

# Usdaw learners make the most of Adult Learners' Week

From week long events to one-off tasters – Usdaw Union Learning Reps put on a breathtaking range of events for members across the country ...  
**find out more inside!**



**Adult Learners' Week** is the national festival which showcases and promotes workplace learning ...

Usdaw education – **training for action**

Are you interested in being part of this great event next year?



Union Learning Fund

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*Union of Shop, Distributive and Allied Workers*

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This special six page supplement celebrates the magnificent work done by Usdaw's Union Learning Reps (ULRs), learners, Mobile Union Learning Reps (MULRs) and Project Workers during Adult Learners' Week (ALW), the national festival which showcases and promotes workplace learning.

... *Adult Learners' Week has always been an important date in our calendar. It's a chance to work in partnership with our employers, providers and the local community and get our message across.*

**Ann Murphy**  
**Usdaw's National Co-ordinator**  
**for Lifelong Learning**

Usdaw's support and participation in the event has increased year on year. But the variety and range of events is a tribute to the imagination and dedication of the learning teams across the Divisions. From Apprenticeships and job swaps to British Sign Language and healthy feet sessions, there was something for everyone.

Some Divisions co-ordinate their activity around key themes such as the Six Book Challenge or NVQs and Apprenticeships. Others promote specific courses such as British Sign Language and English and Maths. Several link in with Divisional campaigns such as Check Out Learning and promoting Usdaw's legal services.

Activity covers the full spectrum of workplaces from large distribution centres to small retail stores. Larger workplaces with a long history of organising learning might run a series of events spread over several days. Smaller workplaces just starting out run surveys or recruit for a specific course.

Over 50 workplaces took part in ALW. No wonder the former Shadow Education Secretary, Stephen Twigg, tweeted his congratulations to all his followers:



You can find out more about what happened across the Divisions in previous years in the pages overleaf. On page 6, we have pulled together all the tips from our reps on how to run a successful ALW promotion.

**So if you want to be part of this great event next year, have a look on [www.alw.org.uk/about-alw](http://www.alw.org.uk/about-alw) put the date in your diary and start planning.**

# Adult Learners' Week across the Divisions ...

From week long events to one-off tasters, Usdaw Union Learning Reps (ULRs) put on a breathtaking range of events for members across the country.

## South Wales and Western Division

Down in the West Country, ULR Tracey Cannard organised a Deaf Awareness/Sign Language course at the Sainsbury's Emersons Green store. "This course has been brilliant, I feel I have learnt so much" said member Deborah Blake. Counters Manager Rebecca Baldry was pleased too. "I had two members of my department attend the course; I feel it will be an invaluable skill and assist in serving our customers" she said.

Across the Severn Bridge in Cardiff at Tesco House, Melanie Warne was giving a new meaning to the phrase 'taster session' by running 45 minute classes on making and decorating cupcakes. "It's enough time for people to attend in their break and not too long if staying after their shift" said Melanie. It was so successful that there was a series on Christmas cakes later in that year.

## Southern Division

Southern Division ULRs used ALW to highlight learning links with the community. ULRs and the Tesco Community Champion at the Ashford store ran campaigns at the front of the store to approach shoppers and in the canteen for staff. "It was a really successful day" says a Project Worker. "We really raised Usdaw's profile and recruited both staff and customers for courses".



## Midlands Division

Reps in the Midlands linked their ALW to Check Out Learning and ran several promotion days across the Division. “As usual, we had a fantastic response to British Sign Language and Deaf Awareness courses.” said Project Worker Neil Chapman. “It really helps to have a good relationship with a great provider like South Notts College, which has unionlearn accreditation for its Deaf Awareness courses.”

## North West Division

The North West Division used ALW to promote NVQs and Apprenticeships. “At Argos we ran a celebration for members who achieved their award and got 20 new people signed up. And we signed up 10 new people at the CSM site in the Wirral” says Denise Gordon. “In Shop Direct at Shaw and Oldham, the reps promoted NVQs and got over 100 people interested.”

## Eastern Division

Over in the Eastern Division, reps at the Tesco Distribution Centre in Harlow organised a week of events across all the shifts including literacy, British Sign Language and ESOL. “We linked in with the members of the Divisional Equalities Committee” said Phil Gander, “and that was very successful.”

## North Eastern Division

The North East also linked in with Check Out Learning and ran a range of courses including a ‘healthy feet session’ – particularly popular with retail staff! They also used ALW to relaunch the learning centre at the DHL site in Castleford which has been moved and upgraded to cope with demand. “We organised celebrations for the 500 learners that have used the centre and ran a number of courses including creative writing workshops with local author Ian Clayton” reports Project Worker Martyn Warwick.

## Scottish Division

And in Scotland, ULRs decided to encourage reading so a lot of workplaces including Tesco and Morrisons stores as well as Lightbodies, CRL and Tesco Distribution Centres promoted the Six Book Challenge. “It’s a great way to encourage people to read more” said Project Worker Jill Little Woodhouse. “We gave away scores of free books and got lots of members to sign up for the challenge”.



# Get involved in Adult Learners' Week ...

If you are inspired by previous years Adult Learners' Week, why not get involved next year?

You can make your event as big or as small as you like – just follow the five key steps below, and remember to involve your Lifelong Learning Project Worker from the start.

## Step 1. Be clear about what you want to achieve

What you can achieve depends on your starting point. Workplaces new to learning might organise a learning needs survey and taster sessions. Sites organised for learning might promote particular courses or run events around a specific theme. Whatever you choose, make sure everybody is clear about it.

## Step 2. Sort out who needs to be involved

Involve the reps team and local management as soon as possible. You will need to work with local providers as well so sort these out at an early stage. Others involved will depend on your project – community champions, other unions, unionlearn etc.

## Step 3. Plan your initiative carefully

Now you are ready to plan in some detail. Make a list of all the things you think you need to do and the order they can be done in. Think about the resources you will need. Some rep teams choose one rep to co-ordinate activity and then review progress regularly.



## Step 4. Organise your publicity

How will you promote your event – posters, leaflets, noticeboards, publicity in the canteen, management briefings, team events, websites? Work out a timetable, start early and get people signed up well in advance.

## Step 5. Follow it up

Make sure you can deliver. If you are doing a survey then feedback and organise learning quickly afterwards. If you are promoting a course make sure it runs. That way ALW will be the first stage of a successful learning project.



## Getting help and advice

There is plenty of advice and help around.

- unionlearn have a range of advice, guides and activities on their website. Go to [www.unionlearn.org.uk](http://www.unionlearn.org.uk)
- The Campaign For Learning have lots of information on the events. [www.campaign-for-learning.org.uk/cfl/workplacelearning/lawday/index.asp](http://www.campaign-for-learning.org.uk/cfl/workplacelearning/lawday/index.asp)
- You can sign up for info and advice for the Adult Learners' Week at [www.alw.org.uk/about-alw](http://www.alw.org.uk/about-alw)

# Usdaw reps take part in Adult Learners' Week ...

... *We ran events over three days with the support of site management. They included 'job-swaps' and a day in the life of a driver. We ran promotions in the staff canteen by the local college, Usdaw solicitors and Money Advice Services.*

**Union Learning Reps  
DHL Stoke**

... *I came up to the canteen to look around. I also had a great haircut by the barbers and enrolled on my next course. It was brilliant!*

**Martin Fielden  
Usdaw member, Argos**

... *It's great to see so many people interested in Skills for Life and I look forward to running the course in local stores.*

**Shona Wilson  
Morrisons Lindsayfield**

... *We promoted the Tesco online course at Tesco Clifton Moor. We had a great take up and also recruited eight new members.*

**Tracy White  
Mobile Union Learning Rep**

... *The recent open days held as part of Adult Learners' Week were really great fun and a fantastic way to raise the profile of the Learning Curve and the courses available.*

**Wendy Catterall  
Argos Home Retail Group  
Communications Manager**

... *We organised a mobile IT bus to visit the Tesco Stores in Old Swan and Deysbrook to encourage staff to 'get online' and improve their IT skills.*

**Julia Baldwin  
Usdaw Project Worker**



# For more information...

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Scan here\*

with your smartphone  
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[www.usdaw.org.uk/lll](http://www.usdaw.org.uk/lll)

\*to scan the code, download a QR reader app from your app store. A charge may be applied by your network provider.

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[www.usdaw.org.uk/lifelonglearning](http://www.usdaw.org.uk/lifelonglearning)



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