

high

trees

adult learning courses

Enrolment days

Until 14th of May | 10am - 3pm

To comply with government guidelines, we can only accommodate a small number of learners at a time. Please register on our website.

If you're unable to book online, please, text or call 07305080995 or email us at courses@high-trees.org

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**Connecting with people
and communities to
strengthen skills and
build stronger voices**



Welcome and thank you for your interest in High Trees

High Trees was set up by local residents 23 year ago and although we've changed and grown considerably since then we have not changed our core ethos of being firmly rooted in the local community and making sure all of our services are responding to local need. We now offer services in Adult Education (running a range of free courses for Lambeth residents), Employment and Careers (offering one on one support and a weekly jobs club to people wishing to gain employment), Children, Young People and Family Services at Tulse Hill Adventure playground and a huge range of Community Action projects. Whether you are studying to discover your potential, gain essential skills, increase your confidence, access further training, improve your career prospects or gain qualifications, you are in the right place.

This booklet will give you information about the courses we're running this term and we hope it's helpful, but if you have any further questions or would like to discuss whether a course is right for you our friendly team will be happy to talk it through with you, so please don't hesitate to

get in touch. We recognise that many learners have previously had little or negative experiences of education and training, and we treat all our learners as individuals, working to offer all of our courses in a supportive environment and to provide you with the best guidance about opportunities for volunteering, accessing further or higher education and training and your next steps.

We're so pleased to be moving back to classroom delivery and all our learners can be confident that we've taken all the steps necessary to keep everyone safe while we're on site. More information is available on our website, but we'll also give you more information before you start your course with us.

We wish you every success in your studies and thank you for making us a part of your journey.

Best wishes,

Anna Coffey and Grace English

Co-CEOs



education

and

training

Free ESOL Classes

- Improve your reading, writing and speaking skills
- Communicate better and increase confidence
- Learn how to use your local services
- Free trips to museums and galleries to enhance studies
- Our ESOL classes are running at the Tulse Hill Adventure Playground, Greenleaf Close, Tulse Hill, SW2 2EY

Course	Day/Time	Start Date	End Date
ESOL Entry 1 - Entry 2	Mon 10am - 12pm	26th April	12th July
ESOL Entry 2 (progression)	Tues 10am - 1pm	27th April	6th July
ESOL Entry 1 - Entry 2	Wed 10am - 12pm	28th April	7th July
ESOL Entry 3 (progression)	Thurs 10am - 1pm	29th April	8th July
ESOL Conversation Club	Fri 10am - 1pm	30th April	9th July

Family Learning and Wellbeing Classes

- Join our Family Learning Computer course to gain confidence in digital skills!

Course	Day/Time	Start Date	End Date
Computer Skills at Baytree Centre	Thurs 10am - 12.30pm	29th April	27th May

Free ESOL Courses with Crèche

- Improve your English skills and discover local services in your area
- Free on-site crèche facilities are available whilst you are studying
- All children under 5 years old are welcome, however some children's centres may be restricted to 6 months and above
- Please be aware that crèche spaces are limited and we may have to restrict the place to one child per learner
- Courses are held at children's centres and you can enrol either at High Trees during enrolment days or at the children's centre during initial assessment days
- Do you have more than one child below the age of 5? We also have online free ESOL classes or face-to-face conversation clubs where you can bring your child along

Children's Centre	Address	Initial Assessment	Start Date	End Date	Day/Time
ESOL at Hitherfield Children's Centre	Hitherfield Road, London, SW16 2LW	29th April	29th April	8th July	Thurs 1pm - 3pm
ESOL at Benton's Lane Children's Centre	18 Bentons Lane, SE27 9UD	23rd April	23rd April	9th July	Fri 9.30am - 11.30 am



Free Accredited English, Maths and ICT

- Build confidence using ICT in everyday life and earn accreditations
- Learn how to use Maths in everyday life and gain an entry level qualification
- Gain an accreditation in English Functional Skills

Course	Day/Time	Start Date	End Date
ICT for Beginners	Mon and Tues 10am - 4.30pm	26th April	27th April
ICT Entry 1 - 3	Tuesday 10am - 3pm	4th May	13th July
ICT Entry 1 - 3	Weds 10am - 3pm	28th April	7th July
ICT Level 2	Fri 10am - 3pm	23rd April	9th July
English Functional Skills E1-L1	Thurs 10am - 3.30pm	29th April	15th July
English Functional Skills E1-L1	Tues 10am-3.30pm	27th April	13th July
Maths Functional Skills E1-L1	Wed 10am-3.30pm	28th April	14th July



**vocational
courses**



Award in Education and Training Level 3

- Free for Lambeth Housing tenants (childcare cost covered)
- Specialised accredited course that can provide routes into teaching and training
- Gain awareness of the key principles, methodology and practices of teaching
- Opportunity to volunteer as a teaching assistant on completion (places are limited)

Day / Time	Start Date	End Date
Fri 10am - 3pm	14th May	23rd July



CIH Level 3 Housing Practice

- Free for Lambeth Housing tenants (childcare cost covered)
- Specialised accredited qualification from the Chartered Institute of Housing
- Develop the skills and knowledge necessary of people working in a front line capacity in housing
- Gain knowledge in occupancy, tenure and lettings
- Explore the Housing System and learn professional practice skills for Housing

Day / Time	Start Date	End Date
Fri 10am - 3pm	7th May	3rd September



One Day Food and Hygiene Level 2 (Accredited)

- Free for Lambeth Housing tenants (childcare cost covered)
- Designed to help anyone who handles, prepares or serves food in the catering industry
- Understand your legal responsibilities and hygiene rating
- Know what constitutes as best practice when it comes to controlling food safety hazards, temperatures, storage and much more

Day / Time	Date
Thurs 10am - 3pm	29th April

Award in Preparing to Work in School Level 1

- Free for Lambeth Housing tenants (childcare cost covered)
- This qualification is aimed to those who wish to work in schools, as it is helpful for jobs as Teaching Assistants, Playground Supervisors, and other supporting roles

Day / Time	Start Date	End Date
Mon and Thurs 10am - 3pm	10th May	17th June



Award in Information, Advice and Guidance Level 2

- Gain a specialist qualification in giving advice, information or guidance in any settings (e.g. education, employment support, youth services etc.)
- This course will be delivered online via group sessions on Zoom and full 1:1 support will be provided by your tutor

Day / Time	Start Date	End Date
Tues and Thurs 10am - 3pm	11th May	22nd June

Free Vocational Courses

- Our interactive Art of Confident Speaking course will teach you strategies of public speaking, including analysing different type of audiences, reflect on fears that hold you back when speaking in public and focus on body language
- During Preparing for a Job Interview you will explore how to use the most common interview techniques such as the STAR model, how to overcome interview nerves, how to avoid common interview mistakes and how to conduct a successful interview in person and online

Course	Day/Time	Start Date	End Date
Preparing for a Job Interview	Thurs 10am-4pm	6th May	6th May
Art of Confident Speaking	Thurs 10am-4pm	10th June	10th June

Pre-Employment Training

- Our two day online preparation course offers a guaranteed interview for the job.

Course	Start Date	Day/Time
ARRIVA Bus driver	29th April	Thurs-Fri 10am - 3pm

To apply for ARRIVA PCV and Trainee Bus Drivers, you need to meet the requirements below:

- Minimum of 18 years of age (DVLA Regulations)
- Fit to pass a PCV medical
- No more than six points/endorsements on driving licence
- No drink driving convictions in the last ten years
- Full training will be given for successful non-PCV drivers

For more information, please get in touch with our Employment team at support@high-trees.org



community | action

Community Organising

- Find out how you can get involved in social action to make a difference in your community
- Understand what community organising involves and what it looks like in the real world
- Explore how people come together to act on their concerns to build community and overcome social injustice
- Develop practical listening skills and tactics to plan a listening campaign or activity in the community

Course	Day/Time	Date
Introduction to Community Organising	Fri 10am - 5pm	2nd July
Action for Change through Community Organising	TBC	TBC

Further one-day courses are available focusing on practical aspects of Community Organising such as Building Power through Community Organising, Listening Skills for Community Organising.

For more information, please get in touch with our Community Action team at action@high-trees.org

my learning goals

To help you achieve your goals you may find it useful to fill in the learning plan below. It will help you keep track of which courses you would like to enrol on, and you can tick each one off as you complete it!

I want to enrol on...

Date I passed

1 

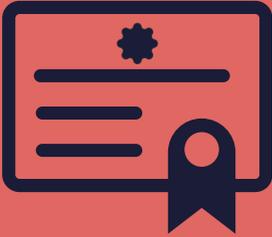
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3 

What I want to do next

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.....
.....

“One of the best interaction-based training I have been on in a while”



“Thank you so much for giving so many people the chance to learn ESOL and ICT”

learner | quotes

“I feel much more confident!”



“I am so happy about this course and the tutor. The tutor gave me a chance and I learned so much, I cannot thank you enough”

“I really hope my story can help somebody to see some positivity and give the opportunity to think that , changing career is possible . During and after my PET training, I felt very supported in my learning and job search. Again, proof that the community works. I not only found a job, I found a job that I really love and I always wanted to do it which I didn't think was achievable.”

Roberto - Past Pre Employment Training Student



Supporting

your progression

“Taking on the challenge of starting a course as an adult can be nerve-wracking. I hope that sharing my experiences with you will help to encourage others who may be thinking of taking the plunge - using adult learning courses to explore their own abilities and potential. I also love volunteering at High Trees and I am learning so much about myself”

Noel - Past ICT and Education and Training Student



Employment & Careers Support



High Trees offer bespoke one to one employment support with experienced advisors who are experts in helping those with multiple barriers as well as those recently unemployed through Covid find work.

We support all Lambeth residents, and can provide additional support for individuals who are residents of Tulse Hill, over 50s, lone parents and those with long term health conditions.

High Trees provide a range of employment services, all of which are free to access, including:

- Regular one on one sessions tailored to your needs
- Support brushing up on your CV
- Upskilling to meet current demands or identifying potential vacancies
- We also run a weekly drop-in Jobs Club (which is currently paused due to Covid restrictions, but do get in touch so we can let you know when this is able to reopen).

In-House & Bespoke

Training

If you are interested in having any of our courses delivered at one of your venues or if you require tailor made training to meet your specific needs, please contact us on 020 8671 3132 and we will be more than happy to discuss your options with you.



Volunteer Opportunities

Volunteer opportunities for new and existing learners:

- Gain experience within the classroom as a teaching assistant or as Youth session volunteer. Find all our current volunteer opportunities on our website.
- Improve your office skills with basic admin volunteer opportunities.

If you are interested in volunteering at High Trees, please contact

hub@high-trees.org

Learner Forum!



Our learner forum is a celebration of YOU and all your achievements. Come along and meet other learners, friends, tutors and members of the High Trees staff.

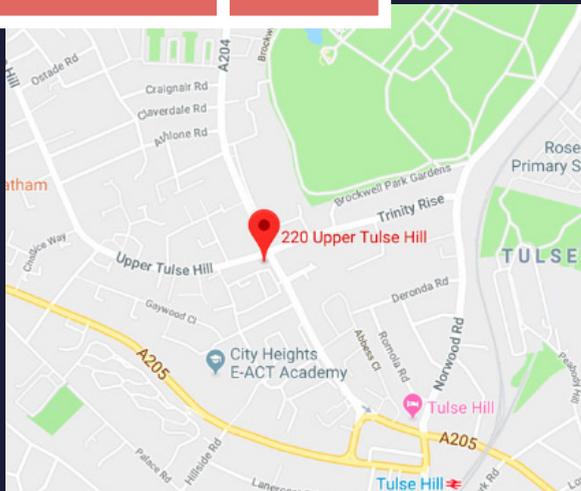
- Enjoy our delicious lunch with food varieties coming from all over the world!
- Enjoy fun and interactive of activities based on wellbeing and self-care.
- Give us your feedback and let us know what's we can do better.
- Receive your certificate(s) and share your success with others.
- Learn about other upcoming courses.

Please feel free to come along with some homemade food to share with others! All family members and children are also welcome!

how to find us

St. Martins Learning Centre
 220 Upper Tulse Hill
 London SW2 2NS
 Tel: 020 8671 3132
 Email: courses@high-trees.org

We are located on the corner of Tulse Hill and Upper Tulse Hill, with easy access for wheelchair users.



How to get to us by public transport



Closest Tube: Brixton underground on the Victoria line



Bus: From Brixton, buses 2, 415 or 432; from Streatham, bus 201



Closest Train: Tulse Hill station, Southern and Thameslink lines



Meet the Team

Morgana Zuccoli

Community Education and Training Manager



Morgana leads our Adult Education and Training service, overseeing the delivery of accredited and non-accredited training to over 600 Lambeth residents each year, both our sites and across a range of community venues in Lambeth including Children Centres and Libraries. Morgana is responsible for ensuring learner voice is central to planning and delivering our programmes and making sure we remain responsive to local needs and interests. Morgana is our Adult Safeguarding Lead.



morgana.zuccoli@high-trees.org

Audette Cummings

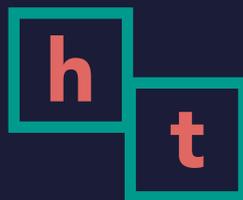
Quality & Curriculum Coordinator



Audette is responsible for the Quality and Curriculum of all our Adult Education courses. She ensures that the courses meet the needs of the community, supports tutors to make sure all of our courses are of an excellent standard and that our accredited courses meet the requirements of the awarding bodies.



audette.cummings@high-trees.org

**Giuseppe Grauso****Education Coordinator**

Giuseppe is the Education and Training Service Coordinator. Giuseppe is responsible for scheduling and coordinating all of our Adult Education Courses, supporting learner enrollment and most importantly take the lead on data management for this service.

**giuseppe.grauso@high-trees.org****Megan Barrett****Education Administrator**

Megan is the Administrator in our Adult Education and Training team, helping to set up the courses, organise enrolment and promoting the courses across Lambeth. She helps us keep on top of all the data and administration that sit alongside our courses.

**megan.barrett@high-trees.org****For general enquiries contact:**

Tel: 020 8671 3132

Email: courses@high-trees.org

high trees

Meeting everyone as a
person of great potential

