

# **Family Learning Programme Guide 10/11**

**Sept 2010 – July 2011**

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## Want to know more about Family Learning?

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*Welcome to our Family Learning Programme Guide for schools, children's centres and community organisations. This guide is intended for professionals working in education and community settings across Islington who would like to build on their existing work with families. It contains details of the types of courses that can be set up in your school or centre, and the funding available to support these.*

### Who are we?

Family Learning is part of the Adult and Community Learning Service, which sits in the Strategic Planning and Regeneration division within Islington Council. We work in a range of education and community settings across the borough to support adults in their role as a child's first educator.

The Family Learning core team consists of the Family Learning Manager and two full-time Family Learning Tutor-Coordinators. We also deliver a broad range of Family Learning courses at Hargrave Park Learning Centre in Archway. Courses are also delivered by a range of part-time tutors and through voluntary & community sector partners.

### What is Family Learning about?

Family learning programmes are those designed to enable adults and children to learn together or programmes that enable mothers, fathers and carers to learn how to support their children's learning. They should include opportunities for intergenerational learning and, wherever possible, lead both adults and children to pursue further learning.

'Family' is purposely not defined to enable adults and children with a range of relationships to participate together, although adults should be 19 years or older (unless they are teenage parents who are not attending school) and children should be under 16 years of age.

### Why is Family Learning important?

Child poverty in Islington is embedded within a pattern of multiple deprivation and worklessness. Islington has the second highest proportion of children whose parents are on out-of-work benefits in the UK (43%). Family Learning can form part of an early intervention strategy to help increase the life chances of children who are at risk of social exclusion.

- Mothers, fathers and primary carers are children's first and most formative educators.
- Mothers, fathers and carers are often motivated to take up learning opportunities themselves in order to support their child's learning.
- Research shows clearly that parental involvement in learning is the most significant factor shaping children's educational outcomes.

*'For some parents, issues with numeracy, literacy or other basic skills can act as barriers to parents supporting their children's learning... Family Learning programmes have been shown to deliver lasting improvements in literacy, numeracy and language skills in both children and their parents. They also boost parents' involvement in their children's learning, encourage parents to go on to further training and can re-connect them with schools they might have previously have been wary of.'*

Every Child Matters, DfES 2007

### **Who delivers Family Learning?**

Family Learning is delivered by or in partnership with tutors who are experienced in delivering under the OfSTED framework for adult learning. Family learning tutors can deliver courses with your organisation, either alone or jointly with existing teachers. Recruiting the families attending is the responsibility of the partner organisation running the course.

### **Curriculum planning**

We offer advice and expertise on planning provision for parents and families. Courses can be planned and/or run jointly with staff from your organisation so that content is tailored to the needs of the families. By combining the expertise of child and adult educators we can offer stimulating and engaging courses with clearly defined objectives and learning outcomes for all involved.

### **Family Learning Funding**

The Family Learning team manages funding provided by the Skills Funding Agency (formerly Learning & Skills Council). Funding is agreed based on actual course costs (teaching, resources, childcare support) using the Proposal Form (see page 27).

There are 3 main funding streams available: Family Language, Literacy and Numeracy, Wider Family Learning and Family Learning Impact Funding.

### **Family Language, Literacy and Numeracy - FLLN**

#### **Family Literacy, Language and Numeracy programmes aim to:**

- Improve the literacy, language and numeracy of mothers, fathers and carers;
- Improve mothers', fathers' and carers' ability to help their children learn; and
- Improve children's acquisition of literacy, language and numeracy.

### **Wider Family Learning - WFL**

#### **Wider Family Learning programmes aim to:**

- Engage families in learning through engaging activities that increase participation and encourage progression to further learning;
- Develop the skills or knowledge of both the adult and child participants; and
- Help mothers, fathers and carers to be more active in the support of their children's learning and development and to understand the impact of that support.

### **Family Learning Impact Funding - FLIF**

The Family Learning Impact Funding Programme is funded by the Department for Children, Schools and Families over three years to 2010/11. This programme has been designed to contribute to national strategies for families, including Think Family, Parental Engagement, and the Children's Plan, by engaging more families at risk and fathers in family learning, and increasing the numbers of mother and fathers achieving qualifications and progressing.

### Who is Family Learning aimed at?

Family Learning includes all generations of mothers, fathers and carers (19+) and children (under 16) who consider themselves to be a family or have a family relationship. The priorities groups include families who:

- Have language (ESOL), literacy & numeracy needs
- Have qualifications below Level 2
- Are unemployed or economically inactive
- Are in receipt of means tested benefits
- Are fathers or male carers
- Are lone parents
- Are ethnic minorities
- Are living in Super Output areas
- Have low aspirations and low levels of confidence

### Who is eligible to attend Family Learning programmes?

**Qualifications:** *Parents/carers with Level 4 qualifications or above (higher education) are not eligible to attend family learning programmes.* Please use the following criteria when recruiting parents for family learning programmes:

- Those with qualifications at Level 4 or above are **not eligible** to attend.
- Parents/carers with Level 4 overseas qualifications who have ESOL needs below Level 1 are **exempt** from this rule.
- **80% of those who attend should have qualifications below Level 2.**

National Qualifications Framework (NQF)		Framework for Higher Education Qualifications (FHEQ)
<i>Previous levels</i>	<i>Current levels</i>	<i>Levels</i>
<b>LEVEL 4</b> Level 4 National Diploma	<b>LEVEL 6</b> - Level 6 National Diploma	H (honours) Bachelor degrees, graduate certificates and diplomas
Level 4 BTEC Higher National Diploma	<b>LEVEL 5</b> - Level 5 BTEC Higher National Diploma	I (intermediate) Diplomas of higher education and further education, foundation degrees and higher national diplomas
Level 4 Certificate	<b>LEVEL 4</b> - Level 4 Certificate	C (certificate) Certificates of higher education
<b>LEVEL 3</b> - A levels / Level 3 Certificate / Level 3 NVQ		
<b>Full LEVEL 2</b> – 5 x GCSEs Grades A*-C / Level 2 Diploma / Level 2 NVQ		
<b>Full LEVEL 1</b> – 5 x GCSEs Grades D-G / Level 1 Certificate / Level 1 NVQ		
<b>ENTRY LEVEL</b> – Entry Level Certificate		

**Asylum Seekers:** Please note that although LSC funding cannot be used to support asylum seekers until they have been legally in the UK for longer than six months, Adult & Community Learning may be able to access alternative funding on a case-by-case basis, on production of Home Office evidence of their legal status.

**Children:** Children who are unaccompanied by an adult parent or carer are not eligible to attend family learning programmes.

*Adult & Community Learning enrolment forms are used to capture information on qualifications and asylum seeker status.*

## Criteria for Funding

### Applications for Family Learning Funding

When planning your programme for 2010/11 please use the following criteria:

- Complete one Proposal Form per course/programme.
- Applications from a single organisation should be for a maximum of £20,000 per academic year.
- Taster sessions or workshops will only be funded where they are used to recruit parents/families onto longer courses with clear plans for further learning.
- Priority will be given to courses of 30 hours or longer and accredited courses.
- Voluntary and community sector organisations must meet criteria for delivering learning to OfSTED standards to be eligible to deliver courses themselves.

### Childcare

All crèche provision funded by Family Learning must meet OfSTED standards for childcare. For on-site crèche please contact **The Instant Crèche Company** on 020 7697 4942.

For lists of registered childminders, please contact the **Family Information Service** on 020 7527 5959 or visit [www.islington.gov.uk/Education/FamilyInformationService](http://www.islington.gov.uk/Education/FamilyInformationService)

### Tutor/teacher costs for course delivery 2010/11:

<b>Costs for qualified and experienced adult tutors</b>
Adult tutor qualified to level 4: £33.40
Adult tutor qualified to level 5: £35.20
These hourly rates include planning, preparation and administration duties, as well as employers' NI/pension contributions and holiday pay, and apply to staff employed directly by Adult & Community Learning.
<b>Rates for qualified and experienced children's teachers</b>
Schools or early years' providers should use the supply cover rate needed to replace that teacher. Only 1 hour of planning time can be included per 2 hours of course delivery, where teachers are sharing planning responsibility with the adult tutor.
<b>Rates for other staff who are supporting the delivery of family learning</b>
This needs to be negotiated with the Family Learning Manager based on actual costs.

### Family Learning Tutors

All teachers/tutors delivering family learning:

- Must be qualified teachers experienced in delivering learning within the OfSTED adult learning framework, or work in partnership with such a teacher.
- Must attend relevant staff development training delivered by Adult & Community Learning.
- All tutors delivering family learning employed by Adult & Community Learning are CRB-checked and covered by the Council's public liability insurance.
- All staff delivering or co-delivering family learning must have up-to-date CRB clearance.

### **If you are interested in planning a Family Learning Programme get in touch or complete a Proposal Form.**

All of our courses are run as partnerships between our team and your organisation. Once you have spoken to us we will arrange to meet you to discuss your specific family learning programme needs and will adapt courses to meet those needs where possible.

If there is a particular theme you want to develop that is not in this guide, please talk to us – we are open to developing new ideas and materials.

### **Before you get in touch you must consider the following questions:**

- *Is there a whole organisation commitment from all staff and senior management to running a family learning programme in your school or centre?*
- *Is there an appropriate and available environment or space for running courses?*
- *Does your organisation have the commitment and capacity to recruit parents onto courses and follow them up with reminders and encouragement to attend?*
- *Is a committed member of teaching or support staff available for the planning, recruitment, coordination or (where appropriate) co-delivery of courses?*

If the answer is yes to all of the above, the next step is to review the list of courses available (see pages 10-21) to decide which courses to run, then complete a Family Learning Proposal Form (see page 24) and submit to the Family Learning Manager for approval. If you would like some help in developing your proposal, please get in touch!

**If you are new to delivering family learning, or are unsure which course would be best for your families, family learning can run a selection of taster sessions (maximum 3 per term) with your organisation to gauge interest and recruit families to a longer course. See the selection of Wider Family Learning workshops on page 10 for suggestions. *Bring a Parent to School* (see page 23) is a useful programme for engaging parents in a school setting.**

If your proposal is successful you will be issued with a letter of confirmation, signed proposal forms and a contract outlining the partnership agreement. Please allow one month from submission of proposal form to receipt of confirmation. A minimum of 6 parents/carers are needed to run a course.

***The deadline for receipt of proposals is Friday 14 May 2010***

Proposals received after this deadline will be considered, but there are no guarantees that funding will be available.

For information, advice or to set up a planning meeting, please call Riona Aiken, Family Learning Manager, on 020 7527 4037 or email [riona.aiken@islington.gov.uk](mailto:riona.aiken@islington.gov.uk)

### Fun taster sessions to engage new families!

#### Family Learning Festival

**16 – 31 October 2010**

The National Family Learning Festival (FLF), the biggest annual celebration of family learning, will take place from Saturday 16 October to Sunday 31 October. It aims to draw attention to the importance of family learning and skills, and can be linked to Parents' Week (18 - 24 October) and Black History Month (throughout October).

#### Wider Family Learning Workshops\*

A range of creative and fun workshops for mums, dads and kids have been developed by family learning tutors that are ideal for engaging new families and recruiting them onto longer courses. These include:

- **Fabulous Food** – make pretzels, pizza, fruit kebab, smoothies, decorate cakes.
- **Cooking with the Kids** – Learn easy, fun and healthy dishes you can make together at home.
- **Rubbish Free packed lunches** – healthy lunches with less waste.
- **Make decorations / crafts** – Autumn, Christmas, Eid, Spring, or birthday gifts.
- **Out & about** – go on a walk to a local park, write poems, draw pictures, take photos, make a collage, tell a story, etc.
- **Museum trips** – family trips to a London museum.
- **Recycled Jewellery / Curious Creatures** – make wonderful jewellery or bottle top bugs from buttons, shells, ribbons, bottle tops, and all kinds of household junk.
- **Make your own Board Games** – use computers to design your own games.
- **Digital Cameras / Loony Landscapes** – learn how to take photos, download to computer, and make a collage of an imaginary landscape.
- **What's the Story, Dad?** – learn creative ways to share stories with your kids.
- **Making Story Boxes** – create a world in a box and discover how to use it for making up stories and imaginative play.
- **Creative Book Making** – use craft materials to make your own customised books.
- **Pop-up Books!** – get creative making your own pop-up books.
- **Finger Puppets** – make simple finger puppets or design and create your own ideas.

If you have suggestions for other workshops, get in touch to explore your ideas!

<b>Duration</b>	2-5 hours (after school, during half term, holidays or Saturdays)
<b>Structure</b>	Parent and children together
<b>Planning</b>	Planned by family learning tutor or jointly with a children's teacher
<b>Funding</b>	Delivery, resources – max of 3 workshops per term
<b>Delivery</b>	Delivered by family learning tutor or jointly with a children's teacher

\* Workshops must be linked to recruiting parents onto longer courses.

### Museum Fun Days

Delivered in partnership with the Museum of London and London Metropolitan Archives, one fun day per term open to local Islington families. Themes are set with the museums and change for each session. They have included music, dance, food from around the world, history, etc.

Let us know if you would like to have publicity materials sent to your school.

<b>Duration</b>	2 hour workshops
<b>Structure</b>	Parent and children together
<b>Planning</b>	Planned jointly with museum staff and family learning tutor
<b>Funding</b>	Staff costs, resources
<b>Delivery</b>	Delivered by museum staff and family learning tutor
<b>Progression</b>	Parents are given information on other family & adult learning courses.

*First steps into family learning and an introduction to local amenities for families.*

**Courses can include 2-4 hour taster sessions to engage parents and generate interest in longer courses.**

### Secrets of London

Delivered in partnership with the Museum of London at the museum. This course supports families with limited English to access and use museum resources to extend their own and their children's learning and language development. Families develop a sense of the history of London, handle objects from different periods, and develop language skills by asking questions and extending their vocabulary.

Participants create a booklet of games and activities based on museum galleries, such as I Spy and Twenty Questions. Children join in for the final session to play the games and use activities planned by the parents. The joint session ended with them joining in a regular museum craft activity.

<b>Duration</b>	10-12 hour course / 5-6 weeks
<b>Structure</b>	Parents only for 4-5 sessions / joint with children for last session
<b>Planning</b>	Planned jointly with museum staff and family learning tutor
<b>Funding</b>	Staff costs, resources
<b>Delivery</b>	Delivered by museum staff and family learning tutor
<b>Progression</b>	Parents encouraged to progress to other family learning courses.

*Based in the Museum of London, families find out about other Museum family activities.*

### Introduction to Working with Children

(Accredited at NCFE Level 1)

This popular course is for parents who are interested in moving into a career in working with children in an early years or nursery setting. Parents learn about creating a safe environment, working as part of a team, catering for the diverse needs of children and providing practical activities to support children's learning.

A good introductory course for parents who would like to explore this area. Information on different career options and other courses available is provided during the course.

<b>Duration</b>	30 hours / 10 weeks (during school hours)
<b>Structure</b>	Parent/carers only
<b>Planning</b>	Planned by family learning tutor
<b>Funding</b>	Delivery, resources, crèche
<b>Delivery</b>	Delivered by family learning tutor
<b>Progression</b>	Parents can move on to volunteering or paid work in schools, Helping in Schools, Childcare or Preparing to Work with Children courses.

*The course includes 12 hours of work experience in a primary school or children's centre.*

### Preparing to Work with Children in Schools

(Accredited at NOCN Level 1)

This popular Level 1 course is a good foundation for anyone interested in volunteering in a nursery or primary school. Practical activities and group learning provide parents and carers with an insight into the learning process from a child's perspective.

This course suits learners who have attended a structured or accredited course before; there is a simple assessment of language level at the start of the course. This course has been developed by **The Parent House**.

<b>Duration</b>	30 hours / 10 weeks (during school hours)
<b>Structure</b>	Parent/carers only
<b>Planning</b>	Planned by Parent House tutor
<b>Funding</b>	Delivery, resources, crèche
<b>Delivery</b>	Delivered by Parent House tutor
<b>Progression</b>	Parents can progress on to Introduction to Working with Children or Helping in Schools courses and will be signposted onto other courses to suit their interest and ability.

*There is an NOCN requirement of at least 80% attendance by learners.*

## Wider Family Learning

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Courses can include 2-4 hour taster sessions to engage parents and generate interest in longer courses.

### Family Science – How Stuff Works!

Parents/families find out how stuff works and carry out their own FUN science experiments – making rockets, building towers; blowing bubbles; and playing games. Parents learn to make and use resources and games to support children’s science learning in the home. Suitable for Foundation, Key Stage 1 or 2, this course aims to improve basic skills alongside developing a practical and fun understanding of science.

<b>Duration</b>	Between 10-15 hours / 5-6 weeks or 20+ hours / 8-10 weeks (FLIF)
<b>Structure</b>	Parent only or joint with children
<b>Planning</b>	Planned by family learning tutor or jointly with a primary teacher
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by an family learning tutor or jointly with a primary teacher
<b>Progression</b>	Parents can progress on to KUC Literacy, Maths or ICT, Family Literacy, Numeracy or Finance, or an Intensive Family Learning course.

*Courses can include visits to the Science or Natural History museums, or Freightliners Farm.*

## Early Years FLIF

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Early Years Foundation Stage courses

### Supporting Children in Nursery and Reception (EYFS) or EYFS ESOL

(Can be accredited at NOCN Entry Level or Level 1)

The programme aims to:

- Introduce mothers and fathers to the early years outcomes for children aged 0-5.
- help parents improve their own literacy, language and numeracy skills.
- enable parents to more effectively support the learning and development of children’s communication, language and literacy and their problem solving, reasoning and numeracy.
- develop parents’ confidence in supporting children’s learning in both home and professional settings, including those who are interested in working with children.

EYFS ESOL is delivered specifically for parents with low levels of spoken and/or written English. Participants improve their English while learning how to support children.

<b>Duration</b>	9-13 hours or 30-49 hours
<b>Structure</b>	Parent only and joint sessions
<b>Planning</b>	Planned jointly with an early years practitioner and family learning tutor
<b>Funding</b>	Staff cover, resources, crèche
<b>Delivery</b>	Delivered by an early years practitioner and family learning tutor
<b>Progression</b>	Parents can progress on to Story Sacks, Keeping up with the Children, Introduction to Working with Children

*Both courses are also useful for parents who are interested in working with children but not yet ready for a level 1 course.*

Courses can include 2-4 hour taster sessions to engage parents and generate interest in longer courses.

### **Play and Language or Play and Language ESOL**

Suitable for parents/carers of children aged 0-3 years. Play and Language focuses on helping parents and carers understand the importance of their role in their child's early learning and language development. Parents and their babies and young children have the opportunity to play, talk, interact and develop ideas for practical activities linked to the home context. Play and Language focuses on communication and play.

Play and Language ESOL is delivered specifically for parents with low levels of spoken and/or written English. Participants can improve their English while learning how to support their children.

<b>Duration</b>	9-13 hours
<b>Structure</b>	Parent only and joint sessions
<b>Planning</b>	Planned jointly with an early years practitioner and family learning tutor
<b>Funding</b>	Staff cover, resources, crèche
<b>Delivery</b>	Delivered by an early years practitioner and family learning tutor
<b>Progression</b>	Parents can progress on to Story Sacks, Family Literacy or EYFS courses.

*Play and Language is an ideal introductory course for centres or parents who are new to family learning.*

### **Out and About in London**

*(Can be accredited at Entry Level)*

Based on the Family Literacy course. Parents / families research, plan and participate in family trips and activities. Involves using the internet, visiting libraries, building confidence with using transport, taking photos, making books, and building knowledge of London's leisure and educational amenities. ESOL, literacy and numeracy learning are embedded into the activities.

<b>Duration</b>	30-49 hours
<b>Structure</b>	Parent only and joint sessions
<b>Planning</b>	Planned by family learning tutor or jointly with a primary teacher
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by a family learning tutor or jointly with a primary teacher
<b>Progression</b>	Parents can progress on to Story Sacks, EYFS or Working with Children courses.

Courses can include 2-4 hour taster sessions to engage parents and generate interest in longer courses.

### **Step into School or Step into School ESOL**

A great introduction to schools and family learning! Helps to demystify schools for parents. This broad overview can cover various topics such as: how schools have changed over time and differ from country to country, who's who in the school staff, how to read with your child, supporting writing development, maths at school and at home (games), managing children's behaviour, choosing a school, communicating with the school, and understanding the key stages and national curriculum. This course introduces the other family learning courses available and encourages progression.

Step into School ESOL is delivered specifically for parents with low levels of spoken and/or written English. Participants can improve their English while learning how to support their children.

<b>Duration</b>	9-13 hours
<b>Structure</b>	Parent only
<b>Planning</b>	Planned jointly with a primary teacher and family learning tutor
<b>Funding</b>	Staff cover, resources, crèche
<b>Delivery</b>	Delivered by an family learning tutor or jointly with a primary teacher
<b>Progression</b>	Parents can progress on to KUC Maths, Literacy, ICT or Science, Family Literacy or Numeracy, Money Matters or Helping in Schools

*An excellent first step into family learning just before or right after a child starts school.*

### **How Schools Work**

**(Accredited at NOCN Entry Level)**

This is an Entry Level course accredited by the National Open College Network. It is particularly suitable for parents with ESOL needs. It gives parents a flavour of what goes on in a classroom, as well as providing simple ways of supporting their children's learning. This course has been developed by **The Parent House**.

<b>Duration</b>	30 hours / 8 - 10 weeks (during school hours, term time only)
<b>Structure</b>	Parent/carers only
<b>Planning</b>	Structured course with practical activities planned by The Parent House
<b>Funding</b>	Delivery, resources – does not include outreach
<b>Delivery</b>	Delivered by a Parent House tutor
<b>Progression</b>	Parents will be signposted onto other courses to suit their interest and ability

*There is an NOCN requirement of at least 80% attendance by learners.*

**Courses can include 2-4 hour taster sessions to engage parents and generate interest in longer courses.**

### Playing with Language

For parents with children aged 3-5 years. Playing with Language provides opportunities for parents/carers to encourage their children to communicate thoughts, ideas and feelings and build relationships. It acknowledges the unique role that parents/carers have in their children's development, and the importance of the family and home as a powerful learning environment.

**Themes:** Storytelling, Songs & Rhymes, Mark-making, Bookmaking, Neighbourhood Knowledge, games, crafts, fun with food.

<b>Duration</b>	9-13 hours or 30-49 hours
<b>Structure</b>	Parent only and joint session with children
<b>Planning</b>	Planned jointly with an adult tutor and early years practitioner
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by an adult tutor and early years practitioner
<b>Progression</b>	Parents can progress on to Making Story Sacks, KUC Literacy or Maths, Family Literacy or Numeracy.

*Playing with Language is an ideal introductory course for children and parents who are new to schools.*

### Making Story Sacks

**(Accredited at NOCN Entry Level or Level 1)**

For parents with young children. Making Story Sacks supports parents/carers to enhance their children's early communication and reading skills through making a story sack (bag) with puppets, props and games to bring stories alive. Makes reading relevant and FUN for both parents and children.

Enables parents to understand how young children develop early reading skills; develop effective communication skills; encourage learning through play; create positive reading strategies; gain confidence in supporting children's learning; gain a qualification and consider further learning opportunities.

<b>Duration</b>	9-13 hours or 30-49 hours ( <i>accredited</i> )
<b>Structure</b>	Parent only and joint session with children
<b>Planning</b>	Planned jointly with an adult tutor and early years practitioner
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by an adult tutor and early years practitioner
<b>Progression</b>	Parents can progress on to KUC, ICT, Family Literacy, Numeracy, or Working with Children courses.

*Making Story Sacks is a good follow-on progression from the Play and Language course.*

## Nursery, Primary & Secondary FLLN

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Courses can include 2-4 hour taster sessions to engage parents and generate interest in longer courses.

### **Keeping up with the Children (KUC) – Literacy or Maths**

#### **or Keeping up with the Children (KUC) – ESOL**

Suitable for Foundation through to Key Stage 3. Usually delivered for parents only, although can involve a visit to the classroom to see how the children are taught. Courses focus either on literacy or maths. Introduces parents to how children are taught these subjects in school and gives them the skills and confidence to support their children's learning in the home. Parents learn to make and use resources and games to support children's English & maths skills. Parents improve their own skills in literacy and numeracy, and have an opportunity to consider further learning opportunities for themselves.

Keeping up with the Children ESOL is delivered specifically for parents with low levels of spoken and/or written English. Participants can improve their English while learning how to support their children. Can have a literacy or maths focus, or both.

<b>Duration</b>	9-13 hours <u>or</u> 30-49 hours
<b>Structure</b>	Parent only although can involve joint session with children
<b>Planning</b>	Planned by family learning tutor or jointly with a primary teacher
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by a family learning tutor or jointly with a primary teacher
<b>Progression</b>	Parents can progress on to KUC Literacy, Maths or ICT, Family Literacy, Numeracy or Money Matters, or an Intensive Family Learning course.

*These courses can be targeted at different levels of the school based on attainment levels.*

### **Computers for Parents\***

**(Accredited at NOCN Entry Level or Level 1)**

Suitable for Foundation through to Key Stage 3. Usually delivered for parents only, although parents are encouraged to carry out activities at home with children.

This courses introduces beginners ICT skills for parents – using the mouse and keyboard, parts of a computer, basic Microsoft Word, internet & email – in the context of using ICT and internet to support children's learning. Includes embedded literacy.

<b>Duration</b>	30-49 hours
<b>Structure</b>	Parent only
<b>Planning</b>	Planned by family learning tutor
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by an family learning tutor
<b>Progression</b>	Parents can progress on to KUC Literacy, Maths or ICT, Family Literacy, Numeracy or Money Matters, or an Intensive Family Learning course.

*\*Access to a school ICT suite is required for this course.*

## Nursery, Primary & Secondary FLLN

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Courses can include 2-4 hour taster sessions to engage parents and generate interest in longer courses.

### Schools Information for Parents\*

This course aims to assist mothers and fathers to:

- find out how records/reports are developed and used in school
- understand what reports mean
- consider how to communicate effectively with schools
- learn about study and search skills, access websites, etc.
- consider their own learning needs and interests

<b>Duration</b>	20+ hours / 8-10 weeks
<b>Structure</b>	Parents only
<b>Planning</b>	Planned by family learning tutor or jointly with a primary teacher
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by an family learning tutor or jointly with a primary teacher
<b>Progression</b>	Parents can progress on to Playing with Language, Making Story Sacks, KUC Literacy, Maths or ICT.

*\*Access to a school ICT suite is required for this course.*

### Family Literacy (30 hours or 60 hours) or Literacy with Digital Photography\* (30 hours)

*(Can be accredited at Entry Level or Level 1)*

*Research shows that parents' literacy skills have a positive impact on their children's cognitive skills, regardless of the education level and early ability of the parent. Children of parents with Level 1 in literacy perform significantly better (up to twice as high) than children of parents with the lowest level of literacy. (NRDC, May 2008)*

This course aims to support mothers, fathers and children in the development of their literacy skills, and to give parents a greater understanding of the national curriculum and how children learn. Practical literacy activities and games are included, and home time learning together is supported. Literacy with Digital Photography combines creative photography & collage work with writing, punctuation, spelling strategies, etc.

Parents have an opportunity to work towards entry level qualifications or National Tests.

<b>Duration</b>	30-49 hours or 60-72 hours
<b>Structure</b>	Parent only and joint session / or can be run as parent only
<b>Planning</b>	Planned by family learning tutor or jointly with a primary teacher
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by a family learning tutor or jointly with a primary teacher
<b>Progression</b>	Parents can progress on to vocational or further adult learning courses.

*\*Access to a school ICT suite is required for Literacy with Digital Cameras and is beneficial for all literacy courses.*

## Nursery, Primary & Secondary FLLN

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Courses can include 2-4 hour taster sessions to engage parents and generate interest in longer courses.

### Being Healthy

Being Healthy aims to improve literacy, language and numeracy skills alongside an understanding of better nutrition, healthy lifestyle and physical and mental wellbeing. Courses could focus on healthy eating, healthy cooking, shopping, food safety and hygiene, communicating with the health services, health awareness, medication, positive mental health, and physical wellbeing.

<b>Duration</b>	9-13 hours <u>or</u> 30-49 hours
<b>Structure</b>	Parent only and/or joint session
<b>Planning</b>	Planned by adult tutor or jointly with a primary teacher
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by an adult tutor
<b>Progression</b>	Parents can progress on to Money Matters, Intensive Family Learning courses.

*Can be linked to Healthy Schools programmes. Allow time for planning and course development.*

### Healthy Eating

**(Accredited at NOCN Entry Level or Level 1)**

Healthy Eating aims to promote an understanding of the relationship between food and health to enable parents and carers to make informed choices about their family's food. Parents explore issues surrounding healthy eating and build confidence to interpret what they hear and read. The course equips parents with the skills to identify healthy food choices, budget for and choose a balanced diet for their families and promote an active lifestyle. Parents also practise the appropriate literacy and numeracy skills to read critically and evaluate food labels.

<b>Duration</b>	9-13 hours <u>or</u> 30-49 hours
<b>Structure</b>	Parent only and/or joint session
<b>Planning</b>	Planned by family learning tutor or jointly with a primary teacher
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by a family learning tutor or jointly with a primary teacher
<b>Progression</b>	Parents can progress on to Keeping up with the Children, Money Matters, or Intensive Family Learning courses.

*Can be linked to Healthy Schools programmes.*

### Family Health ESOL (Entry Level 1)

Family Health ESOL is delivered specifically for parents with low levels of spoken and/or written English (Entry Level 1). Participants can improve their English while learning how to support their family's health. Course covers the parts of the body, reproduction, recognising ill health, talking to doctors and health professionals, making appointments, describing symptoms, writing sick notes, and dealing with medication.

<b>Duration</b>	30-49 hours
<b>Structure</b>	Parent only with joint sessions
<b>Planning</b>	Planned with an adult ESOL tutor
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by an adult ESOL tutor
<b>Progression</b>	Parents can progress on to Standard Family Language or KUC.

*Good for parents and families who are recent arrivals or need support to deal with the British health system.*

### Family Language ESOL (30 hours or 60 hours)

*(Accredited at Entry Level 1)*

Delivered by a qualified ESOL family learning tutor, Family Language courses aim to develop the literacy and language skills of entry-level parents from settled faith communities, migrant workers and refugees. Programmes include home-time activities and are more than mainstream ESOL with learning outcomes for adults and children.

Even parents with low levels of English language skills can support their children's learning. Programmes focus on parents'/carers' listening and speaking skills, and link to the adult ESOL core curriculum.

Parents can work towards entry level qualifications with the English Speaking Board.

<b>Duration</b>	30-40 hours or 60-80 hours / 10-24 weeks (can be twice weekly)
<b>Structure</b>	Separate and joint sessions for adults and children
<b>Planning</b>	Planned by family learning ESOL tutor or jointly with a primary teacher
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by a family learning ESOL tutor or jointly with a teacher
<b>Progression</b>	Parents can progress on to full ESOL courses, Step into School or KUC.

*Family language programmes contribute to a variety of policy areas, including community cohesion, social inclusion, neighbourhood renewal and citizenship.*

## Nursery, Primary & Secondary FLIF

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Courses can include 2-4 hour taster sessions to engage parents and generate interest in longer courses.

### Family Numeracy\* (30 hours or 60 hours)

*(Can be accredited at Entry Level or Level 1)*

This course aims to support mothers, fathers and children in the development of their numeracy skills, and to give parents a greater understanding of the national curriculum and how children learn. Practical numeracy activities and games that can be shared and enjoyed by family members at home are included. Courses can be run under a theme such as number games, cooking, building shapes, running a cake or market stall, budgeting for a party, etc.

The longer course can be divided into two parts with the first part providing a course of joint sessions of practical numeracy activities and home time activities for mothers and fathers and their children, followed by a short numeracy course developing entry level numeracy skills for adults and extending numeracy skills of children.

Parents have an opportunity to work towards entry level qualifications or National Tests.

<b>Duration</b>	30-49 hours or 60-72 hours
<b>Structure</b>	Parent only and joint session / or can be run as parent only
<b>Planning</b>	Planned by family learning tutor or jointly with a primary teacher
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by a family learning tutor or jointly with a primary teacher
<b>Progression</b>	Parents can progress on to vocational or further adult learning courses.

*\*Access to a school ICT suite, while not essential, can have real benefits for this course.*

### Financial Capability\* – Money Matters!

This course aims to develop the financial capability of families and help children learn about money, saving and budgeting. It covers topics like opening a bank account, saving, understanding interest rates, child trust funds, managing pocket money, understanding benefits, household budgeting, shopping, credit cards, store cards, etc. Develops families' literacy, numeracy and financial skills through practical, everyday tasks.

<b>Duration</b>	30-49 hours or 60-72 hours
<b>Structure</b>	Parent-only and joint session / parents only
<b>Planning</b>	Planned by family learning tutor or jointly with a primary teacher
<b>Funding</b>	Staff cover, resources, childcare support
<b>Delivery</b>	Delivered by a family learning tutor or jointly with a primary teacher
<b>Progression</b>	Parents can progress on to Family Literacy, Numeracy, Standard Family Learning, or Parenting courses.

*\*Access to a school ICT suite, while not essential, can have real benefits for this course.*

### Adult Learning

#### **Islington Adult & Community Learning Service**

Islington Adult and Community Learning Service (ACL) provide a number of neighbourhood learning centres across the borough. We offer a range of free courses for disadvantaged Islington residents who are over 19 years of age, unemployed or in receipt of benefits, and who do not yet have their first full Level 2 qualification (e.g. 5 GCSEs grades A\* - C or an NVQ Level 2).

Courses offered include: basic ICT and media, literacy and numeracy, English for Speakers of Other Languages (ESOL), personal development and employability. Learners can work towards entry level or level 1 qualifications and are supported to progress on to further learning.

**Tel:** 020 7527 5782    **Email:** [acl@islington.gov.uk](mailto:acl@islington.gov.uk)

**Full course information is available on our website:**

[www.islington.gov.uk/Education/Adult\\_and\\_Community\\_Learning](http://www.islington.gov.uk/Education/Adult_and_Community_Learning)

#### **City & Islington College**

City and Islington College offer nearly 4000 courses and about 450 qualifications in many settings: in college, at work and in the community.

**Tel:** 020 7700 9200    **Email:** [courseinfo@candi.ac.uk](mailto:courseinfo@candi.ac.uk)

**Website:** [www.candi.ac.uk](http://www.candi.ac.uk)

### ESOL Providers

#### **Islington Adult & Community Learning**

ACL delivers entry level ESOL provision in schools, children's centres and community sites, dependent on available funding.

**Contact:** Georgina Bigam    **Address:** 4<sup>th</sup> Floor, Newington Barrow Way, N7 7EP

**Tel:** 020 7527 5681    **Email:** [georgina.bigam@islington.gov.uk](mailto:georgina.bigam@islington.gov.uk)

#### **City & Islington College**

The college is a large provider of entry to level 1 ESOL and has some community-based provision.

**Contact:** Shirnette Bates    **Address:** 28-42 Blackstock Road, Finsbury Park, N4 2DG.

**Tel:** 020 7704 7212

### Returning to Work

#### **Islington Working for Parents**

This free support service works with parents to develop a step-by-step plan to help them get ready for work. Support is available for parents with children under seven to help with training; advice and guidance; benefits and tax credits; and applying for jobs.

**Tel:** 020 7527 4486

**Email:** [islingtonworking@islington.gov.uk](mailto:islingtonworking@islington.gov.uk)

## Other courses for parents

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Here are some other courses for parents **not** funded by Family Learning:

### **Bring a Parent to School**

A simple, effective and sustainable whole school approach to involve parents/carers in children's learning, Bring a Parent to School aims to build the confidence of parents and school in working more effectively together. It also aims to increase parental involvement in children's learning at home and at school. This programme is delivered by class teachers, is curriculum driven, and has a fixed framework that works while allowing creativity of local variation. Parents and carers are invited to spend time in the classroom with their child and the teacher. Every parent or carer from each group has the opportunity to visit.

**Contact:** Susan Kochs, Cambridge Education @ Islington, Partnership with Parents Coordinator, **Email:** Susan.Kochs.camb-ed@islington.gov.uk

### **Family Mother Tongue GCSEs**

Languages include Turkish, Bengali, Arabic, French. Suitable for Year 5, 6 or 7 pupils and their parents. Pupils do not need to have very high fluency in their mother tongue to be successful. Parents and children spend quality time together learning to improve their spoken and written mother tongue and preparing to take the GCSE exams. The course involves 15-20 weeks of after-school sessions plus exam time. Families attend a local secondary school to take their exams. Delivered by an Empowering Learning teacher or primary teacher, but schools need to coordinate the administration of Family GCSEs.

**Contact:** Lynne Hannigan at Empowering Learning, 020 7739 1144, for further information.

### **Helping in Schools**

Delivered by the WEA (Workers Educational Association) this Level 2 course is for those who are interested in working in a primary school setting or gaining a qualification which may lead to a Teaching Assistant placement. Parents will find out more about the primary curriculum, about how children learn, and about how they can help teachers in the classroom. The course runs one day per week for 12 weeks, is accredited at NCFE Level 2 and includes 20 hours of work experience in a local primary school. This course runs once per term in different parts of the borough. If you would like to run a course in your setting a contribution of £800 (approx) towards course costs is required.

**Contact:** Gail Dawson at the WEA on 020 8677 2993, email: gdawson@wea.org.uk

### **Parenting Programmes**

Parenting courses are provided by a variety of agencies at different times and places including in children's centres, schools and community settings. They are run by trained facilitators, are free and often have a crèche.

**Contact:** Islington Family Information Service (FIS) on **020 7527 5959**

Or visit the Family Directory to see the latest 'what's on' list of parenting courses:

**[www.islington.gov.uk/Education/FamilyDirectory](http://www.islington.gov.uk/Education/FamilyDirectory)**



## Family Learning Proposal Form 2010/11

<b>Organisation / Venue</b>	
<b>Course Title</b>	
<b>Term / Dates</b>	
<b>Days / Times</b>	
<b>Course hours / weeks</b>	
<b>Coordinator / Organiser</b> Name, phone, email	
<b>Teacher / Tutor/s</b> Name, phone, email	

<b>Learning outcomes for parents/carers:</b>	
<b>Learning outcomes / benefits for children:</b>	
<b>How will children's progress be measured?</b>	
<b>Target group</b> (year group, key stage, ethnic group, etc.)	
<b>Number of adults</b> (minimum 6)	<b>Number of children</b> (if attending)

### Costs

<b>Teaching Staff</b> Give details of hourly rates, number of teaching hours, supply cover, etc. See Criteria for Funding page for guidelines. If using Family Learning tutors, please leave cost blank.		
<b>Adult tutor</b>		£
<b>Children's teacher</b>		£
<b>Resources &amp; Learning Support</b> Give details of course materials, books, photocopying, publicity materials, phone calls, refreshments, etc.		
<b>Resources</b>		£
<b>Refreshments</b>		£
<b>Crèche costs</b>		£
<b>Other costs</b>		£
<b>Budget code:</b>	<b>Total course costs:</b>	£

<b>Plan completed by</b>	<b>PRINT NAME:</b> <b>Signature:</b>	<b>Date:</b>
<b>Agreed by Family Learning Manager</b>	<b>PRINT NAME: RIONA AIKEN</b> <b>Signature:</b>	<b>Date:</b>

Please return to: **Riona Aiken**, ACL Service, 4<sup>th</sup> Floor, 7 Newington Barrow Way, N7 7EP  
**Tel:** 020 7527 4037    **Fax:** 020 7527 5033    **Email:** riona.aiken@islington.gov.uk

<b>Office use only</b>				
<b>Funding agreed:</b>	Yes / No	WFL	FLLN	FLIF (Please circle)