

DOVE Workshop Community Education Centre



DOVE Workshop
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Disclaimer

Information contained in this Course Provision Brochure is correct at the time of going to print, however details advertised are subject to change.



DOVE Workshop is a Community Education Centre based at the top of the Dulais Valley.

We offer a wide variety of courses at all levels and opportunities for volunteering and work experience.

We have excellent facilities at the centre including Wireless Internet Connection, a Computer Suite, Day Nursery, Café and a branch of the South Wales Miners' Library.

If you want to gain new skills, qualifications or experiences in your community come along and be part of:

"The Learning Journey"

Enrolment & Advice Week

Monday 10th - Friday 14th
September 2012
10.00 am - 4.00 pm

Wednesday 12th September 2012
10.00 am - 7.00 pm

There are some courses you can join by enrolling on-line. Please contact us for more information.

Communities@Work

DOVE Workshop's inclusive learning programme, Communities@Work is a first steps engagement programme.

It has been designed to help those who need support to start a programme of learning.

We believe that learning is a continuing aspect of everyday life and that it is important to provide accessible ways for people to take part, to share their skills and to develop new skills, experiences and understanding.

Communities@Work is Open to all and provides support to people aged 16 and over. We particularly welcome those who are unemployed or economically inactive who want to take part, and gain new skills. If you would like to know more about this programme please come and speak to one of our staff.

If you require a copy of this Course Provision Brochure in Welsh or in larger print please contact us.



Dovecote Day Nursery

We are a CSSIW registered bilingual Day Nursery for children aged birth - five years old.

The service is managed by fully qualified and experienced staff, who provide warm and consistent care in safe and stimulating surroundings.

There is an outdoor play area, which is safe and secure.

Please ring Nursery Manager, Jill Douglas on 01639 700024, ext line 3 for more details.

Café Sarn Helen

Café Sarn Helen is a cafe for the community and visitors to the area. We have seating for 64 people, there is an outdoor seating area and access to our garden that was designed by our community and learners. The café staff are friendly and welcoming and the food is excellent. We look forward to seeing you!

Buffets can be provided for meetings and conferences as well as private functions.

Please ring Café Manager, Gillian Watts on 01639 700024, ext line 2 for more details.

Sarn Helen Community Garden Centre

Sarn Helen Community Garden Centre is open to the public, we sell a range of bedding plants, shrubs, hanging baskets, garden supplies and seasonal vegetables.

Opening times are:
Monday - Friday
8.30 am - 4.30 pm
Saturdays & Bank Holidays
8.30 am - 12.30 pm

Would you like to try gardening? We welcome volunteers from all backgrounds and abilities. If you would like to volunteer in the garden, contact:

Garden Project Worker,
Helen Bainbridge on 01639 700024 or 07866313485
for more details or visit our website:

www.sarnhelengarden.org



Advice and Guidance Service

If you are not sure which path to take in your learning or career come up and chat to our advisor who will also be happy to help with CV writing, interview skills, job search methods and other practical employability skills.

We can arrange Volunteering or Work Experience and find the right course for you.

Our FREE advice and guidance service at DOVE Workshop has been extended to include a session at Y HWB in Ystalyfera on Thursdays 11.00 am 1.00 pm.

For more information or to book an appointment please ring 01639 700024.

The South Wales Miners' Library

The Library at DOVE Workshop is a branch of the South Wales Miners' Library and supports courses taught by Swansea University.

Members of the public can also have borrowing rights through the SWAP (South Wales Area Partnership).

Please ask Librarian, Mandy Orford for more details.

The Library is open every
Wednesday 9.30 am - 3.00 pm.
☎ 01639 701844

Open Near You Open University in Wales Pathways Programme



In partnership with DOVE Workshop the Open University in Wales will be running a series of FREE taster events and advice surgeries in the area from September 2012 - July 2013.

This programme will give participants the opportunity to explore a range of subjects and find out more about what courses and support Open University in Wales has to offer.

For further information on the range of events available and dates please contact staff at DOVE Workshop.



Courses held at DOVE Workshop

Introduction to Childcare



Day: Monday

Time: 1.00 pm - 3.00 pm

Duration: 8 weeks

(2 hours a week)

Tutor: Sandra Lane

A practical accredited course preparing students for the Level 2 Diploma looking at children's social, emotional, physical and creative development.

No placement required.

Dovecote Day Nursery

Dovecote nursery will be holding regular short informal sessions for parents including:

Dental Health

Behaviour Management

First Aid

Healthy Eating

Drug & Alcohol Awareness

For more information on these sessions please contact:

Nursery Manager, Jill Douglas
or Advice & Guidance Worker,
Kate Faulkner.

Level 2 Diploma for Children's Care, Learning and Development

Day: To be arranged

Time: To be arranged

Duration: Year 1 (3 terms)

Year 2 (2 terms)

(3 hours a week)

Tutor: To be arranged

This course is designed for students who work under the supervision of others e.g. a line manager or a supervisor, in settings such as: crèche, playgroups, day nursery or schools. You will need to be working with children in year 2 and below. You need to be part-time (paid or voluntary) for a minimum of one day per week or the equivalent number of hours (6 hours) for the duration of the course.

If you are interested in the Level 2 Diploma course staff at DOVE Workshop may be able to help you find a volunteer work placement.



Return to Learn

Days: Tuesday (Maths) or
Thursday (English)
Time: 10.00 am - 1.00 pm
Duration: 36 weeks
(6 hours a week)
Tutor: Marian Francis

Improve your use of English & Numbers. This FREE course gives adults the chance to improve their English and Maths with friendly help and support. Increase your confidence at your own pace, help your children with their homework and gain a qualification.

A Return to Learn Course will also be held in Seven Sisters Community Centre on Thursdays 1.00 pm - 3.00 pm.

IT for the Terrified

Day: Monday
Time: 10.00 am - 12 noon
Duration: 8 weeks
(2 hours a week)
Tutor: To be arranged

This course is suitable for complete beginners who have little or no experience in computer technology.



You will learn how to switch the computer on, use the mouse and basic applications.

Intermediate Certificate in IT

Day: Monday
Time: 6.30 pm - 8.30 pm
Duration: 30 weeks
(2 hours a week)
Tutor: Andrea Davies

This is an accredited course to which students can progress from the Foundation Certificate in IT. It is unit based covering a wide range of software packages that include:

Microsoft Word, Excel, Access, PowerPoint, Publisher Web Design and E-mail.

All units have a credit value that allows learners to build up sufficient values to progress onto a higher level.



Basic IT Level 1

Day: Friday

Time: 9.15 am - 11.15 am

Duration: 30 weeks

(2 hours a week)

Tutor: To be arranged

Basic IT Level 1 is a beginner's course that covers Word Processing, Publisher and PowerPoint. During the course you will be learning some basic functions of the packages, such as how to write letters, format documents, and how to make small presentations.

Assessment will be made via a portfolio of work.

Basic IT Level 2

Day: Friday

Time: 12 noon - 2.00 pm

Duration: 30 weeks

(2 hours a week)

Tutor: To be arranged

Basic IT Level 2 is a step up from Basic IT Level 1. During this course you will be working on enhancing the skills you have learned at Level 1. The subjects covered will be Word

Processing, PowerPoint and Spreadsheets.

Assessment will be made via a portfolio of work.

Maintaining/Rescuing and Upgrading Your Computer

Day: Tuesday

Time: 2.15 pm - 4.15 pm

Duration: 30 weeks

(2 hours a week)

Tutor: To be arranged

This course is about what to do when things go wrong, when something fails to work or it all just grinds to a halt.

Sometimes, all that is required is a major clean up and getting those files in order or a simple hardware upgrade.

This course is all about doing these things and improving your relationship with your computer.

Assessment is through completion of practical pieces of work.



Digital Imaging

Day: Thursday
Time: 2.15 pm - 4.15 pm
Duration: 30 weeks
(2 hours a week)
Tutor: To be arranged

This course is aimed at students with some prior knowledge of Digital Imaging and will offer students the opportunity to learn how to manipulate new and old photographs using Adobe Photoshop as well as creating their own artwork using Photoshop's advanced features, such as masks, layers and filters etc.

Assessment is through completion of practical pieces of work.

Digital Photography/Imaging

Day: Tuesday
Time: 5.00 pm - 7.00 pm
Duration: 30 weeks
(2 hours a week)
Tutor: To be arranged

Aimed primarily at students that have recently begun to take an interest in Digital

Photography. The course covers: Holding the Camera, Batteries, Memory Cards, Basics of Menu & Dials, Auto Mode, Composition, Picture Review, Using Flash, Copying & Transferring Images from Camera to Computer and to Disk and simple editing and printing.

Assessment will be made via a portfolio of work.

Health and Safety

Days: To be arranged
Time: To be arranged
Duration: To be arranged
Tutor: To be arranged



The Health and Safety Award Level 2 is an industry recognised qualification.

If you are looking for work this is an excellent course to do to add to your CV.



Jamie Oliver's Home Cooking Skills

Day: To be arranged
Time: To be arranged
Duration: Level 1 - 10 weeks
Level 2 - 15 weeks
(2 hours a week)
Tutor: To be arranged

This course consists of over eighty recipes, all divided into manageable sections and will cover key topics from eggs and baking to vegetables and quick cook meals. It will be supported by a range of fact sheets dealing with other basic essentials such as: kitchen basics, food safety and hygiene, how to shop cleverly and kitchen cupboard essentials.

Get Cooking

Day: Thursday
Time: 10.00 am - 1.00 pm
Duration: 6 weeks
(3 hours a week)
Tutors: Denise Lewis &
Sarah Williams

This basic cookery course is aimed at people lacking confidence in the kitchen.

Learn how to make inexpensive delicious, easy to prepare,

healthy meals using fresh ingredients.

Food Safety Award

Day: To be arranged
Time: To be arranged
Duration: 2 days
(2 mornings over 2 weeks)
Tutor: To be arranged

The EDI Food Safety Award is an industry recognised qualification and has been developed with the Sector Skills Councils.

Art

Day: Wednesday
Time: 1.30 pm - 3.30 pm
Duration: 24 weeks
(2 hours a week)
Tutor: Alex Rutherford

This course is held in
Crynant Community Centre.

This is an introductory course to painting and drawing, suitable for complete beginners as well as those with existing skills. You will learn how to use a wide variety of media.

The course covers all aspects of drawing and painting in different mediums, etc.

Assessment is through creating a varied portfolio of work.



Gift Card Making

Day: Tuesday

Time: 1.00 am - 3.00 pm

Duration: 30 weeks

(2 hours a week)

Tutor: Beverley Murray

Learn how to make gift cards for all occasions, plus invitations, wedding stationery etc. using a variety of techniques. This course is multilevel and suitable for beginners or those with existing craft skills. Impress your friends and family, with the opportunity to run a small cottage industry.

Assessment is through completion of finished cards.

Family History Club

Day: Wednesday

Time: 5.00 pm - 7.00 pm

Duration: 20 weeks

(2 hours a week)

Tutor: Georgina Morgan

This is an introduction to family history and is suitable for beginners as well as those with existing skills. We will be looking at ways of researching and accessing information from various archives etc.

Hookers & Clickers

Crochet Club

Days: Tuesday or Wednesday

Time: 9.30 am - 11.30 am

Duration: 30 weeks

(2 hours a week)

Tutor: Beth Giddings

Are you looking for an interesting hobby and an opportunity to learn a new craft? This is suitable for beginners or more experienced crocheters.

Come along and enjoy a productive morning in a friendly and relaxed atmosphere.

Sugarcraft

Day: Thursday

Time: 1.00 pm - 3.00 pm

or 6.00 pm - 8.00 pm

Duration: 30 weeks

(2 hours a week)

Tutor: Mair Davies

Wired sugar flowers for beginners or intermediates, including all aspects of cake decoration. Learn how to create beautiful individual displays of sugar flowers for that special cake decoration.

There is continuous assessment of course work and student knowledge.



T'ai Chi for all Levels of Ability

Days: Monday (Level 1, 2, 3)
or Tuesday (Entry Level)

Times: 6.00 pm - 8.00 pm

Duration: 30 weeks
(2 hours a week)

Tutor: Paul Baker

T'ai Chi is a practice which encourages health, relaxation and well-being. It is an internal martial art that helps co-ordination and balance. It also helps to get rid of aches, pains, and is good for balancing the mind and body.

The course is available to all regardless of personal situation, background, gender or age.

Introduction to Gardening

Day: To be arranged

Time: To be arranged

Duration: 8 weeks
(2 hours a week)

Tutor: To be arranged

A course that is primarily aimed at those with little or no gardening skills, delivered in an informal and supportive environment. The course consists of a mixture of classroom sessions and some practical activities. Topics covered include propagation techniques, garden design principles and organic gardening.

Forthcoming Events at DOVE Workshop

Winter Food/Craft Fair
Christmas Carol Concert

Checkout the website for details.



Wales & the Welsh

Day: To be arranged
Time: To be arranged
Duration: 8 weeks
(2 hours a week)
Tutor: To be arranged

You will learn the basic understanding of the benefits of learning the Welsh language and culture while living, working and/or travelling in Wales. Have a basic understanding of the history of Wales. Recognise common conversational phrases used in the Welsh language. Understand and use simple greetings and everyday phrases in Welsh.

Sylfaen Dwys

NEW for
2012/13

Days: Monday & Wednesday
Time: 1.00 pm - 3.00 pm
Duration: 30 weeks
(4 hours a week)
Tutor: To be arranged

This course is suitable for those who have completed courses in Mynediad Dwys (Entry Level) or a Mynediad Dwys (Intensive Entry Level). Among the topics covered are family, work and hobbies.

Welsh for the Family

Day: Tuesday
Time: 5.30 pm - 7.30 pm
Duration: 20 weeks
(2 hours a week)
Tutor: Helen Rees

This course is for those who want to use Welsh with small children and is the continuation of a course which started in April 2012. New members will be welcome so, if you already know some Welsh and would like to find out if it is suitable for you, please telephone 01792 602070 for further information and advice.



Check out our website

www.doveworkshop.org.uk



Learning Champions in our Community!

On Friday 18th May we had the pleasure of attending the Neath Port Talbot Adult Learners' Award ceremony in the Towers Hotel. The ceremony marked the end of a week of events that culminated in the celebration of the achievements of adults who had successfully taken part in a course of learning during 2012.

We had the immense pleasure of witnessing Bethanne Phillips, Deputy Manager of Dovecote Day Nursery, winning the Work-based Learner of the Year Award for achieving an NVQ Level 4/5 in Early Years Care & Development. We are extremely proud of Bethanne's achievement, taking on a new challenge is never easy, especially when you are working full time and raising a family, in Bethanne's words: *"The course has given me a new taste for learning and the desire to improve and build on my existing skills. I would certainly encourage others if they had the opportunity to undertake courses and not be afraid."*

We were also pleased that two tutors who take classes at DOVE Workshop also gained recognition for their excellent work and commitment to teaching. Jeff Williams, who teaches Digital Imaging, and various IT classes at DOVE, won the Lifetime Achievement Award and Marian Francis, who teaches English and Maths, was a finalist in the Outstanding Tutor Award.



Julie Bibby, Bethanne Phillips, Marian Francis, Lesley Smith, Jeff Williams Staff and Learners at DOVE Workshop would like to congratulate all three winners on their wonderful achievements!

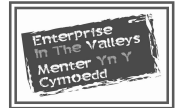


Be part of the learning journey

We are currently running an Enterprise Group in DOVE Workshop for young people in the valley. The group are looking for any young people who would be interested in joining and learning new skills.

We meet on Monday nights at 5.00 pm.

For further information please contact:
Sarah on 01639 701169 or call in to see us.



The group called Cool Candy has recently been awarded certificates in recognition of their achievements for continuing their business successfully.

Neath Port Talbot Credit Union

A collection point is open at DOVE Workshop every Friday 12 noon - 2.00 pm.

For more information please contact Denise or Sarah on 01639 701169

Neath Port Talbot Welfare Rights Unit Advice Surgeries

Surgeries are held at DOVE Workshop every other Tuesday 9.30 am - 11.30 am by appointment only.

To book please telephone 01792 510712



Department of Adult Continuing Education
Adran Addysg Barhaus Oedolion



Swansea University
Prifysgol Abertawe

Would you like to study part-time in your community?

The Department of Adult Continuing Education (DACE) at Swansea University offers day and evening courses in DOVE Workshop with excellent financial and learning support.

We provide flexible learning opportunities for adult students from all walks of life. Our courses are aimed at introducing you to a wide range of subjects or to develop your existing interests.

We also offer the unique part-time BA (Honours) degree in Humanities in the community where each year students choose two subjects from a variety including psychology, social policy, counselling, English, history, sociology, philosophy and many more.

If you would like to talk through your ideas, please call to make an appointment with a guidance worker who will provide you with FREE advice and guidance.

More information is available on our website or if you prefer, contact the number below.

A fyddech chi'n hoffi astudio'n rhan-amser yn eich cymuned?

Mae'r Adran Addysg Barhaus Oedolion (AABO) ym Mhrifysgol Abertawe yn cynnal cyrsiau yn ystod y dydd a chyda'r hwyr yn y Gweithdy DOVE, ac mae cymorth ddysgu ac ariannol ardderchog ar gael.

Rydym yn darparu cyfleoedd dysgu hyblyg i fyfyrwyr sy'n oedolion o bob math o gefndiroedd gwahanol. Mae ein cyrsiau wedi'u bwriadu i'ch cyflwyno i ystod eang o bynciau neu i ddatblygu eich diddordebau presennol.

Rydym hefyd yn cynnig Gradd BA (Anrhydedd) ran-amser yn y Dyniaethau, yn y gymuned lle y mae pob myfyriwr yn dewis dau bwnc o amrywiaeth o bynciau gan gynnwys seicoleg, polisi cymdeithasol, cyngori, Saesneg, hanes, cymdeithaseg, athroniaeth a llawer mwy.

Os hoffech gael sgwrs am eich syniadau, ffoniwch ni i wneud apwyntiad gyda gweithiwr arwain a fydd yn eich darparu â chynghor ac arweiniad AM DDIM.

Mae rhagor o wybodaeth ar gael ar ein gwefan neu os yw'n well gennych, ffoniwch ni ar y rhif isod.



BA (Hons) Humanities
Part-time Degree Scheme

The part-time degree scheme offers an opportunity for those who would like to return to education. You can study for a BA Honours Degree in Humanities, and for those over 21 years of age, no formal qualifications are normally needed.

Level One

Introduction to Psychology
(1)

Day: Wednesday
Time: 9.45 am - 11.45 am
Duration: 20 weeks
(2 hours a week)
Lecturer: Eira Thomas

This module will cover Child Development and Health Psychology. Psychology of atypical behavior and in contemporary topics in psychology, both these topics at a broad introductory level.

Additionally, the module is designed to allow students to undertake an extended assignment on a topic of their choice within the subject area covered in child psychology,

health psychology, atypical behavior and contemporary topics in psychology.

Our Place in the Cosmos

Day: Wednesday
Time: 12.45 pm - 2.45 pm
Duration: 20 weeks
(2 hours a week)
Lecturer: Ian Glendenning

This module will give a broad review of how scientific endeavour and theories have shaped our modern understanding of our Earth and the wider universe beyond.





Levels Two & Three

Popular Culture, Citizenship Consumerism and the New Right

Day: Wednesday

Time: 9.45 am - 11.45 am

Duration: 20 weeks

(2 hours a week)

Lecturer: Anthea Symonds

The cultural, political, economic and social changes in Britain during the period of the 1980s and early 1990s. The period of the New Right until the advent of New Labour in 1997. The significance of social policies and the development of consumerism and individualism which radically challenged the social democratic consensus of the post-war welfare state.

The analytical concepts of writers such as Gramsci and Foucault and the postmodernists' theorists are employed to seek an understanding of these changes. Against this background, a critical examination of the ways in which these changes were reflected and constructed in

the popular culture, especially in films such as *The Full Monty*, *Brassed Off* and the period reconstruction of the Merchant Ivory films.

The advent of a British-Asian film genre in films such as *Bahji on the Beach* and *My Beautiful Launderette* is also studied as well as the radical films of Mike Leigh and Ken Loach.

Social Psychology

Day: Wednesday

Time: 12.45 pm - 2.45 pm

Duration: 20 weeks

(2 hours a week)

Lecturer: Eira Thomas

This course will provide a clear and critical appreciation of contemporary Social Psychology.

The modules will provide in-depth coverage of the key approaches in Social Psychology, and an understanding of the application of Psychological Theory in a range of social contexts.



Swansea University
(DACE) Courses

Level 1 Further
Technology L1FT
Certificate

Day: Wednesday
Time: 9.30 am - 1.30 pm
Duration: 30 weeks
(4 hours a week)
Tutor: Suzanne Russell

This course brings modules together in a Certificate of 120 Level 1 credits, to equip students for employment that requires specialised information technology skills.

Year 1 Modules:

Photoshop Editing using Adobe Creative Suite.
Applied Photoshop Techniques.
Creative Image Manipulation.

Year 2 modules:

Web Design - using Dreamweaver & Joomla.
Video & Online Marketing (using social networks & mobile devices).

A Taste of Humanities
January 2013

Day: Monday
Time: 10.00 am - 12 noon
Duration: 10 weeks
(2 hours a week)
Tutor: Various

This FREE course content will give you a taste of a variety of humanities subjects to include: Sociology, History, Psychology, Creative Writing and Philosophy.

New Taster Courses coming
to DOVE Workshop

Introduction to Video Editing
Thursday 27th September 2012
Duration: 8 weeks
6.00 pm - 8.30 pm

Creative Writing
October 2012
Duration: 10 weeks
Day & Time to be arranged

Spanish
October 2012
Duration: 10 weeks
Day & Time to be arranged

French
October 2012
Duration: 10 weeks
Day & Time to be arranged



FREE Community Talk

How Learning How to Die Can Teach Us How To Live

Wednesday 6th February 2013

6.30 pm - 8.00 pm

Lecturer: Dr Penny Sartori

How we can be empowered to live life to the full by confronting our own mortality and addressing our fundamental spiritual needs.

Former intensive care nurse and world expert in near-death experiences, Dr Sartori describes how addressing our spiritual needs can empower us and positively impact on our health.

The courses listed in this brochure have fees attached to them unless otherwise stated.

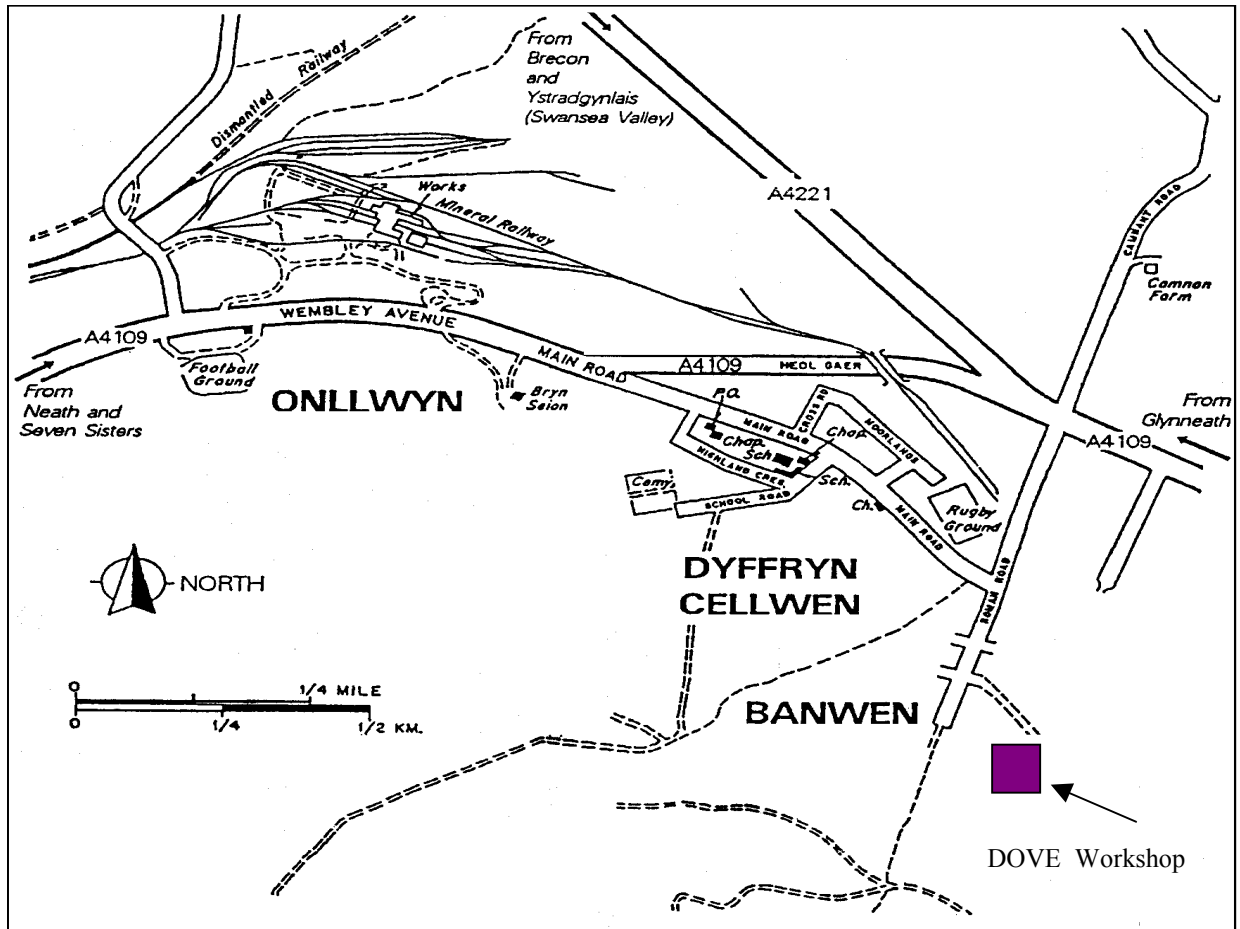
Students eligible for concessionary rate must provide a National Insurance Number and evidence when they enrol.

For more information please contact a member of staff on:
01639 700024 or E-mail: doveworkshop@btconnect.com

DOVE Workshop Course Provision September 2012/2013



Be part of the learning journey



Directions to DOVE Workshop

From Swansea, Neath or Resolven direction or from Aberdare direction

Follow the A 465 to Glynneath.

Take the A 4109 to Onllwyn, go straight through the traffic lights at Glynneath and follow the mountain road until you come to a crossroads, which is signposted to DOVE Workshop.

Turn left into Dyffryn Cellwen. Carry on straight through Roman Road and take the second turning on the left between the row of terraced houses.

DOVE Workshop is the single storey building immediately in front of you.

From Ammanford Direction

Take the A 4068 from Brynamman, then the A4067 to Abercraf.

Turn right for the A 4221 to Dyffryn Cellwen. Turn right at the second crossroads into Dyffryn Cellwen, which is signposted to DOVE Workshop. Carry on straight through Roman Road and take the second turning on the left between the row of terraced houses.

DOVE Workshop is the single storey building immediately in front of you.