

MACBETH  
STREET

# COURSE GUIDE

September 2023 to July 2024



**Adult learning  
and skills service**

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# Welcome

## Dear learner,

A warm welcome back to our returning learners, and hello to the new learners starting with us in the 2023/24 term.

We have a fantastic 2023/24 programme coming up, as you'll see in this booklet. Thanks to the valuable feedback from our learners, I think this year's offer is the best yet.

## We believe in lifelong learning

Our new programme has something for everyone – whether you want to gain a nationally recognised qualification, develop new skills for work, improve your health and well-being or learn for personal growth. We are committed to offering flexible learning options, including weekday, weekend, and evening classes at all levels.

With the rising cost of living, we are doing all we can to help – from financial literacy training to our



cooking on a budget course – because **we believe that learning should be available to everyone.**

Looking back at last year, Ofsted's latest 2023 inspection confirmed we are a 'Good' education provider – a rating we have maintained for 13 years. I would like to take this opportunity to thank our dedicated staff for their hard work in achieving and maintaining this high standard.

So don't hesitate, take advantage of our expert staff and excellent facilities.

Sign up for a course today and enjoy learning for life!

Yours sincerely,

**Eamon Scanlon**

Head of Adult Learning and Skills

# About us

We offer a range of courses, which can help you to develop new skills, gain a qualification, find employment, further your career and improve your health and wellbeing.

- **More than 450 courses to choose from**
- **Highly skilled, professional teaching staff**
- **State-of-the-art facilities**
- **Great locations in the heart of Hammersmith, Shepherds Bush and Fulham**
- **Exceptional information, advice and guidance services**
- **Award-winning café**

## Term dates for 2023/24

### **AUTUMN TERM 2023 - 12 wks**

Start of term - Mon 11 September 2023

Half term - Mon 23 to Fri 27 October 2023

End of term - Sat 9 December 2023

### **SPRING TERM 2024 - 11 wks**

Start of term - Mon 8 January 2024

Half term - Mon 12 to Fri 16 February 2024

End of term - Thurs 28 March 2024

### **SUMMER TERM 2024 - 12 wks**

Start of term - Mon 15 April 2024

Half term - Mon 27 to Fri 31 May 2024

End of term - Mon 15 July 2024

Note: Not all courses start on the first day of term; please check the website for the start and end dates of your course.

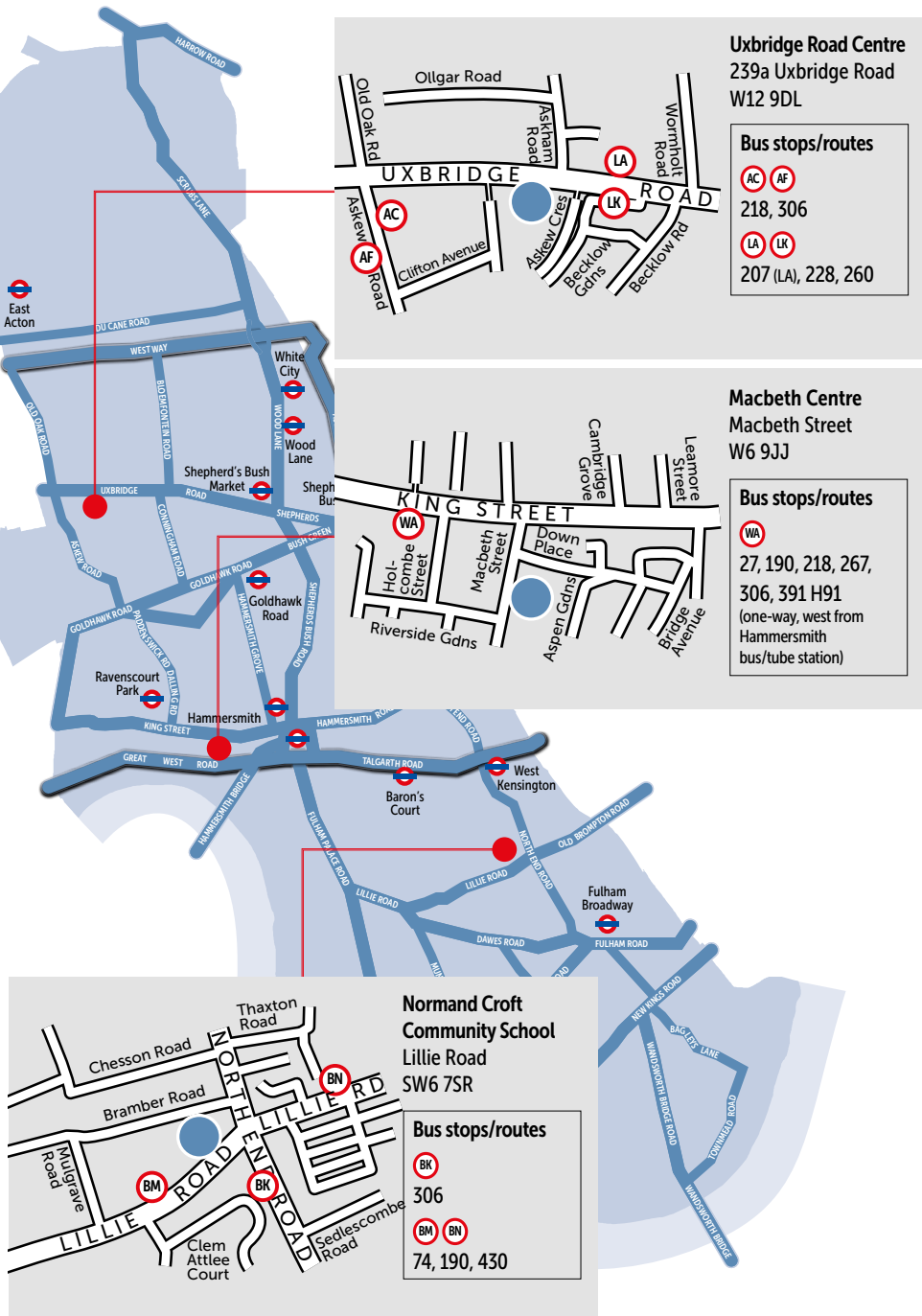
## Parking

There are no student parking facilities at Macbeth Centre.

You may be able to park at Livat Shopping Centre:

<https://www.livat.com/hammersmith/en/services/parking>





# Early bird catches the course!



**Get 10%** off your course if you enrol before 31 August.\*

Don't delay, sign up today!

## How to apply the discount

Find instructions on how to sign up opposite.

To add the discount, select 'Early Bird discount' in the **Statements** box:

Please select which statement applies to you.

Name

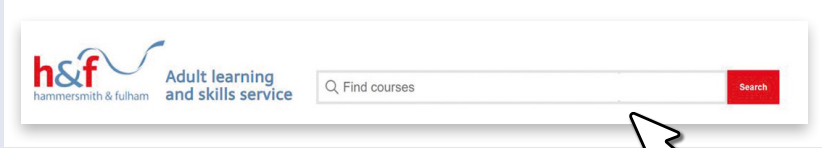
Early Bird discount (click to apply)

\*Terms and conditions apply. Or ring 020 8753 3600.

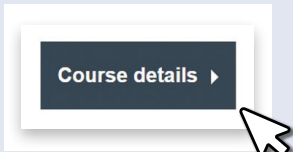


# How to sign up in five easy steps\*

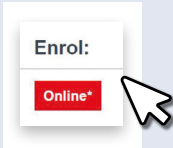
1. Find your perfect course on our website [www.hfals.ac.uk](http://www.hfals.ac.uk)



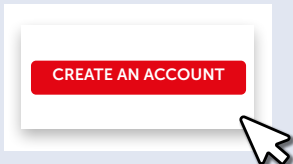
2. Check out the course details



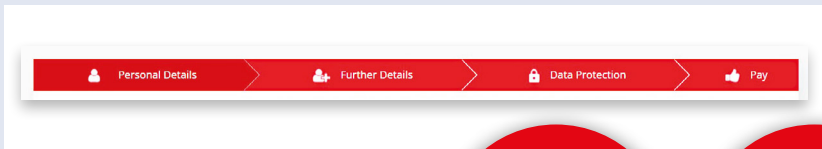
3. Click to enrol online



4. Create an account



5. Fill in the enrolment form

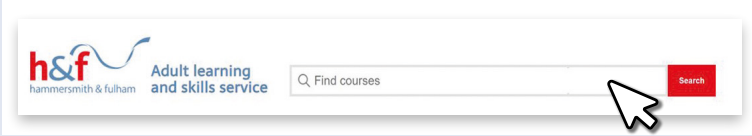


**Or call  
020 8753 3600  
to enrol**

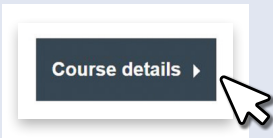
\*Online enrolments are for standard/full fee payers only.

# How to book an interview\*

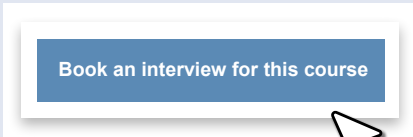
1. Find your perfect course on our website [www.hfals.ac.uk](http://www.hfals.ac.uk)



2. Check out the course details



3. Click to book an interview



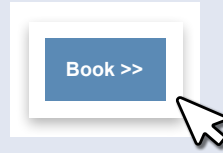
4. Fill in your details

A screenshot of a form titled 'Book Interview' with the instruction 'Please enter your details below'. The form contains four input fields: 'First Name', 'Last Name', 'Email Address', and 'Telephone/Mobile'. A blue 'Continue' button is at the bottom left of the form.

5. Select the subject

A screenshot of a form titled 'Complete your booking' with the instruction 'Choose Subject'. It features a dropdown menu labeled 'Subject' with the option '- Select Subject -'. Below the dropdown is the text 'Please select a subject to view available interview dates'.

6. Book your timeslot



You'll receive a confirmation email to the email address you registered with. Follow the instructions on what to do prior to your interview.

\*All accredited courses will require an interview.



# Interview dates

COURSE	DATES	TIMES	LOCATION
<b>Bike maintenance</b>	Monday 4 September	10am to 12pm and 1 to 3pm	Macbeth
<b>British Sign Language</b>	Friday 15 September	10am to 1pm	Macbeth
<b>Bookkeeping and accounts</b>	Friday 8 September	10am to 3pm	Macbeth
	Monday 11 September	4.30 to 8.30pm	Online
<b>Car maintenance</b>	Thursday 14 September	10.30am to 3pm	Macbeth
<b>Community interpreting</b>	Friday 28 July	10am to 1pm	Macbeth
	Wednesdays 23 August and 6 September	6 to 8pm	Online
	Friday 8 September	10am to 1pm	Macbeth
<b>Computers - all levels</b>	Fridays 8 and 15 September	10am to 3pm	Macbeth
<b>Counselling</b>	Friday 8 September	10am to 1pm	Macbeth
<b>DPSI Diploma in Public Service Interpreting</b>	Wednesday 13 September	1 to 3pm	Online
<b>Health, childcare and teaching support</b>	Mondays 28 August, 4 and 11 September	From 10am	Macbeth
<b>Maths, English and ESOL</b>	5 to 8 September and Thursday 14 September	10am to 4.30pm	Macbeth
	11 and 12 September		Normand Croft
	Wednesday 13 September		Uxbridge Road
<b>Special educational needs</b>	29 August to 8 September	Contact Sean Buckley: <b>sean.buckley@lbhf.gov.uk</b>	
<b>Teacher training</b>	Contact Angela D'Agostin: <b>angela.d'agostion@lbhf.gov.uk</b>		

You must book your interview – these are not drop in sessions.

# Childcare and teaching

Gain nationally recognised qualifications from industry-leading awarding bodies in this field, such as NCFE and City & Guilds, to fully prepare you for a rewarding career.

## Care

- Childcare from entry level to level 3
- Early Years Educator
- Childminding and playwork
- Introduction to health, social care and children's and young people's settings
- Preparing to work in adult care

## Teaching

- Supporting teaching and learning
- Introduction to mentoring
- Preparing to teach: Award in education and training
- Safeguarding in education and childcare settings
- Special Educational Needs

## How to sign up

You'll need to **book a quick interview** to talk about your options with our expert tutors.

Call **020 8753 3600** or find the step-by-step guide on how to schedule an interview online on **page 6**.



**Iffy  
Laleye**

**Supporting teaching  
and learning  
TUTOR**

Learners are offered a holistic curriculum approach to their chosen career pathway. I can proudly say that about 95 per cent of learners are already employed six months after completing the course.

# Potential career progression

## Childcare

**Level 3**  
Early years  
educator

Progress to senior childcare practitioner  
**Earn up to £23,500**  
or higher education

**Level 2**  
Skills for childcare

Progress to childcare practitioner  
**Earn up to £21,000**  
or level 3 course

**Level 1**  
Entry to care

Progress to level 2 course  
or volunteering

## Adult social care

**Level 3**  
Adult social care L3

Progress to adult social worker  
**Earn up to £38,000**  
or higher education

**Level 2**  
Adult social care L2

Progress to carer or support worker  
**Earn up to £23,000**  
or level 3 course

**Level 1**  
Preparing to work  
in adult social care

Progress to level 2 course  
or volunteering

## Teaching in schools

**Level 3**  
Supporting teaching  
and learning in schools

Progress to senior teaching assistant  
**Earn up to £27,000**  
or higher education

**Level 2**  
Supporting teaching  
and learning in schools

Progress to teaching assistant  
**Earn up to £20,000**  
or level 3 course

**Level 1**  
Preparing to work  
in schools

Progress to level 2 course  
or volunteering

# Learn a language

Learning new languages can enrich your personal and professional life, boost your confidence, and be incredibly enjoyable.

## Languages for all levels

from beginners to advanced:

- Spanish
- French
- Italian
- Mandarin Chinese
- Japanese
- Polish
- German
- British Sign Language

## How to sign up

Call **020 8753 3600** or enrol on our website. Find a step-by-step guide on **page 5**.

## Gain a qualification

- Community interpreting
- Diploma in Public Service Interpreting (DPSI)

Find instructions on **how to book an interview** on **page 6**.

*"The course was amazing and very interesting. The best aspect of this course was learning what the interpreter needs to perform an accurate and precise interpretation and how to be a professional interpreter."*



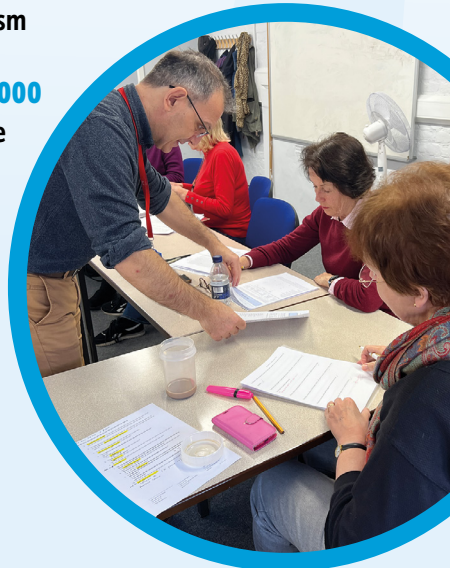
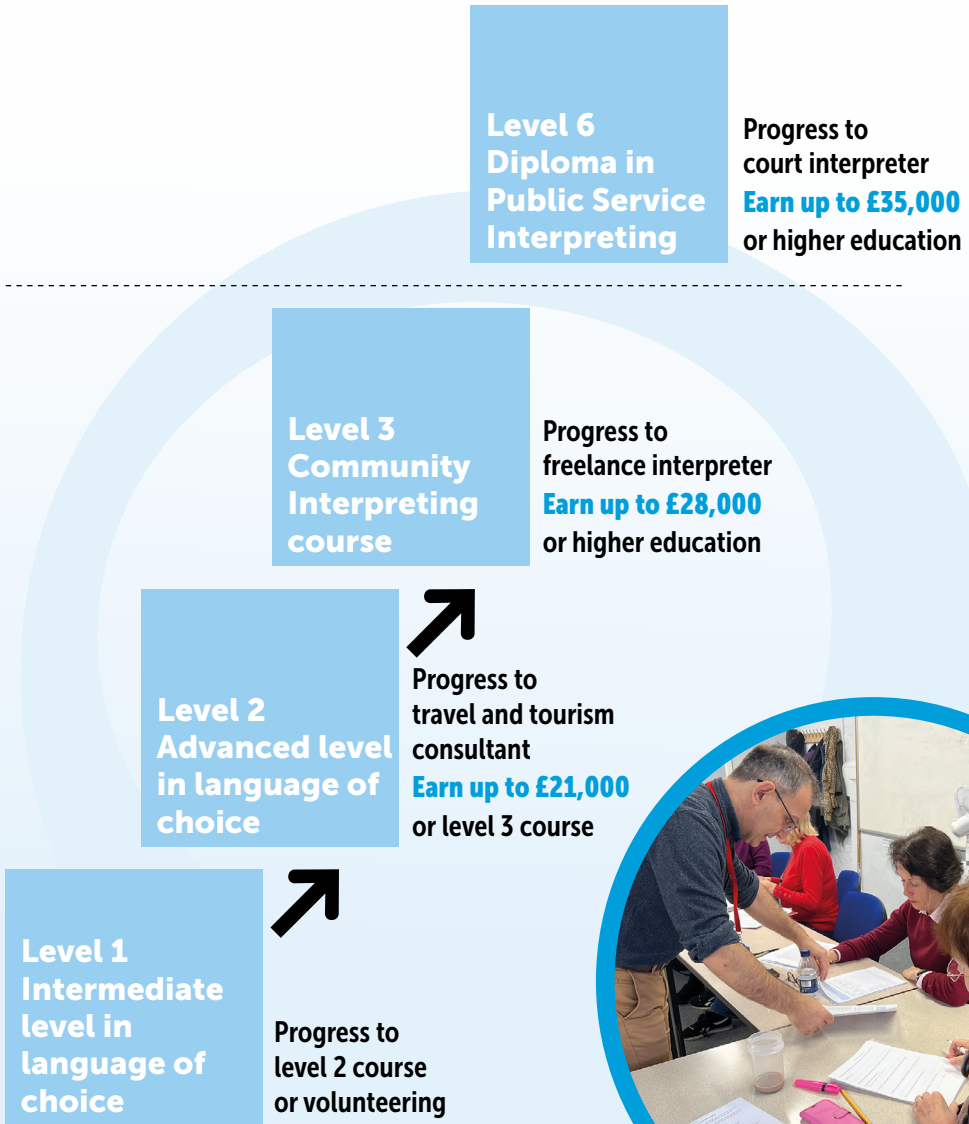
**Angelo  
Cappetta**  
Italian  
TUTOR

Over my three decades of teaching, I've witnessed the limitless growth and potential of my students. Learning a language not only opens doors to global understanding but also sharpens the mind.





# Potential career progression



# English for speakers of other languages (ESOL)

ESOL courses are for people who don't speak English as their first language.

You'll learn everyday skills like speaking, listening, reading and writing.

## How to sign up

Find instructions on how to **book your interview** on **page 6**.

Our ESOL tutors will assess you during the interview process and talk about your options.

After your interview, our tutors will advise which course you should enrol in:

- **For absolute beginners:** Pre-entry levels
- **For beginners and intermediate learners:** ESOL entry 1, 2 and 3
- **For more advanced learners:** Level 1 and 2

We also offer ESOL courses specifically focused on:

- **Speaking and listening**
- **Reading and writing**
- **Conversation**
- **Get into work: English for jobs**
- **Health and wellbeing**

You can **gain a qualification** by taking an ESOL exam.

If you need help with the course fees, we offer discounts for people on certain benefits. More information on **page 26**.



## Dave Biggs

### English TUTOR

I have over 20 years' experience teaching ESOL and Functional Skills English and Maths. Over the course of my career, I have been lucky enough to have taught in Poland, Spain and China. You'll find my lessons lively, interactive and effective!

# English and maths

## English

Our English courses are for people who speak English as their first language and would like to improve their reading and writing skills.

You can gain a qualification which can boost your CV for work or further studies.

- **Introduction to GCSE English**

**NEW**

- **English reading and writing classes**

**For beginners and intermediate:**

Entry 1, 2 and 3

**For more advanced learners:**

Functional Skills level 1 and 2  
and GCSE

You can learn:

- Grammar
- Punctuation
- Vocabulary
- Writing skills
- Spelling strategies
- Question and answer
- Email, letter and story writing
- Presentation skills

## How to sign up for English or maths

These courses are **FREE** in most cases.

You'll need a quick interview to talk about your options. Our expert tutors will assess you and help you pick the best class for you.

Find instructions on how to **book your interview** on **page 6**.

## Maths

Conquer your fear of numbers and fall in love with Maths. Plus gain a qualification to enhance your career prospects or simply expand your knowledge.

- **Introduction to GCSE Maths**

**NEW**

- **Maths classes**

**For beginners and intermediate:**

Entry 1, 2 and 3

**For more advanced learners:**

Functional Skills level 1 & 2 and GCSE

Learn:

- Basics of numbers
- Add, subtract, multiply and divide
- Use calculators with confidence
- Handling data
- Fractions, decimals and percentages
- Imperial and metric measurements
- Geometry, probability and statistics

- **Multiply programme** **NEW**

A range of **FREE** courses designed to help adults improve their confidence with numbers, support children with their homework and budgeting skills for everyday life.

# Performing arts

Step onto the stage or strike a chord in our performing arts courses.

Whether you're a beginner or a seasoned performer, our expert instructors will guide you every step of the way, helping you master new skills and unleash your creativity.

## This year's courses:

- **Macbeth Community Choir**
- **Ballroom dancing**
- **Piano**



## How to sign up

Call **020 8753 3600** or enrol on our website. Find a step-by-step guide on **page 5**.

## Amelia Walsby

### Ballroom dancing TUTOR

Learning to dance provides a safe opportunity to forge lasting friendships. It is one of the healthiest ways of exercising, stimulating the brain as well as the body, providing an emotional and social hobby to last a lifetime.



# Arts and crafts

Our creative courses cater to all skill levels, whether you're an art novice or eager to enhance your portfolio.

From our state-of-the-art pottery studio to our expansive upholstery and woodwork workshops, join us and discover your artistic potential.

## This year's courses:

- Clothes making and sewing
- Drawing and painting
- Furniture upcycling, restoration and conservation
- Illustrating children's books
- Jewellery and beading
- Mosaic
- Photography
- Portraiture
- Picture framing
- Pottery
- Stained glass
- Textile printing
- Upholstery
- Watercolour painting
- Woodwork and furniture making

## How to sign up

Call **020 8753 3600** or enrol on our website. Find a step-by-step guide on **page 5**.



## Wendy De Reus

### Beading and jewellery TUTOR

I'm a qualified goldsmith and jewellery designer with a Post Graduate degree in Art and Design Education. Since 2002 I've enjoyed helping others explore their creativity in a relaxed environment.



# Business and computer classes

Looking to update your online skills, return to work or change careers?

Whether at home or in work, our computer and business courses will give you the knowledge you need to succeed.

## Learn the basics

- **Computers: get started**
- **Computers: next steps**
- **Business basics**
- **Microsoft Office applications**

To sign up, call **020 8753 3600** or enrol on our website. Find a step-by-step guide on **page 5**.

## Gain a qualification

- **Working in retail** **NEW**
- **Customer service** **NEW**
- **Employability**
- **Book-keeping and accounts**
- **Computerised accounts**
- **Computers: Essential Digital Skills**

For these courses, you'll need to attend a quick interview, so that our specialist tutors can assess you and help you pick the best class for you.

Find instructions on **how to book your interview** on **page 6**.



## Mary-Jane Calderon

### Digital skills TUTOR

I enjoy teaching and helping my learners gain confidence and independence in their digital skills. It is incredibly rewarding to witness their personal growth and empowering them to navigate the digital landscape proficiently.



## Potential career progression

**Level 1  
Essential  
Digital Skills  
L1**

Progress to  
junior administrator  
**Earn up to £21,000**  
or higher education

**Entry level 3  
Essential  
Digital Skills  
E3**



Progress to  
level 1 or  
volunteering

**Entry level 1  
and 2  
Computer  
basics and  
next steps**



Progress to  
entry level 3  
course



# Cooking classes

Our cutting-edge kitchen offers both professional catering courses and fun classes to enhance your culinary skills.

Our specialist tutors, including a Cordon Bleu trained chef, teach accredited and more casual courses. So there's something for everyone.

## This year's courses

- **Ready, Steady, Cook on a Budget** **FREE**
- **Inclusive cookery**
- **Learn to cook in different languages**
- **Various international cuisine classes**

## How to sign up

Call **020 8753 3600** or enrol on our website. Find a step-by-step guide on **page 5**.

## Accredited courses

- **Introduction to the Hospitality Industry** **FREE**
- **NVQ Level 1 Certificate in Food Preparation and Cooking** **FREE**

Find instructions on **how to book an interview** on **page 6**.



## Desiree Jordan

### Cooking course TUTOR

I love helping my students reach their full potential. I don't feel like I 'teach' – I allow learners to evolve and grow in my classroom.





## Potential career progression

**Level 1  
Food  
preparation  
and cooking**

Progress to  
volunteering or  
junior barista  
**Earn up to £21,000**  
or higher education

**Entry level  
Nutrician,  
baking or  
cookery  
courses**



Progress to  
level 1  
course or  
apprenticeship



# Car and bicycle maintenance

Take your bike or car maintenance into your own hands and save money.

From prepping your car for its MOT to fixing wheel-y annoying bicycle issues, visit our well-equipped workshop to learn from our professionals.

## Learn the basics

- **Hybrid car maintenance** **NEW**
- **Bicycle maintenance**
- **Car maintenance for beginners**
- **Classic car care**

To sign up, call **020 8753 3600** or enrol on our website. Find a step-by-step guide on **page 5**.

## Gain a City & Guilds qualification

- **Bicycle maintenance Level 1 and 2**
- **Motor vehicle maintenance Level 1**

For the City & Guilds courses, you'll need to attend a brief interview, so our expert tutors can assess you.

Find instructions on **how to book your interview** on **page 6**.

### COURSE SPOTLIGHT: Welding and metalwork

You'll learn how to manipulate and manufacture metal objects, from paperweights to garden gates and everything in between.



**Nick McKenzie**

## Car maintenance TUTOR

I've been teaching car maintenance, welding and metalwork since 2000. These courses enable learners to become more confident and self-reliant, which is empowering for them.

# Potential career progression

## Motor vehicle maintenance

**Level 1  
Motor vehicle  
maintenance  
accreditation**

Progress to  
automotive  
technician  
**Earn up to £30,000**  
or higher education/  
BTEC

**Entry level  
Motor vehicle  
maintenance**



Progress to  
level 1 course or  
volunteering

## Bicycle maintenance

**Level 2  
Bicycle  
maintenance  
accreditation**

Progress to  
bicycle mechanic  
**Earn up to £24,000**

**Level 1  
Bicycle  
maintenance**



Progress to  
level 2 course or  
volunteering

# Agewell for over 50s

Revitalise your health and well-being in our Agewell classes, available to anyone over 50 and those suffering chronic illnesses.

This year's courses:

- **Be good to your back**
- **Cardiac rehab**
- **Circuit Training**
- **Dance mix**
- **Flexibility**
- **Gentle keep fit/ falls prevention**
- **Hatha Yoga**
- **Pilates**
- **Qi Gong**
- **Tai Chi Yang Style**
- **Total body workout**
- **Yoga for better breathing and meditation**
- **Yogalates**
- **Zumba gold**

## How to sign up

Fees are as low as £5 per class, only £45 per course.\*

Call **020 8753 3600** or enrol on our website. Find a step-by-step guide on **page 5**.



## Alison Frosdick

### Agewell and Macbeth Choir TUTOR

I took over managing the Agewell programme 25 years ago, and I'm so proud of how much it has grown and developed during that time. It has been truly rewarding to see the impact it's had on the lives of our learners.



\*Concession fees are available.





# Special educational needs

Our exciting Special Educational Needs (SEN) courses meet a diverse range of individual needs.

We support our learners in leading active lives in the community, developing their confidence and independence, helping find supported employment and job opportunities and progressing into other courses.

This year's courses

- Catering for work and life
- Preparation for work
- Computers
- Maths
- English
- Puppet making
- All around the world
- World foods
- Pottery
- Arts and crafts
- Drama
- Walk and talk
- Gardening
- AMICI Dance
- Yoga
- Mind and body
- Dance fitness
- Inclusive/Advanced courses
- Sketchbook drawing

## How to sign up

Learners will need to attend a brief interview before signing up. Our expert SEN tutors will help pick the best class for you.

Find instructions on how to book an interview on **page 6**.

## Karen Fall

### SEN course TUTOR

I love seeing learners develop their cooking skills and explore diverse dishes they've only heard of before. These courses allow them to not only learn about tasty dishes from other countries, such as piroshki, Norwegian fish cakes and jollof rice, but cook and eat them too! Learners bring some of these dishes home to share with friends and family while also acquiring the skills to cook them independently.



# History, culture and writing

Discover the past and explore the human mind in our captivating range of courses.

Whether you seek knowledge, self-expression or personal growth, our classes offer a gateway to new horizons.

This year's courses:

- **The Windsors and official royal residences**

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- **Famous figures from British history**

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- **Writing for well-being**

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- **Counselling for beginners**

## How to sign up

Call **020 8753 3600** or enrol on our website.

Find a step-by-step guide on **page 5**.



## Rasheda Malcolm

### Creative writing TUTOR

Writing is my superpower. I write to impact and inspire because stories touch lives. With a Master's Degree in Creative & Transactional Writing, with two romance novels under my belt and my third being written, I teach Creative Writing, which I have been teaching for over 25 years. My favourite part about teaching is meeting the new budding writers and delving into their stories.



# How we support our learners

- Our trained staff can provide extra support for learners with additional needs, including BSL signers, accessible class materials and extra study sessions.
- On request, we can make easy-read versions of documents, including with Makaton symbols.
- Our buildings have accessible classrooms and toilets.
- We work with external organisations, including Action on Disability and MIND.
- We are a recognised 'Disability Confident Committed' employer.
- You can discuss any questions, concerns or complaints with Sean Buckley on **07900 737744** or email: **[sean.buckley@lbhf.gov.uk](mailto:sean.buckley@lbhf.gov.uk)**



If you need help with the course fees, we offer discounts for people on certain benefits.

Visit

<https://www.hfals.ac.uk/fees-concessions-support>

and

<https://www.hfals.ac.uk/learner-support-funds>

for details.

## Give us your feedback



We want to hear what you think we're getting right and how we can improve.

We strive to provide the best experience possible, but if you feel we have fallen short, you can escalate your concern by visiting our reception desk and requesting a complaint form.



# INFORMATION, ADVICE AND GUIDANCE

Speak to a member of staff about accessing these services



# Family-friendly workshops

Parents and their children get the chance to learn and grow together in our family workshops.

We partner with local schools and children's centres to host fun events for the whole family.



Our FREE workshops include:

**One-to-one piano**

**Shadow theatre**

**Self-defence for women and girls**

**Upcycle your wardrobe**

and many more.

**To sign up -  
call 020 8753 3600**

Events and taster courses happen all year round - check our website for the latest information!

# How to contact us



020 8753 3600



alssinfo@lbhf.gov.uk



<https://www.hfals.ac.uk/>

Connect with us:



If you would like any part of this document produced in Braille or large print please call 020 8753 3600



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LILLIE ROAD

# LIFELONG LEARNING

UXBRIDGE ROAD

