



BURY
ADULT LEARNING SERVICE
**SPRING/
SUMMER**
COURSE GUIDE
2026
LEARNING FOR LIFE & WORK
LET'S DO IT!



Welcome

A warm welcome to Bury Adult Learning Service!

At Bury Adult Learning Service, we're here to help people improve their lives through learning. Our courses are designed to be inclusive, supportive and accessible to learners of all backgrounds and skill levels.

We are here to support you across all areas of learning, whether you are looking to try something new, upskill in your career or are thinking about returning to education following a break, we can help you to achieve your goal.

Once you become part of the Bury Adult Learning Service community, we're confident we'll ignite your passion for learning and inspire you to achieve your goals. So why not come and join the many people who have returned to learn and who have gained new skills, qualifications and improved their confidence and wellbeing.

We look forward to welcoming you to one of our classes soon!

Joanne Hatton
Head of Adult Learning



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Why Choose Us?

- Over 95% of learners rate the quality of our teaching as excellent/good.
- A wide range of high quality courses.
- High success rates on courses that lead to a qualification.
- Friendly, knowledgeable and skilled teaching staff.
- Free courses.
- Access to services that provide support with careers information and guidance, cost of living challenges, and health and wellbeing.

Our courses are designed to help you build confidence, learn new skills, and take the next step in your career.

From maths and English to digital skills and employability support - we're here to help you succeed.



For more information, scan the QR code and start your learning journey today!

Learner Support - Supporting You



Here to help you achieve your personal goals.

Join a course at Bury Adult Learning Service and become part of a vibrant and diverse community.

Bury Adult Learning Service is committed to offering the support and guidance you need to help you succeed and progress in your studies and into employment.

We know that for many people making the choice to join an adult learning class can be a big step. We want to support you however we can on your learning journey.

Information, Advice and Guidance

Learner Services is available throughout the year to help you decide which course is best for you. Our friendly staff offer advice, guidance and information either by appointment, phone or online.

We offer a range of information and support, including:

- Further details about course content
- Support with any additional learning needs you have, or adjustments you may need to help you participate and achieve, (see page 15)

- Progression opportunities, whether to further learning or employment
- Information on other organisations that can provide support

We work with the National Careers Service who can provide free one-to-one advice on how to progress your career aspirations or use your learning to move into employment.

Learner Support Fund

The Learner Support Fund is a limited discretionary grant provided to help learners experiencing financial hardship to stay in education.

This fund can be used to help with:

- course costs
- exam fees
- childcare costs
- travel costs

To apply you must:

- be on a qualification course
- meet residency requirements
- provide evidence that you are on a low income or are experiencing financial hardship

Please note: All support funds are subject to individual eligibility and the availability of funds.

To find out more about how we can support your learning, call Learner Services on 0161 253 7501, email learner.services@bury.gov.uk, or call Bury Adult Learning Centre on 0161 253 5772.

Matrix Standard of Quality

The Matrix Standard is the national quality standard for any organisation that delivers information, advice and guidance on learning and work. In May 2025, Bury Adult Learning Service was successfully re-assessed to the standard.



Computing & Digital Skills

Do you want to improve your computer skills to help you get a job or simply enjoy learning something new? We offer a range of computer courses to help you build confidence - whether it's for work, everyday life, or a leisure interest.

If you are thinking about a qualification, we will chat with you first to check your current skills and make sure you join the course that's right for you.

COURSES WITH QUALIFICATIONS	CENTRE	DAY	TIME	STARTS	WEEKS	COST	DISC.	CODE
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CYBERSECURITY

Interested in a career in cybersecurity? Learn how organisations protect their systems from online threats and keep sensitive data safe.

Introduction to Cybersecurity Level 2	Bury ALC	Tuesday	6.00pm - 9.00pm	03/02/2026	2	£28.98	FREE	CB241
Cybersecurity Level 2	Bury ALC	Tuesday	6.00pm - 9.00pm	24/02/2026	14	£172.10	FREE	B241

DIGITAL & IT SKILLS

This course is for learners who have previously completed an IT Level 1 course, or have skills at Level 1. The course includes Word and spreadsheets at Level 2.

Digital & IT Skills Level 2	Bury ALC	Monday	1.00pm - 4.00pm	23/02/2026	16	£228.95	FREE	B124
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ESSENTIAL DIGITAL SKILLS

Equip yourself with digital skills for work, life or further study. Topics include creating and editing documents, communicating, sharing and managing online activities, shopping online and much more!

Essential Digital Skills Entry 3	Bury ALC	Monday - Tuesday	9.45am - 12.00pm	12/01/2026	10	FREE	FREE	B109
Essential Digital Skills Level 1	Bury ALC	Monday - Tuesday	9.45am - 12.00pm	20/04/2026	11	FREE	FREE	B110
Essential Digital Skills Level 1	Bury ALC	Monday - Tuesday	12.45pm - 3.00pm	12/01/2026	10	FREE	FREE	B126
Essential Digital Skills Entry 3	Bury ALC	Monday - Tuesday	12.45pm - 3.00pm	20/04/2026	11	FREE	FREE	B127
Essential Digital Skills Level 1	Bury ALC	Wednesday - Thursday	9.45am - 12.00pm	14/01/2026	10	FREE	FREE	B303
Essential Digital Skills Entry 3	Bury ALC	Wednesday - Thursday	9.45am - 12.00pm	22/04/2026	10	FREE	FREE	B304

ICDL (INTERNATIONAL COMPUTER DRIVING LICENCE)

This course runs throughout the year and provides a quick route to achieving a qualification for those looking for employment or to improve their current computer skills in the workplace. This qualification will boost your CV!

ICDL Level 2 (Fast Track)	Bury ALC	Monday, Tuesday & Thursday	9.15am - 12.15pm	12/01/2026	10	EAC*	FREE	ITICDL02
ICDL Level 2 (Fast Track)	Bury ALC	Monday, Tuesday & Thursday	9.15am - 12.15pm	20/04/2026	11	EAC*	FREE	ITICDL03
ICDL Level 2	Online	Wednesday	6.00pm - 9.00pm	EAC*	EAC*	EAC*	FREE	OLB341

*EAC - Enquire At Centre

PROGRAMMING

Have you ever wanted to know more about how apps work? This course will equip you with the skills you need to understand and learn coding techniques. The course is a good starting point for anyone wanting to explore further qualifications or even a career in coding/programming.

Further Coding Skills	Bury ALC	Thursday	1.00pm - 3.00pm	15/01/2026	10	£96.60	FREE	CB422
Programming: Taking The Next Step Level 2	Bury ALC	Friday	9.30am - 12.30pm	27/02/2026	16	£191.90	FREE	B502

COURSES WITHOUT QUALIFICATIONS	CENTRE	DAY	TIME	STARTS	WEEKS	COST	DISC.	CODE
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BEGINNER'S DIGITAL SKILLS

Gain confidence and become more independent using your smartphone/tablet in today's digital world. This course is ideal for learners who have little or no experience.

Beginner's Digital Skills	Bury ALC	Tuesday	1.00pm - 3.00pm	12/01/2026	6	FREE	FREE	CB222
Beginner's Digital Skills	Bury Library	Monday	1.00pm - 3.00pm	20/04/2026	6	FREE	FREE	CBL125
Beginner's Digital Skills	Asda Radcliffe	Thursday	1.00pm - 3.00pm	15/01/2026	6	FREE	FREE	CAR423
Beginner's Digital Skills	Asda Radcliffe	Thursday	1.00pm - 3.00pm	23/04/2026	6	FREE	FREE	CAR425
Beginner's Digital Skills	Creative Living Centre	Thursday	10.00am - 12.00pm	15/01/2026	6	FREE	FREE	CLC403
Beginner's Digital Skills	Creative Living Centre	Thursday	10.00am - 12.00pm	23/04/2026	6	FREE	FREE	CLC405

COURSES WITHOUT QUALIFICATIONS	CENTRE	DAY	TIME	STARTS	WEEKS	COST	DISC.	CODE
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INTERMEDIATE DIGITAL SKILLS

Improve your digital skills to better manage everyday tasks. You will learn to communicate using messaging apps/services and video tools, post photos/videos on social media sites, use Google Maps, and use price comparison sites to find best deals.

Intermediate Digital Skills	Bury ALC	Tuesday	1.00pm - 3.00pm	23/02/2026	6	FREE	FREE	CB223
Intermediate Digital Skills	Bury Library	Monday	1.00pm - 3.00pm	15/06/2026	6	FREE	FREE	CBL126
Intermediate Digital Skills	Creative Living Centre	Thursday	10.00am - 12.00pm	26/02/2026	6	FREE	FREE	CLC404
Intermediate Digital Skills	Creative Living Centre	Thursday	10.00am - 12.00pm	04/06/2026	6	FREE	FREE	CLC406
Intermediate Digital Skills	Asda Radcliffe	Thursday	1.00pm - 3.00pm	26/02/2026	6	FREE	FREE	CAR424
Intermediate Digital Skills	Asda Radcliffe	Thursday	1.00pm - 3.00pm	04/06/2026	6	FREE	FREE	CAR426

MICROSOFT WORD & EXCEL

These courses will introduce you to the basic skills that you need to use Microsoft Word and Excel, whether it's for work or personal use.

Beginner's Microsoft Word	Bury Library	Monday	10.00am - 12.00pm	12/01/2026	5	£48.30	FREE	CBL101
Beginner's Microsoft Excel	Bury Library	Monday	10.00am - 12.00pm	02/03/2026	5	£48.30	FREE	CBL102



Work Skills & Employment

Looking for work or thinking about a career change? Having the right skills and qualifications is more important than ever in today's competitive job market. We offer free courses to help you build confidence and get job-ready. Courses below are FREE for people in receipt of relevant benefits, (see page 14 for details on fees and discounts).

COURSES WITH QUALIFICATIONS	CENTRE	DAY	TIME	STARTS	WEEKS	COST	DISCOUNT	CODE
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BUSINESS ADMINISTRATION SKILLS

This course is designed to help you explore and develop essential knowledge, skills, and confidence in business administration, paving the way for potential voluntary or paid employment. Learn how to handle customer telephone calls, behave professionally in an office environment, create various business documents, confidently use office equipment, write effectively for different workplace purposes, and communicate clearly and efficiently.

Business Administration Skills Level 1 Award	Bury ALC	Monday - Tuesday	9.30am - 12.30pm	12/01/2026	10	£239.25	FREE	B104
Business Administration Skills Level 1 Award	Bury ALC	Monday - Tuesday	9.30am - 12.30pm	20/04/2026	11	£239.25	FREE	B105

FOOD SAFETY

This one day course is suitable for anyone who handles or prepares food, or is involved in the management of a catering environment.

Food Safety Level 2	Bury ALC	Monday	9.30am - 4.30pm	02/03/2026	1 day	£33.00	FREE	WWFS102
Food Safety Level 2	Bury ALC	Monday	9.30am - 4.30pm	08/06/2026	1 day	£33.00	FREE	WWFS104

HEALTH, SOCIAL CARE & CHILDCARE

Thinking about a career in health, social care, or childcare? This beginner's course is the perfect starting point! Explore the different roles and services in these sectors and learn the essential health and safety procedures you'll need.

Introduction to a Career in Care Level 1	Bury ALC	Monday - Thursday	9.30am - 4.30pm	09/03/2026	3	£366.65	FREE	WWHSC02
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AN INTRODUCTION TO A CAREER IN LOGISTICS

This course has been co-designed with a leading logistics and warehouse company to provide a direct pathway into employment, where within three weeks, you will progress to Level 1 training in cleaning, warehousing, pump truck operation, and forklift truck operation.

A Pathway to a Career in Logistics Entry 3	Bury ALC	Monday - Friday (Except Wednesday)	9.30am - 3.15pm	5/05/26	3	£226.50	FREE	B305
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WRITING SKILLS

Writing as a Tool for Growth & Employability	Bury ALC	Tuesday	6.15pm - 8.45pm	27/01/26	21	£174.10	FREE	WWB241
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COURSES WITHOUT QUALIFICATIONS	CENTRE	DAY	TIME	STARTS	WEEKS	COST	DISCOUNT	CODE
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EXPLORING SELF EMPLOYMENT

Do you have a great business idea? Would you love to work for yourself and have the ambition to make it succeed? This introductory course will help you understand what's involved in becoming self-employed and setting up your own business. By the end of the course, you'll be better equipped to decide if this is the right path for you.

Exploring Self Employment	Bury ALC	Tuesday & Wednesday	9.30am - 4.30pm	10/02/26	2 days	£62.79	FREE	WWSE201
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English & Maths - Part of life's essentials

Maths not adding up? Do you worry about spelling and punctuation?

Whether it's getting a job or enrolling on a higher education course, having the qualifications to show you have the right level of skills has never been more important.

Our **FREE** English and maths courses will help you update your existing knowledge, improve your skills and gain current essential qualifications. If you are looking for employment, hoping to enhance your career opportunities or perhaps apply for a university course in the future, give our team a call today.

Our courses are taught by friendly specialist tutors in a welcoming classroom environment. What's more, we offer a range of times and days to accommodate your learning needs and circumstances.

Following an informal assessment, we'll determine which course is the right fit for you.

Good English and maths skills may unlock job opportunities and lead to higher wages or prepare you for further study. Our courses are for everyone who want to develop their English and maths skills, from a basic level up to level 2.

English & maths are everywhere!

- Improve and update your English and maths skills.
- Improve your career prospects.
- Grow in confidence while meeting others with the same goal.
- Further develop your employment opportunities.
- Feel more confident to help children with homework.
- Gain a recognised English and/or maths functional skills qualification from entry level to level 2.

Level 2 Functional Skills can provide a gateway into enrolling on a wide range of courses not only in college, but at university as well.

Take a step forward today and enquire about our **FREE** English and maths courses.

Phone 0161 253 5772 to book an informal assessment and find out how we can help you to choose a course that is right for you.



Wellbeing

Learning for confidence and better mental health - Need a bit of me time? Our wellbeing courses are designed to help you feel better, boost your confidence, and improve your emotional wellbeing - while learning something new and meeting people along the way! The courses are for people who are experiencing mild to moderate and mental health conditions, such as stress, anxiety and low mood.

COURSES WITHOUT QUALIFICATIONS	CENTRE	DAY	TIME	STARTS	WEEKS	COST	DISC.	CODE
Art to Reduce Anxiety & Stress	Bury ALC	Tuesday	7.00pm - 9.00pm	13/01/2026	5	FREE	FREE	CMHB242
Art to Reduce Anxiety & Stress	Bury ALC	Tuesday	7.00pm - 9.00pm	24/02/2026	5	FREE	FREE	CMHB243
Art to Reduce Anxiety & Stress	Bury ALC	Tuesday	7.00pm - 9.00pm	21/04/2026	5	FREE	FREE	CMHB244
Art to Reduce Anxiety & Stress	Bury ALC	Tuesday	7.00pm - 9.00pm	02/06/2026	5	FREE	FREE	CMHB245
Introduction to Mindfulness Through Craftmaking	Bury ALC	Tuesday	3.30pm - 5.30pm	13/01/2026	10	£5.00	£5.00	CMHB221
Introduction to Mindfulness Through Craftmaking	Bury ALC	Tuesday	1.00pm - 3.00pm	21/04/2026	10	£5.00	£5.00	CMHB222
Improve Your Mood Through Food	Bury ALC	Thursday	9.30am - 12.00pm	15/01/2026	5	FREE	FREE	CMHB402
Improve Your Mood Through Food	Bury ALC	Thursday	9.30am - 12.00pm	26/02/2026	5	FREE	FREE	CMHB403
Improve Your Mood Through Food	Bury ALC	Thursday	9.30am - 12.00pm	23/04/2026	5	FREE	FREE	CMHB404
Improve Your Mood Through Food	Bury ALC	Thursday	9.30am - 12.00pm	04/06/2026	5	FREE	FREE	CMHB405
Bake Yourself Happy	Bury ALC	Thursday	1.00pm - 3.30pm	15/01/2026	5	FREE	FREE	CMHB422
Bake Yourself Happy	Bury ALC	Thursday	1.00pm - 3.30pm	26/02/2026	5	FREE	FREE	CMHB423
Bake Yourself Happy	Bury ALC	Thursday	1.00pm - 3.30pm	23/04/2026	5	FREE	FREE	CMHB424
Bake Yourself Happy	Bury ALC	Thursday	1.00pm - 3.30pm	04/06/2026	5	FREE	FREE	CMHB425
Mindfulness - Tools for Life	Bury ALC	Friday	10.00am - 12.00pm	16/01/2026	10	FREE	FREE	CMHB503
Mindfulness - Tools for Life	Bury ALC	Friday	10.00am - 12.00pm	24/04/2026	10	FREE	FREE	CMHB504
Creative Writing for Wellbeing	Bury ALC	Friday	1.00pm - 3.30pm	16/01/2026	5	FREE	FREE	CMHB523
Creative Writing for Wellbeing	Bury ALC	Friday	1.00pm - 3.30pm	27/02/2026	5	FREE	FREE	CMHB524
Creative Writing for Wellbeing	Bury ALC	Friday	1.00pm - 3.30pm	24/04/2026	5	FREE	FREE	CMHB525
Creative Writing for Wellbeing	Bury ALC	Friday	1.00pm - 3.30pm	05/06/2026	5	FREE	FREE	CMHB526

Let's Get Creative

Whether you are a complete beginner or flourishing expert, we have a range of courses to spark your interest!

COURSES WITHOUT QUALIFICATIONS	CENTRE	DAY	TIME	STARTS	WEEKS	COST	DISC.	CODE
ART & CRAFTS								
Introduction to Update or Create a Garment From Scratch	Bury ALC	Monday	10.00am - 12.00pm	12/01/2026	9	£86.94	£34.74	B110Y
Introduction to Update or Create a Garment From Scratch	Bury ALC	Monday	10.00am - 12.00pm	20/04/2026	7	£67.62	£27.02	B110Z
Sew Easy (Mixed Ability)	Bury ALC	Monday	1.00pm - 3.00pm	12/01/2026	9	£142.38	£71.19	LPB121Y
Sew Easy (Mixed Ability)	Bury ALC	Monday	1.00pm - 3.00pm	20/04/2026	7	£110.74	£55.37	LPB121Z
Sew Easy (Mixed Ability)	Bury ALC	Wednesday	6.45pm - 8.45pm	14/01/2026	9	£142.38	£71.19	LPB341Y
Sew Easy (Mixed Ability)	Bury ALC	Wednesday	6.45pm - 8.45pm	22/04/2026	7	£110.74	£55.37	LPB341Z
Oil Painting for All	Bury ALC	Thursday	1.00pm - 3.00pm	15/01/2026	9	£142.38	£71.19	LPB421Y
Oil Painting for All	Bury ALC	Thursday	1.00pm - 3.00pm	23/04/2026	7	£110.74	£55.37	LPB421Z
Patchwork & Quilting	Ramsbottom Library	Tuesday	1.00pm - 3.00pm	13/01/2026	9	£142.38	£71.19	LPR221Y
Patchwork & Quilting	Ramsbottom Library	Tuesday	1.00pm - 3.00pm	21/04/2026	7	£110.74	£55.37	LPR221Z
Patchwork & Quilting	Ramsbottom Library	Thursday	6.45pm - 8.45pm	15/01/2026	9	£142.38	£71.19	LPR441Y
Patchwork & Quilting	Ramsbottom Library	Thursday	6.45pm - 8.45pm	23/04/2026	7	£110.74	£55.37	LPR441Z

COURSES WITHOUT QUALIFICATIONS	CENTRE	DAY	TIME	STARTS	WEEKS	COST	DISCOUNT	CODE
Watercolour Painting for All	Bury ALC	Thursday	3.15pm - 5.15pm	15/01/2026	9	£142.38	£71.19	LPB422Y
Watercolour Painting for All	Bury ALC	Thursday	3.15pm - 5.15pm	23/04/2026	7	£110.74	£55.37	LPB422Z
Soft Furnishing & Upholstery	Ramsbottom Library	Thursday	10.00am - 12.00pm	15/01/2026	9	£142.38	£71.19	LPR401Y
Soft Furnishing & Upholstery	Ramsbottom Library	Thursday	10.00am - 12.00pm	23/04/2026	7	£110.74	£55.37	LPR401Z
Soft Furnishing & Upholstery	Ramsbottom Library	Thursday	1.00pm - 3.00pm	15/01/2026	9	£142.38	£71.19	LPR421Y
Soft Furnishing & Upholstery	Ramsbottom Library	Thursday	1.00pm - 3.00pm	23/04/2026	7	£110.74	£55.37	LPR421Z

Family Learning

Are you a parent or carer looking to get more involved in your children's education?

Do you need help to support your children with their homework?

Or maybe you're keen to brush up your own skills and want to get back into work or further learning?

Our Family Learning team delivers courses in schools, Family Hubs and various community settings across the borough. These courses support parents and carers to build their own confidence and skills, which enables them to help their children reach their full potential, both at home and at school, building positive relationships and stronger community links wherever we can have an impact.

In addition to supporting their children, there is an emphasis on empowering parents to enable them to be effective educators at home as a springboard from which to become sufficiently confident and skilled to explore opportunities that could lead them into further avenues of work or study themselves. Classes can involve the children working alongside their parents with the

class teacher and the support of the Family Learning tutor (with a focus on a specific school year group and subject area), or are parent-only, where parents work together with the adult tutor to improve their own skills and knowledge.

Contact us now to get more information about classes we may already be running in your local school.

If you are a head teacher or a community worker interested in us setting up a Family Learning course for your parents or service-users, or to find out more about what we offer, contact:

Pete Cookson at p.cookson@bury.gov.uk or phone 0161 253 5079.

COURSES WITHOUT QUALIFICATIONS	CENTRE	DAY	TIME	STARTS	WEEKS	COST	DISCOUNT	CODE
Therapeutic Art for Parents & Carers	East Bury Family Hub	Tuesday	9.15am - 11.15am	13/01/2026	5	FREE	FREE	FLEB203P
Family Art & Craft for Parents & Carers	East Bury Family Hub	Tuesday	9.15am - 11.15am	03/03/2026	5	FREE	FREE	FLEB204P
Steps to Confidence for Parents & Carers	East Bury Family Hub	Tuesday	9.15am - 11.15am	21/04/2026	5	FREE	FREE	FLEB205P
Positive Parenting for Parents & Carers	East Bury Family Hub	Tuesday	9.15am - 11.15am	09/06/2026	5	FREE	FREE	FLEB206P
Family First Aid for Parents & Carers	Bury ALC	Friday	10.00am - 12.00pm	16/01/2026	5	FREE	FREE	FLB502P
Family First Aid for Parents & Carers	Bury ALC	Friday	10.00am - 12.00pm	24/04/2026	5	FREE	FREE	FLB503P
What's Cooking - Healthy Eating on a Budget	Bury ALC	Friday	12.30pm - 2.30pm	06/03/2026	4	FREE	FREE	FLB522P
What's Cooking - Healthy Eating on a Budget	Bury ALC	Friday	12.30pm - 2.30pm	12/06/2026	5	FREE	FREE	FLB523P

The courses below are aimed at those whose English is not their first language.

Family Language (ESOL) - Living In The UK	East Bury Family Hub	Friday	9.30am - 11.30am	16/01/2026	5	FREE	FREE	FLEB503P
Family Language (ESOL) - Ready For Work	East Bury Family Hub	Friday	9.30am - 11.30am	06/03/2026	4	FREE	FREE	FLEB504P
Family Language - Reading for ESOL	East Bury Family Hub	Friday	9.30am - 11.30am	24/04/2026	5	FREE	FREE	FLEB505P
Family Language (ESOL) - SPAG Booster	East Bury Family Hub	Friday	9.30am - 11.30am	12/06/2026	5	FREE	FREE	FLEB506P

ESOL

English for Speakers of Other Languages (ESOL)

Bury Adult Learning Service offers courses to improve English for people who do not speak English as a first language.

- Speaking and listening in everyday situations.
- Reading in English (letters, brochures, emails, websites, other information).
- Writing in English (emails, messages, notes, letters, etc).
- Helping your children in school.

Our friendly, qualified and experienced tutors will work with you to identify and achieve your goals!

For more information, please ring 0161 253 5772.

Bury ESOL Advice Service is available to all residents of Bury, Radcliffe, Whitefield, Prestwich, Tottington and Ramsbottom. If English is not your first language, the ESOL Advice Service can advise you on the support that is available across the borough of Bury, through ourselves and other learning providers and services. There are many different courses that can help you to enhance your employment prospects.

For more information visit the website <https://gmesol.org/esol-in-bury/> or email Sana Ishtiaq, ESOL Co-ordinator on S.Ishtiaq@bury.gov.uk or telephone 0161 253 6806.



Skills For Independent Living & Learning

It all starts with skills - It's all about you!

Our courses are designed to give learning opportunities to people with additional learning needs, such as learning disabilities and/or difficulties, sensory impairment, mental health and neuro diverse conditions. We offer enriched, motivating and safe learning environments where learners thrive and develop skills for independence and active participation within the community.

All under the guidance of tutors and support staff, class numbers are kept small. We would be very pleased to invite you to talk about the provision we offer. Call 0161 253 5772 to book an initial assessment.

COURSES WITHOUT QUALIFICATIONS	CENTRE	DAY	TIME	STARTS	WEEKS	COST	DISCOUNT	CODE
Beginner's Therapeutic Art	Bury ALC	Monday	9.45am - 12.00pm	12/01/2026	10	£74.25	FREE	B102Y
Beginner's Therapeutic Art	Bury ALC	Monday	9.45am - 12.00pm	20/04/2026	10	£74.25	FREE	B102Z
Mindfulness Through Crafts	Bury ALC	Monday	1.00pm - 3.15pm	12/01/2026	10	£74.25	£5.00	B121Y
Mindfulness Through Crafts	Bury ALC	Monday	1.00pm - 3.15pm	20/04/2026	10	£74.25	£5.00	B121Z
Relaxing Art for Pleasure	Bury ALC	Monday	3.30pm - 5.30pm	12/01/2026	10	£168.20	£89.10	LPB122Y
Relaxing Art for Pleasure	Bury ALC	Monday	3.30pm - 5.30pm	13/04/2026	10	£168.20	£89.10	LPB122Z
Cookery Around The World	Bury ALC	Tuesday	12.45pm - 3.00pm	13/01/2026	10	£74.25	FREE	B221Y
Cooking for a Healthier Mind	Bury ALC	Tuesday	9.45am - 12.00pm	13/01/2026	10	£74.25	FREE	B201Y
Exploring Nutrition and Wellbeing	Bury ALC	Tuesday	9.45am - 12.00pm	21/04/2026	10	£74.25	FREE	B201Z
Easy & Healthy Cooking	Bury ALC	Tuesday	12.45pm - 3.00pm	21/04/2026	10	£74.25	FREE	B221Z
Improve Your English (Entry Level)	Bury ALC	Wednesday	9.45am - 12.15pm	14/01/2026	10	FREE	FREE	B300Y
Improve Your English (Entry Level)	Bury ALC	Wednesday	9.45am - 12.15pm	22/04/2026	10	FREE	FREE	B300Z
Enjoying English (Pre-Entry)	Bury ALC	Wednesday	1.00pm - 3.30pm	14/01/2026	10	FREE	FREE	B320Y
Enjoying English (Pre-Entry)	Bury ALC	Wednesday	1.00pm - 3.30pm	22/04/2026	10	FREE	FREE	B320Z
Vegetarian Dishes From Around The World	Bury ALC	Wednesday	1.00pm - 3.00pm	14/01/2026	9	£187.38	£116.19	LPB321Y
Around The UK In Seven Bakes	Bury ALC	Wednesday	1.00pm - 3.00pm	22/04/2026	7	£145.74	£90.37	LPB321Z
Living on a Budget	Bury ALC	Thursday	9.45am - 12.15pm	15/01/2026	10	FREE	FREE	B400Y
Living on a Budget	Bury ALC	Thursday	9.45am - 12.15pm	23/04/2026	10	FREE	FREE	B400Z
My Computer Skills Journey	Bury ALC	Thursday	12.45pm - 3.00pm	15/01/2026	10	£74.25	FREE	B421Y
Basic Food Safety	Bury ALC	Friday	1.15pm - 4.15pm	16/01/2026	2	£19.80	FREE	B521
Basic Food Safety	Bury ALC	Friday	1.15pm - 4.15pm	24/04/2026	2	£19.80	FREE	B522



Brush Up Your English

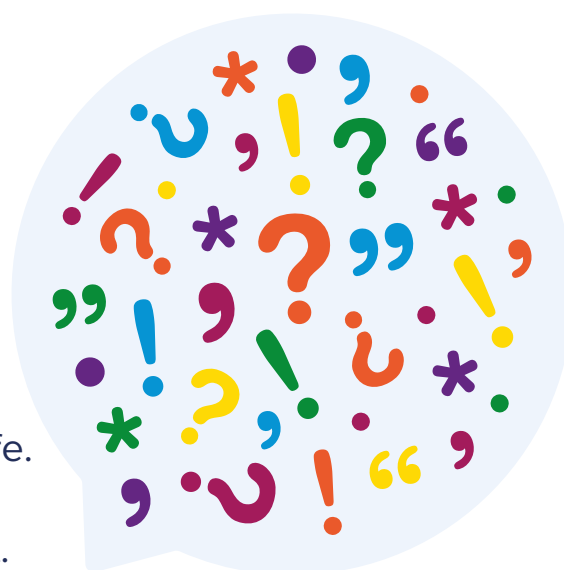
Not sure when to use commas, apostrophes, exclamation marks or full stops?

Do you get mixed up with words that sound the same but are spelt differently?

Do you avoid writing or completing forms?

If you struggle with punctuation and spelling or lack of confidence in writing, join our **FREE** and friendly 5-week course.

- ✓ Learn common spelling rules.
- ✓ Use punctuation correctly.
- ✓ Spot and fix spelling mistakes.
- ✓ General tips and examples.
- ✓ Great for work, study and daily life.
- ✓ Supportive learning environment.



DAY	TIME	STARTS	WEEKS	COST	CODE
Friday	1.00pm-3.30pm	16/01/2026	5	FREE	EB542
Friday	1.00pm-3.30pm	27/02/2026	5	FREE	EB543
Friday	1.00pm-3.30pm	24/04/2026	5	FREE	EB544

Courses takes place at Bury Adult Learning Centre.

To enrol or for more information, call 0161 253 5772.

Interested in joining our team of volunteers?



Do you have 2-3 hours each week to spare?

Could you support someone with additional learning needs to attend adult learning?

Help change a life and come and join our team!

Do you have a British Sign Language qualification to support our learners who have a hearing impairment?

Share your skills and knowledge with others.
Get valuable experience in a teaching environment.
Boost your confidence and enrich your C.V.

For more information,
call Rebekah on **0161 253 7833**
or email r.kirk@bury.gov.uk

My Volunteer Journey with Bury Adult Learning Service



I first discovered Bury Adult Learning Service when I joined a Spanish course a few years ago. The tutor was fantastic, and I really enjoyed learning alongside others in the class. During my time at Bury Adult Learning Service, I spotted something in the course guide about volunteering for the Service. After meeting the Volunteer Co-ordinator and learning more about the role, I decided to give it a go - and I've never looked back. Volunteering

has been one of the most rewarding experiences of my life. It's inspiring to support learners who overcome all sorts of challenges just to attend their classes.

I love my few hours a week at Bury Adult Learning Centre. It's incredibly fulfilling to be appreciated by the learners, who are always so grateful for the help.

The staff and tutors are brilliant too - always ready to support you if you need it.

Now, I'm a Volunteer Buddy, which means I help new volunteers settle in and feel welcome. If you've got a few hours to spare and want to meet new people, I'd definitely recommend becoming a volunteer. It's a great way to give back and be part of something special.

Joanne Robinson

How To Join A Course

By phone

You can pay over the phone using a credit or debit card.

You can also pay by cash, credit or debit card at Bury Adult Learning Centre

Online

If you have previously attended one of our courses, you will need your account reference number. If you have forgotten your reference number, please ring **0161 253 5772**. If this is the first time you have used the online enrolment facility, a reference number will automatically be generated.

Bury Adult Learning Centre

You can pay by cash, credit or debit card at Bury Adult Learning Centre.

Where to enrol

**Bury Adult Learning Centre,
18 Haymarket St, Bury BL9 0AQ**

Tel no: 0161 253 5772

Office Opening Hours

Monday – Friday 9.00am – 4.30pm

Tuesday and Wednesday (term time only)
9.00am – 7.15pm

Waiting lists

If your chosen course is full and there are no suitable alternatives, you can be put onto a waiting list. If places become available, we will contact you.

Enrol now – you are advised to enrol as early as possible to avoid disappointment as some courses fill very quickly!

Fees And Discounts

How much will it cost?

Bury Adult Learning Service receives funding from the Greater Manchester Combined Authority (GMCA) in order to provide learning to adults. Learners who have a post code outside of the Greater Manchester area will be funded by the Education and Skills Funding Agency (ESFA). **The fees quoted in this guide represent a contribution to the overall cost of the course, other than those that begin with the course code “LP”.** These courses are self-financing, therefore learners do not receive any funding from the GMCA or ESFA towards the cost of their course.

Some of our provision is fully funded by the GMCA/ESFA, for example English, maths and some IT. Depending on your circumstances you may also qualify for a free course in other subjects, or a reduced rate. Please bring proof of any benefits at the time of enrolment.

The fees for each course are listed in this guide.

Courses with qualifications

You may be entitled to a fully funded qualification course depending on your circumstances, or previous qualifications obtained. Please enquire at the centre for more information.

Qualification courses only

We can fully fund learners that are employed/self-employed if they earn under £25,500. The learner must provide evidence of gross annual wage, which could be a wage slip, or universal credit statement, which must be within 3 months of their start date. A contract of employment showing monthly or annual gross pay can also be provided.

Courses without qualifications

We offer a discount for courses that are not qualification based. If you currently claim a state benefit, please enquire at the centre to find out if you are entitled to a reduced fee. You will need to provide evidence at the time of enrolment in order to qualify.

Refunds

It is not the policy of Bury Adult Learning Service to automatically refund fees when a change of circumstance prevents or discourages a learner from continuing with a particular class.

A full refund will be paid if Bury Adult Learning Service cancels the course within the first 2 sessions. This will be refunded on a pro-rata basis thereafter.

Except where it states specifically, we cannot pay a refund of fees due to circumstances beyond our control, e.g. war, terrorist activity, industrial dispute, bad weather, fire and flood.

In exceptional circumstances (at the discretion of Management), other refunds may be given. These requests must be made within 2 weeks of your last attendance for a refund to be considered.

Refunds will not be given for exam fees already paid to the awarding organisation.

Additional charges

Some courses involve costs other than published fees. These are detailed on the course information sheet for each course. Course information sheets can be requested from the Bury Adult Learning Centre or downloaded from www.bury.gov.uk/adultlearning

Additional Information

Equality, Diversity and Inclusion

Bury Adult Learning Service aims to offer a choice of learning opportunities to all members of the community and to encourage people regardless of age, religion, disability, ethnic or national origins, marital status, caring status, gender and sexual orientation to take part in learning. Institutions are required by law to promote equality of opportunity between these groups. The Service has responsibilities to ensure the safety of children, young people and those adults deemed 'at risk'.

We are committed to celebrating diversity and to ensuring equality of opportunity for everyone. We promote good relations between different groups of people, including people from different racial groups.

Equality and Diversity information is displayed in all classrooms and published in the learner handbook. Bury Adult Learning Service is a partner of the Bury Integrated Safeguarding Partnership and provides regular training on Safeguarding, Equality, Diversity and Inclusion and Prevent.

Safeguarding – Prevent

Bury Adult Learning Service is committed to the Government's National Strategy for 'Prevent' which safeguards you from extremism and radicalisation. To this end, we promote the fundamental British Values of rule of law, democracy, individual liberty, tolerance and mutual respect.

Calendar dates

For 2026 calendar term dates and half term holidays, please ask at Bury Adult Learning Centre or consult with your tutor.

Other important information

Bury Adult Learning Service reserves the right to change the venue of a course, and withdraw or close any class at their discretion. All prices and fees correct at time of going to press. Errors and omissions excepted.

Additional Learning Support

We want you to enjoy your time at Bury Adult Learning Service and to be successful in whatever course you have decided to study. If you need special help or assistance, advice will be available from the learning support office. If you have a learning support need, please indicate this at enrolment.

The Learning Support Team is specially trained to provide a quality service for learners with additional learning needs. These learners can get:

- **Support in Skills for Life**
- **An initial assessment - to identify personal and challenging goals**
- **Special exam arrangements**
- **Support in some classes if needed**
- **Study skills support**
- **Advice to tutors on how best to support you**
- **Monitoring and reviewing of your progress**



Contact us

Bury Adult Learning Centre
18 Haymarket Street, Bury
BL9 0AQ

Telephone: 0161 253 5772
Email: BuryAdultAdmin@bury.gov.uk

www.bury.gov.uk/adultlearning



Follow us on social media



@BuryAdultLearn



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