



HILLINGDON

LONDON

Adult and Community Learning Learner Council Factsheet

Who can apply to be on the learner council?

Anyone who is a course representative can apply to be on the learner council.

How will learner councillors be decided?

Course representatives will apply by writing 1 – 2 paragraphs about themselves and why they would make a good councillor. These paragraphs will be put on Moodle, with a link for other learners to vote for a learner councillor in the same curriculum area as them. Every curriculum area will be represented by at least one learner councillor. In the event of a tie, 2 councillors will be elected for a curriculum area.

What are the curriculum areas?

English, Maths and ESOL
Floristry
Horticulture
Arts, Media and Leisure
Family Learning
Languages
Childcare
Health and Social Care
Adults with Learning Difficulties and Disabilities

What's the deadline for applications?

Midday Wednesday 3 February 2016. Please email them to ewingerath@hillingdon.gov.uk

When will voting take place?

Voting will be open from 5pm Wednesday 3 February 2016 – 5pm Wednesday 10 February 2016.

How can people vote?

Learners can see candidates' applications and vote via Moodle.

Adult & Community Learning
Residents Services
T. 0208 384 4170
ewingerath@hillingdon.gov.uk

London Borough of Hillingdon
South Ruislip Adult Learning Centre, Victoria Road,
South Ruislip, HA4 0JE

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When will the first meeting take place?

Councillors will be invited to an informal welcome meeting, Thursday 25 February 2016 at 6.30pm, at Brookfield Adult Learning Centre. The first meeting will take place on Wednesday 2 March 2016.

How often will meetings take place and how long will they last?

Meetings will take place once every term (so three times a year) and last approximately 2 hours.

Who will attend learner council meetings?

As well as learner councillors, meetings will be attended and Chaired by the Learner Engagement Officer or a member of the Senior Leadership Team.

What will be discussed?

Standard agenda items will be:

- Staying safe
- Feedback on learner experience
- Information, Advice and Guidance at HACL
- Service initiatives (such as the brochure or Adult Learners' Week)
- Any Other Business

What are the benefits of becoming a learner councillor?

- Improved communication and advocacy skills
- Increased employability and informal skills coaching in deputy chairing and document writing
- An opportunity to get involved and influence service direction
- Giving other learners a voice within the service

What will happen as a result of council meetings?

Feedback will be given to the Staying Safe Board and Senior Leadership Team and passed onto relevant managers to inform the Service's self-assessment and make improvements. The Learner Council may influence Service initiatives, such as the brochure.

How will I know who my councillor is?

Learner councillors for different curricula will be listed on Moodle with photographs and contact details (their HGFL email address).

How will I contact my councillor?

You can contact your councillor via HGFL email and you may arrange to speak to them.

If you have any further questions, contact the Learner Engagement Officer on

ewingerath@hillingdon.gov.uk

