

Digital Skills



Preparing to work in Schools



English and Maths



CHOICE

Coventry Adult Education Service
SUMMER TERM 2026

Family Learning



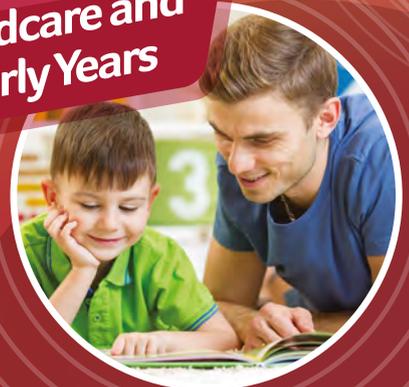
Visual and Performing Arts



Apprenticeships



Childcare and Early Years



Languages



West Midlands Combined Authority

matrix
an accredited provider for education, training and enterprise services
Approved by the Institute for Apprenticeships and Technical Education

Department for Education

Ofsted
GRADED
GOOD



Scan the QR code to visit the Adult Education Service website

coventry.gov.uk/adulted



MAKE THIS SUMMER A SEASON OF LEARNING AND NEW OPPORTUNITIES

Welcome to our Summer Term 2026 programme. As we move into warmer months, we're pleased to bring you a wide range of adult learning opportunities designed to fit around your life and goals.

Whether you want to gain a qualification, refresh your skills for work, improve your English or maths, or explore a new interest, our courses offer something for everyone. We continue to provide learning in community venues across the city, alongside online and distance-learning options that offer even more flexibility.

We're also proud to keep strengthening our partnerships with local Family Hubs and community organisations, bringing learning closer to home in friendly, welcoming spaces where you can grow your confidence and meet others.

This term, we're also asking for your views on a potential name change for the Adult Education Service. Please take a moment to complete our short 'Let's Talk' survey:

Have your say

To find out more information about the range of courses available or to enrol, visit www.coventry.gov.uk/adulted or call **024 7697 5200**.

We look forward to welcoming you.

HOW TO ENROL ON A COMMUNITY PROGRAMME CLASS:

You can enrol by:

Going online to coventry.gov.uk/adulted and searching for a course that interests you. Do so either by:

- Clicking on the **Search for a course** link at the top of the page.
- Exploring the pages under **Essential Skills, Learn a Language, Learning for Life** and **Learning for Work** to get a better understanding of the range of courses we offer.

- Calling **024 7697 5200** where a member of the Adult Education Service will enrol you onto a class.
- Enrolling in person at **Southfields Old School Monday - Friday 10.00am-2.00pm.**

Please note, payment can be made by debit or credit card only.

To avoid disappointment, we advise you enrol as early as possible.



Please note, payment can be made by debit or credit card only.

COURSES REQUIRING AN INTERVIEW

When you find a course on our website you are interested in joining, it may say you need to attend an appointment for an enrolment interview to join. We conduct interviews so that we can make sure the course is at an appropriate level for you and to check whether you are eligible for government funding. (If not, you will still be able to join, but there will be a fee to do so.)

IMPORTANT - when attending an enrolment interview, you must bring the following:

IDENTIFICATION:

If you are a UK National, please bring your birth certificate, driving licence or British passport.

If you are an EU citizen, please bring your passport/ID card and a share code generated within the last 90 days.

if you are currently seeking Asylum, please bring your ARC card and Aspen card (if applicable).

Otherwise, you will need to generate a sharecode for your online eVisa document to prove your residency status.

(If you have not yet applied for your eVisa, please bring your residence permit (BRP), passport with visa or whatever documentation you have that shows your residency status.)

EVIDENCE OF RELEVANT BENEFITS OR INCOME:

If your gross personal income is less than £34,194 per annum. (This is one of the criteria that allow us to claim government funding.)

YOUR NATIONAL INSURANCE NUMBER.

LANGUAGE SKILLS

Our Language Skills courses help you to improve your language skills for everyday life, increase your confidence, progress onto further study and prepare for employment.

We have the following Language Skills courses open for enrolment:



SIGNING

Expressive Hands: Using signs and symbols to communicate in a Makaton style approach.

Makaton is a Language Programme using speech, signs and symbols to help communication. Learning Makaton is not only fun and enjoyable, it is a skill for life which can help break down barriers and build up confidence in communicating with those that need an extra bit of help expressing themselves. Our short courses provide a practical introduction to signs and symbols to use in everyday situations, at home and/or at work. Please enrol online now: coventry.gov.uk/adulted

Bridging the Gap between British Sign Language Level 1 and Level 2: Preparing for the next level.

This course is for those who hold a Level 1 BSL qualification, want to move onto BSL Level 2 but would like to refresh their skills. The course will prepare you to move on to Level 2 by recapping and revising key vocabulary, question words and BSL structures on a range of everyday topics in accordance with the National Language Standards at Level 1 and prepare you for the greater depth explored at Level 2.

Please phone 024 7697 5200 to book an enrolment and assessment session for this course.

Introduction to TESOL

(Teaching English to Speakers of Other Languages)

Are you looking for a career teaching English to Speakers of Other Languages? Are you thinking about investing in the formal teaching qualifications of TESOL or CELTA course? This 8-week introductory course is what you are looking for.

You need to have a minimum of Level 2 English language skills to join. Please email Elisabeth.Campbell@coventry.gov.uk to book an enrolment session for this course.

ESOL (ENGLISH FOR SPEAKERS OF OTHER LANGUAGES)

Our mainstream ESOL classes are full and we have a waiting list. Please phone 024 7697 5200 from 13 July to book an enrolment for classes starting September 2026.

Coventry Language and Integration Project - English for Work

Are you looking for work? Do you want to improve your English?

Coventry Language and Integration Project (CLIP) offers ESOL for Work courses with personalised employment support for up to three months after completing the course.

COURSE INFORMATION:

6-WEEK:

ESOL Entry 3/B1 and Level 1/B2/advanced

13-WEEK:

ESOL Entry 2/A2/Intermediate

HERE'S WHAT SOME OF OUR SUCCESSFUL CLIP GRADUATES HAVE TO SAY:

WHAT WILL YOU GET?

- English grammar, pronunciation, vocabulary for jobs
- Guidance on UK work and culture
- Help with job search, application writing and CVs
- Support with housing, healthcare, education and more

WHY SHOULD YOU JOIN CLIP?

- Over 50% of past clients secured employment through the project
- Fast track your career with expert employment coaching

"CLIP helped me improve my English skills, prepare for interviews, create a professional CV, and taught me about British culture and values. I am now working as a support worker in the healthcare industry in Nottingham."

"Yesterday was a good day for me. I learned how to volunteer. I learned a lot of things like how to help people in a positive way. I am happy and I love it."

"Thank you to CLIP for all the help and support you have given me during my job search and my English learning. The mock interview you arranged helped me a lot and made me feel more confident. I am very grateful for the opportunity to have an interview with PRET. This means a lot to me."

WHO CAN JOIN:

- ESOL Entry 2/A2/Intermediate – Level 1/B2/Advanced English language learners
- Legally and normally resident in the UK or asylum seekers (6+ months in UK with work permission)



HOW TO JOIN

Scan the QR code or email aesclip@coventry.gov.uk

LIFE SKILLS

We offer a range of exciting courses to build confidence, improve health and wellbeing, develop new skills, gain qualifications and equip parents and carers to support their children's learning.

FAMILY LEARNING

Free Family Learning courses and programmes include:

Maths/English in the Primary School (adults only) – These courses help parents and carers to understand how these subjects are taught in Modern British Primary Schools. Each week you will be given fun games to take home and play with your children. There is an online pre-recorded version of this course if you cannot attend a face-to-face course.

"Even though I didn't enjoy maths at school, I really liked the maths I did in this group. It was much more hands-on and fun than I remember"

Positive Family Foundations (adults only) – A nurture-based, practical advice programme providing insight on how children aged 0 - 10 years old interact with their parent/carers and what children need to thrive. There is an online pre-recorded version of this course if you cannot attend a face-to-face course.

"I learned a lot from this course, and I feel that my parenting skills have genuinely improved. I now have stronger techniques, better communication strategies, and a clearer understanding of how to support my boys emotionally".

'50 Things to Do Before You're Five' (adults and their children aged 0-5) – Family pre-school sessions for parents and their pre-school aged children. A range of fun, free and affordable ideas and activities inspired by the '50 Things to Do Before You're Five' app: coventry.50thingstodo.org

"It was really lovely to spend quality time with my son, at the same time as developing our craft and art skills"

Baby Massage (parents and carers with a baby aged from 6 weeks to 6 months - pre-crawlers) – Simple massage techniques to use with your baby while in the group and at home.

THE COMMUNITY AND LEISURE PROGRAMMES – courses for growth, health and pleasure

Our Community Programme offers an exciting range of courses for adults, in dance, art, gardening, crafts and textiles, to build confidence, improve health and wellbeing, develop new skills or turn creative passions into a business. Courses are offered at a variety of progression levels in short or 10-week sessions, offered day and night, during the week and at weekends.

Would you like recognition for your artwork? The NCFE Entry 3 Creative Craft is an intensive 10-week course where you will be working in a range of mediums in preparation for

INCLUSIVE LEARNING, ENGAGEMENT AND EMPLOYABILITY SKILLS PROGRAMME (ILEEP)

Do you have or know someone with a learning disability/difficulty? Are you a Disability Confident employer who could offer voluntary or paid work to our learners?

We offer a range of programmes for People with Learning Disabilities/Difficulties that develop independent living skills and learning for work.



CHANGING FUTURES TOGETHER

Are you 16 – 18 with or without an Educational Health Care Plan or 19 – 24 with an Educational Health Care Plan? Then why not join one of our Study Programmes?

- Step into your future
- The Supported Internship Programme
- Step Into the World of Work

You will study a range of qualifications and attend a work placement. Qualifications include the following

- GCSE or Functional Skills Maths
- GCSE or Functional Skills English
- ICT Functional Skills
- Customer Service
- Employability
- Health and Social Care
- Childcare

You will get progression support into employment, apprenticeships, supported internships, further education or university. Bursary payments may be available to help with travel costs and stationary expenses, dependant on eligibility.

We are holding an open day and enrolment for **September 2026 on 2 April and 27 May 10:00am – 2.00pm**
Venue: **Southfields Old School (SOS)**

a final piece. Once we have received your application, we will contact you to complete the enrolment process, provide advice, guidance and a small assessment.

The Leisure Programme offers competitively priced courses for pleasure. These courses are not tied to funding, no longer require as much progress and achievement tracking while still developing your skills and knowledge across a range of disciplines. Courses include: Modern Jazz, Line Dancing, Tap Dancing Improvers, Art - Oils and Acrylics Improvers, Art - Watercolour and Mixed Media - Intermediate, and Art - Intermediate Acrylic painting.

The Leisure Programme also includes extensive **Piano and Music Theory courses**. Offered at all levels of playing: beginner lessons, graded lessons and 1:1 lessons with opportunities to take external accredited exams.

If you would like more information on any of our courses and events, please contact: aeslifeskills@coventry.gov.uk or call us on: **024 7697 5200**.

ESSENTIAL SKILLS



Scan the QR code to visit the Adult Education Service website

MATHS, ENGLISH AND DIGITAL FUNCTIONAL SKILLS COURSES

Our Maths, English, and Digital Functional Skills courses help adults build essential skills for everyday life, work, and further education, leading to nationally recognised qualifications. We offer daytime, evening, and online classes, with face-to-face enrolment and paper-based exams at our venues. Courses run 2½ hours per week over the school year. Maths covers practical skills like problem solving, fractions, percentages, and interpreting data. English focuses on reading, writing, speaking, and listening to boost confidence at home, work, and in the community. Digital Functional Skills (Entry Level 3 and Level 1) include; using devices, communicating, creating and editing documents, online transactions, and staying safe online. All learners receive initial assessments to join the level best suited to their ability.

SHORT BRUSH UP COURSES – MATHS AND ENGLISH

Our Brush Up Courses in English and Maths offer a short, five-week learning opportunity designed to build confidence and strengthen essential skills in a supportive environment. The English Brush Up course focuses on spelling, punctuation, grammar, and writing clearly for different audiences, including practical skills for letters, emails, articles, and reports. The Maths Brush Up course helps you develop everyday numeracy skills—such as budgeting, shopping, and planning projects—without the pressure of formal exams. These courses run every half term until June 2026 and can also prepare you for further Functional Skills study.

CONNECT TO SKILLS

We are excited to introduce Connect to Skills, a new offer designed to help build confidence, develop practical skills, and explore new learning opportunities. Our programme will include a range of welcoming, accessible short courses to support everyday life, personal growth, and progression into further study.

You can get involved in sessions such as:

- **Cooking on a Budget**
- **Building Confidence and Self Esteem**
- **Introduction to Warehousing**
- **Lifesaving CPR on Adults and Children**
- **Understanding Special Education Needs and Disabilities**

In community locations such as Salvation Army, Moat Family Hub, and Families for all Hub.

For more information, please contact aesconnecttoskills@coventry.gov.uk or call us on **024 7697 5200**.

FOUNDATION COURSES – MATHS, ENGLISH AND DIGITAL SKILLS

The Foundation Programme is designed for learners returning to education or employment who want to build confidence in Maths, English, and Digital Skills. Ideal for those with little or no prior knowledge, it uses a practical, themed approach to make learning relevant to everyday life and work. The 6-week course runs 2 days a week with a commitment of four hours of class time per day.

The course will provide opportunities to further develop skills in the Essential Skills or to explore opportunities for volunteering or work experience.



DIGITAL SKILLS COURSES

We offer a range of Digital Skills courses, from Complete Beginners to Level 2 Digital Skills Qualifications, and keeping up with trends we offer Introduction courses to Cybersecurity, Video Editing and Digital Media Skills. These are all designed to support learners at every stage. Digital Skills Assessments will take place:

Monday 13 April – Southfields Old School (CV1 5EJ)
4.00pm - 7.00 pm

Tuesday 14 April – Southfields Old School (CV1 5EJ)
9.30am - 12.00

Wednesday 15 April – Southfields Old School (CV1 5EJ) 4.00pm - 7.00pm

For more information or to enrol, Scan the QR code to visit **Booking Bug** or call **024 7696 5200**.



HOW TO ENROL

For Functional Skills English and Maths courses, please contact the **Job Shop at 024 7678 5740** to book your assessment appointment.

Phone lines are open **Monday, Wednesday and Friday** from **9:30am to 4:30pm**, and **Thursday** from **10:30am to 4:30pm**. Alternatively, you can email jobshop@coventry.gov.uk to book your assessment

WORK SKILLS

Are you seeking training to gain employment?

Would you like to enhance your current skill set and/or qualifications to increase your opportunities of promotion or a career change?

Are you an employer that would like to enhance the skill set of individuals or a team?

Are you an employer that is struggling with recruitment or is considering talking on an apprentice?

VOCATIONAL COURSES

Whether you're just starting out, already in the sector but looking to boost your skills or if you are an employer wanting to upskill your team, our courses will help you succeed. We offer a wide range of courses at differing levels in **Administration, Early Years, Supporting Teaching and Learning in Schools and Child Development**. We offer Face-to-Face delivery, Online, Blended (both) and our new Distance Learning for some courses.

For more information, advice and guidance about our courses and or to enrol, please give us a call and book a slot on one of our 'Information and Guidance Sessions' being held in **June 2026**.

PATH 2 APPRENTICESHIP

Are you aged 19 - 29 and currently not in education or employment and would like to get an apprenticeship, but don't feel quite ready, this course could be your next step! Get in touch!

APPRENTICESHIPS

Would you like the opportunity to work for an employer, earn an apprenticeship salary and gain valuable workplace skills and experience in your chosen area of work? Age is not a barrier, if you are aged over 16 years of age, this is a great way to start or progress your career.

We offer a range of apprenticeship training from Level 2 to Level 5 in a range of areas including **Customer Service, Business Administration, Early Years, Learning, Teaching Assistant, Team Leading plus Leadership and Management**.



PATHWAYS TO EMPLOYMENT

We understand that everyone's journey is different and that the support and guidance you need differs. You may know what you want but need to enhance your skills, or alternatively you may feel 'lost' or 'stuck' and need help to uncover your strengths. We therefore have designed various short courses (**Sprint Ahead, Skills to Success and our Journey Exploration Programme**) with this in mind. Our courses are typically delivered at the Job Shop, enabling you to have the full support and guidance of the Job Coaches and Employment Engagement team.

In addition are you over the age of 19? Are you in receipt of Universal Credit? Are you linked with a Disability Engagement Officer at the DWP? If so our Stairway to Work programme will help put you on the right track to being work ready. This short course will give you the opportunity to enhance your pre-employment skills whilst also building on key areas such as self-esteem, self-confidence and helping you focus on your next steps.

EARLY YEARS AND TEACHING ASSISTANT INTO EMPLOYMENT COURSES

Are you looking for work? Are you over the age of 19? Unemployed and in receipt of benefit? Or working and on a low wage? Here is an ideal opportunity! This short course will help support you in your chosen career, whilst also providing application and interview support and a guaranteed job interview with a local employer within this area.

Alternatively, are you an employer, struggling to recruit to vacancies? Trailing this fully funded route to secure staff is a tried and tested way to get keen, new staff members. Don't just take our word for it, hear it from the Headteacher at Baginton Fields Academy, *'Prior to the course starting, the team at Coventry Adult Education were keen to involve headteachers in what the content of the course should include. This was great as it meant the course could be focused on the specific needs of our settings'*.

NEXT STEPS IN THE WORKPLACE

Are you interested in moving into a team leader or management position at work, do you need to develop your skills? Are you a supportive employer that is passionate about staff development and would you like the opportunity to upskill staff into management positions?

The programme considers the needs of the business as well as meeting the needs of the individual. Delivery can be at our training centre, online, blended or at your site to enable employees the chance to access whilst still managing their day-to-day responsibilities. Continued success, and an advocate for our programmes is DHL eCom UK *'Coventry Adult Education have gone above and beyond to create a nurturing, supportive offer that always has the individual at the centre'*.

For more information on all of the above contact aesworkskills@coventry.gov.uk or call **024 7697 5200** to discuss.

LOOKING AHEAD: Apprenticeship Opportunities Get Ready for Summer Recruitment!

If you're thinking about your next steps after school or college, apprenticeships are a fantastic way to gain real-world experience, earn while you learn, and develop skills for a future career.

Our summer recruitment window for apprenticeships is opening soon! To make sure you don't miss out, you can register your interest now by completing our Apprenticeship Expression of Interest form:

www.coventry.gov.uk/future-talent/apprenticeships-early-careers/7

By registering, you'll be among the first to hear when our vacancies become available – giving you the best chance to secure your apprenticeship and kickstart your career.

OVER 18 AND ON A LOW INCOME?

We can help you access free mobile data, calls, and texts to support your learning and everyday connectivity.

Learners aged 18 or over with a household income below £25,000 are eligible for a free SIM card or data voucher, with the option to keep your existing mobile number. To apply, visit us at Southfields Old School, CV1 5EJ, with your photo ID and proof of income.

To find out more, call us on **024 7697 2801**. Our team will assist you through the process and help you get connected quickly and easily, at no cost.



JOB SHOP

What we can do to help!

- Benefits advice/guidance
- Access to vacancies
- Wellbeing support
- 1:1 employment support
- Links to healthcare support
- Invites to events/job fairs
- Confidence boosting courses
- Job searching skills
- Access to basic skills
- Financial support for training, work attire and travel
- Access to work-related qualifications (CSCS, SIA)
- In the community support

- I have no confidence
- I can't seem to stay in work
- I don't know how to access benefits
- I don't think my English is good enough
- I feel socially excluded
- I can't find work that fits around my children
- My health gets in the way of working
- I'm new to the country



Contact details:

**The Job Shop, Smithford Way
Coventry CV1 1FY
jobshop@coventry.gov.uk
024 7678 5740**

✉ @covjobsupport 🌐 coventryjobshop



Scan the QR code to locate us in nearby areas

Coventry City Council's - Skills, Employment and Adult Education Projects

Save money on Community Learning courses with Go CV+



Access discounted fees on a wide range of non-accredited Community Learning courses with Go CV+.

You can sign up for Go CV+ if you meet one or more of the below criteria

- ✓ You are in receipt of one of the qualifying benefits listed
- ✓ You are a carer registered with Carers Trust Heart of England
- ✓ You are a Foster Carer registered with Coventry City Council
- ✓ You are a Student [NUS]



Scan the QR code to see the full list of qualifying benefits



Apply now at
www.go-cv.co.uk/adult-education



Our projects are funded by the UK Government through the UK Prosperity Fund and the West Midlands Combined Authority and HM Government's Commonwealth Games Legacy Fund

CHOICE

Coventry Adult Education Service

Website: coventry.gov.uk/adulted

Telephone: **024 7697 5200**

Email: feedback@covaded.org

www.facebook.com/covadulted

@CoventryAdultEd (X Formerly Twitter)

@CoventryAdultEducationService (YouTube)

SUMMER TERM 2026 DATES:

**ENGLISH, MATHS AND
DIGITAL SKILLS**
13 APR – 13 JUL

**ESOL, COMMUNITY INTERPRETING
AND LANGUAGES**
13 APR – 3 JUL

COMMUNITY PROGRAMME
20 APR – 6 JUL

FAMILY LEARNING
20 APR – 3 JUL

HALF TERM
25 – 29 MAY

BE SAFE!

Anyone who is being abused, neglected, bullied, groomed, or drawn into extremism or terrorism is not safe.

Do you know what to do if you are not safe, or someone you know is not safe?

- If a child is at risk of harm or neglect, call **024 7678 8555**
- If a vulnerable adult is at risk of harm or neglect, call **024 7683 3003**
- If you think someone is being drawn into radicalisation, extremism or terrorism, tell your tutor or any member of staff in the Adult Education Service
- Talk to your tutor or any Adult Education Service staff member
- See our posters (at venues or on www.covlearn.co.uk) for who to call if a child or adult is at risk
- In an emergency, call **999**

SCHOOL STREET SCHEMES limit the amount of motor traffic in streets surrounding schools for a short time at the start and end of the school day (8.15-9.15am and 3.15-3.45pm) all year round. From September 2024, **Southfields Old School** will fall within one of these areas covering East Street and South Street. Anyone driving on these roads without a valid permit or exemption will be committing an offence and may receive a fixed penalty fine which is currently set at £70.

VOLUNTEERS NEEDED
IN COVENTRY. WE NEED YOU!
Could you support a learner and be a partner in learning?

We need volunteers on a range of courses.
You will work alongside a learner or learners under the guidance of a tutor.

For further information please call **024 7697 5200**

Scan the QR code to visit the Adult Education Service website



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01789 778111 www.astwood.co.uk