



## d.o.v.e. Workshop Course Provision 2018/19

*"Be part of the Learning Journey"*



### Where to find us:

#### From Swansea, Neath or Resolven direction or from Aberdare direction

Follow the A465 to Glynneath., take the A4109 to Onllwyn, go straight through the traffic lights at Glynneath and follow the road until you come to a crossroads, which is signposted d.o.v.e. 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.

d.o.v.e. Workshop is the single storey building immediately in front of you.

#### From Ammanford Direction

Take the A4068 from Brynamman, then the A4067 to Abercrave.

Turn right for the A4221 to Dyffryn Cellwen. Turn right at the second crossroads into Dyffryn Cellwen, which is signposted to d.o.v.e. Workshop. Carry on straight through Roman Road and take the second turning on the left between the row of terraced houses.

d.o.v.e. Workshop is the single storey building immediately in front of you.

Roman Road, Banwen, Neath, SA10 9LW

☎ 01639 700024

Fax: 01639 700024

E-mail: [doveworkshop@btconnect.com](mailto:doveworkshop@btconnect.com)

Website: [doveworkshop.org.uk](http://doveworkshop.org.uk)

Facebook: [@DOVEWorkshopBanwen](https://www.facebook.com/DOVEWorkshopBanwen)

Twitter: [@doveworkshop](https://twitter.com/doveworkshop)

An Enrolment, Advice & Guidance Week  
will be held at d.o.v.e. Workshop from  
Monday 6th - Friday 10th August 2018  
10.00 am - 4.00 pm

Enrolments are also taken throughout the year!

The d.o.v.e. Workshop Course Provision Brochure 2018/19  
can be viewed/downloaded via the website.

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

## About d.o.v.e. Workshop

d.o.v.e. Workshop is an organisation that is committed to the provision of learning opportunities in our communities. We work in partnership with the Neath Port Talbot Adult Learning Network who provide experienced and qualified tutors and have an excellent reputation for quality.

d.o.v.e. Workshop provides a number of services that are associated with learning, we offer opportunities for: volunteering, work experience, IT drop-in services, employment support, CV writing and much more... There is childcare available to learners and working parents on-site at Dovecote Nursery.

d.o.v.e. Workshop has a reputation for providing a safe, welcoming and caring service, we recognise that every individual we work with has different needs and abilities and we do not tolerate unfair practice or discrimination.

Company Number: 3840774

Charity Number: 1079467



### Financial support for students in Wales studying with the Open University

Maintenance grants of up to £4,500 are now available. The money you receive isn't a loan – you won't need to pay it back.

The amount you receive is based on your annual household income, and how many credits you are planning to study during the year. For example, if your household income is £25,000 or below and you plan to study 90 credits or more during the year you could receive £4,500.

You can also apply for a top-up loan to make up the difference, up to a maximum value of £4,237.50. Find out more about working out your entitlement.

With tuition fee loans to cover the cost of your course also available, study has never been so affordable. Find out more about fees and funding options for OU study.

You can also see The Open University finance pages using the link below, or you may like to talk to us at one of our open events in Wales.

<https://tinyurl.com/yavjvkbp>

## Other Services available at d.o.v.e. Workshop

- ◆ Advice and Guidance.
- ◆ Support with Job Search and CV Writing.
- ◆ FREE Access to IT/Internet.
- ◆ Family and Individual Support.
- ◆ Cwm-Ni Iach Healthy Company. A project to support people's mental health and wellbeing.
- ◆ The Open University in Wales 'Pathways to Success' On-line Learning Programme.
- ◆ A branch of the South Wales Miners' Library.
- ◆ Dovecote Day Nursery. A bilingual day nursery for children between birth and five. Please ring 01639 700024, ext. 3 for more details.
- ◆ FREE P.C. Advisory Clinic every Thursday please ring for opening times.

For further information on any of the details provided in this brochure please contact us on:

☎ 01639 700024

E-mail: [doveworkshop@btconnect.com](mailto:doveworkshop@btconnect.com) or if you prefer call in and see us for a friendly chat.

### THE MEAT & GREET CO @ Café Sarn Helen

Opening Times:

Monday - Saturday 9.00 am - 3.00 pm

Sunday 12 noon - 2.00 pm

We serve Sunday lunch, breakfasts, lunch, snacks, fresh coffee etc.

☎ 01639 700024, ext. 2 for further information and bookings.

E-mail: [themeatandgreetco@gmail.com](mailto:themeatandgreetco@gmail.com)

 @TheMeatAndGreetCo



## d.o.v.e. Workshop Course Provision 2018/19

<u>Monday</u>	<u>Time</u>
<u>2 year HE Certificate in Digital Media</u>	<u>9.30 am — 1.30 pm</u>
<u>Office Administration</u>	<u>6.30 pm — 8.30 pm</u>
<i>An introduction into the role of an Administrative Assistant, giving a flavour of the responsibilities that would need to be carried out in an office environment.</i>	
<u>Tuesday</u>	<u>Time</u>
<u>Return to Learn (English)</u>	<u>10.00 am — 1.00 pm</u>
<i>Return to Learn classes help to improve your English skills (from the beginning to pre-GCSE). Basic IT skills included on this course.</i>	
<u>Basic IT</u>	<u>10.30 am -12.30 pm</u>
<i>Basic Word-processing using Microsoft Word.</i>	
<u>Art</u>	<u>1.30 pm — 4.00 pm</u>
<i>An established all abilities art class in drawing and painting.</i>	
<u>Counselling Skills</u>	<u>12.30 pm — 2.30 pm</u>
<i>An introduction to the basic skills and theory used in counselling with a view to questioning body language and the core values required.</i>	
<u>Pre-Access Course</u>	<u>9.00 am — 3.00 pm</u>
<i>This programme is a gateway to study with an emphasis on Health Care.</i>	
<u>Wednesday</u>	<u>Time</u>
<u>BA (Hons) Part-time Degree Programme in Humanities Level 1 (2 modules)</u>	
Breaking the Mould - from 'Welsh Mam' to Modern Woman	<u>9.45 am — 11.45 am</u>
Empire, Welfare, Europe: The Changing Face of British Society, 1900 — 2000	<u>12.45 pm — 2.45 pm</u>

## d.o.v.e. Workshop Course Provision 2018/19

<u>Wednesday (continued)</u>	<u>Time</u>
<u>Welsh for Adults</u>	1.00 pm 3.00 pm
<u>Thursday</u>	<u>Time</u>
<u>Counselling (Level 3)</u>	9.30 am – 12 .30 pm
<i>Access to a professional course.</i>	
<u>Return to Learn (Maths)</u>	<u>10.00 am – 1.00 pm</u>
<i>Return to Learn classes help to improve your Maths skills (from the beginning to pre-GCSE).</i>	
<u>Pre-Access Course</u>	<u>9.00 am – 3.00 pm</u>
<i>This programme is a gateway to study with an emphasis on Health Care .</i>	
<u>Friday</u>	<u>Time</u>
<u>Pre-Access Course</u>	<u>9.00 am – 3.00 pm</u>
<i>This programme is a gateway to study with an emphasis on Health Care.</i>	

## d.o.v.e. Workshop Course Provision 2018/19

### New Courses:

#### Days and times to be arranged

- ♦ GCSE English and Maths
- ♦ Intro to Health and Social Care (1 unit)

### New Short Courses:

#### Delivered throughout the year on demand

- ♦ Hospitality & Food Safety
- ♦ Communication & Confidence Building
- ♦ Call Centre Skills
- ♦ Retail
- ♦ Motivation Skills

Taster days/courses are also offered throughout the year please visit our website or Facebook page regularly for information.

### Clubs:

Interested in taking up a new hobby? A variety of clubs are also held at the centre on the days/times listed below.

Crochet	Tuesday	9.30 am – 11.30 am
Crochet	Wednesday	9.30 am – 11.30 am
Sewing Club	Wednesday	1.00 pm – 3.00 pm
Family History	Wednesday	5.00 pm – 7.00 pm
French	Tuesday	10.00 am – 12 noon
Mosaic	Thursday	1.00 pm – 3.00 pm
Crafts	Thursday	1.00 pm – 3.00 pm

For more detailed information about any of the courses/clubs please do not hesitate to contact us. The courses listed in this brochure have fees attached to them, contact a member of staff for information on the fees and financial support available.

**d.o.v.e. Workshop is an approved Agored Cymru recognised centre. and a member of Neath Port Talbot Adult Learning Network.**