Broadland Housing Association
Course guide Autumn 2018-19

There’s a WEA course for you

WEA Adult Learning Within Reach

Improving life opportunities for the people of Norfolk and North Suffolk through housing and support provision
Welcome to the UK’s largest voluntary sector provider of adult education.

At the WEA, we believe all adults should have access to the opportunities of education, right on their doorstep. With 2,000+ dedicated tutors, 3,000+ active volunteers and supportive members, working across 2,000+ course venues - we spread our impact nationwide.

Together, we believe in access to adult learning for all.
We believe in lifelong learning for all.
And, we believe adult learning counts towards a better, fairer society for all.

Whether it’s about feeling better equipped with the skills to take on tomorrow, or it’s simply learning and debating ideas for the joy of it – we’re here, working together with Broadland Housing, to make good things happen in our communities and to our society.

Any questions regarding WEA courses with Broadland Housing, please contact Adam on abracher@wea.org.uk or 07919144217.
Enrolment and Support

How do I enrol?
Courses are available to book online or by calling us. There is a web link under each of the courses in this brochure that will take you direct to the online course enrolment page.

W. wea.org.uk T. 0300 303 3464

Are classes reliant on size?
Yes. If numbers are too low the course may be cancelled or re-arranged to another time. We require a minimum of 10 students per course. For taster courses we can run with 6 students.

What if I have a disability, learning difficulty, health issue or other support needs?
Then we’re ready to help as best we can. Speak to your Broadland Housing Association contact so that we can make plans before you start a course.

Do you choose accessible venues?
We try to, wherever possible, but we can’t guarantee it in all cases. Get in touch for details of a venue’s accessibility.

What are the course costs?
You are entitled to free tuition if you receive certain benefits, as listed below (or if you are dependent on someone who receives those benefits). You may be asked for evidence of your benefit status such as a letter from Job Centre Plus.

- Job Seekers Allowance
- Employment and Support Allowance (ESA - work related)
- Universal Credit and earn less than £338 per month or household earns less than £541 per month
- Income Support, Housing Benefit, Council Tax Reduction (not single occupancy discount) or Employment and Support Allowance (ESA) support group
- Working Tax Credit
- Pension Guarantee Credit
- Asylum Seeker

These are just a few of the courses that we deliver. For more information please visit:
- https://www.wea.org.uk/eastern/courses-0

Please note these may be subject to change due to funding requirements.

Funding to attend these courses for BHA Tenant’s that do not fit the above criteria, may be still available from the Association. Please call Kate Sadler (Employment & Training Coach - BHA) to discuss on 0160 3750128
Norwich

Universal Credit taster

Date: Mon 15th October 2018
Time: 10:00 - 13:00
Course Ref C2226056

Clover Hill Community Centre, Humbleyard, Clover Hill, Norwich NR5 9BN

This is a taster course to give students the confidence to use the new Universal Credit online benefit system. We will introduce the skills required to get you signed up and accessing the features of the service. Delivered in a relaxed and friendly atmosphere, this short course is a great starting point to help you navigate the UC platform.

To book your place online visit https://enrolonline.wea.org.uk/Online/2018/CourseInfo.aspx?r=C2226056 - Or ring 0300 303 3464

Norwich

Universal Credit taster

Date: Tue 4th December 2018
Time: 10:00 - 13:00
Course Ref C2226044

Broadland Housing Association, The Elms, Unthank Road, Norwich

This is a taster course to give students the confidence to use the new Universal Credit online benefit system. We will introduce the skills required to get you signed up and accessing the features of the service. Delivered in a relaxed and friendly atmosphere, this short course is a great starting point to help you navigate the UC platform.

To book your place online visit https://enrolonline.wea.org.uk/Online/2018/CourseInfo.aspx?r=C2226044 - Or ring 0300 303 3464
Great Yarmouth

Recognise your potential taster

Date: Fri 19th October 2018
Time: 10:00 - 13:00
Course Ref: C2226042

Broadland Housing Association, 19 - 20 Regent Rd, Great Yarmouth NR30 1RL

This taster session is designed to encourage and motivate people of working age to gain and build confidence, realise their potential and what skills they already have before going on to further education or work.

To book your place online visit https://enrolonline.wea.org.uk/Online/2018/CourseInfo.aspx?r=C2226042 - Or ring 0300 303 3464

Great Yarmouth

Universal Credit taster

Date: Mon 11th November 2018
Time: 10:00 - 13:00
Course Ref: xxxxxxx

Broadland Housing Association, 19 - 20 Regent Rd, Great Yarmouth NR30 1RL

This is a taster course to give students the confidence to use the new Universal Credit online benefit system. We will introduce the skills required to get you signed up and accessing the features of the service. Delivered in a relaxed and friendly atmosphere, this short course is a great starting point to help you navigate the UC platform.

To book your place please speak to .....
Dereham

Universal Credit taster

Date: Fri 9th November 2018
Time: 10:00 - 13:00,
Course Ref C2226041

© Broadland Housing Association, 7 Aldiss Court, High Street, Dereham, Norfolk, NR19 1TS

This is a taster course to give students the confidence to use the new Universal Credit online benefit system. We will introduce the skills required to get you signed up and accessing the features of the service. Delivered in a relaxed and friendly atmosphere, this short course is a great starting point to help you navigate the UC platform.

To book your place online visit https://enrolonline.wea.org.uk/Online/2018/CourseInfo.aspx?r=C2226041 - Or ring 0300 303 3464
Kings Lynn
Getting to Grips with Universal Credit Workshop

Date: Thurs 22nd November 2018
Time: 10:00 - 14:00
Course Ref C2226059

Broadland Housing Association, Pleasant Court, Hospital Walk, Kings Lynn, PE30 5PR

This workshop will give students the opportunity to use the new Universal Credit online benefit system and practice, or develop, their skills in using the features of the service. Delivered in a relaxed and friendly atmosphere, this workshop is a great starting point to help you navigate the UC platform.

To book your place online visit https://enrolonline.wea.org.uk/Online/2018/CourseInfo.aspx?r=C2226059 - Or ring 0300 303 3464
Support us
Believe in us
Join us!

Become a WEA member today and help to transform lives, communities and your society through adult education

As a WEA member you can ...

- Support a movement that has championed high quality adult education since 1903
- Have your say in how the WEA is run and how we help
- Get involved - connect to your local branch or group – volunteer, attend events, find new friends or bring along old ones!

Members receive: newsletters, access to events, an exclusive members' website, your membership card, and our new member-led Highway magazine.

Join us today!
Visit: wea.org.uk/get-involved/membership

* Membership is free to volunteers and those on low income.

Membership of the WEA has brought me long term friendships and personal fulfilment.

Betty, Member, Harpenden Branch
Try it
Believe it
Do it!

The WEA relies on people like you to be volunteers. Whether it’s in the classroom, or behind the scenes, your skills can help us make more of a difference on lives, in communities and in society.

As a WEA volunteer you can ...

▶ Use and develop your own skills and interests
▶ Meet new people in your community
▶ Make real change to people’s lives.

Join us today!
Visit: wea.org.uk/volunteer
Email us: volunteering@wea.org.uk

When I first started volunteering in the WEA office, I was very nervous and unsure of myself. I lacked confidence – I couldn’t even answer the phone. I’ve come a long way since then. It’s great to engage in work that’s satisfying and work with people to improve my communication skills. I’ve helped the WEA and the WEA has helped me and together we’ve achieved a great deal.

Kamaran, WEA Volunteer
Feedback and Complaints
We welcome your feedback to help us improve our service. If you have a suggestion on how we could improve our services, call our Suggestions Line on 0300 303 3464 or email suggestions@wea.org.uk. You can also contact your Regional Office directly.

Staying Safe
The WEA is committed to providing a welcoming environment where everyone is respected, valued and feels safe and secure. If you have any concerns you can speak to your tutor or you can contact our safeguarding staff via your Regional Office.

Equality, Diversity and Inclusion
The WEA believes that education plays a major role in challenging discrimination and disadvantage. We are committed to inclusive learning and ensuring that all our students achieve the best possible outcomes. Equality, Diversity and Inclusion in the WEA is a collective responsibility. We expect everyone involved in the WEA to challenge conditions that place anyone at a disadvantage and create an inclusive community in which diversity is valued and celebrated.

Learning Agreement and Student Code of Conduct
When you enrol with the WEA you will enter into a Learning Agreement with us. This is printed on your enrolment form. The Student Code of Conduct together with the Learning Agreement can be found on our website at: wea.org.uk/policies. These set out our joint responsibilities for creating a positive learning environment.

Get Involved
The WEA is a membership organisation which encourages our students and supporters to join us to help build a strong voice for adult learning. This is what makes us distinctive and different from other learning providers. By becoming a member of the WEA you are agreeing to the charitable aims, mission and values of the Association. If you are interested in finding out more, please visit the website wea.org.uk/get-involved/membership or call 0207 426 3460.

If you would like to volunteer please speak to your WEA tutor, local course organiser, telephone the Regional Office or look at our website wea.org.uk/volunteer for more information.

If you can’t find the right course for you please contact your Regional Office or if you are looking for a course to support your career development please contact the National Careers Service on 0800 100 900.