

Family Learning Fund Application

2017-18

Name of Organisation								
Address of organisation								
Name of Contact								
Telephone Number								
Email Address:								
<u>UKPRN:</u>								Please note that your organisation must be a registered learning provider. You can register at: UK Register of Learning Providers

- Important notes:**
- This application form is for Family Learning funded courses.
 - [Family English Maths and Language \(FEML\) courses](#) can be applied for by schools/Children centres
 - [Wider Family Learning \(WFL\) courses](#) can be applied for by community/voluntary groups, schools and Children centres
 - You will need to enrol a minimum of 12 learners in order to start any course (up to a maximum of 16).
 - All community/voluntary providers will have to provide a copy of their end of year financial records, to ensure financial probity as demanded by the Skills Funding Agency.
 - If this application is successful, each organisation will automatically join the Community Learning Development Group (CLDG), and will meet two times each academic year.
 - Further conditions are to be found in the Service Level Agreement that will be drawn up.

Course Title		Timetable Details								
		Type FEML/WFL	Start date	End date	Day	Start and	End time	No of sessions	GLH Guided Learning Hours	Tutor
1.										
2.										
3.										
4.										

If using your own Tutor/s please provide the following details:
Note: Tutor/s will need to provide to EAL their CV, Contact details with address, Copy of their current DBS and Safeguarding certificate before they can start delivering any courses. They will also need to attend a tutor training session so that they are familiar with EAL policies/procedures and on how to complete the relevant Evidence of Learning documents whilst delivering the Community Learning Fund. Tutors will also be observed by us at least once every academic year for quality assurance.

Full Name of tutor 1							
Highest teaching qualification held							
Adult Group-Teaching Experience in the UK and No. of years							
Current Enhanced CRB/DBS...please tick (✓)	Yes	No	CRB/DBS Number:				
			Date of issue:				
Safeguarding Certificate	Yes	No	Date of issue:				
Prevent Training	Yes	No	Date:				
Full Name of tutor 2							
Highest teaching qualification held							
Adult Group-Teaching Experience in the UK and No. of years							
Current Enhanced CRB/DBS...please tick (✓)	Yes	No	CRB/DBS Number:				
			Date of issue:				
Safeguarding Certificate	Yes	No	Date of issue:				
Prevent Training	Yes	No	Date:				

Full Name of tutor 3			
Highest teaching qualification held			
Adult Group-Teaching Experience in the UK and No. of years			
Current Enhanced CRB/DBS...please tick (✓)	Yes	No	CRB/DBS Number:
			Date of issue:
Safeguarding Certificate	Yes	No	Date of issue:
Prevent Training	Yes	No	Date:
Full Name of tutor 4			
Highest teaching qualification held			
Adult Group-Teaching Experience in the UK and No. of years			
Current Enhanced CRB/DBS...please tick (✓)	Yes	No	CRB/DBS Number:
			Date of issue:
Safeguarding Certificate	Yes	No	Date of issue:
Prevent Training	Yes	No	Date:

Who are your courses aimed at and what is their purpose? Please tick (✓) target groups			
Priority child groups	Please tick ✓	Priority adult groups	Please tick ✓
Behaviour for learning		Economically Inactive	
Pupil premium		Below Level 2 Qualification	
Academic performance		Dads	
Other please specify		Refugee	
		ESOL need	
		Disabled	
Evidence of need			
Ofsted Recommendations		Levels of social deprivation	
SATs results		Targeting families at risk	
% Free school meals		Parental volunteering within the school	
Other please specify:			
Recruitment			
How will you recruit for these courses?			
What key issues/barriers to recruitment have you identified?			
What actions will you take and what support do you need from the EAL team?			
Match funding/ Pound Plus details:			

About the premises							
Where will this course be delivered? (Please check our list of priority wards, in the guidance) Address:							
Venue facilities...please tick (✓)							
Wheelchair Access to rooms	Disabled Toilet	IT access	Internet access	Photocopier on site	Computer linked to a projector or an IWB for the tutor	Water/sink availability in the room (for art or beauty courses)	White Board with Markers
Adult size tables and chairs in the classroom	Any sound equipment e.g. CD Player	Appropriate furniture to accommodate proposed learning activities		Any Storage	Transport links to the venue?	Parking facilities	Kitchen for learner use
Any additional information							

Please complete for WFL courses only	
About course 1	
How will this course be delivered? Teaching strategies: •	
State the main course aims • •	
Please state what the learners will be able to do by the end of the course. • •	
Please state progression/ volunteering opportunities?	

About course 2	
How will this course be delivered? Teaching strategies: • •	
State the main course aims • •	
Please state what the learners will be able to do by the end of the course. • •	
Please state progression/ volunteering opportunities?	

About course 3	
How will this course be delivered? Teaching strategies: • •	
State the main course aims • •	
Please state what the learners will be able to do by the end of the course. • •	
Please state progression/ volunteering opportunities?	

About course 4	
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How will this course be delivered? Teaching strategies: • •	
State the main course aims • •	
Please state what the learners will be able to do by the end of the course. • •	
Please state progression/ volunteering opportunities?	

Please refer to funding list below to complete the following			
WFL Course #	# Hours	Funded amount	Target # learners*
FEML Course #	# Hours	Funded amount	Target # learners*

*minimum 12 per course

Please note the centre must pass a health and safety inspection prior to the start of any course.
Any additional information you would like to add:

Please complete and return this form to: adultlearning@ealing.gov.uk

Family English Maths and Language Funding List

Course title	Total school hours	School staff hours	Adult Tutor hours	Amount paid to centre
English workshop	3	3	-	£ 240
Family English	30	12	30	£1000
Maths workshop	3	3	-	£ 240
Family Maths	30	12	30	£1000
Language and Play workshop	3	3	-	£240
Language and Play	30	30	8	£1760
Language and Play workshop	3	3	-	£240
Language and Play	9	9	-	£720
KUWTC workshop	3	3	-	£240
KUWTC	9	9	-	£720

Wider Family Learning Funding List

Themed programmes can include the following: Art/crafts, ICT and Health

Programme type	Number of hours	Funded amount
Introductory	6-9	£480 - 720
Short	10-15	£800 - 1200

Funded by

