

Survive & Thrive - Course Menu

Getting Started

Building Skills

Growing Confident

Personal and Household Finances

Budgeting Tips and Tools

Energy Bills

Stretching the food shop

Help That's Out There

Understanding Credit and Store Cards

Everyday English & Maths

Digital Skills and Online Safety

Staying Safe Online

Introduction to AI

Basic Features of Online Forms

Online Banking & Shopping

Council Services - Darcie

Working with Microsoft Office Programmes

Health and Wellbeing

Cooking on a Budget

Keeping Everyone Well

Basic First Aid

Promoting Healthy Eating for Children

Connecting Wellbeing to Goals

Building Healthy Routines

Family Learning

Keeping Children Safe Online

AI for Families

Reading Together

Times Tables

Fun with Phonics

Help with Maths Homework

Employment and Skills Development

Explore Your Strengths, Rebuild Your Confidence

Skills for Work

CVs That get Noticed

Cover Letters Made Simple New Post

Interview Confidence

AI for Jobseekers

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Learning Opportunities for Adults

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External Venue Checklist

Please complete and return this checklist to confirm venue readiness for the upcoming short course. If you answer **No** to any item, please contact us as soon to discuss further.

Item	Yes	No
Training room booked and accessible		
Adequate seating and tables for all participants		
Wi-Fi name and password provided in advance or on arrival		
On-site contact available for setup/support		
Parking available for tutor		
Access to venue at least 30 minutes before course starts		
Venue risk assessment completed and shared in advance		
Fire evacuation procedure provided		
First aid kit and/or First Aider available and location known		

Completed by:

Name:

Role:

Venue:

Contact Email:

Contact Number:

Signature:

Please return this form to dalsenquiries@derby.gov.uk

If you answered “No” to any item above, please contact us immediately at.

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	Course	Description	Duration
Personal and Household Finance	Budgeting Tips and Tools	Explore simple ways to plan and track your money.	2 hrs
	Energy Bills	Understand bills, meter readings, small changes that cut costs.	2 hrs
	Stretching the food shop	Meal planning, batch cooking, using leftovers and smart shopping.	2 hrs
	Help That's Out There	Navigating Universal Credit, Council Tax support and other benefits.	2 hrs
	Understanding Credit and Store Cards	How credit really works – interest rates, traps, and safer choices.	2 hrs
	English & Maths Skills Boosters	Refine your reading and writing skills to communicate with confidence. Become more confident with a range of number skills and problem solving.	10 hrs 10 hrs (5 x 2hrs each)
Digital Skills	Staying Safe Online	Practical tips to protect your devices, passwords, and personal information.	2 hrs
	Introduction to AI	Introduction to AI tools and how they can help with everyday tasks.	2 hrs
	Basic Features of Online Forms	Learn to complete forms online confidently, from applications to surveys.	2 hrs
	Online Banking and Shopping	How to pay bills, buy safely online, and manage money securely.	2 hrs
	Council Services - Darcie	Find out more about Derby City Council's Digital Helper.	2 hrs
	Working with Microsoft Office Programmes	Introduction to Word, Excel, and PowerPoint for work, study, and home use.	12 hrs (6 x 2)
Health & Wellbeing	Cooking on a Budget - Available January	Practical tips for affordable meals, batch cooking, and reducing food waste.	6 hrs (3 x 2 hrs)
	Keeping Everyone Well	Simple ways to prevent illness and look after your family's health at home.	2 hrs
	Basic First Aid	Essential Skills to manage minor injuries in the home.	4 hrs (2 x 2 hrs)
	Promoting Healthy Eating for Children	Tips for balanced meals, snacks, and encouraging children to eat well.	2 hrs
	Connecting Wellbeing to Goals	How sleep, stress, and energy affect work, study, and daily life.	2 hrs
	Building Healthy Routines	Small, sustainable habits for long-term physical and mental wellbeing.	2 hrs

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Family Learning	Keeping Children Safe Online	Practical tips for protecting children on devices, apps, and social media.	2 hrs
	AI for Families	Explore AI tools and apps that can help with homework, creativity, and everyday tasks.	2 hrs
	Reading Together	Fun strategies to support children's reading and build confidence.	12 hrs (6 x 2 hrs)
	Times Tables:	Practical ways to help children learn and practise times tables.	6 hrs (3 x 2 hrs)
	Phonics Fun	Activities to support early reading and pronunciation skills.	12 hrs (6 x 2 hrs)
	Help with Maths Homework:	Understand the methods schools use today and learn strategies to support your child at home.	12 hrs (6 x 2 hrs)
Employability	Explore your Strengths, Rebuild your Confidence - Available December	Identify your skills, strengths, and build self-belief to take the next step into work or learning.	2 hrs
	Skills for Work - Available December	Highlight transferable skills, develop new ones, and learn how they apply in the workplace.	2 hrs
	CVs that Stand Out - Available December	Create a clear, effective CV that highlights your experience and skills.	6 hrs (3 x 2 hrs)
	Cover Letters Made Simple - Available December	Learn how to write a cover letter that matches your skills to the job description.	6 hrs (3 x 2 hrs)
	Interview Confidence - Available December	Prepare for common interview questions, build confidence, and present yourself effectively.	6 hrs (3 x 2 hrs)
	AI for Jobseekers - Available December	Explore how AI tools can help with job searching, applications, and career planning.	6 hrs (3 x 2 hrs)

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