

HOW TO CONTACT US:



Phone 9789 7653 with all your details. Credit card & EFTPOS payments taken over the phone.



Mail your details & cheque to:
Langwarrin Community Centre Inc.
2 Lang Rd,
Langwarrin 3910



Email: langcom@satlink.com.au



Fax your details to us on
9776 6938.



In person drop into the Centre at 2 Lang Rd Langwarrin, and see our friendly Receptionists.



CHECK OUT OUR WEBSITE AT:
www.langwarrincc.org.au

Community Centre

Venue Hire

Phone the Centre on
9789 7653 for details.
Main Hall seats **100 people**
Activities Room seats **25 people**
Large Meeting Room seats **45 people**
Small Meeting Rooms also available
Permanent & Casual Hirers
Welcome

We gratefully acknowledge the financial assistance & support from:

*Adult Community & Further Education
Department of Education & Early Childhood Development
Department of Education, Employment and Workplace Relations
Frankston City Council
Department for Planning & Community Development*



DEECD



Department for
Planning & Community
Development

2 Lang Rd
Langwarrin VIC 3910
Phone: 9789 7653
9789 7621
Fax: 9776 6938



LANGWARRIN COMMUNITY CENTRE INC.



*Learning is
Living*

ACTIVITIES PROGRAM

**TERM ONE, 2010
FEBRUARY 1ST TO APRIL 11TH**

▲ Manager	Maree Saleeba
Children's Services Officer	Dennett Hempel
Finance Officer	Samantha Rowley
Training Officer	Anne Blight
Outside of School Hours Care:	Gina Taylor
Office Hours:	Leona Chambers 9.00am—5.00pm Monday to Friday 1.00pm—4.00pm
OSHC Admin Hours:	
2 Lang Rd Langwarrin VIC 3910	ABN: 93 342 036 070
Phone: 9789 7653	RTO: 22053
9789 7621	Email: langcom@satlink.com.au
Fax: 9776 6938	www.langwarrincc.org.au
	MEL REF: 103 J5

"To be responsive to the needs of the community we serve"

INFORMATION

Enrolments

Enrolments for Term One, 2010 will commence from the 5th January 2010.

To secure your place, we require a 50% deposit of the course fee at the time of enrolment.

Membership Fee

It is a Committee of Management policy that all participants of the Centre pay a non refundable annual associate membership fee of \$8.50 (incl. GST).

This automatically entitles all participants to become associate members of the Centre.

Pricing

All prices are inclusive of GST where applicable. To be eligible for our government funded training places you must be an Australian citizen/resident or approved Visa holder. Non-residents please check our fee for service prices. No cost for Parent's Returning to Earning, please enquire at reception. Conditions apply.

Childcare

Childcare for courses is available at an extra cost.

Cancellations/Refund Policy

Refunds will be considered if seven days notice is given prior to the commencement of a course/program/service. A \$25.00 (incl. GST) administration fee for pre-accredited courses & \$80.00 administration fee (including GST) for accredited courses will apply if participants cancel. If participants cancel during a course/program/service no refund will be given. If a course/program/service is cancelled by the Centre, we will notify you and a full refund will be given.

Privacy

Your privacy is important to us. Any personal information, collected from you is kept secure and confidential. You may access your personal records at any time, upon request.

Concessions

Our concession rates apply to holders of:
Healthcare Card, Pension Card & Dept. of Veteran Affairs -Gold Card
We do not want people to feel excluded because of financial difficulties, so please, do talk to our Manager (in complete confidence) if costs are a problem.

LANGWARRIN COMMUNITY CENTRE INC.

CHILDREN'S ACTIVITIES

3 YEAR OLD KINDERGARTEN

***EXTRA SESSIONS for 2010-**

Tuesdays, Thursdays and Fridays.

Book Now



3 year old kinder is a stepping-stone to 4 year old kinder. Trained staff run structured sessions that include activities such as outdoor play, art and craft, story-time, etc. Parents help on a roster once a term. (Booking Essential) (GST exempt)

AFTERNOON

Starts: Monday to Friday 01/02/2010

Time: 12.30 pm - 3.00 pm

MORNING

Starts: Tuesday 02/02/2010

Time: 9.00 am - 11.30 am

Cost: \$140.00 per term 1 session

\$275.00 per term 2 sessions

\$405.00 per term 3 sessions

IMMUNISATIONS

2nd Wednesday of the month

Time: 10.30 am - 12.00 noon



**CHILDREN'S DRAMA
ACADEMY with HELEN
O'GRADY**

Ages 5-18. Speech,

movement and creative drama classes.

For more information call:

Ros Williams on (03) 5974 4499

Wednesdays (During School Term)

Starts: 03/02/10 to 24/03/10

Time: 4:00 pm - 8:00 pm

Cost: Please phone above number for details.

PLAYGROUP

Playgroup is an ideal environment to introduce toddlers to each other.

Booking is essential.

Starts: Wednesday 03/02/10 - 24/03/10

Time: 10.00 am - 11.30 am

Starts Friday 05/02/10 - 26/03/10

Time: 9.30 am - 11.00 am

Cost: \$38.00 per term

**COMMUNITY GROUPS MEETING TIMES
& CENTRE USERS**

T.O.P.I.C

Take off pounds in company.

Starts: Mondays 11/01/10 - 22/03/10 (weekly)

9.30 am - 11.00 am

Cost: \$3.00

PROBUS LADIES CLUB

Ladies meet the first Thursday of every month.

Dates: 04/02/10, 04/03/10 & 1/4/10

Time: 9.00 am - 12.00 md

WEIGHT WATCHERS

Contact Denise on 0425 780 449

for further details.

Meets: Saturday

Time: 7.30 am - 9.30 am

Starts: Weekly

(includes school holidays)

▶ **To Enrol Call 9789 7653**

CHILDCARE

LANGWARRIN OUTSIDE OF SCHOOL HOURS CARE PROGRAM

FULLY ACCREDITED BY NATIONAL CHILDCARE ACCREDITATION COUNCIL

All enrolments are taken at the Community Centre.
Please phone 9789 7621

Administration Hours 12.00 md – 4.00 pm Monday to Friday

Before School Care

6.45 am - 9.00 am
Langwarrin Community Centre
2 Lang Road, Langwarrin
Phone: 9789 7621

After School Care

3.00 pm - 6.30 pm
Langwarrin Primary School
90 Warrandyte Rd, Langwarrin
Phone: 0401 792 189
Langwarrin Park Primary School
Woodlands Primary Schools

Langwarrin Community Centre
2 Lang Road, Langwarrin
Phone: 9789 7621

St. Judes Catholic School

Warrandyte Road, Langwarrin
Phone: 9776 7199

School Holiday Program

7.00am - 6.30pm
Langwarrin Community Centre
2 Lang Road, Langwarrin
Phone: 9789 7621

Curriculum/Pupil Free Day Care & Early Finishes are catered for.

(Subsidised by Department of Education, Employment and Workplace Relations)



EXTRA OCCASIONAL CARE DURING SCHOOL HOLIDAYS

NEW EXTRA SESSION

Enjoy a well-earned break and add to your child's socialisation & learning experience during the Christmas school holiday period.

5 Hour Session Mondays 21/12/09,

2010—4/1, 11/1, 18/1, & 25/1
Time: 9.00 am - 2.00 pm

Costs: \$21.20 per session
\$23.20 per session
(casual booking)

Phone: 9789 7653

TAKE A BREAK

Enjoy a well-earned break and add to your child's socialisation & learning experience.

Enjoy shopping, attend appointments etc. with the peace of mind that your child is being cared for by our experienced, qualified staff in our government registered Centre.
(DEECD Funded)

Phone: 9789 7653

5 Hour Sessions Monday to Friday

Starts: Monday 01/02/10
Time: 9.00 am - 2.00 pm

Costs: \$21.20 per session
(permanent booking)
\$23.20 per session
(casual booking)

Payment and bookings including casual bookings are required in advance.
Term bookings are available.
(GST exempt)



LANGWARRIN COMMUNITY CENTRE INC.

Accredited Training

NO COST for registered JOB SEEKER or if you are a PARENT or CARER returning to the workforce. Please ask us about eligibility.

CHC30208 CERTIFICATE III AGED CARE WORK

Tutor: Kay Davies

This nationally recognised qualification allows you to be a care provider within a residential setting and within the community. Covers all the hands on skills needed to manage elderly clients and patients and help support them to maintain their lifestyle. Upon completion of the qualification you will be able to work as a Personal Care Assistant (PCA) in Aged Care.

Starts: Thursday 4th February 2010 Ends **June 2010** Time: **9.15 am – 3.15 pm**
Cost: \$525.00 Course Fee includes Materials & Amenities \$180.00
Concession: \$300.00 Course Fee includes Materials & Amenities \$180.00

CHC30708 CERTIFICATE III IN CHILDREN'S SERVICES

Tutors: Carolyn Cullinan & Carol Hopkins

This accredited certificate course provides students with the skills & knowledge to assist in Outside School Hours Care, Occasional Care, Long Day Care Children's Services and in a Nanny position. Classes two days per week, Mondays & Saturdays.

Starts: Saturday 30th January 2010 Ends **June 2010**

Mondays - 9.30 am - 3.30 pm Saturdays - **9.00 am - 3.00 pm**
Cost: \$565.00 Course Fee includes Materials & Amenities \$100.00
Concession: \$220.00 Course Fee includes Materials & Amenities \$100.00

SITXFAB009A PROVIDE RESPONSIBLE SERVICE OF ALCOHOL

Tutor: Tammie Johnstone

It is a legislative requirement that any employee of a licensed premises required to serve alcohol must complete formal training in Proved Responsible Service of Alcohol. Suitable for hospitality workers in the provision of services to patrons of hotels, bars, restaurants and similar establishments.
Participants must be 18 years of age.

Starts: Tuesday 09/03/2010 Time: **9.30am—1.30pm**
Cost: \$110.00 Course Fee (Concession: \$105.00 Course Fee)

SITXOHS002A FOOD HANDLERS BASIC COURSE

Tutor: Tammie Johnstone

Follow Work Place Hygiene Procedures is essential for staff and volunteers involved in the preparation, storage and service of food and beverage. Food handlers need the skills and knowledge in food safety and food hygiene for the work that they do in the business. This nationally recognised training covers the principals of basic food safety and their implementation in the workplace.

Starts: Friday 12/03/2010 Time: **9.30am—1.30pm**
Cost: \$110.00 Course Fee (Concession: \$105.00 Course Fee)

FIRST AID LEVEL II - HLTFA2A Apply Advanced first Aid

Tutor: Carolyn Cullinan

This course will provide you with the skills & knowledge required to respond effectively and appropriately in both emergency and day-to-day First Aid situations, manage the scene and administer first aid to a victim of illness or injury until the arrival of professional medical help. Valid for 3 yrs. (2 weeks/12hours)

Starts: Saturday 20/02/2010 & 27/02/2010 Time: **9.00 am—3.00 pm**
Cost: \$130.00 Course Fee (\$125 concession) includes \$25.00 Materials & Amenities

Other Accredited Courses on offer:

For further information and to register your interest contact 9789 7653

CHC50908 Diploma of Children's Services

Tutors: Carolyn Cullinan & Carol Hopkins

This nationally recognised qualification covers workers who are responsible for planning, developing and evaluating the child care program and supervising child care staff. Ideal for people currently working in the child care sector. 380 hours practical placement required. Pre-requisite: Certificate III in Children's Services and good reading, writing and communication skills. One session per week.

Please book early for 2010 Starts: Daytime Friday 5th Feb 2010, 9.30am to 3.00pm - Carol

Evenings Thursday 21st Jan 2010, 6.00pm to 9.30pm - Carolyn

Cost: \$950.00 (Concession \$900.00) Includes \$200 materials and amenities

* Ends December 2010

TAA40104 Certificate IV in Training and Assessment

This course helps learners identify training approaches, develop training and assessment abilities, review techniques for continuous improvement. This qualification is required for people who deliver and assess on behalf of a Registered Training Organisation. To gain the qualification you are required to successfully complete fourteen units, delivered in the classroom one day per week over 18 sessions. You should allow an extra 4 to 5 hours per week to complete study activities and assessment tasks out of class times. Delivered in partnership with Envision Australia Inc.

Please book early for 2010 (15 sessions) Starts: Monday 8/2/2010 to 21/6/2010

Cost: \$1400.00 (Concession \$1,350.00) Includes student Learner Guides and resources

COMPUTER COURSES
CONFRONTING COMPUTERS
INCLUDING INTERNET/EMAIL

Tutor: Laurie Quinlan

Introduction to computer awareness. Windows XP & Office 2003. Day and evening classes available. This course is designed to give beginners an understanding of computers including basic internet & Email skills. (ACFE funded) (8 sessions/20 hours)

Tuesday afternoon

Starts: 02/02/10 - 23/03/10

Time: 12.30 pm – 3.00 pm

Tuesday evening

Starts: 02/02/10 - 23/03/10

Time: 7.00 pm – 9.30 pm

Thursday morning

Starts: 04/02/10 - 25/03/10

Time: 9.30 am – 12.00 md

Cost: \$103.00 (Concession \$98.00)

(GST exempt)

(Course fee: \$50.00 + materials & amenities \$53.00 or \$48.00 concession)



MIND, HEALTH and WELLBEING CONT.



NATURAL HEALING & SUPPORT GROUP

Meditation, healing, support and discussion group. The aims of our group are:

To promote and use natural healing energy

To meditate as a group

To practice complementary healing arts

To offer support to promote inner peace/well being

Time: Saturdays 10.00 am - 2.30 pm (weekly)

Cost: Donation

COUNSELLING SESSIONS

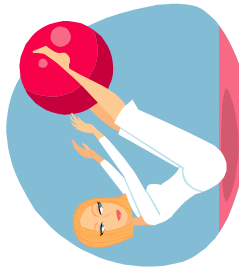
Are you worried or unhappy? Do you need someone to talk to? Kay Davies is a trained counsellor. The goal of counselling is to enable choice, reduce confusion and improve motivation to achieve personal goals . For an appointment, Contact Kay 0403 648 173.

Starts: Friday 05/02/10 - 26/03/10

Times: between 1.00 pm to 4.00 pm

Cost: Nominal fee of \$5

per one hour session



PILATES for BEGINNERS

Gentle exercise that develops inner strength, flexibility & coordination.

Contact Chris 0417 336 378 for bookings etc.

Starts: Thursday 04/02/10 - 25/03/10

Time: 6.00 pm - 7.00 pm

7.00 pm - 8.00 pm

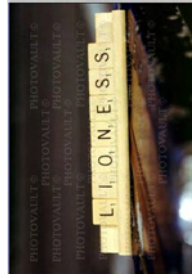
SCRABBLE

Are you keen on playing Scrabble? If so, then come along and join this group. *First Night Free.*

ALL WELCOME

Starts: Tuesday 02/02/10 - 06/04/10

Time: 7.00 pm - 10.00 pm



SENIOR CITIZENS

Are you lonely? Come and join our Senior's Club. We are a small group but have a great time each week. We have weekly meetings and monthly outings including luncheons and trips.

Call Jay or Linda on **9789 9805.**

Meets: Every Wednesday - Including School Holidays

Time: 12.45 pm – 3.45 pm

Starts: 13/1/10



MIND, HEALTH and WELLBEING

YOGA

Tutor: Barbara Lee

Barbara has worked with various disciplines including IYTA, Classical, Satyananda, Gita, Prn, Iyengar and Desikachar styles. Yoga means 'to join' - it is a practise of awareness where one has the opportunity to connect with the 'true self'. **Bookings are essential.**
Contact 9775 5309 or 0403 022 152



Beginners classes:

Starts: Monday 01/02/10 (not 8/3)

Time: 10.00 am—11.30 am

Starts: Tuesday 02/02/10

Time: 7.45 pm - 9.15 pm

Intermediate classes:

Starts: Tuesday 02/02/10

Time: 6.00 pm - 7.30 pm

Cost: \$91.00 for 7 Weeks

or \$15.00 casual attendance



ZUMBA FITNESS

Tutor: Tanja Harrasser

Ditch the workout - join the party! Zumba Fitness combines fitness and dancing with lovely Latin American Music. And the best is: it's easy and you'll do a great workout while having fun. **Bookings are essential**
Please contact Tanja on 0466 268 043 or email: ta.hallo@yahoo.com.au.

Starts: Wednesday 03/02/10 - 24/03/10

Time: 7.00 pm - 8.00 pm

Starts: Thursday 04/02/10 - 25/03/10

Time: 10.00 am - 11.00 am

Cost: First session free

\$60.00 for 6 sessions,

(valid 2 months), or

\$12.00 casual

COMPUTER COURSES Cont.

M.Y.O.B. Level 1

COMPUTERISED ACCOUNTING COURSE INCLUDING PAYROLL

Introduction to M.Y.O.B. Computer Accounting Package including Payroll. Learn how to computerise your business accounts using M.Y.O.B. Includes GST component. Pre-requisite computing skills and understanding of basic bookkeeping. (8 Sessions/20 hours)

Monday evening (not 8/3, 29/3, 5/4)

Tutor: John Box

Starts: Monday 01/02/10 - 12/04/10

Time: 6.30 pm - 9.00 pm

Cost: \$150.00 (GST exempt)

(Concession \$145.00)

(Course fee \$50.00 + materials & amenities \$100.00 or \$95.00 con)

(Price includes Watsonia Publishing Manual)



M.Y.O.B. & BOOKKEEPING

This course combines M.Y.O.B. and Basic Bookkeeping. This course includes Double Entry Bookkeeping principles which are the centre of the MYOB program. These include how to work with debits and credits, the trial balance, the Profit & Loss Statement and the Balance Sheet report. (8 Sessions/28 hours)

Monday morning (not 8/3, 29/3, 5/4)

Tutor: Bill Holmes

Starts: Monday 01/02/10 - 12/04/10

Time: 9.30am - 1.00 pm

Cost: \$170.00 (GST exempt)

(Concession \$165.00)

(ACFE funded)

(Course fee \$50.00 + materials & amenities \$120.00 or \$115.00 con)

M.Y.O.B. Level 2

Pre-requisite to this class is MYOB Introduction. In this advanced MYOB course you will learn how to customise the program to suit your preferences including reports and forms, import and export data, communicate with customers, work with GST and the BAS, keep track of jobs and reimbursable expenses, work with the payroll functions and work with the time billing feature. (4 Sessions/20 hours) (ACFE funded)

Tutor: Bill Holmes

Starts: Wednesday Term 2, 2010

21/04/2010 - 12/05/2010

Time: 9.00 am - 2.00 pm

Cost: \$150.00 (GST exempt)

(Concession \$145.00)

(Price includes manual)

(Course fee \$50.00 + materials

& amenities \$100.00 or \$95.00 con)

BASIC OFFICE 2003

Tutor: Laurie Quinlan

This course includes learning the basics of Word 2003 and Excel 2003. This course can be useful to those in community clubs and small business.

(8 Sessions/20 hours) (ACFE funded)

Tuesday morning

Starts: 02/02/10 - 23/03/10

Time: 9.30 am - 12.00 md

Wednesday evening

Starts: 03/02/10 - 24/03/10

Time: 7.00 pm - 9.30 pm

Cost: \$103.00 (Concession \$98.00)

(Course fee \$50.00 + materials & amenities

\$53.00 or \$48.00 concession)



COMPUTER CLASSES Continued

PHOTO STORY COURSE

For Beginners

Tutor: Andrea Coghlan

Have fun learning to edit and arrange your digital photo's into your own special story. Add music, captions, voice and special effects to create a personal touch. Great to share with friends and family for that special occasion.
(5weeks/12.5 hrs)

Starts: Friday 19/02/10-19/03/10
Time: 9.30am-12.00md
Cost: \$120.00 (Concession \$115.00)



INTERNET

Tutor: Laurie Quinlan

Designed for beginners to learn how to use the Internet and Email - Keeping us in touch and up to date with the world, family and friends via the Internet and Electronic mail.
(3 weeks/7.5 hrs)

Starts: Thursday 04/02/10—18/02/10
Time: 12.30pm — 3.00pm
Cost: \$85.00 (Concession \$80.00)

INTERNET FOR SENIORS

Tutor: Laurie Quinlan

Designed for beginners to learn how to use the Internet and Email - Keeping us in touch and up to date with the world, family and friends via the Internet and Electronic mail.
(4 weeks/s-10 hrs)

Starts: Wednesday 24/02/10—17/03/10
Time: 1.00pm — 3.30pm
Cost: \$85.00 (Concession \$80.00)



DIGITAL PHOTOGRAPHY -

For Beginners

Tutor: Laurie Quinlan

In easy steps learn how to download photo's onto computer and to memory stick, editing, putting photo's in folios, picture formatting, burn photo's to CD and attach photo's to emails. Please bring your camera, camera card and connection and USB memory stick. (3 sessions/7.5 hrs)

Thursday afternoon
Starts: 25/02/10 - 11/03/10
Time: 12.30 pm - 3.00 pm
Cost: \$85.00 (Concession \$80.00)

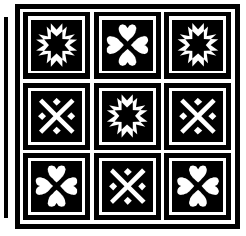
ART , CRAFT, HOBBY and FUN

PATCHWORK for BEGINNERS to ADVANCED

Tutor: Cheryl Billing-Smith

Experience the joy of patchwork without buying lots of expensive equipment. Learn quick accurate rotary cutting and the basic techniques of patchwork construction. Our Tutor will take you through all of the different techniques for this fascinating craft. You will need to collect a materials list from our reception staff before you begin class.

Starts: Wednesday 03/02/10 - 24/03/10 (8 weeks)
Time: 12.30 pm - 3.00 pm
Cost: \$140.00 (Concession \$135.00)



NEW EVENING BEGINNERS CLASSES:

Tutor: TBA

Starts: Wednesday 10/02/10—17/03/10 (6 weeks)
Time: 7.00 pm—9.00 pm
Cost: \$84.00 (Concession \$79.00)



GENEALOGY COURSE

Tutor: Dennis Charlton

This course will provide information on how to trace and research your family tree. Only course of its kind run in Victoria. (4 weeks)
Starts: Thursday 04/03/10 - 25/03/10
Time: 1.00 pm—3.00 pm
Cost: \$62.00 (Concession \$57.00)

FURTHER EDUCATION & SKILLS FOR WORK

READING AND WRITING

Tutor: Andrew Willis

This course is for people who possess an intellectual disability to assist them with reading & writing techniques.
(ACFE funded) (GST exempt)

Starts: Monday 01/02/10— 22/03/10 (Not 8/3)
Time: 11.30 am - 2.30 pm

Cost: \$67.00 (Concession \$47.00)
Course fee \$268.00 per year includes \$138.00 materials & amenities.
Concession \$188.00 per year includes \$138.00 materials & amenities

CRAFT CLASSES

Tutor: Rachel Roberts

All Abilities Craft Classes

These fortnightly classes are designed to cater for individuals who have a disability and vary according to each persons capabilities. We will require people attending to be able to work on the craft items from instruction either themselves or with their support person. Emphasis will be on a progressive learning experience. *Clients should be appropriately supported by carers.*

Starts: Tuesday 09/02, 23/02, 09/03, 23/03
Time: 10.00 am - 11.30 am
Cost: \$10.00 per session (all inclusive)

