



2022

COMMUNITY

LEARNING

SERVICE

Summer Courses



The Learning Place

6 Derby Road, North End, PO2 8HH

02392 621860

Thelearningplace@portsmouthcc.gov.uk

Computers and the

Internet

Arts &

Crafts

Copper Jewellery - Workshop

Come along to this one-day workshop and you will have the opportunity to work with the beautiful metal, copper.

Fee: £15 / Reduced: £12

16 August 2022 (Ref: 10776) 10:00 - 15:00

Computers for Absolute Beginners

Do you feel that you are being left behind in this computer age? Would you like to learn how to use a computer?

Fee: FREE

01 August 2022 (Ref: 10764) 10:00 - 12:30 (4 weeks)

10 August 2022 (Ref: 10840) 10:00 - 12:00 (5 weeks)

25 October 2022 (Ref: 10768) 10:00 - 12:00 (5 weeks)

Get Going on the Internet

Do you feel that there is so much to learn about the internet? Do you need help to make you become a confident 'surfer'?

Fee: FREE

09 August 2022 (Ref: 10766) 13:00 - 15:00 (5 weeks)

10 January 2023 (Ref: 10770) 10:00 - 12:00 (5 weeks)

Introduction to Spreadsheets using Microsoft Excel

Do you need to organise your finances electronically? Would you like to learn how to use Microsoft Excel to create spreadsheets?

Fee: FREE

14 September 2022 (Ref: 10843) 13:00 - 15:00 (5 weeks)

Advanced Spreadsheets

Follow on from introduction to Spreadsheets. You will learn about formatting a spreadsheet, functions, absolute cell reference, filtering and more

Fee: FREE

10 August 2022 (Ref: 10841) 13:00 - 15:00 (5 weeks)

Introduction to Word Processing using Microsoft Word

Would you like to write a book? Learn more about word processing and formatting?

Fee: FREE

09 August 2022 (Ref: 10765) 10:00 - 12:00 (5 weeks)

Cookery

Family Learning & Parenting

Smart Budgeting Workshop

This workshop will introduce you to using spreadsheets to help you keep on top of your bills. Come along and find out how you can use a spreadsheet to help manage your money. Do not worry, you do not need to be a digital expert!

Fee: FREE

19 July 2022 (Ref: 10649) 10:00 - 12:00

Smart Shopping Workshop

This workshop will introduce you to using price comparison sites in a small and supported group. Come along and find out how you can use a computer to help you to get the best deal and shop around in the comfort of your own home. Do not worry, you do not need to be a digital expert!

Fee: FREE

19 July 2022 (Ref: 10650) 13:00 - 15:00

Summertime Cakes and Bakes - workshop

Come along to this fun filled course and try your hand at making tasty cakes and bakes Mary Berry would be proud of. You will learn how to make a scrumptious scones and gorgeous pavlova.

Fee: £15 / Reduced: £12

02 August 2022 (Ref: 10771) 10:00 - 15:00

Reducing Stress and Anxiety in your Children

Just like adults, children and young people feel worried and anxious at times. However, if your child's stress and anxiety is starting to affect their wellbeing, they may need some help - especially during these difficult times!

Fee: FREE

15 August 2022 (Ref: 10815) 10:00 - 12:00

Family Learning Workshops

Look out for our Family Learning workshops, dates will be available soon to book onto!

Health and Happiness

Confidence Building

Learn how to de-stress and give your confidence a boost.

Fee: FREE

10 August 2022 (Ref: 10774) 10:00 - 12:00 (5 weeks)

Confidence to make Change - workshop

Feeling stuck? Confident for Change will help you gain insight and techniques to start your journey for change in a positive and supportive way.

Fee: FREE

20 July 2022 (Ref: 10642) 10:00 - 15:00

23 August 2022 (Ref: 10777) 10:00 - 15:00

Relaxation and Wellbeing

Improve the quality of life by learning relaxation techniques.

Fee: FREE

10 August 2022 (Ref: 10818) 13:00 - 15:00 (5 weeks)

Confident for Work - workshop

This workshop will focus on the process of self-reflection and self-development required in preparation for the workplace. This includes communication skills, working in a team, challenging oneself, personal presentation and developing resilience.

Fee: FREE

19 July 2022 (Ref: 10643) 10:00 - 15:00

09 August 2022 (Ref: 10775) 10:00 - 15:00

Reducing Stress and Anxiety for Adults

We all feel worried and anxious at times. However, if your stress and anxiety is starting to affect your wellbeing, you may feel you need some help - especially during these difficult times!

Fee: FREE

01 August 2022 (Ref: 10813) 10:00 - 12:00

CV Workshop

Want to know how to write your own CV and keep it up to date? Bring along your certificates and your work history and you will never have to ask someone else to write your CV for you again.

Fee: FREE

27 July 2022 (Ref: 10622) 10:00 - 15:00

11 August 2022 (Ref: 10842) 10:00 - 15:00

Improve Your Skills

Accredited Courses

RSPH Level 2 Award in Food Safety and Hygiene

The objective of the Level 2 Award in Food Safety and Hygiene is to cover the principles of food hygiene for food handlers working in either a catering or retail environment. It is a valuable freestanding qualification that is also suitable for learners and employees engaged in other food based vocational training and employment. Fee remission may be available subject to individual circumstances.

Fee: £30.00 / Reduced*: FREE

11 July 2022 (Ref: 10416) 09:30 - 16:30

05 September 2022 (Ref: 10808) 09:30 - 16:30

17 October 2022 (Ref: 10809) 09:30 - 16:30

28 November 2022 (Ref: 10810) 09:30 - 16:30

09 January 2023 (Ref: 10811) 09:30 - 16:30

20 February 2023 (Ref: 10812) 09:30 - 16:30

NCFE Level 2 Award in Support Work in Schools and Colleges

This course is an introduction to the knowledge and understanding needed to work in a school or college environment. Upon successful completion you will receive a level 2 qualification.

Fee: FREE

28 September 2022 (Ref: 10851) 09:00 - 12:00

Please be advised that this course is very popular so if you are interested, you will be added to the waiting list

Apprenticeships

We are proud to be delivering Portsmouth City Council's apprenticeships.

We offer the following apprenticeships:

- Business Administration Level 3
- Customer Service Level 2 and 3
- Teaching Assistant Level 3
- Team Leader Level 3
- Health and Social Care Level 2,3,4 and 5

Visit www.portsmouth.gov.uk and search for jobs.

The Learning Place

6 Derby Road

North End

PO2 8HH

023 9262 1860

Email: thelearningplace@portsmouthcc.gov.uk

Web: learn.portsmouth.gov.uk

Twitter: [/learningplace1](https://twitter.com/learningplace1)

Facebook: [/learningplace](https://facebook.com/learningplace)

