



Course guide

For adults with learning difficulties and disabilities
September 2026 to July 2027



Supported by



Department
for Education



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MAYOR OF LONDON



HILLINGDON
LONDON

www.hillingdon.gov.uk/adultlearning

All about our courses



Welcome to our course guide for adults aged 19 and above with learning difficulties and/or disabilities.

All our classes are part-time and designed to help you develop new skills, build confidence and become more independent in your everyday life and future goals, including work, volunteering or further learning.



If you live in London and attend all sessions, you will not need to pay course fees because these courses improve your communication, maths or digital skills.



Our classes will help you develop important transferable skills such as:

- problem solving
- creativity
- staying positive and resilient
- teamwork and leadership
- understanding your rights and responsibilities as a citizen.



Our supportive learning environment helps you progress at your own pace while gaining the skills, confidence and independence you need for adult life and work.

Please follow the steps on page 5 to book your place on a course.



Case study: Caroline

Caroline is a motivated and independent learner who works confidently, requiring only occasional support with spelling or when approaching new tasks. She is currently enrolled on the Move and Groove and Science in Everyday Life courses. She particularly enjoyed plant experiments, such as growing pumpkin seeds.

She has completed a range of courses, including creative arts, cooking, digital skills, and a Preparing for Employment course, which helped build her confidence to pursue paid work. With determination and support, she successfully secured a role at a hotel, where she now works four hours each week. Caroline reflects that the course “helped me feel more confident for the interview.”

Caroline values the welcoming environment at Learn Hillingdon, explaining that “if you get stuck, just ask someone and they give you a hand,” and appreciates how the courses “keep you occupied and help you learn different skills.”

Booking your place on a course

New learners must contact a centre to arrange a meeting with a member of the team before enrolling.

Returning learners should follow the steps below. Ask your parents/carers for help.

- 1 Please make your course choices from the groups on page 6.
- 2 Find the 'Course Request Form' in the 'Site News' section on:
 moodle.hae-acl.ac.uk (from July to August) or on
 www.hillingdon.gov.uk/aldd-courses
- 3 Put your name and contact details on the form.
- 4 List your preferred courses on the form, favourites first.
- 5 Press 'submit'.

We will contact you to confirm which courses you can enrol on and help you enrol. Remember to choose something different if you studied with us last year.

We will do our best to place you in your preferred course, but we may not be able to place you in your exact choices.

All courses are termly. You can choose to enrol on different courses through the year or enrol for all three terms of the same course.

Please note that courses will run subject to sufficient enrolments.



Course choices

We want you to develop a range of skills for everyday life, wellbeing and the future. Our courses are organised into the following learning groups:

**Stay
healthy**



**Grow your
essential
skills**



**Prepare for
work and
the future**



Stay healthy

▶ Baking with Numbers

▶ Healthy Portions for Healthy Living

▶ Everyday Vegetarian Meals

▶ Creative Wellbeing

▶ Get Fit and Stay Well
(healthy lifestyles)

▶ Healthy Eating Made Simple
(term 1)

▶ Simple Healthy Breakfasts
(term 2)

▶ Simple Healthy Lunches (term 3)

▶ Time to Move and Groove
(seated exercise)

Grow your essential skills

▶ Creative Numbers (art and maths)

▶ Digital Lens
(photography and enterprise)

▶ Discover the Digital World
(digital skills)

▶ English for Independence

▶ Explore Shapes in Art

▶ Find the Maths in Music

▶ Look After Your Home

▶ Make 'n' Market
(make and sell your crafts)

▶ Science in Everyday Life

▶ Trash to Treasure
(upcycling with English skills)

Prepare for work and the future

You may need to have an interview before enrolling on these courses:

▶ Communicating with Confidence
at Work (work experience)

▶ Cooking for Independence series

▶ CV Masterclass

▶ Dinner for One
(cooking for yourself)

▶ Enterprise Project (customer
service – clothing and toy bank)

▶ Household Skills and Budgeting

▶ Occupational Studies

▶ Personal and Social Skills

▶ Preparing for Employment

▶ Understanding Adulthood

▶ Understanding Healthy
Relationships and Personal Safety

▶ Work and Skills Lab
(build your portfolio)

We are working in partnership with The Shaw Trust (Connect to Work Programme) to support our learners into employment.

You will find more information about each course at www.hillingdon.gov.uk/adultlearning, including dates, times and course outcomes.

Stay healthy

These courses will support your physical and mental wellbeing, helping you to build healthy routines and confidence while improving your communication and practical maths skills for everyday life.

Choose one of these courses if you would like to learn how to prepare healthy meals and snacks to develop healthy habits and help you stay well.

► **Baking with Numbers**

Develop basic maths skills through baking for seasonal themes and different occasions.

► **Everyday Vegetarian Meals**

Develop maths skills while making healthy vegetarian meals.

► **Healthy Portions for Healthy Living**

Improve maths skills while learning how to make healthier choices about recipes, ingredients and quantities to use when planning and preparing meals.

► **Simple Healthy Meals series:**

► **Healthy Eating Made Simple (term 1)**

► **Simple Healthy Breakfasts (term 2)**

► **Simple Healthy Lunches (term 3)**

Develop healthy eating habits and confident decision-making while improving your maths skills.

Choose one of these courses if you would like to get active, relax and maintain healthy physical and mental wellbeing:

► **Creative Wellbeing**

Relax and improve your wellbeing and develop your English skills.

► **Get Fit and Stay Well (healthy lifestyles)**

Improve your health and fitness through group exercise activities.

► **Time to Move and Groove (seated exercise)**

Learn about time and number while you take part in gentle seated exercises to improve your fitness, strength and movement.



Grow your essential skills

Choose one of these courses if you enjoy being creative. Work as a team to create fun individual and joint projects using sustainable resources. You will also enjoy social interactions with your classmates and improve your creativity and wellbeing.

► Explore Shapes in Art

Improve your knowledge of shapes and use different materials, techniques and effects to create art.

► Make 'n' Market (make and sell your crafts)

Create and sell your own crafts while learning to handle money and price your work. (with proceeds going to the Mayor's Charitable Trust).

► Trash to Treasure (upcycling with English skills)

Develop your English skills and communication by turning everyday waste into useful projects.

Choose one of these courses if you would like to build new skills to support everyday life, independence and your future goals.

► Creative Numbers (art and maths)

Improve your maths skills through fun, practical craft projects that help you use maths in everyday situations while enjoying creative expression in a supportive environment.

► Digital Lens (photography and enterprise)

Explore digital photography using simple digital tools.

► Discover the Digital World (digital skills)

Develop digital skills relevant to everyday life and learning while staying safe online.



► English for Independence

Improve your English skills and build confidence in reading, writing, speaking and listening for everyday life, to help with communication, volunteering and work.

► Find the Maths in Music

Improve your maths skills through music and movement.

► Look After Your Home

Prepare for living more independently by learning how to complete simple household tasks and develop practical skills that support confidence, routine and responsibility at home.

► Science in Everyday Life

Increase your awareness of how science is part of everyday life through enjoyable hands-on projects that develop curiosity and problem-solving.

Preparing for work and the future

In these courses you will develop the skills you need for independent living at home or for work, volunteering or further learning such as organisation, team working, planning, decision making, responsibility and problem solving.

These courses have entry requirements, and you may need to have an interview before you can enrol.

Choose these courses if you would like to improve your independent living skills.

► **Cooking for Independence Series**

► **Spoonful of Confidence (term 1)**

► **Budget-Friendly Cooking for Everyday Living (term 2)**

► **Cooking for Independence – Flavours Without Limits (term 3)**

Learn how to prepare healthy meals for yourself, plan shopping and manage your own food budget. Enrolment by invitation only.

► **Dinner for One (cooking for yourself)**

Learn how to prepare healthy everyday meals and store food safely to help you live independently.

► **Household Skills and Budgeting**

Identify and practice the skills you need to run a home, such as cleaning, organising and managing daily routines to help you live more independently.

► **Understanding Adulthood**

Gain confidence to live a happy, healthy and fulfilling life as you transition into and through adulthood. You will explore responsibilities, choices and planning for the future.

► **Understanding Healthy Relationships and Personal Safety**

Consider what healthy, safe and respectful relationships look like, and understand personal boundaries



Choose these courses if you would like to prepare for paid or voluntary employment and work towards a qualification.

► **Communicating with Confidence at Work (work experience)**

This course is by invitation only and is linked to the Preparing for Employment course.

► **CV Masterclass**

Write or review and update your CV to clearly present your skills, strengths and experience.

► **Enterprise Project (customer service – clothing and toy bank)**

Develop valuable work and customer service skills by volunteering in our clothing and toy bank. This course is linked to Work and Skills Lab (build your portfolio).

► **Preparing for Employment**

Gain a basic introduction to skills that prepare you for voluntary or paid work. This course includes work experience in our centres and is linked to Communicating with Confidence at Work (work experience).

► **Work and Skills Lab (build your portfolio)**

Work towards a qualification (Personal and Social Skills or Occupational Studies) if you are doing work experience in our centres.

Our courses

Please choose a course that you have not done in the last two years. Most courses are termly and we will help you to enrol again when your course ends.

These courses are fully funded if you attend every session and improve your communication, maths or digital skills.

Monday morning courses (9.30am to midday)	Venue	Fees
 Creative Numbers (art and maths)	South Ruislip	£0.00

Monday afternoon courses (1pm to 3.30pm)

 CV Masterclass	Civic Centre	£0.00
 Healthy Eating Made Simple	Civic Centre	£0.00
 Household Skills and Budgeting	South Ruislip	£0.00

Monday late afternoon courses (4pm to 6.30pm)

 Cooking for Independence series	Civic Centre	£0.00
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Tuesday morning courses (9.30am to midday)

 Get Fit and Stay Well	South Ruislip	£0.00
 Healthy Portions for Healthy Living	Civic Centre	£0.00
 Understanding Adulthood	Civic Centre	£0.00

Tuesday afternoon courses (1pm to 3.30pm)

 Explore Shapes in Art	Civic Centre	£0.00
 Time to Move and Groove (seated exercise)	South Ruislip	£0.00

Wednesday morning courses (9.30am to midday)

 Dinner for One (cooking for yourself)	Civic Centre	£0.00
 Trash to Treasure	Civic Centre	£0.00
 Preparing for Employment	South Ruislip	£0.00

Wednesday afternoon courses (1pm to 3.30pm)	Venue	Fees
 Discover the Digital World	South Ruislip	£0.00
 English for Independence	Civic Centre	£0.00
 Make 'n' Market (make and sell your crafts)	Civic Centre	£0.00

Thursday morning courses (9.30am to midday)

 Baking with Numbers	Civic Centre	£0.00
 Look After Your Home	South Ruislip	£0.00
 Understanding Healthy Relationships and Personal Safety	Civic Centre	£0.00

Thursday afternoon courses (1pm to 3.30pm)

 Digital Lens (photography and enterprise)	South Ruislip	£0.00
 Creative Wellbeing	Civic Centre	£0.00

Friday morning courses (9.30am to midday)

 Everyday Vegetarian Meals	Civic Centre	£0.00
 Science in Everyday Life	South Ruislip	£0.00

Friday afternoon courses (1pm to 3.30pm)

 Find the Maths in Music	South Ruislip	£0.00
 Work and Skills Lab (build your portfolio)	Civic Centre	£0.00

For venues, see page 18. This information was correct at time of print.

Class rules



You should **attend every class**. Please contact us if you cannot attend your class for any reason, for instance if you are sick.

Do not book holidays in term time. Two weeks' absence could mean you lose your place on the course.



Please come on time; we don't want you to miss anything.



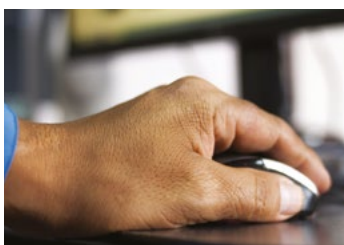
On your first day, we will take your photograph and give you a badge with your name on it. **Please wear your badge whenever you come to our centres,** so we can see it's you. If you have a support worker with you, they should also wear their badge. This helps to keep everyone safe.



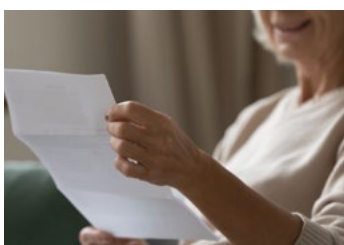
Be polite and considerate, and respect everyone in class.



Take part in the activities your teacher gives you to the best of your ability. As we get to know you, we will provide support where you need it.



We will continue to use online learning for classwork and homework this year so **please ask your parent and carers to help you practise** using Moodle at home.



Support workers are expected to follow our ***Guidelines for Parents, Carers and Support Workers***. Please request a copy.



The service will not tolerate any form of bullying or harassment. Behaviour that is inappropriate or unprofessional towards staff or learners, or that is detrimental to learning will not be tolerated and will be addressed immediately. If the council deems the behaviour warrants exclusion, this will take place with no refund of fees.

Staying safe

Here are some tips to keep yourself safe.



Be kind to people and expect them to be kind to you. If they are being mean or bullying you, walk away and ask someone for help.



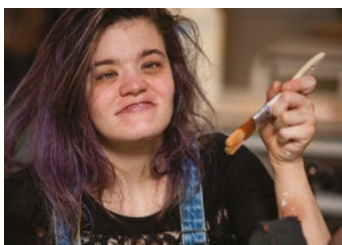
Don't talk to strangers in person or online, for example on Facebook. If someone is mean to you – even on social media, stop talking to them and tell someone you trust.



Take good care of your money. No one should take your money from you or ask you to spend it on them.



Take good care of your phone and don't tell strangers where you live or give your keys to anyone.



We want you to enjoy your time here and feel safe. If you don't feel safe for any reason, please tell us.

Term dates

Autumn term

Term starts	Monday 14 September 2026
October half term	Monday 26 October to Friday 30 October 2026
Term ends	Friday 11 December 2026

Spring term

Term starts	Monday 4 January 2027
February half term	Monday 15 to Friday 19 February 2027
Term ends	Thursday 25 March 2027

Summer term

Term starts	Monday 12 April 2027
May half term	Monday 31 May to Friday 4 June 2027
Term ends	Friday 9 July 2027

Your course might end before the published term end dates, please check with your teacher.

Locations

Learn Hillingdon - Civic Centre

High Street, Uxbridge, UB8 1UW
civiccentre@hae-acl.ac.uk
01895 556455

Learn Hillingdon - South Ruislip

Victoria Road, Ruislip, HA4 0JE
southruislip@hae-acl.ac.uk
01895 556248

All information is correct at the time of printing.

