courses which run online for 10-12 weeks long with a weekly live class and independent study – these courses run at various points throughout the year. We offer a 12-week distance learning (self-study) option for those who can't attend a weekly class.

English Language GCSE

Our fast-track GCSE English Language courses start in September and prepare you for the Summer 2023 exams. You will learn creative writing skills, improve your spelling, punctuation and grammar, extend your vocabulary and learn how to critically evaluate a wide variety of texts. The course is delivered via a weekly live class plus independent study. There is a choice of daytime and evening classes, with some courses taking place online and some in person at Quarrendon ALC and Millbrook ALC.

Maths Functional Skills, Entry Level

Our entry level maths classes run at Quarrendon ALC and Millbrook ALC and the course helps build your confidence to use numbers and maths in everyday situations such as calculating amounts, reading timetables, weights and measures.

Maths Functional Skills, Level 1 & 2

We offer full-year courses (September to June) where you will attend a weekly class either online or in one of our centres at Quarrendon ALC, Millbrook ALC or Highcrest ALC. If you need to get qualified quickly, we have fast-track blended courses which run online for 10-12 weeks long with a weekly live class plus independent study - these run at various points throughout the year. We offer a 12-week distance learning (self-study) option for those who can't attend a weekly class.

Beginner Digital Skills

Our beginner courses run in our centres at Quarrendon ALC, Chesham ALC and Millbrook ALC as well as in community locations. These friendly, hands-on courses will develop your skills and confidence to use digital devices for everyday tasks.

Certificate in Progression - Digital Skills Entry level

This course runs in our centres at Quarrendon ALC, Chesham ALC and Millbrook ALC and develops your practical digital skills to help you feel confident navigating, buying, communicating and creating online as you build a portfolio and work towards a qualification.

Essential Digital Skills

Essential Digital Skills courses run at Entry level and Level 1. These courses help develop your IT skills for daily life and work and successfully passing the exam at the end of the course leads to the qualification. You will learn IT theory and key terms, how to stay safe online and how to create documents. At Entry level you will create letters and posters and at Level 1 will progress to create presentations and simple spreadsheets.

Digital and IT Skills Award, Level 2

The Level 2 Digital and IT Skills Award is a distance learning course which is portfolio assessed. With the support of your tutor and topic-based workshops you will develop highly desirable digital skills for the workplace by learning how to create presentations and complex spreadsheets.

We can help you to improve your English, maths or digital skills for use at work or home.

We have courses at all levels where you can gain a qualification.
Find out how to join a course by calling **01296 674463** or **albs@buckinghamshire.gov.uk**



Buckinghamshire Adult Learning

Course List
November 22 to July 23

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES

Part-Time Courses

Course Title	Venue	Day/s	Start Time	Start Date	Weeks
Award in Volunteering to Support English Language Teaching and Learning - Acentis Level 1	Online	Mon	10:00	January 2023	15
ESOL - Entry 1 - Reading	Elmhurst ALC, Aylesbury Chesham ALC	Tue/Wed Mon/Thu	09:30 12:30	April 2023	12
ESOL - Entry 1 - Reading for Women	Millbrook ALC, High Wycombe	Mon/Wed	09:30	April 2023	12
ESOL - Entry 1 - Writing	Chesham ALC Elmhurst ALC, Aylesbury	Mon/Thu Tue/Wed	12:30 09:30	January 2023 January 2023	11
ESOL - Entry 1 - Writing for Women	Millbrook ALC, High Wycombe	Mon/Wed	09:30	January 2023	11
ESOL - Entry 2 - Reading	Chesham ALC Millbrook ALC, High Wycombe Elmhurst ALC, Aylesbury	Wed/Fri Mon/Wed Tue/Wed	09:30 18:30 12:30	April 2023 April 2023 April 2023	12
ESOL - Entry 2 - Writing	Millbrook ALC, High Wycombe Elmhurst ALC, Aylesbury Chesham ALC	Mon/Wed Tue/Wed Wed/Fri	18:30 12:30 09:30	January 2023	11
ESOL - Entry 2/Entry 3 - Reading	Millbrook ALC, High Wycombe Elmhurst ALC, Aylesbury	Tue/Thu	09:30 18:30	April 2023	12
ESOL - Entry 2/Entry 3 - Reading & Writing	Buckingham Centre	Tue	09:45	February 2023	18
ESOL - Entry 2/Entry 3 - Reading for Women	Millbrook ALC, High Wycombe	Tue/Thu	12:30	April 2023	12
ESOL - Entry 2/Entry 3 - Writing	Millbrook ALC, High Wycombe Elmhurst ALC, Aylesbury	Tue/Thu Tue/Thu	09:30 18:30	January 2023 January 2023	11
ESOL - Entry 2/Entry 3 - Writing for Women	Millbrook ALC, High Wycombe	Tue/Thu	12:30	January 2023	11
ESOL - Entry 3 - Reading	Chesham ALC Millbrook ALC, High Wycombe Elmhurst ALC, Aylesbury	Wed/Fri Mon/Wed Tue/Wed	12:15 18:30 12:30	April 2023 April 2023 April 2023	12
ESOL - Entry 3 - Writing	Millbrook ALC, High Wycombe Elmhurst ALC, Aylesbury Chesham ALC	Mon/Wed Tue/Wed Wed/Fri	18:30 12:30 12:15	January 2023 January 2023 January 2023	11
ESOL - Functional Skills English (L1/L2)	Online Learning Millbrook ALC, High Wycombe	Mon/Wed Mon/Thu	19:00 09:30	January 2023	23 22
ESOL - Functional Skills Maths (Entry level)	Millbrook ALC, High Wycombe	Tue/Thu	12:30	April 2023	12
ESOL - Pre Entry - Reading	Chesham ALC Elmhurst ALC, Aylesbury	Mon/Thu Tue/Wed	09:30	April 2023	12
ESOL - Pre Entry - Writing	Chesham ALC Elmhurst ALC, Aylesbury	Mon/Thu Tue/Wed	09:30 09:30	January 2023 January 2023	11
ESOL - Pre-Entry - Reading for Women	Millbrook ALC, High Wycombe	Mon/Wed	09:30	April 2023	12
ESOL - Pre-Entry - Writing for Women	Millbrook ALC, High Wycombe	Mon/Wed	09:30	January 2023	11
ESOL - Pre-Entry/Entry 1 - Reading	Millbrook ALC, High Wycombe Quarrendon ALC, Aylesbury	Mon/Wed Tue/Thu	18:30 12:30	April 2023	12
ESOL - Pre-Entry/Entry 1 - Reading and Writing	Buckingham Centre	Fri	10:00	February 2023	18
ESOL - Pre-Entry/Entry 1 - Writing	Millbrook ALC, High Wycombe Quarrendon ALC, Aylesbury	Mon/Wed	18:30	January 2023	11
ESOL - Pre-Entry/Entry 1 - Writing	Millbrook ALC, High Wycombe	Tue/Thu	12:30	January 2023	11

We have courses at all levels where you can gain a qualification.

Find out how to join a course by calling **01296 674463** or **albs@buckinghamshire.gov.uk**



Aylesbury
01296 398957



Buckingham
01296 398957



High Wycombe
01494 475975



Chesham
01494 778203



Buckinghamshire Adult Learning

Course List
November 22 to July 23

DISTANCE ONLINE LEARNING

Part-Time Courses

Course Title	Venue	Fee
Certificate in Awareness of Mental Health Problems	Online Learning	Free
Certificate in Preparing to Work in Adult Social Care	Online Learning	Free
Certificate in Principles for Digital Skills in Employment	Online Learning	Free
Certificate in Principles of Business Administration (VRQ)	Online Learning	Free
Certificate in Principles of Customer Service (VRQ)	Online Learning	Free
Level 1 Award in Mental Health Awareness	Online Learning	Free
Level 2 Certificate in Awareness of Bullying in Children & Young People	Online Learning	Free
Level 2 Certificate in Caring for Children & Young People	Online Learning	Free
Level 2 Certificate in Counselling Skills	Online Learning	Free
Level 2 Certificate in Falls Prevention Awareness	Online Learning	Free
Level 2 Certificate in Principles of Dementia Care	Online Learning	Free
Level 2 Certificate in Safeguarding, Prevent & British Values	Online Learning	Free
Level 2 Certificate in Special Education Needs & Disabilities	Online Learning	Free
Level 2 Certificate in Understanding Children & Young Peoples Mental Health	Online Learning	Free
Level 2 Certificate in Understanding Common Childhood Illnesses	Online Learning	Free
Awareness of Mental Health Problems	Online Learning	Free
Business and Administration	Online Learning	Free
Understanding Autism	Online Learning	Free
Level 3 Certificate in Understanding Autism	Online Learning	Free
Level 2 Certificate in Digital Marketing	Online Learning	Free
Level 2 Certificate in Event Planning	Online Learning	Free
Level 2 Certificate in Caring for the Elderly	Online Learning	Free

To sign up, or to find out more about **Distance Online Learning**, please contact us on albs@buckinghamshire.gov.uk and we will contact you with further information about the programme.
www.adultlearningbc.ac.uk/distance-learning



Buckinghamshire Adult Learning

Course List
November 22 to July 23

FAMILY LEARNING

Part-Time Courses

Family Learning offer courses to support parents with the confidence and skills to help their children with education and well-being from 2-12 years old. Courses run for five weeks for two hours per week and there is also a range of workshops that are two hours long.

For more information please see the website www.adultlearningbc.ac.uk/family-learning/

Fun with words (for parents with a child aged 2-4)

Enjoy a different story each week and spark a life-long love of books! Create props to help you and your child retell stories and explore how doing crafts and activities inspired by books can help your child to learn and develop language and vocabulary.

Play and learn (for parents with a child aged 2-4)

Children learn best by doing. Use things found in your home to support your child's development, through craft, construction, messy play & mark-making. Learn how your child learns through play

Workshops - Two hour session once a half term (for parents with a child aged 2-4)

For example 10 Little Pirates - learn how numbers can be fun to learn while going on a pirate adventure. Bring imagination to life and extend learning in a fun accessible way.

Starting Reception

Help your child to be ready for school. Learn how the curriculum is taught and create lots of simple, fun resources to support their understanding.

Support your child with maths (number)- Year 1&2

This course will give you practical ideas to improve your child's maths skills and knowledge, through child-friendly activities. You will look at how maths is taught in school, the current methods used, as well as the curriculum and expectations for children in Year 1 or 2 at primary school.

Support your child with maths (number)- Year 3&4

This course will give you practical ideas to improve your child's number skills and knowledge, through child-friendly activities. You will look at how number is taught in school, the current methods used, as well as the curriculum and expectations for children in Year 3 or 4 at primary school.

Support your child's well-being for Key Stage 1

Through child-friendly activities, you will look at practical ideas to help your child cope with change through building their confidence and improving their resilience.

Support your child's well-being for Key Stage 2

You will explore ways to build your child's confidence and self-esteem, improve their resilience both at home and at school. You will look at strategies to help them cope with anxiety and stress.

For more information about our courses and where they are running please visit our website www.adultlearningbc.ac.uk, speak to your child's school, nursery, early years setting or email adultlearningbucks@buckinghamshire.gov.uk.



Terms & Conditions

Payment of Fees

1. By enrolling on a course, you are agreeing to pay the total price for the whole course and annual registration fee, including all outstanding balances, should you withdraw. This applies to all courses, including those funded by a Learning Loan.
2. To secure your place, either full payment must be made at enrolment or the required deposit received, and the completed direct debit paperwork returned within ten working days (see paragraph 4 below). Cheques should be made payable to "Buckinghamshire Council". A fee of £30 will be charged for dishonoured cheques.
3. Any additional costs for exam fees will be shown on the course information sheet which are available for each course on the website. Certificates in relation to any exams passed will only be provided once the full fees (including exam fees) have been paid. We may not allow you to sit an exam where fees are outstanding.
4. To help you spread the cost of your learning, direct debit is available for course fees over £150. Where the course is more than 25 weeks, a 34% deposit is due, followed by two equal direct payments due on 15 November and 15 January. In all other cases, a 25% deposit is payable followed by three consecutive monthly direct debit payments. If the mandate is not returned within ten working days, the full fees become immediately payable. We will telephone you to obtain a debit or credit card payment. If you have failed to adhere to these terms and conditions in the past, we reserve the right to refuse the option of paying by direct debit in the future. If you would like to discuss direct debits in more detail, please call 01296 382403.
5. Where fee concessions are claimed, you may need to provide the necessary documentary evidence to demonstrate eligibility for this fee reduction. Should this not be received within two weeks of being requested, the full fees become payable. We will contact you in order to obtain payment via debit or credit card.
6. Where there are outstanding fees, other than agreed future direct debit instalments, we may refuse entry to the class until such fees have been paid.
7. Learners who are ineligible for funding – please note that learners who have not been ordinarily resident in the UK or wider EEA for at least the last three years, learners with certain immigration statuses or learners whose home postcode is part of an area where adult education budget funding has been devolved, for example the Greater London Authority, may not be eligible for direct ESFA funding. These learners are welcome to participate in our courses but will be asked to pay the full non-funded rate of £12 per hour.

Refunds/Transfers

8. If you change your mind and wish to withdraw from a course before it begins, we will process your request as follows:
 - If the request is made within five working days of enrolling a full refund will be given
 - If the request is made at least 15 days before the course begins a full refund less £35.50 to cover administration and the registration fee will be returned to you.
9. For a language course, if you decide by the end of the third session that the level is not appropriate, and you notify us of this within two working days we will transfer you to another language course of your choice. For all other courses, if after one session you decide that the course is unsuitable and you notify us of this within two working days, we will transfer you to another course of your choice. If you request a transfer to a different course in any other circumstances, an administration fee of £25 will be charged. In all cases, further costs may apply if transferring to a course of a higher fee.
10. If you withdraw from a course, you will not be eligible for a refund. However, in exceptional circumstances and at our discretion, we may be able to offer some credit against a future course. In this case an administration fee of £25 will be charged. All requests for a credit should be made within two weeks of your last attendance.
11. If it becomes necessary to either cancel or close your course within the first three weeks, for example due to low numbers, we will refund your fees in full. Where courses are closed after the first three weeks, a pro-rata refund will be made to any student attending at that time who has attended at least 80% of their sessions. We will endeavour to let you know as soon as possible and any refund due will be made by crediting your credit/ debit card or by BACS. It is not possible to make refunds in cash. All cancellations will be confirmed to you in writing or by email.
12. It may occasionally be necessary, for reasons beyond the control of Buckinghamshire Adult Learning, to change the course tutor, make slight changes to the timing or content of the programme, or move the course to an alternative venue within a reasonable distance of the advertised venue. Refunds will only be given in exceptional circumstances. Please be aware that we are unable to confirm tutor details.

13. Where a session is cancelled, for reasons beyond the control of Buckinghamshire Adult Learning, for example, if a staff member is unwell or extreme weather conditions, we will try to offer an additional class at another time. We will promptly contact you if this happens. If the majority of the students are able to attend the alternative session, then no refund will be given for the missed session.
14. The minimum number of students for most of our courses is nine. If a class does not reach its minimum number, we may close the course or offer you the opportunity to reduce
15. the number of weeks with no corresponding reduction in fee, or we may increase the fee to the small group rate of £9.50 per hour as an alternative to closing the class.

Course Fees

16. Some courses may involve additional costs for materials. These will be outlined on the course information sheet you receive on enrolment.
17. Unless specifically stated, you are advised not to buy equipment, materials or books prior to the first session. We will not refund you for any equipment, materials or books bought in advance.
18. Please note, an annual £10.50 registration fee applies upon enrolment for all courses that are longer than 6 hours in length.

Data

19. The personal information you provide is passed to the Chief Executive of Education and Skills Funding Agency ("the Agency") and, when needed, the Department for Education, including the Education Funding Agency and the European Social Fund (ESF) to meet legal responsibilities under the Apprenticeships, Skills, Children and Learning Act 2009, and for the Agency's Learning Records Service (LRS) to create and maintain a unique learner number (ULN). The information you provide may be shared with other partner organisations for education, training and employment-related purposes, including for research. Further information about use of and access to your personal data, and details of partner organisations are available at www.gov.uk/government/organisations/education-and-skillsfunding-agency. The Education and Skills Funding Agency and OFSTED both run learner surveys and we are required to invite you to take part in these. In addition, we are expected to provide details about the effectiveness of the training we provide, which may require us to contact you after your course has finished to find out how your course has helped you. These surveys and follow-up enquiries may be carried out by a third party.
20. All new learners will be allocated a Unique Learner Number (ULN). This ULN is the education equivalent of a National Insurance Number and is used for life. ULNs are issued to most learners from age 14 and they are used in schools, further and higher education, and particularly when entering exams or accessing the National Careers Service.

Attendance

21. If you do not hear from us to the contrary, please assume that your course will be running.
22. Under the terms of our learner charter, all learners are required to be punctual for their class and to attend regularly. If you are unable to attend a session, please let us know. Our learner charter can be found on our website at www.adultlearningbc.ac.uk/policies/

General

23. All learners are required to sign a learning agreement at the beginning of their course and complete an Individual Learning Plan (ILP) for each course as a record of their learning and progress.
24. All learners are required to show respect for staff and other learners and to always behave responsibly and safely.
25. We are unable to accept responsibility for any damage to or loss of student property (including motor vehicles) or work.
26. Learners must be aged 19 or over on 31 August 2022, at the start of their learning for all non-accredited courses.

All information correct as at November 2022.

Disclaimer: All information contained in this brochure is correct at the time of going to print and may be subject to change. For the most accurate and up to date course information please visit **www.adultlearningbc.ac.uk**





Buckinghamshire Adult Learning

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Inspiring learning, changing lives.