



Free courses 2018/19

To help you be safer, healthier,
and more independent

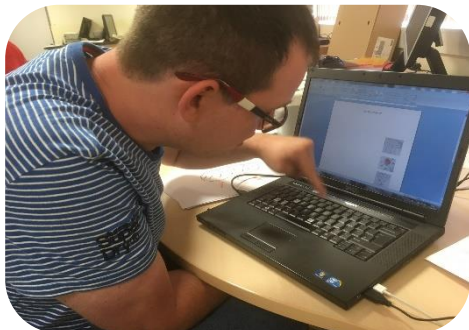
Courses for people with learning difficulties and disabilities



- Gain skills to be safer, healthier and more independent



- Practise and learn new skills in reading, writing, and numbers



- Improve self-confidence

- Gain a sense of achievement, and have fun whilst learning

How to book a course

1. Look through our brochure and choose a course,
2. Phone or email Teresa,
07885739122 or **01623 821534**
teresarandon@a-2-e.org
3. We will work with you to plan the best course, dates and venue



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18 courses for you to choose

Courses about
Well being

1. **Speak up for yourself**
2. **Get more confident**
3. **Relationships**
4. **Keep yourself healthy**
5. **Make the best of yourself**

Courses about
Daily Life

6. **Make the best of services**
7. **Make the best of your money**
8. **Reading & writing in everyday life**
9. **Things to do without spending a lot of money**
10. **Numbers in everyday life**

Courses about
Safety

11. **Keep safe at home**
12. **Keep safe when out and about**

Courses about
Work / other roles

13. **I'm thinking about work**
14. **How to interview staff**
15. **Consult others**
16. **Represent others**

Specialist courses
for people with
particular needs

17. **Stimulation, Exploration and Engagement**
for people with a dementia diagnosis
18. **Multisensory story sessions**
for people with more complex disabilities



"It's been great, they've really enjoyed it... we've learned how much people can do – it has surprised me!" Day service staff

Well being courses

1. Speak up for yourself

- How to say what you want and how you feel
- How to ask for help
- What things affect if you can or cannot have the things you want
- Lots of chances to practise speaking up for yourself
- Improve self-confidence



2. Get more Confident

- Practise talking in small groups and in front of the whole group
- Develop skills in listening
- Use laptop, flipchart and laminator to create your own presentation about something important to you
- Present your work to the group



3. Relationships

- How to behave with different people
- Words, voice, face and body language to show how we feel
- Personal space and how close we should be to different people
- What to do if you have a problem in a relationship

5. Make the best of yourself

- Getting ready in the morning
- Checking you are clean and tidy
- Looking after teeth, hands, body and clothes
- What makes people feel good
- What happens if people do not look after themselves, and who can help

4. Keep yourself healthy

- What happens to food when you eat it
- Advice from doctors about how to keep healthy
- What we mean by "balanced diet" and a "portion"
- Try different activities to keep healthy,
- Take the a-2-e challenge to put some of the ideas into practice at home



Daily life courses

6. Make the best of services

- Services you use – like doctors, cafes and hairdressers
- What a good service should do
- Things you can do to get the best from a service
- How to comment or complain
- Getting help to use services



8. Reading and Writing

- Try fun writing and drawing activities
- Read pictures, symbols and words
- Practice drawing and writing
- Look at opportunities to read and write in everyday life
- Take away a 'reading and writing passport' to show other people how they can best help you

"It was good. There was lots to do. I liked getting to know everybody. I feel good. I feel I have achieved something" learner



7. Make the best of your money

- Where money comes from and what you can do with it
- What is essential and is a treat
- How to budget your money
- Borrowing and lending money
- Saving money
- Keeping safe when using money in daily life

9. Things to do without a lot of money

- Think about what activities you like
- Compare how much activities cost
- Have a try at different activities you can do at home
- Find out about things that you can do near to where you live that do

10. Numbers

- Write, read and match numbers
- Count and compare everyday items
- Look for numbers in daily life
- Practice using numbers with phones and clocks
- Match, identify and use coins
- Play lots of fun games using numbers

Safety courses

11. Safe at Home

- Different homes people live in
- How to keep yourself and your things safe
- Prevent accidents like burns and falls
- What to do if there is a fire
- What to do when a visitor calls



12. Safe out and about

- Getting ready to go out
- Keep your things and money safe
- Meeting people when out
- Walking
- Going on the bus, train and tram
- Using taxis
- What to do if you have a problem

Work & other roles courses

13. I'm thinking about work

- Paid work, voluntary work and work you do for yourself
- Different work that people do and why people work
- What you should and should not say or do at work
- Think about what skills you have that you could use at work



15. Consult others

- Ways to consult other people
- Skills and support people need to consult others
- Practise asking questions and listening to answers
- Practise recording answers and passing on what people say

14. How to interview staff

- Skills and interests people need if they work for you as staff
- Ask questions and listen to answers
- How to score answers and be fair
- How to keep things confidential
- Practice doing interviews to find the best person for the job

16. Represent others

- Difference between saying what you want & representing others
- Finding out what other people think
- Reporting other people's views
- Going to meetings
- Support you may need to represent others

"I enjoyed learning very much, it has helped me to learn more about myself"
learner

Specialist courses

18. Multi-sensory story sessions

Designed for people with more complex learning difficulties and disabilities.

One day courses where people get to make choices and experience one-to-one learning support.

Carefully planned stories provide opportunity to use all of your senses.

A record of work done shows choices and responses made by learners and observations made by supporters.



"I have found this valuable, not just for our customers but also motivating staff. Giving creative ways of working to benefit the customers as well as team work"

day service staff



"I feel I have learned so much. You have shown us other things we can do to get people doing things – really busy" staff

17. People with dementia diagnosis

Our **Stimulation, Exploration & Engagement** course is based around the use of rummage boxes and other carefully selected resources.

The structure and content of the course is designed to respond to each learner's interests, life experiences and level of current understanding. It may include music, games, sensory stories, reminiscing

Please talk to us so that together we can plan a course to best meet the needs of the people you support.



Get in touch to book your course today

(w) 01623 821 534 (m) 07885 739 122

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www.a-2-e.org

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advocacy **2** engagement
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