Wandsworth Lifelong Learning

Worth it.

Wandsworth

Lifelong Learning Guide

Spring Edition

Worth a look.

Jan-Mar 2026

Welcome.

As Cabinet Member for Children, it has been a genuine pleasure to work alongside the dedicated Wandsworth Council Lifelong Learning (WCLL) team, and I'm delighted to welcome you to the Spring 2026 Learning Guide.

Over the past year, WCLL has gone from strength to strength, supporting more than 3,800 young people and adults through a diverse range of high-quality courses, training opportunities, and work placements. Whether delivered by our expert team at the Gwynneth Morgan Centre in East Hill or accessed through our growing number of online courses, the impact has been truly inspiring. In fact, 99% of learners rated their experience as Good or Excellent, a testament to the dedication and quality of our provision.

This guide showcases a vibrant and varied programme, offering something for everyone, whether you're considering an apprenticeship, looking to boost your English, maths, or digital skills, planning a return to the workforce, exploring a new career path, or investing in your wellbeing and personal development.

WCLL collaborates closely with employers to stay ahead of changing workforce demands, ensuring our courses remain relevant and impactful. Expanding access to high-quality apprenticeships remains one of our top priorities, providing invaluable opportunities for individuals at every stage of their career journey, from those entering the labour market to those looking to advance in their current roles.

We also offer a wide range of employability and personal development courses, carefully designed to help individuals enhance their skills, regain confidence, and take their next step, whatever that may be. Our impartial careers guidance service is available to support you in choosing the right path and navigating your future with clarity.

Our direct provision includes essential skills in English, Maths, ICT, and ESOL, alongside accredited employability programmes. These have been particularly crucial in supporting refugees and new arrivals to the borough, helping them integrate and thrive in their new communities.

WCLL's success is built on strong partnerships. By collaborating with a broad network of commissioned training providers and community organisations, we can extend our reach and offer high-quality courses across the borough in accessible, welcoming venues.

I would also like to highlight the exceptional work of our Business and Education Succeeding Together (BEST) team, which arranged work experience placements for 1,165 young people last year. We are incredibly grateful to our local employers for their ongoing support in nurturing talent and helping our learners achieve their aspirations.

I encourage you to explore this guide, discover the many opportunities on offer, and reach out to the WCLL team to learn how we can support your learning journey. Your next step starts here.

Judi Gasser
Cabinet Member for Children and Libraries
Wandsworth Council

Worth it.

Lifelong learning. It's totally worth exploring.

For all stages of life. For personal or professional purposes. Whatever the goal, every year Wandsworth Lifelong Learning helps thousands of individuals and hundreds of organisations achieve their potential through its extensive network of delivery partners.

Our learning guide is published termly and has been designed to give an overview of our featured courses for the term and act as a signpost to other courses that might be of interest. We are adding new courses all the time.

Whether you're a jobseeker or employer, are aiming to advance your career or just want to brush-up your skills or learn a new one, we're confident that you will find an accreditation or short course that will work for you.

Take a look through. We think you'll find it worth your time.

Worth following:

facebook.com/WandsworthLifelongLearning
x.com/WBCLLearning
linkedin.com/company/wandsworth-lifelong-learning
instagram.com/wandsworth.lifelonglearning

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English, Maths & ESOL

Learn to communicate more effectively, whether English is your first or second language, or further broaden your skills and confidence with a Functional Skills maths course.

Worth the climb!

Unlocking language and new career paths: Edna's Journey

Why did you enrol for the courses?

I moved to London seven years ago seeking new opportunities and to improve my English. After completing my degree, I needed Level 1 and Level 2 English and Maths qualifications to progress further. While searching for local courses, I discovered Wandsworth Lifelong Learning. It felt like the right choice – accessible, supportive, and structured.

Enrolling wasn't just about meeting requirements; it was about gaining practical skills for daily life, work, and future study.

Despite my degree, I lacked confidence in speaking and writing naturally. From day one, the course was welcoming. Tutors were patient, and fellow learners were supportive. Lessons focused on real-life situations, not just grammar. I learned to organise my writing, speak more confidently, and engage in conversations effectively.

What impact have the courses had on you?

This course has truly changed my life. Beyond improving my English, it opened doors I never imagined. Wandsworth Lifelong Learning supports wider goals, offering career advice and volunteering opportunities. When I mentioned wanting experience, my tutor connected me with Age UK Wandsworth. Soon after, I began volunteering, which boosted my confidence and allowed me to contribute meaningfully. A few months later, I was offered a paid role as Community Engagement Project Assistant. That one conversation led to a new career path. For me, this course was about more than English – it gave me confidence, skills, and support to move forward.

Advice to others

Go for it – don't wait for the perfect time. At first, it is normal to feel unsure, especially if you have not studied in a while, or if you feel like your English is not good enough yet. Being nervous is normal, but these courses provide a safe, supportive environment to build skills. Wandsworth Lifelong Learning does not just help you with the subject; they take the time to understand your goals, whether it is for work, further study, or everyday life.

If you want to improve your English or start something new, this could be the opportunity that changes everything. It did for me.

Courses completed:

- Functional Skills English Level 1
- Functional Skills English Level 2

English, Maths & ESOL

The Benefits for Learners

Wandsworth Lifelong Learning offers courses in English, Maths, and ESOL (English for Speakers of Other Languages) to help learners gain essential skills for daily life, work, or further study. Whether improving your reading, writing, or numeracy, or learning English as a second language, these courses cater to all levels and ambitions.

English

English courses develop your communication skills for real-life situations, such as writing clear emails and speaking confidently in group settings. These courses are perfect for anyone aiming to improve their literacy for work, personal growth, or further study.

Maths

Maths courses emphasise practical numeracy, including managing household budgets, interpreting data, and solving everyday problems. These skills boost your confidence in handling numbers both at home and in professional environments.

ESOL

ESOL courses are designed for non-native speakers to build confidence in speaking, listening, reading, and writing. They help you in everyday interactions, from talking with colleagues to navigating public services and participating in your community.

With friendly tutors and tailored support, these courses help learners regain confidence and achieve their goals.

Course Highlights

English

Functional Skills English
Enhance your literacy for practical tasks like writing reports, understanding documents, or delivering presentations. (Entry 2, Entry 3, Level 1, Level 2)

Improve Your Reading and Pronunciation Skills
This course will guide you toward better communication in English. (Basic Level)

Develop Your Writing Skills
Learn to organise paragraphs and express ideas cohesively for personal or professional use. (Mixed Level)

Maths

Functional Skills Maths
Build confidence in practical applications like calculating expenses, analysing charts, and using measurements effectively. (Entry 3, Level 1, Level 2)

ESOL

Mixed Level Introduction to ESOL
Start with basic speaking and listening skills for everyday conversations and build towards fluency. (Mixed Level)

ESOL Reading & Writing
Develop skills for real-world needs like writing forms, reading instructions, and holding conversations.
(Entry 1, 2 and 3 and Level 1)

ESOL Speaking & Listening
Focus on interactive communication, from asking questions to sharing information in different settings.
(Entry 1, 2 and 3 and Level 1)

These are just a few of the course highlights we offer. Explore our full range of courses online to find the perfect one for you.

Get in touch

Not sure which course is right for you? Contact us, and we'll help you find the perfect course. Call 020 8871 8055, or visit our Gwynneth Morgan Centre, 52 East Hill, SW18 2HJ

Use the QR code for these courses and more or explore online at wandsworthlifelonglearning.org.uk

VIEW COURSES

Getting into Work

Gain the skills, knowledge and confidence to get a job and progress in your chosen career.

Employability skills, careers advice and awareness of workplace issues to help when applying for jobs.

Worth the boost!

Expanding knowledge for a public service role: Csaba's Journey

Why did you enrol for the courses?

I enrolled in a wide range of Wandsworth Lifelong Learning courses to support my personal growth, community engagement, and transition into public service. Each course was chosen to build practical skills aligned with my goal of contributing to local government and civic improvement.

Mental Health Level 1 and 2 gave me a strong foundation in emotional wellbeing and supporting individuals facing challenges – essential for public-facing roles. Courses like *How to Be an Effective Mentor and Positively Presenting Yourself* boosted my confidence and communication skills, while *Conflict Resolution* and *Conflict Management Level 2* taught me how to de-escalate tensions and foster respectful dialogue.

Team Leading Level 2 strengthened my ability to motivate and manage teams, and *Business Administration Level 1* improved my organisational and customer service skills. *Food Safety Level 1 and 2* ensured I understand health standards, while *Environmental Sustainability Level 1 and 2* deepened my commitment to eco-conscious practices. Finally, *Volunteering Level 1* reinforced the importance of civic engagement and collaborative service.

What impact have the courses had on you?

These courses gave me clarity, confidence, and readiness to pursue public service roles – transforming my personal and professional outlook. They enhanced my leadership, communication, and problem-solving skills, while reinforcing values of empathy, integrity, and responsibility. Mental health training improved my ability to support others, and conflict management skills have already proven useful in team settings. Food safety and sustainability modules strengthened my awareness of health and environmental standards, and volunteering reaffirmed my passion for community engagement.

Advice to others

For anyone considering a new direction, these courses can open doors, clarify goals, and inspire meaningful change. The learning environment is supportive and accessible, making it an ideal space to grow, reflect, and prepare for future opportunities.

Courses completed:

- Mental Health Levels 1 and 2
- Positively Presenting Yourself
- How to be an Effective Mentor
- Conflict Resolution – Conflict Management Level 2
- First Time Manager or Supervisor – Team leading Level 2
- Business Administration Level 1
- Food Safety Levels 1 and 2
- Environmental Sustainability Levels 1 and 2
- Volunteering Level 1

Getting into Work

The Benefits for Learners

Take the next step in your career with Wandsworth Lifelong Learning's courses designed to help you gain the skills, confidence, and knowledge needed to succeed. Whether you're starting out, returning to work, or exploring new opportunities, these courses provide practical tools and expert support tailored to your goals.

Job-Specific Skills

Learn to create CVs that stand out, practice interview techniques, and gain workplace skills like networking. These practical courses help you show employers your strengths and prepare you for real-world job opportunities.

Confidence Building

Feel more confident in professional settings. These courses teach you how to communicate clearly, present yourself well, and tackle challenges like interviews or team discussions with greater ease.

Career Preparation

Discover what you're good at and set goals for the future. Learn how to plan your next career move, grow your skills, and create opportunities that match your ambitions.

Learners have transformed their careers with these courses, gaining the confidence to succeed. Why not start today?

Course Highlights

Job Application Essentials

Build an Effective CV
Create a CV that highlights your skills and makes a strong impression on employers.

Preparing for Job Interviews
Learn how to present yourself confidently, answer questions effectively, and leave a lasting positive impression.

Networking and Personal Development

How to Network Successfully in Person
Develop strategies to build meaningful connections and expand your professional network.

Positively Presenting Yourself
Boost your success in the workplace by learning communication skills, personal presentation and how to become a valuable team player.

Career Confidence

Building Confidence for Work
This course is designed to help you feel more confident and prepared for the world of work. Gain the tools you need to approach the workplace with confidence and a positive mindset.

Bouncing Back – Overcoming Job Rejections
Designed to help you regain your confidence and stay motivated throughout your job search after rejection. Learn the tools and mindset you need to keep moving forward with purpose and positivity.

These are just a few of the course highlights we offer. Explore our full range of courses online to find the perfect one for you.

Get in touch

Not sure which course is right for you? Contact us, and we'll help you find the perfect course. Call 020 8871 8055, or visit our Gwynneth Morgan Centre, 52 East Hill, SW18 2HJ

Use the QR code for these courses and more or explore online at wandsworthlifelonglearning.org.uk

Get on at work

Gain a nationally recognised qualifications to help you grow in your career, or undertake a tailored learning course to give you the confidence to grow in the workplace.

Worth the growth!

Gaining fresh insights and opportunities at work: Clyde's Journey

Why did you enrol for the courses?

I enrolled in these courses to build on my experience in the care sector and gain formal qualifications that would help me progress professionally. I've always had a passion for supporting others, and I wanted to strengthen both my practical knowledge and leadership skills to make a greater impact in my role.

The Health and Social Care course was particularly important to me because it focused on person-centred care and safeguarding—key principles I apply every day. I also chose Leadership and Management to develop confidence in supervising others, leading small teams, and handling challenging situations with empathy and professionalism. These courses were a way to invest in myself and prepare for future opportunities in the sector.

What impact have the courses had on you?

The impact has been huge. Health and Social Care deepened my understanding of best practices, while Leadership and Management gave me the tools to motivate and guide others effectively. I now feel more capable, prepared, and motivated to take on greater responsibilities. These courses have boosted my confidence and helped me approach challenges with clarity and purpose. They've not only improved my skills but also reaffirmed my commitment to making a real difference in people's lives.

Advice to others

Go for it! These courses are practical, empowering, and supported by excellent tutors. Whether you're starting out or aiming to advance your career, you'll gain confidence, learn valuable skills, and be better equipped to succeed. The knowledge you gain will help you grow personally and professionally—and make a positive impact on others.

Courses completed:

- Level 3 Award in Health and Social Care
- Level 3 in Leadership and Management

Get on at work

The Benefits for Learners

Take your career to the next level with Wandsworth Lifelong Learning's professional development courses. These programmes are designed to help you build leadership skills, improve workplace effectiveness, and gain the confidence to thrive in your role.

Leadership Skills

Step into leadership with confidence. Develop essential management techniques like effective delegation, leading productive meetings, and supervising teams. These courses help you inspire others, boost team performance, and prepare for greater responsibility.

Workplace Effectiveness

Learn how to stay organised, communicate clearly, and maximise your impact. Courses cover practical skills like managing administration tasks, running efficient meetings, and developing a proactive mindset to succeed in busy work environments.

Specialist Expertise

Expand your career potential with targeted training in sectors like hospitality and advice and guidance. Gain recognised qualifications and valuable skills to stand out in competitive industries and deliver exceptional results.

Learners, such as those pursuing leadership in hospitality or careers advice, find they're better prepared to achieve their goals and grow professionally.

Course Highlights

Leadership and Management

First Time Manager
Provides essential tools for managing and making confident decisions.
(Team Leading Principles Level 2)

Conflict Resolution
Learn the knowledge and skills to effectively manage conflicts, creating a healthier and more productive work environment.

Understanding Emotional Intelligence
Learn practical tools to improve your emotional awareness and build meaningful personal and professional connections.

Workplace Effectiveness

How to Build and Maintain Workplace Relationships
Learn how effective teams operate, understand roles and expectations, and strengthen workplace relationships.

Project Management
An introduction to the basics of project management and the key principles that will help you to plan and deliver a project successfully.

Industry-Specific Training

Health and Social Care
Understand legislation, codes of practice, and individual rights in healthcare. Gain the confidence and expertise to make a real difference in people's lives.
(Health & Social Care Level 3 Award)

Advice and Guidance
This is aimed at those already in a professional advice and guidance role who want to develop the skills, knowledge and confidence to progress in their career.
(Advice and Guidance Level 3 NVQ)

These are just a few of the course highlights we offer. Explore our full range of courses online to find the perfect one for you.

Get in touch

Not sure which course is right for you? Contact us, and we'll help you find the perfect course. Call 020 8871 8055, or visit our Gwynneth Morgan Centre, 52 East Hill, SW18 2HJ

Use the QR code for these courses and more or explore online at wandsworthlifelonglearning.org.uk

Courses Jan-Mar

Learning Opportunities

Welcome to your course guide for this term. From A-Z, our timetable lists all our courses starting between January and March, offering something for everyone, whatever your goals may be.

Not sure where to start? Our friendly team is here to help you find the perfect course to match your needs and ambitions.

It's definitely worth a look.

Drop-in and see us at:

Gwynneth Morgan Centre
52 East Hill
London SW18 2HJ

What you need to know:

- Courses are available in a mix of formats (on and offline, daytime and evening classes, and some have additional support opportunities)
- Courses are free, subject to criteria
- Full details available online or when booking the course

Jan 2026

Understanding Nutrition & Health Level 2 No. of sessions: 10 Time: 10am-12:30pm Start: 05 January Online	**Functional Skills English Entry Level 3** No. of sessions: 12 Time: 1-3pm Start: 06 January Wandsworth Town Library	**Functional Skills English Level 1** No. of sessions: 12 Time: 10am-12noon Start: 06 January Gwyneth Morgan Centre / Online	**Support Work in Schools Level 2** No. of sessions: 12 Time: 1-3pm Start: 06 January Online
Intermediate Grammar No. of sessions: 11 Time: 10am-12noon Start: 06 January Wandsworth Town Library	**Introduction to Excel** No. of sessions: 4 Time: 1-3pm Start: 06 January Gwyneth Morgan Centre	**Functional Skills Maths Level 2** No. of sessions: 12 Time: 1-3pm Start: 07 January Online	**Introduction to Business Admin Level 1** No. of sessions: 1 Time: 10-11am Start: 07 January Online
Introduction to Functional Skills English (Evening) No. of sessions: 1 Time: 6-7pm Start: 07 January Online	**Functional Skills English Level E2** No. of sessions: 12 Time: 12:30-2:30pm Start: 07 January Gwyneth Morgan Centre	**Introduction to Hospitality Level 3** No. of sessions: 1 Time: 10-11am Start: 07 January Online	**Functional Skills English Level 2** No. of sessions: 12 Time: 10-12noon Start: 08 January Online
Basic Grammar No. of sessions: 11 Time: 10-12noon Start: 08 January Gwyneth Morgan Centre	**Improve Your Reading and Pronunciation Skills – Basic** No. of sessions: 6 Time: 12:30-2:30pm Start: 08 January Wandsworth Town Library	**Introduction to Preparing for Health and Social Care Level 1** No. of sessions: 1 Time: 10-11am Start: 08 January Online	**Functional Skills Maths Level 1** No. of sessions: 12 Time: 10-12noon Start: 09 January Gwyneth Morgan Centre / Online
Certificate in Mental Health Level 3 No. of sessions: 9 Time: 9:30-11:30am Start: 10 January Online	**Building an Effective CV** No. of sessions: 1 Time: 2-4pm Start: 12 January Online	**Basic Maths Practice (Evening)** No. of sessions: 2 Time: 6:30-8:30pm Start: 12 January Online	**Getting Started with Reading and Writing – Basic** No. of sessions: 5 Time: 10am-12noon Start: 12 January Gwyneth Morgan Centre

Courses Jan-Mar

Jan-Feb 2026

Building Self-Awareness Techniques
No. of sessions: 1
Time: 9:30-11am
Start: 13 January
Online

Preparation for Functional Skills Maths Level 2 (Evening)
No. of sessions: ????
Time: 6:30-8:30pm
Start: 13 January
Online

Functional Skills English Level 1 (Evening)
No. of sessions: 12
Time: 6-8pm
Start: 14 January
Online

Introduction to Project Management
No. of sessions: 1
Time: 10am-12:30pm
Start: 14 January
Online

Hospitality Supervision and Leadership Principles Level 3
No. of sessions: 10
Time: 9:30am-12noon
Start: 14 January
Online

Preparing to work in Health and Social Care Level 1
No. of sessions: 5
Time: 10am-12noon
Start: 15 January
Online

Food Safety Level 1
No. of sessions: 1
Time: 10am-1pm
Start: 16 January
Online

English Speaking and Listening Skills
No. of sessions: 12
Time: 10am-12noon
Start: 16 January
Online

Introduction to Using LinkedIn
No. of sessions: 1
Time: 1:30-3:30pm
Start: 19 January
Online

Self Care
No. of sessions: 1
Time: 1:30-3pm
Start: 20 January
Online

Business Admin Level 1
No. of sessions: 8
Time: 10am-12noon
Start: 21 January
Online

Manage Workplace Stress Effectively
No. of sessions: 1
Time: 9:30-11am
Start: 26 January
Online

Introduction to Using Instagram for Business
No. of sessions: 1
Time: 1:30-3:30pm
Start: 26 January
Online

Exploring Maths with Under 5's
No. of sessions: 3
Time: 10am-12noon
Start: 28 January
Online

Customer Service for Hospitality
No. of sessions: 2
Time: 1-3pm
Start: 02 February
Online

Effective Listening
No. of sessions: 1
Time: 9:30-11am
Start: 03 February
Online

Advanced Excel
No. of sessions: 3
Time: 1-3pm
Start: 03 February
Gwyneth Morgan Centre

BREW (Building Resilience & Empowering Women)
No. of sessions: 1
Time: 1-3pm
Start: 04 February
Online

Building Resilience Skills
No. of sessions: 1
Time: 1-3pm
Start: 11 February
Online

Understanding Autism (non accredited)
No. of sessions: 4
Time: 9:30-11:30am
Start: 14 February
Online

Feb-Mar 2026

Developing Personal Confidence and Self Awareness
No. of sessions: 1
Time: 1-3pm
Start: 16 February
Online

Sustainable and Healthy Food Budgeting Tips
No. of sessions: 1
Time: 1-3pm
Start: 23 February
Online

Introduction to Counselling
No. of sessions: 1
Time: 9:30-10:30am
Start: 24 February
Online

Introduction to British Sign Language (BSL) (Evening)
No. of sessions: 6
Time: 5:30-7:30pm
Start: 25 February
Gwyneth Morgan Centre

Introduction to Health & Social care Level 3 Award
No. of sessions: 1
Time: 10-11am
Start: 26 February
Online

Food Safety Level 2
No. of sessions: 1
Time: 10am-1pm
Start: 27 February
Online

Building Confidence and Assertiveness Skills
No. of sessions: 1
Time: 1-3pm
Start: 02 March
Online

Introduction to Word
No. of sessions: 4
Time: 1-3pm
Start: 03 March
Gwyneth Morgan Centre

Health & Social Care Level 3 Award
No. of sessions: 10
Time: 10am-12:30pm
Start: 05 March
Online

Counselling Level 2
No. of sessions: 10
Time: 9:30-11:30am
Start: 10 March
Online

Communicating Effectively at Work
No. of sessions: 1
Time: 9:30-11:30am
Start: 16 March
Online

Public Speaking
No. of sessions: 1
Time: 1-3pm
Start: 16 March
Online

Introduction to Neurodiversity in the Workplace
No. of sessions: 1
Time: 1-2:30pm
Start: 19 March
Online

How to Effectively Delegate and Feedback
No. of sessions: 1
Time: 9:30-11:30am
Start: 24 March
Online

How to Network Successfully in Person
No. of sessions: 1
Time: 1-3pm
Start: 24 March
Online

Introduction to Management
No. of sessions: 1
Time: 1-3pm
Start: 30 March
Online

How to Successfully Coach in the Workplace
No. of sessions: 1
Time: 1-3pm
Start: 31 March
Online

Understanding Emotional Intelligence
No. of sessions: 1
Time: 9:30-11:30am
Start: 31 March
Online

Contact us, and we'll help you find the perfect course to match your needs. Call 020 8871 8055, or visit our Gwynneth Morgan Centre, 52 East Hill, SW18 2HJ.

Apprenticeships

Work-based qualifications – meaning you work and earn, with usually one study day a week.

It's a real job with hands-on experience, a salary and the chance to train while you work.

Worth the experience!

Personal and professional growth: Evelyn's Journey

Why did you enrol for the course?

Evelyn decided to enrol on the Business Administration Level 3 course with a clear goal in mind. Coming from a creative background, she wanted to upskill herself and better understand her job role and what was required of her. Her manager suggested that this course would not only improve her administrative skills but also teach her the fundamentals needed to excel in her role. Evelyn said, "I wanted to move up within the admin role, and to do this, I needed this qualification."

What impact has the course had on you?

The course had a profound impact on Evelyn, both professionally and personally. At work, she became more aware of her job role and what was expected of her. Evelyn noted, "The course has helped me develop my interpersonal skills, and I feel more confident interacting with residents and the wider team at work." She was able to implement the skills she learned in her daily work routine, gaining a better understanding of her job role and the importance of safeguarding.

In her personal life, Evelyn felt more organized and established a routine. She created a personal development plan for goals she wanted to achieve outside of work. Reflecting on her journey, Evelyn said, "Overall, I feel more confident, and I have a positive outlook on life."

In addition, Evelyn's commitment to upskilling herself to prepare for her role resulted in her nomination for our Learner of the Year Award in 2024.

Advice to others

Evelyn encourages others to take the leap and enrol on the course, even if it feels daunting at first. She acknowledges that studying after a long break can be intimidating but assures that the support from tutors makes the journey easier and more comfortable. "The entire team at Wandsworth Lifelong Learning are very supportive, so I will say take the chance, and you will be able to complete the course."

Evelyn's story demonstrates the power of education and how it can help you to change direction and aim for a new career.

Apprenticeship completed:

Level 3 Business Administration

Apprenticeships

The Benefits for Learners

Learn, earn, and grow with Wandsworth Lifelong Learning's apprenticeship programmes. These work-based qualifications combine hands-on experience with tailored training, giving you the skills and confidence to succeed in your chosen field.

Earn While You Learn

Gain practical skills on the job while receiving a regular salary. Apprenticeships are a great way to balance earning and learning, with one study day a week to focus on gaining qualifications.

Career Development

Build industry-specific knowledge and skills to enhance your career prospects. Apprenticeships cover a wide range of roles, from administration and teaching to customer service and health and social care.

Recognised Qualifications

Every apprenticeship provides a nationally recognised qualification. You'll also develop transferable skills, such as communication, problem-solving, and teamwork, that are highly valued by employers.

Please note: The learner and employer can now choose whether to include Functional Skills English and maths in the apprenticeship.

Course Highlights

Business and Leadership

Business Administration
Learn essential skills for office roles, including project management and stakeholder communication. (Level 3)

Team Leader/Supervisor
Develop leadership techniques, team-building strategies, and problem-solving skills to manage others effectively. (Level 3)

Operations Departmental Manager
Develop skills in stakeholder management, resource planning, change and risk management, and collaborative problem-solving to meet organisational needs effectively. (Level 5)

Supporting Learning

Teaching Assistant
Prepare for a career supporting students and teachers, with training in literacy, inclusion, and classroom management. (Level 3)

Lead Adult Care

Health and Social Care
This is for individuals working in various H&SC settings including residential care. Areas covered include: duties and responsibilities; statutory standards and care plans. (Level 3)

These are highlights of the apprenticeships we can support you to achieve if you are already on (or about to join) a programme. Vacancies arise on a limited basis and only for roles in business administration, customer service, and teaching assistant.

The duration of all our apprenticeships is 12-18 months

WCLL supports apprentices and employers with training and advice to complete apprenticeship programmes in these sectors.

Participation is subject to eligibility criteria.

Use the QR code for these courses and more or explore online at wandsworthlifelonglearning.org.uk

Lifeskills & Wellbeing

Good mental health and wellbeing is key to living a full, healthy and happy life.

It enables us to make choices, solve problems, deal with challenges and feel connected with the people and places around us.

Worth the positivity!

Helping to maintain a healthy lifestyle: Karen's Journey

Why did you enrol for the courses?

I enrolled in the *Understanding Nutrition* course because I wanted to deepen my knowledge of how food impacts health and wellbeing – especially after recently recovering from cancer. This experience made me more aware of the importance of nutrition in maintaining long-term health.

I was looking for practical ways to make healthier choices for myself and to share useful advice with others. The course seemed like the perfect starting point, offering clear, accessible information and practical skills that could make a real difference in everyday life.

What impact has the course had on you?

The course has had a significant impact on me personally. I now make better food choices and understand how nutrition affects overall health and energy levels. Learning to read food labels, calculate energy requirements, and identify what's really in the food we eat has been eye-opening.

These skills have boosted my confidence – not only in managing my own diet but also in sharing tips with friends and family. I feel empowered to help others make informed decisions about eating well and staying healthy.

Advice to others

My advice is simple: go for it! This course is practical, easy to follow, and packed with useful information. Yuki, our tutor, brings the subject to life with real examples and her own experiences, making every session engaging and relatable.

If you want to improve your health or support others in making better choices, this course is an excellent investment in your wellbeing. It's not just about learning facts—it's about gaining confidence and practical skills that you can use every day.

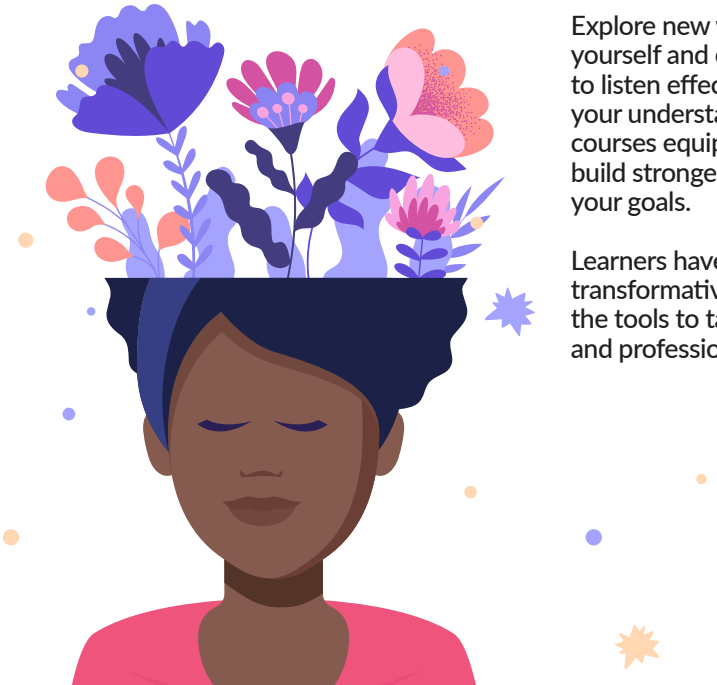
Course completed:

- Understanding Nutrition & Health Level 2

Lifeskills & Wellbeing

The Benefits for Learners

Develop your resilience, boost your confidence, and prioritise your mental and emotional wellbeing with Wandsworth Lifelong Learning. These courses offer practical tools to help you navigate life's challenges and thrive both personally and professionally.



Building Confidence

Learn how to boost your self-esteem, communicate effectively, and overcome challenges with ease. These courses are designed to help you achieve greater personal and professional fulfilment.

Wellbeing & Resilience

Take control of your mental health and build resilience with practical courses that focus on mindfulness, self-care, and managing stress in the workplace. Gain the tools to thrive in challenging situations.

Personal Growth

Explore new ways to connect with yourself and others. From learning to listen effectively to enhancing your understanding of resilience, these courses equip you with lifelong skills to build stronger relationships and reach your goals.

Learners have found these courses transformative, gaining clarity, calm, and the tools to take charge of their personal and professional lives.

Course Highlights

Wellbeing, Self-Care, and Mindfulness

Manage Workplace Stress Effectively
Explore workplace stress: its causes, early warning signs, and practical techniques to manage and reduce stress effectively.

Self Care
A self-care routine can reduce or eliminate anxiety and depression and more. Learn how to adapt to changes, and recover from setbacks.

Personal Development Courses

Building Confidence and Assertiveness Skills
This is designed for people who need to improve their self-esteem and achieve an increase in personal and professional productivity.

Building Resilience
This course equips you with the skills needed to navigate life's challenges. Understand how resilience directly impacts your well-being and learn techniques to enhance it.

Understanding Nutrition and Health
Understand nutrient and energy needs, explore food groups, and learn practical ways to maintain a healthy, balanced diet. (Level 2 Certificate)

These are just a few of the course highlights we offer. Explore our full range of courses online to find the perfect one for you.

Get in touch

Not sure which course is right for you? Contact us, and we'll help you find the perfect course. Call 020 8871 8055, or visit our Gwynneth Morgan Centre, 52 East Hill, SW18 2HJ

Use the QR code for these courses and more or explore online at wandsworthlifelonglearning.org.uk

VIEW COURSES

Digital

These entry level and intermediate digital courses are designed with you in mind and will help you to improve your confidence in using technology for work, learning or daily life.

Worth the confidence!

Gaining new skills and confidence to return to work: Lucy's Journey

Why did you enrol for the courses?

Lucy spent 15 years raising her children, which was incredibly rewarding, but it left her feeling unprepared and uncertain about re-entering the workplace. Lucy said: "I needed to return to paid employment, and I didn't think anyone would employ me after such a long time of not working." With no recent references, an outdated CV, and dwindling confidence, Lucy's journey took a positive turn when she discovered Wandsworth Council Lifelong Learning's courses.

What impact have the courses had on you?

Lucy was intrigued by an email advertising free courses for individuals over 40 looking to re-enter the workplace and decided to find out more. She was impressed with the variety of courses available, covering essential skills she knew she lacked, such as the basics of Word and Excel, as well as more comprehensive training like the First Time Manager and Building Resilience and Empowering Women.

Lucy signed up for several courses and the experience was life changing. She gained a new sense of purpose and realised how much she could accomplish with proper training. Her tutor, Raphael, demonstrated shortcuts and techniques that made complex tasks seem effortless. "It felt empowering to be able to add computer skills to my CV without feeling like a fake."

The online First Time Manager course was another highlight. Donna, the tutor, helped Lucy to uncover skills she didn't know she had, and her confidence and knowledge grew rapidly. This newfound confidence led her to apply for a job, and to her delight, she was successful. Lucy said "I have no doubt that I would never have had the guts to apply for this job. I still get imposter syndrome, but I remind myself that learning is continuous, and I am already looking at more courses for next year."

Looking forward

Despite still experiencing occasional feelings of imposter syndrome, Lucy reminds herself of the progress she's made and the importance of lifelong learning, and is aiming to focus on mastering platforms such as Microsoft Teams and Google Classroom, which are increasingly vital in today's job market.

Advice to others

If you're considering enrolling in any of these courses, Lucy's advice is simple: "…definitely do it! You have nothing to lose and everything to gain. Your confidence and employability will increase if you really apply yourself to the courses that are on offer."

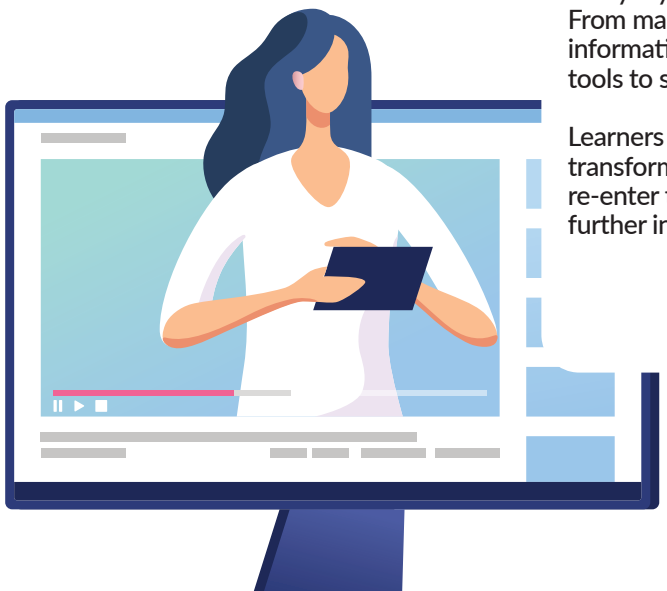
Courses completed:

- Increase Your Confidence Using Excel
- Top Tips for Managing Data in Excel
- How to Get Started Using Word
- Increase Your Confidence Using Word
- First Time Manager (Team Leader/ Supervisory Training)
- BREW (Building Resilience and Empowering Women)
- Conflict Resolution
- Building Confidence and Assertiveness Skills

Digital

The Benefits for Learners

Boost your confidence with technology through Wandsworth Lifelong Learning's digital skills courses. Whether you're starting with the basics or looking to enhance your existing knowledge, these courses help you stay connected, productive, and prepared for today's digital world.



Essential Skills

Learn the foundations of digital technology, from navigating devices to using everyday tools like email and word processing software. These courses are perfect for anyone looking to build confidence with computers.

Advanced Tools

Take your skills to the next level with courses that focus on advanced features of key programmes, including Excel and Word. These courses are designed to help you work smarter and more efficiently.

Practical Applications

Discover how to apply your digital skills to everyday tasks and workplace challenges. From managing data to presenting information, these courses equip you with tools to stay organised and productive.

Learners have found these courses transformative, gaining the skills to re-enter the workplace or progress further in their careers.

Course Highlights

Digital Skills

Digital Support for Over 50s
A tailored course covering internet use, email setup, and other essential skills for everyday life.

Introduction to Word
Build your confidence with Word and learn to create, format, save, and print professional documents like letters, reports, CVs, and essays.

Introduction to Excel
Learn essential Excel skills and gain confidence creating spreadsheets, using editing tools, and writing basic formulas for home or work.

Advanced Digital Skills

Excel Intermediate
Build on your Excel skills and learn formulas, VLOOKUPs, data analysis, and time-saving shortcuts to boost productivity at home or work.

Practical Digital Applications

Introduction to Digital Skills for ESOL Learners
Gain confidence using technology for everyday tasks like online shopping, communicating, and staying safe online.

These are just a few of the course highlights we offer. Explore our full range of courses online to find the perfect one for you.

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Our values

Part of Wandsworth Council, we proudly cater for over 6,000 learners across 550 courses.

Worth the rewards.

At Wandsworth Lifelong Learning, we follow Wandsworth Council's core values. These guide how we support our learners and work with the community to help people succeed.

Think Bigger
We help learners aim high, whether it's gaining new skills, starting a career, or taking the next step in their journey. Our courses are here to inspire and support ambitious goals.

Embrace Difference
We value and welcome everyone, no matter their background or experience. Our programmes are designed to meet a wide range of needs and create an inclusive environment for all.

Put People First
Our learners are always at the centre of what we do. We offer one-to-one support and guidance to make sure everyone feels supported and understood.

Connect Better
We bring together learners, employers, and communities helping to build strong connections that open doors to new opportunities.

Lead by Example
Our team is committed to showing how learning can change lives, setting the standard for professionalism and care in education.

Our funders and partners

Thanks to all who support our work and allow us to offer free and affordable courses.

Worth working together.

Wandsworth

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Notes

Wandsworth Lifelong Learning

wandsworthlifelonglearning.org.uk

Learning available onsite or online

Worth a visit

Wandsworth Council Lifelong Learning:

Gwynneth Morgan Centre
52 East Hill
London SW18 2HJ

t: 020 8871 8055
e: edlifelong@richmondandwandsworth.gov.uk

For more information about learning opportunities across London please visit www.hotcourses.com

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