

## Course Information 2017/18 FREE MOTION EMBROIDERY

(Sewing Machine Embroidery)

Start Date	19 <sup>th</sup> September 2018
Time	7pm - 9pm
Day of week	Wednesday
Number of Weeks	5 weeks
Venue	ELY COLLEGE
Course Fee	£55.00 <b>Concessionary Fee:</b> £40 Fees are payable by cash in person or cheque payable to Ely College
Course Level	Learners should have a basic knowledge of sewing
Additional Course Cost (e.g. visits, materials, books, assessment fee, equipment)	Fabric depending on what project a learner will choose, zip, interfacing, bond-a-web
Any skills or qualifications needed for entry to the class	Learners should have a basic knowledge of sewing. They will be able to choose from different projects depending on their ability.
Materials required for first class Course description – Including a	Small offcut pieces of colourful fabrics to use for applique, 25x30cm piece of thicker lighter coloured fabric, preferably without a pattern. Black cotton, 25x30cm piece of interfacing, 30cm of bond-a-web available at sewing shops, scissors, pins.

Including aims & objectives

Participants will learn how to do Free Motion Embroidery using a sewing machine. They will be able to apply principles of Free Motion Embroidery to make various projects depending on their ability. The choice of projects will be pictures, key rings, lined purses and zip up bags. Students will also learn how to embroider words and names to personalise their items. Students will be given a small homework each lesson to improve their skills and apply their knowledge.

## How Progress & Success will be recorded:

Progress will be recorded by photographic evidence. Learners are also required to fill out an Individual Learning Plan to record their progress.

## Any further next steps

Enrol on further free motion embroidery courses at Ely College

What else will you need to do	We ask all students to complete an enrolment form which asks for details required by the Education & Skills Funding Agency & the County Council and is a requirement of entry to the course. We ask for full payment prior to the course beginning. Please note refunds can only be made if a class is cancelled or closed.
What else do we ask	Please can you let us know if you have any attendance problems <b>and if you are not able</b>
of you	<b>to attend the class</b> (contact details below). We like to know if you have a problem.
How do we know if	We will ask you to complete a course evaluation, giving us your feedback on the course,
you are happy with	tutor & college. You are always welcome to feedback directly to us at any time during your
your course	course to help us improve our services & courses.

Some of our courses are subsidised by the Education and Skills Funding Agency (ESFA) and part financed by the 2014-20 European Social Fund (ESF) programme. This funding is managed by **Cambridgeshire County Council**, **Adult Learning and Skills**.

**Cambridgeshire County Council, Adult Learning and Skills** service supports a wide range of adult learning opportunities across Cambridgeshire. Search our website <u>www.cambsals.co.uk</u> for more information or <u>www.cambridgeshire.net</u> for opportunities delivered by our Providers. We also deliver specific courses for adults with learning difficulties and disabilities. For more information about these specific courses please call 01223 703530.

**Safeguarding** : Arrangements have been made to make sure that you are safe at our Centres. If you feel you are not safe for any reason, for example through verbal or physical abuse or you have been discriminated against, please tell your tutor or the Centre Manager, who will investigate to ensure your safety.

**Equality and Diversity:** We are fully committed to equality of opportunity and welcome enrolments from all adults aged 19+. We positively encourage all learners with any concerns about specific needs which might affect their learning to discuss their requirements with us in confidence. We believe that everyone is entitled to learn in an environment that is free from discriminatory behaviour so that we build a community based on mutual trust and respect. We will do our best to ensure that resources and equipment are accessible to all and make reasonable adjustments to ensure that all learners can access activities.

**National Careers Service (NCS):** Careers advice is available to all learners. The National Careers Service provides free information and advice on all aspects of learning, skills development and employment. Help is provided in a way that suits you, online, face to face or by telephone. Go to <u>www.cambsals.co.uk</u> and click on 'I need some advice' for more information or call our booking line on 0845 603 1059

 Please contact us for further information
 Tel: 01353 664853

 Email: community@elycollege.co.uk
 Image: Community@elycollege.co.uk

 Web: www.elycollege.com/community
 Address: Community Education, Ely College Downham Road, ELY, Cambs CB6

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