

CELEBRATING ADULT LEARNING ACROSS NOTTINGHAMSHIRE IN 2016

Spring 2016

UNISON
the public service union

LEARNING MATTERS!

Learning news from Notts County UNISON



Lifelong Learning Fair Tuesday 17 May 2016

Assembly Hall
County Hall
West Bridgford

11am to 2.00pm

This event will feature stalls from UNISON, local colleges, and NCC Departments.

Learning advisors will be there to offer advice and support. All welcome.

Also, why not visit these UNISON Lifelong Learning stalls during Adult Learning Month

Friday 29th April

Mercury House

Sherwood Business Park
Annesley 10.00am to 1.00pm

Friday 6th May

Lawn View House

Sutton in Ashfield 11am to 2.00pm

Thursday 12th May

Meadow House

Mansfield 11am to 2.00pm

Friday 27th May

Trent Bridge House

West Bridgford 12 noon to 2.00pm

Nottinghamshire County UNISON
47 Loughborough Road, West Bridgford, Nottingham, NG2 7LA
0115 9810405 or branch.office@nottsunison.org.uk



Build your confidence
Improve your skills
Get into learning
Develop your career



During 2015 197 Notts Unison Members accessed FREE training, including:

Bounce - Resilience workshop, Manage Your Stress, Pre-retirement course, OU/WEA Assertiveness/Managing Classroom Behaviour, Women's Assertiveness, Build Your Confidence, OU Dementia and ECDL. Black members, LGBT members and Women's group – Lunch and Learns.

Also: Notts Unison Activists Training Included:

- Stewards Training
- Health & Safety Officers

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FREE Microsoft Office Introduction Courses

Introduction to Microsoft Office programmes (all 1 day and in Nottingham)

Word 11 May - 02160080 Closing date 13 April

Word next steps 18 May - 02160081 Closing date 20 April

Excel 7 July - 02160081 closing date 9 June

Excel next steps 14 July - 02160083 Closing date 16 June

Powerpoint 11 October - 02160084 Closing date 13 September

Powerpoint next steps 18 October—02160085 Closing date 20 September

More details and an application form can be found in the Free Course guide available online at www.unison.org.uk/east-midlands

Free UNISON Courses



Unison has a long history of providing access to training. Members in the East Midlands might be interested in these FREE courses. More details and an application form can be found in the Free Course guide available online at www.unison.org.uk/east-midlands

Build Your Confidence (2 days)

Nottingham 18 & 19 October - 02160056 Closing date 20 Sept

Womens Assertiveness (2 days)

Nottingham 4 & 5 July - 02160070 Closing date 6 June

Lincoln 10 & 11 November - 02160071 Closing date 13 October

Develop Your Job Skills (1 day)

Nottingham 16 March 2017 - 02170022 Closing date 7 February 2017

Interview Skills (2 days)

Lincoln 13 & 14 June - 02160061 Closing date 16 May 2016

Mental Health Awareness & Wellbeing (1 day)

Derby 8 June - 02160072 Closing date 11 May 2016

Leicester 14 September - Closing date 17 August 2016

Nottingham 22 February 2017 - Closing date 25 January 2017

Manage Your Stress (1 day)

Nottingham 6 June - 02160064 Closing date 9 May

Lincoln 12 September - 02160065 Closing date 15 August

Pre-Retirement planning (Private sector employees) (1 day)

Nottingham 21 June - 02160079 Closing date 24 May

Deaf Awareness & Introduction to Sign Language (1 day)

Nottingham 30 September - 02160086 Closing date 2 September



The Open University

OPEN UNIVERSITY AWARDS

Open University (OU) Awards are available to UNISON members undertaking 30 and 60 point OU courses up to and including undergraduate level at their own expense. No awards are available for Masters Degree study or above.

Awards are made as follows:

- 60 point courses £120
- 30 point courses £60

Awarded on a first-come, first-served basis until funds are exhausted. Available on 1 January and 1 September each year.

UNISON Educational Bursaries, book grants

Are you undertaking trade union studies, or vocational studies related to public service employment, or any kind of non-vocational study (including GCSE's or leisure courses)? You may be eligible for a UNISON study *Book Grant*.

These grants of approximately £70 are intended to help members who are undertaking study at their own expense, up to and including undergraduate level, on the following types of courses:

Trade Union and Labour Studies where an applicant has not received a bursary.

Non-vocational education up to and including undergraduate level, e.g. GCSEs, A Levels, Access courses, leisure/recreational courses.

Vocational education relevant to public service work up to and including undergraduate level.

Book grant applications are dealt with on a first come, first served basis until funds are exhausted and are available on 1 January and 1 September each year. Book grants are not available for Masters Degree study or above.

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The Open University



For the latest news on UNISON discounts & bursaries

Visit our national 'Learning and Organising Services' (LAOS) web-site

<http://www.unison.org.uk/for-members/unison-learning/financial-support/>

Learn ... Using the Internet

Not got a computer at home? Remember you can use your local library to get on-line too! Or ask permission to access at work.

How do I use the Web? Help is at hand...

New to the web? This site is a great place to start. Government funded, this site shows you how to use a mouse and keyboard and even how to set up your own personal email account. You will learn to look for jobs, how to use Facebook, and even how to shop on line

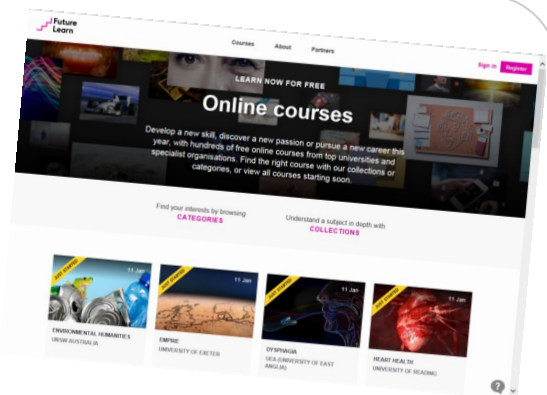
'Learn My Way' - <http://www.learnmyway.com/>



Free Online University courses

Futurelearn offers hundreds of free online courses from universities across the world. Courses are usually between 2 - 8 weeks and subjects include 'The Future of Genetics', 'Exploring Shakespeare' & 'Football, more than a game' Visit their site at

<https://www.futurelearn.com>



Use ALISON, the free online learning resource

ALISON is the world's leading **free** learning resource for basic and essential workplace skills. ALISON provides high-quality, engaging, and interactive resources. Courses range from digital photography to workstation ergonomics

Visit ALISON at www.alison.com



Have you found a useful training resource on the web?

Tell us about it and we'll share it with other people

Just add a note of the web address and why you find it useful when you complete our survey on the back page. *Thanks*

Dyslexia. More common than you think

Dyslexia is big news for UNISON and we are committed to raising awareness about Dyslexia and helping members to access help and support.

What is Dyslexia?

It is estimated that 1 in 10 of the population are affected by dyslexia to some degree.

Dyslexia is a combination of abilities and difficulties that affect the learning process in one or more of reading, spelling and writing. It is a persistent condition. There is no cure, but with the right specialist support and teaching, people with dyslexia can overcome their difficulties and achieve great things!

People with dyslexia have particular strengths as well as difficulties. Many are often very creative, lateral thinkers, with the ability to express themselves well verbally.

UNISON offers free courses and sessions on dyslexia. Union Learning Reps can attend specialist training on dyslexia, how it can prevent people from getting the best from learning, and how to help overcome these barriers. So speak in confidence to a Union Learning Rep (details on page 6) or call us on 0115 981 0405.

If you would like support or advice about screening, contact the Dyslexia Association (BDA) on **0115 924 6888**. Lines open Monday-Friday from 9.30-4.30pm. Or visit their website <http://www.dyslexia.uk.net/>

Is debt holding you back?

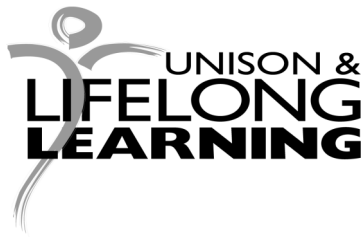
FREE sources of help are here



UNISON members can access **free** debt advice through our own registered charity “*There for You*” (previously known as UNISON Welfare). Call them on the UNISON Freephone Debtline **0800 389 3302** 8am to 9pm Monday to Friday, 9am to 3pm Saturdays. Or go to www.unison.org.uk/welfare for full details of their work.

For general money advice (or indeed debt advice too) we would recommend all members make use of the Government funded and FREE and independent ‘Money Advice Service’. They offer a quick and very useful Financial Healthcheck.

Visit them on the web at www.moneyadviceservice.org.uk or call **0300 500 5000** (NB may cost similar to calling an 01 or 02 type phone number, or may be free if using inclusive minutes on mobile contracts — check with your mobile provider).



Do you want to help others to return to learning? Become a Union Learning Rep (ULR)

What is a Union Learning Rep?

- Gives advice to people at work about how education can help
- Provides information about courses
- Supports people who are nervous about going back to learning
- Finds out what learning needs there are in the workplace
- Talks to the employer about training needs



Training to be a ULR will take place over five days but you will get paid time-off to attend. **And we promise you will have fun whilst learning too!**

Our next regional courses will be taking place at

If you'd like to find out more contact

Location	Course Code	Course Dates	Closing Date
Nottingham	02160029	16, 23, 30 June & 7, 14 July	19 May
Nottingham	02160030	3, 10, 17, 24 November & 1 December	6 October

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0115 8475446
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Notts UNISON 47 Loughborough Road, West Bridgford, Nottingham, NG2 7LA
Tel: 0115 9810405 Email: branch.office@nottsunison.org.uk Website: www.nottsunison.org.uk



Who are UNISON Learning Reps?

Name	Department / Employer contact details
Please leave a message on 0115 981 0405 and a ULR will call you back	
Tina Carnachan UNISON Lifelong Learning Coordinator	Resources
Ros Bowley	Resources
Everton Lewis-Gordon	Resources
Mark Howard	Resources
Lynn Shaw	Resources
Sean O'Sullivan	Children Families & Cultural Services
Jane Gannon	Adult Social Care, Health & Public Protection
Peter Lilly	Adult Social Care, Health & Public Protection
Jane Hawksford	Vision West Notts College
Union Learning Reps are workers just like you, but get some time off for ULR duties. This means they may need to take your details and call you back. If you want to become part of our team, see our advert on page 7.	

Finally...

Thank **YOU**. For picking this up and considering Lifelong Learning.
For any views or feedback, just drop us a line at the following address:



Tina Carnachan Lifelong Learning Co-ordinator

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West Bridgford
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