



Wingate Avenue
Community Centre

**PROGRAMS and COURSES
TERM 1 and 2, 2020**



We acknowledge that the land on which we meet is a place of age old ceremonies of celebration, initiation and renewal and that the Kulin people's living culture has a unique role in the life of this region.

Contact Us

13a Wingate Avenue, Ascot Vale VIC 3032

Ph: (03) 9376 5244

E-mail: admin@wingateave.com.au

Web: www.wingateave.com.au



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Our English Language Classes

Our English classes help students to learn English for living in Australia, for further study and for employment.

We cater to a wide range of levels, including absolute beginners who need intensive language and literacy focus.

Classes run Monday - Friday up to 20 hours per week. Class locations include Ascot Vale and Essendon. Please call us on 9376 5244 to enrol or if you have any questions.

Our Courses include:

- 22482VIC Course in Initial EAL
- 22483VIC Course in EAL
- 22484VIC Certificate I in EAL (ACCESS)
- 22485VIC Certificate II in EAL (ACCESS)
- 22486VIC Certificate III in EAL (ACCESS)



**This training is delivered with Victorian and Commonwealth Government funding. Students with disabilities are encouraged to apply. Eligibility criteria applies. TOID 6419*

Skills First

The State Government of Victoria provides subsidised training under the Skills First initiative for Wingate Avenue Community Centre.

Adult Migrant English Program (AMEP)

Provides up to 510 hours of free English for eligible adult migrants and refugees from non-English speaking backgrounds. AMEP students can also apply for free onsite childcare while studying.

** The Adult Migrant English Program (AMEP) is funded by the Australian Government*

Skills for Education & Employment (SEE)

650 hours of free English to help people participate in training or the work force. Referrals for this program are made via Centrelink or Job Active agencies. Students in this program may be eligible for Centrelink funded childcare.

Additional EAL Classes

Classes are available to all community members, including those funded through ACFE (Adult and Community Further Education).

- Beginner Computers
- Conversation
- Spelling and Grammar
- English for Hospitality





Our Courses

Computing Fundamentals

Build on, or develop your basic skills for the internet, email, Microsoft Office and the cloud. Improve your confidence and skills to make the most of computer technology. Basic computer experience and basic understanding of English is required.

Days: Mondays (16 Weeks)*

Dates: 3rd February - 22nd June

Time: 10:00am - 12:30pm

Cost: \$100.00 Full \$75.00 Conc

Location: Wingate Avenue Community Centre

Advanced Computers

Expand and explore further functions of Microsoft Office and cloud computing to create professional documents. Further your computer skill level to improve employment opportunities. Competent computer skills required.

Days: Mondays (16 Weeks)*

Dates: 3rd February - 22nd June

Time: 1:00pm - 3:30pm

Cost: \$100.00 Full \$75.00 Conc

Location: Wingate Avenue Community Centre



English for Hospitality

Pick up new English language skills whilst having fun in the kitchen. Learn food preparation techniques, cooking skills and relevant industry language.

Days: Mondays (14 Weeks)*

Dates: 17th February - 22nd June

Time: 9:15am - 12:15pm

Cost: \$130.00 Full \$95.00 Conc

Location: Wingate Avenue Community Centre

Family Home Cooking

This is a budget-conscious cooking class where you will learn recipes from a wide variety of cuisines to give you inspiration for your kitchen at home. Each week you will make one sweet and one savoury dish that you can take home. You'll be amazed at what you can cook!

Days: Mondays (14 Weeks)*

Dates: 17th February - 22nd June

Time: 1:00pm - 4:00pm

Cost: \$130.00 Full \$95.00 Conc

Location: Wingate Avenue Community Centre

* School term only. No classes held during school holidays or on public holidays.

Introduction to the Cleaning Industry

Keen to take your first step into the cleaning industry? Gain the skills and knowledge to get started in this field. From safety and hazards to hygiene and record keeping this course has got you covered and will give you the background you need to stand out from the crowd when applying for jobs.

Days: Thursdays (10 Weeks)

Dates: Term 1, 6th February - 9th April
Term 2, 16th April - 18th June

Time: 1:00pm - 4:00pm

Cost: \$120.00 Full \$80.00 Conc

Location: Wingate Avenue Community Centre

Job Seeking Skills

Learn the basic skills required to write a resume and cover letter, how to search and apply for jobs online and how to present yourself in a job interview.

Days: Fridays

Dates: 1st May - 19th June

Time: 9:30am - 12:30pm

Cost: \$10.00

Location: The Wingate Hub, 125 Union Rd

Getting Financially Fit

Join our friendly class to learn how to get the most out of your money. This course will help you develop your own budget and make use of lots of tools to free up and save money where you can. You will be able to navigate online purchases and know how to access help when you need it.

Days: Fridays (8 Weeks)

Dates: Term 1, 7th February - 27th March
Term 2, 24th April - 12th June

Time: 10:00am - 1:00pm

Cost: \$60.00 Full \$40.00 Conc

Location: Wingate Avenue Community Centre

Introduction to Office Administration

Gain basic skills to pursue a career in an office or brush up your administration skills. Learn skills for office communication, organising and running meetings, customer service and computer skills for the office. This course will build your confidence to work successfully in a modern office environment. Basic literacy, numeracy and intermediate skills in operating a personal computer are required for this course.

Days: Wednesdays

Dates: Term 1, 5th February - 25th March (8w)
Term 2, 15th April - 17th June (10w)

Time: 1:00pm - 4:00pm

Cost: Term 1, \$96.00 Full \$64.00 Conc
Term 2, \$120.00 Full \$80.00 Conc

Location: Wingate Avenue Community Centre



Let's Get to Work - Turning Up Prepared

Build your confidence to step into a new workplace feeling prepared. This course will help you identify your strengths and assets to help you land the job you want. The course includes common workplan expectations, communication and reporting your income. You will also identify the strengths and assets you bring to any workplace.

Days: Mondays (8 weeks)*

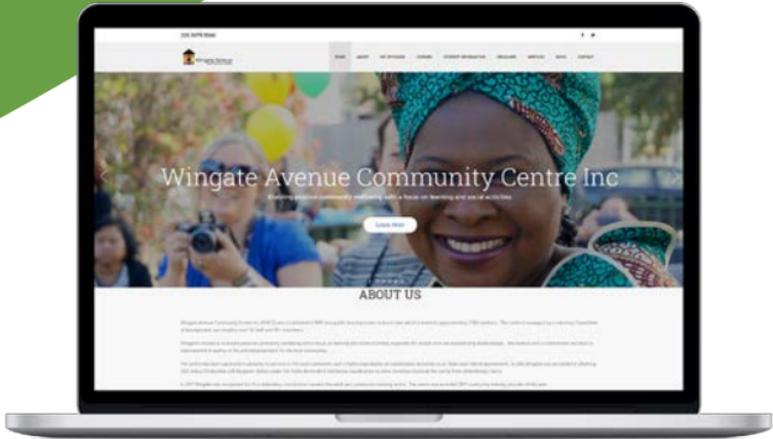
Dates: Term 1, 3rd February - 30th March
Term 2, 20th April - 15th June

Time: 10:00am - 1:00pm

Cost: \$60.00 Full \$40.00 Conc

Location: The Wingate Hub, 125 Union Rd

* School term only. No classes held during school holidays or on public holidays.



Hello!

Are you on our mailing list?

Sign up to our mailing list if you would like to have a copy of our brochure posted or emailed to you each term.

Please call reception on (03) 9376 5244 or email admin@wingateave.com.au to register.



Like us on Facebook

Search Wingate Avenue Community Centre and look for our logo!



Wingate Avenue
Community Centre

How to Enrol

Course Enrolments

Wingate Avenue Community Centre delivers programs across a number of locations. All enrolments are booked through Wingate Avenue Community Centre.

Call (03) 9376 5244

Fees and Charges

ACFE Courses: Fees are set as per the Learn Local guidelines which are available online. All listed course fees in this brochure include costs for materials, administration and amenities, unless otherwise stated.

A \$20 deposit is required for all course enrolments. This is non-refundable and non-transferable, unless the class is cancelled by the centre.

Government Subsidised (Accredited) Training: - Tuition fees for Government subsidised training are set according to the *2020 Guidelines about Fees, Skills First Program*, available on the Department of Education website.



To access Victorian Government Subsidised Training you must meet eligibility criteria.

Our friendly staff will explain the eligibility criteria with you during the pre-enrolment process. People with disabilities are encouraged to access funded training. A copy of our full fees, charges and refunds policy can be accessed on our website.

Fee for Service Courses: Tuition fees are set by Wingate Avenue Community Centre.

ACFE- Deposits and Course Fees

All courses, excluding accredited courses, must be paid in full, one week before the class commences, unless other arrangements have been made with the centre. Classes may need to be cancelled if they do not have sufficient numbers to run.

Concession fees, fee reductions & waivers

You may be eligible for a concession fee if you hold one of the following cards, or are a dependent child or partner:

- Health Care Card issued by the Commonwealth;
- Pensioner Concession Card; or
- Veteran's Gold Card.

If you are suffering from financial hardship you can request to be considered for a payment plan and/or a fee reduction or waiver. To apply, please request a copy of our application form from reception.

Our Community Programs

Women's Exercise Program

Come along and enjoy getting fit and active at the Women's Workout program at Wingate with the Huddle (North Melbourne Football Club). Enjoy gentle exercise in a supportive environment. Contact 9376 5244 to register your interest.

Days: Wednesdays 1.00 - 2.00pm
Thursdays 9.30am - 10.30am

Dates: During school terms

Cost: Free

Location: The Wingate Community Shed

Drop in Art

Open to anyone who would like to be creative. Work on your own project in a social environment and learn new skills from the tutor. Students are required to bring their own materials.

Days: Mondays

Dates: During school terms

Time: 9:00am - 12:00pm

Cost: \$2.00 per class

Location: Wingate Avenue Community Centre

Patchwork

Join a friendly group and learn how to make your own creative patchwork in a social environment.

Days: Mondays

Dates: During school terms

Time: 1:30pm - 3:30pm

Cost: \$5.00 per class

Location: Wingate Avenue Community Centre

Community Singing

Singing is great for the soul! We are a group who sing for pleasure and enjoy singing many genres of music. Pop, rock, jazz, musicals, folk, blues and contemporary. We also sing for the residents of the local aged care homes and at community events.

Days: Fridays

Dates: During school terms

Time: 10:30am - 11:30am

Cost: \$6.00 per class

Location: The Wingate Community Shed





Baby Bounce

The whole family is welcome to come along, sing songs, learn rhymes and hear stories. Help your child learn and grow. This program will help your child prepare for kinder and school, while having fun! Baby Bounce is facilitated by a Moonee Valley City Council Maternal Child Health Nurse.

Days: Wednesdays

Dates: During school terms

Time: 10:30am - 11:30am

Cost: Free

Location: The Wingate Community Shed

Huddle Up

A weekly sports program for primary school children aged between 5 and 12. Come and join in the fun with the Huddle (North Melbourne Football Club). Activities include AFL, soccer and more!

Days: Wednesdays

Dates: During school terms

Time: 4:00pm - 5:00pm

Cost: Free

Location: Behind Wingate Avenue Community Centre



School Holiday Programs

Wingate runs school holiday activities for children aged 4 - 12 during each term holiday. Contact the centre to find out what exciting activities we have planned for Term 1 and 2.

Dates: During school holidays

Together We Stand

Wingate has developed our Social Inclusion Action Plan for 2020, through the Together We Stand project. The plan includes community led projects and events that will bring our neighbourhoods together and create opportunities to connect.

Days: Activities throughout the year

Seniors Program

A fortnightly program for seniors over 55 years of age. Activities include events, excursions, bingo and community lunches.

Days: Thursdays

Time: 2 hours

Cost: Free

Location: The Wingate Community Shed

Our Childcare

Up to 15 hours per week of childcare is available to families in the local and surrounding communities. Our welcoming childcare centre is purpose built and recently modernised, boasting a brand new outdoor area designed to stimulate learning for children of all ages.

New sessions for 2020 include:

5 Hour Morning Sessions

5 days a week. Monday - Friday

5 Hours: 8:30am - 1:30pm

4 Hour Morning Sessions

Monday - Thursday

4 Hours: 8:45am - 12:45pm

4 Hour Afternoon Sessions

Monday - Thursday

3 Hours: 1:30pm - 4:30pm

4 Hours: 1:00pm - 5:00pm



Cost

3 Hours: \$27.00 (full fee)
\$5.30 (85% CCS)*

4 Hours: \$36.00 (full fee)
\$7.10 (85% CCS)*

5 Hours: \$45.00 (full fee)
\$8.80 (85% CCS)*

- Children aged between 5 months - 5 years old
- Family grouping

Bookings are essential and can be made two weeks in advance. Permanent bookings and school holiday sessions are also available.

**CCS Approved - Childcare subsidies are available for eligible families. Please contact Centrelink on 13 61 50 or apply online through MyGov.*





Our Employment Programs

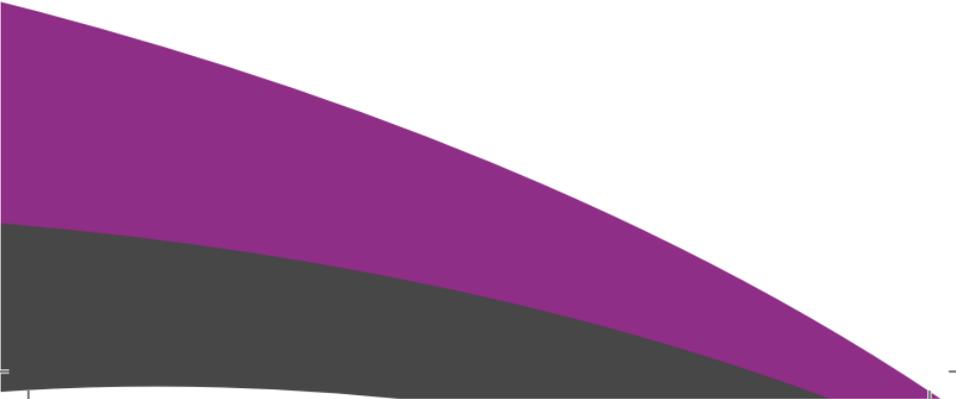
Our **#WorkNOW** program in partnership with Kensington Neighbourhood House, North Melbourne Local Learning Centre and Farnham Street Neighbourhood Learning Centre is part of the Victorian Government's Jobs Victoria program, a major activity to help Victorian jobseekers gain employment.

This **FREE** program will assist you in getting job ready and will support you to find lasting employment.

- We can help you update your resume
- We can help you improve your skills
- We can help you find a job

The program offers flexible dates and times and will run throughout 2020. For further information or to book a pre-program assessment please call our employment consultants on 03 9372 0820.

**Eligibility criteria applies*





Our Volunteers

Do you want to give back to your local community? Do you want to be part of something bigger? Then become a volunteer.

Wingate Avenue Community Centre is a dynamic organisation focusing on social justice and advocacy whilst delivering high quality programs and activities.

Volunteer opportunities can be weekly or once off, depending on your time.

Upcoming opportunities:

- Supporting newly arrived migrants and refugees
- Creative events
- Adult English classes
- General community work
- Administration support
- Children's programs





Our Free Services

Free Public Internet Access

Wingate Avenue Community Centre provides free internet access to the public between the hours of 9.00am and 4.30pm on weekdays. Three computers are available.

Moonee Valley Legal Service

Free legal advice and information.
Appointments available weekdays between 9.30am - 5.00pm.

A night service is available on Monday.
Please call for further information.
Phone: (03) 9376 7929
Website: www.mvls.org.au

Maternal and Child Health Service

Available Tuesdays, Wednesdays and Thursdays at the centre from 9.00am - 5.00pm. Phone: (03) 9376 4609





MiCare Migrant Refugee Service

A social worker is available to support newly arrived refugees, migrants and their communities. Phone: (03) 9448 8009.

Wingate Avenue Community Garden

Located opposite the community centre. If you would like a plot in the garden, call Cultivating Community on (03) 9429 3084.

Uniting Care ReGen

Free counselling to assist individuals and families impacted by drugs and alcohol. Contact (03) 9386 2876.

Our Supporters

Wingate Avenue Community Centre is an independent organisation run by a voluntary Committee of Management supported by Moonee Valley City Council, Department of Health and Human Services and Department of Education.



Our Location and Room Hire



Wingate Avenue Community Centre

Located at 13a Wingate Avenue, Ascot Vale. Hall hire available weekends.



Wingate Hub

Located at 125 Union Road, Ascot Vale. The Hub has two training rooms and a computer lab for hire during business hours and on weekends.



The Wingate Community Shed

Located behind the community centre (rear 14 Churchill Avenue, Ascot Vale), the Wingate Community Shed is a large open-plan space with kitchen facilities. Also available for hire during business hours and on weekends.



Together We Stand

Be a part of this fantastic initiative in 2020.







Wingate Avenue
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