Upper Beaconsfield Community Centre Inc.

COURSE PROGRAM

Creche places available for Term 3
Book early to ensure your place

Term 3, 2009
13\textsuperscript{th} July - 18\textsuperscript{th} September
Enrolments taken from Thu 9\textsuperscript{th} July
Classes commence week beginning 13\textsuperscript{th} July
(unless otherwise stated)
Community Information

Philosophy
Upper Beaconsfield Community Centre and Neighbourhood House is a place to gather, socialise and learn - be it on an educational, personal or social level. Everyone is welcome, regardless of where you live. It is the Centre’s policy not to discriminate against any person, regardless of race, culture, sex, disability, religion or age.

Concessions
Please do not feel excluded because of financial difficulties, speak to the co-ordinator.

Refund Policy
A full refund is made if the course has to be cancelled by the UBCC. Other refunds (less a $10 administration fee) will be considered if:
- at least 5 working days notice is given before commencement of the course, and
- the remaining class size is large enough for the course to be viable.

Accredited courses - refer to refund policy in student agreement.

Privacy of Information Collected
The Upper Beaconsfield Community Centre Inc. is in receipt of Government Funding and is required to provide statistical data in return. The Centre complies with the requirements of the Information Privacy Act 2001, and Health Records Act 2001. The Centre’s Information Collection Statement can be viewed at the office.

Alcohol Policy
Centre users who are affected by alcohol or prohibited substances will not be allowed to participate in activities. Staff and Tutors have the right to refuse participation to centre users, who they believe may be affected by alcohol or other substances.

Community Groups

Community Care Group
A voluntary service in Upper Beaconsfield and Guys Hill offering emergency domestic help and minor handyman work; emergency child minding; frozen meals; emergency transport; friendly visiting; assistance with referrals to other organisations. Volunteers welcome. Training provided.
Meetings 3rd Thu of month at 8pm

UB Community Complex
Buildings & Grounds Committee
1st Mon of month at 10am

Neighbourhood Watch
3rd Mon of even months at 8pm in creche

UB Association
1st Wed of even months at 8pm

UB Community Centre
2nd Tues of month at 7.30pm

Toy Library meeting
3rd Wed of every month 8pm

Fibromyalgia Support Group
Fibromyalgia is a syndrome, or a group of symptoms including widespread muscular pain, stiffness and fatigue.
Please contact Eve on 5944 4428.

Total Fire Ban Days
Please note that on days declared to be a Total Fire Ban for the Central District, the Community Centre and Crèche will be closed. TFB days are well publicised on radio and TV and are available on the CFA web site www.cfa.vic.gov.au. On these days you WILL NOT be notified by the Centre staff.

Days of High Fire Risk
The Committee also reserves the right to close the Centre and Crèche on days of High Fire Risk to the Upper Beaconsfield area. On these days you WILL BE notified by the Centre staff.

This decision was made with the safety of all Centre users, children and staff as our main priority. We apologise for any inconvenience this may cause.
ACFE Funded Courses-New Fee structure as from July 1st 2009

Tuition fees for government funded programs have been set in accordance with Ministerial guidelines on fees and charges. These courses may also attract Student Amenity Fees and Material costs. Courses are classified into different categories for the purpose of calculating tuition fees. A minimum tuition fee ranging from $50 to $120 (per 12 month period from date of enrolment) applies to all courses offered by The Upper Beaconsfield Community Centre of 40 hours duration and under. Course hours above 40 hours incur additional charges ranging from $1.08 to $1.41 per hour. The maximum charge varies between $500 and $100 depending on the course.

Appropriate concessions or exemptions will be assessed for approval upon application. These card holders pay a maximum tuition fee ranging from $50 to $120 per 12 month period regardless of the number.
NEW THIS TERM

Guided Meditation

In today's hectic world, people are increasingly in need of finding ways to relax, de-stress, and carve out quality time for themselves. Meditation has long been touted as a wonderful means to deep relaxation and rejuvenation, as well as enlightenment, but can sometimes be difficult to master. A great way to experience the many benefits of meditation is by getting some assistance and guidance, and trying guided meditations. Guided meditation is a meditation technique which involves following a particular journey, script, or story read out loud by the instructor and allowing time for reflection, with the purpose of attaining relaxation, inspiration, comfort and direction. Classes will run for approximately 1 1/2 hrs including group discussion.

Creche • $110 • Andrea • 8 sessions
Thu 7-8.30pm from 30th July

Preserve your Memories
Create and preserve your precious memories. Instructions are provided on layout and use of the right materials to beautifully display your precious photographs so that they are available for future generations to enjoy. This group also provides the relaxing space to continue creative projects in the company of others while providing the tools and ideas to get you going. You can bring along your printed photos and your own materials or the Tutor will be able to provide an album, stickers, and paper (from the Creative Memories range) prior to class commencement at extra cost. These materials will also be available for purchase each week as projects evolve.

Supper Room • $125 • Jenny
9 sessions • Thu 1-3pm from 23rd July and Fri 7-9pm from 24th July

Jewellery Making
This course will provide an introduction to jewellery making techniques using beads and wire. Over the 9 weeks participants will create their own earrings, bracelets and necklaces using the techniques demonstrated. All beads wire and jewellery findings will be provided. Students will need to bring their own, flat nosed and round nosed pliers, cutting pliers for snipping wire and a beading mat (a 12" x 18" felt fabric used to stop beads rolling away - approx $4 from Eureka beads in Pakenham).

Supper Room • $140 • Leonie • 9 sessions
Tues 9.30-11am from 21st July
Introduction to Website Design
Learn the fundamentals of creating and maintaining a website. Search and register a domain name, basic html code, hyperlinks, tables etc. Website Design will help to get you started on your own website with confidence.

Computer Lab • $95 • Mark
4 sessions • Tue 9.30-12noon from 28th July

Basic Bookkeeping using MYOB
This Basic course covers record keeping, BAS, cash flow analysis, Bank reconciliations, Profit and Loss, chasing debtors, end of year processes and other practical bookkeeping areas. It will encourage you to make maximum use of what MYOB has to offer to make your bookkeeping more efficient.

Computer Lab • $80 • Samantha
6 sessions • Thu 6.30-9pm from 30th July

Basic Computer Learning Package
This class is an introduction to the skills and knowledge required so you can confidently use the programs on your computer.

Weeks 1 and 2 (20/7, 27/7): Background information about the computer and Microsoft Word. Typing, editing techniques, fonts, margins, and tabs.

Weeks 3 and 4 (3/8, 10/8): Email & Internet Learn how to search the internet successfully, send and receive emails.

Weeks 5 and 6 (17/8, 24/8): Powerpoint Used to create presentations, flyers and assignments. Learn animation techniques, and presentation methods to maximise your visual impact.

Weeks 7 and 8 (31/8, 7/9): Publisher Learn to use Publisher to create fantastic flyers and personalised Christmas cards to print or email to friends. This is a fun program which will enable you to choose pictures and lettering to suit or to alter them as you wish.

Computer Room • $90 • Joanne
8 sessions • Mon 9.30-12noon from 20th July

Enrol for the series (8 weeks for $90)
OR for the individual classes
(2 weeks for $60)

Discounts apply for concession card holders - enquire at Office

Fun Quiz Night & Raffle
Proceeds to UB Scout Group
Saturday 1st August
$20 per family or couple - Maximum of 10 people per team
Bring your own refreshments - Tea and coffee available
Time: 7pm for 7.30 start
Igloo, Rec. Reserve. To book phone 59 443849
Children & Youth

Classical Ballet
Excellent for posture, fitness, co-ordination and concentration. Beginners to seniors. Fully qualified teachers providing formal training.

*Hall* • $125 • Gretta • 10 sessions
Tue 3.45-4.45pm, Tue 4.45-5.45pm, Tue 5.45-6.45pm from 14th July

Hip Hop and Jazz
So you think you can dance Upper Beaconsfield? Come and learn hip hop with our excellent experienced tutor, who will guide you through basic steps to get you out on the dance floor in style.

*Community Room* • $90 • Melissa
9 sessions • Tue 5.45-6.45pm from 21st July

Drama For Kids
Build confidence and new friendships with Adlib Young Performers. Includes stagecraft, scripts, characters, music and singing.

*Hall* • $95 • Donna • 9 sessions
Thu 4-5pm from 23rd July

Cartooning Club (8-12 years)
Learn general drawing skills using different media. Students choose their own subjects. Materials list available on enrolment. This class is for primary aged children.

*Community Room* • $105 • Wendy
9 sessions • Mon 3.45-4.45pm from 20th July

Cartooning/Drawing for Post Primary Kids (12+ years)
Learn general drawing skills using different media. Students choose their own subjects. Materials list available on enrolment. This class is for post primary aged children.

*Community Room* • $105 • Wendy
9 sessions • Mon 4.45-5.45pm from 20th July

Playgroup at Pre-Kinder
Mc Bride Road.
Phone Julie on 5968 9849.
Sessions Mon, Wed and Fri 9.30-11.30am.

Toy Library
Every week of term. Toy library offers parents and children a chance to borrow from a large range of toys and puzzles.

*Community Room* • Thur 9.30-10.30am & Sat 9.30-10.30am • $20 per year

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VILLAGE MASSAGE THERAPIES
At Upper Beaconsfield Post Office

MASSAGE
RELAXATION
DEEP TISSUE
AROMATHERAPY
Every massage designed to cater for your needs in a calm, friendly and relaxed environment
handmade gift vouchers available

Kathy McGrath
Phone 5944 3878
Member AAMT No. 16384

Upper Beaconsfield Community Centre Inc.
French - Ongoing
Prerequisite 20 hours classroom time or equivalent. Come and learn to speak and write practical everyday French in a friendly fun atmosphere.
Community Room • $145 • Gerard
9 sessions • Fri 9.30-11.30am from 24th July

French - Advanced
For anyone who has completed a beginner’s level French course. Equivalent of 40 hours minimum or higher. Also for learners already competent in speaking who wish to consolidate written skills. French Verb book or grammar reference dictionary recommended but optional.
Community Room • $145 • Gerard
9 sessions • Fri 12.30-2.30pm from 24th July

Spanish - Conversation
Gain an insight into the Spanish language. Learn to speak Spanish with our Spanish born teacher who will lead you through building conversational Spanish skills used in daily life. Bring a notebook and pen.
Community Room • $145 • Cesar
9 sessions • Mon 7-9pm from 20th July

Tree & Stump Removal
- Trees lopped
- Rubbish removal
- Slashing
- Wood splitting or hire
- Clean ups, domestic & commercial
- On site mulching
- Hedges & Edges

Grant Andrewartha 0411 331 573
Graeme Pateman 0409 707 266
Personal Development

Creative

Drawing and Painting
Learn the fundamental skill of drawing and painting in our fun, friendly environment. Beginners: Start with an 8 to 10 week drawing course covering shape, texture, perspective, tone and colour. You can then splash out into the medium of your choice, oil or acrylic painting, pastel drawing or a range of other mediums. For the practised artist, Trish has 19 years experience in teaching and course design and you can further develop your own style whether it is realism through to abstract.

Arts Annexe • $135 • Trish • 9 sessions
Thu 1-3pm from 23rd July

Watercolour Painting
Learn a variety of watercolor techniques and styles using a limited palette. (Bring own set of watercolours or purchase them and paper from Tutor).

Arts Annexe • $165 • Elly • 9 sessions
Fri 9.30-11.30am from 24th July

Craft Group
Search out that unfinished project. Complete it and exchange ideas in friendly company. All welcome.

Arts Annexe • $2.50/week • 10 sessions
Tue 10-12noon from 14th July

Knitting & Crochet
This class is for those wanting to learn the skills to be able to follow basic knitting and crochet patterns and create the required stitches to make an article they can wear or give away, such as a hand made winter scarf, blanket or knee rug. Under the guidance of an experienced and helpful Tutor.

Bring 4.5mm crochet hook or 4.5mm knitting needles and 8 ply plain wool to begin your creative project.

Arts Annexe • $130.00 • Elma • 9 sessions
Mon 9.30-11.30am from 20th July
### Personal Development

#### Exercise

**Group Exercise / Fitball**

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<tr>
<th>DAY</th>
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<tr>
<td>Monday</td>
<td>7.30 - 8.30pm</td>
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<td>Wednesday</td>
<td>7-8pm</td>
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<td>Friday</td>
<td>9.15-10.15am</td>
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*Hall • Debbie, Shannon • Classes start week beginning Monday 13th July*

1 class weekly $95 per term  
2 classes weekly $110 per term  
3 classes weekly $120 per term

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**Yoga**

Gentle stretches and relaxation postures promote health and healing. For all ages. (Bring small pillow & blanket). Yoga classes commence after enrolment week this term and will only go ahead if numbers are sufficient. Please contact the office prior to the start date to check.

*Hall • $125 • Mary • 9 sessions  
Mon 9.30-10.45am and Mon 6-7.15pm from 20th July*

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**Pilates**

Improve core stability and postural awareness with low impact routines suited to all fitness levels. Our experienced Tutor Kiki will ensure you get the most of your flexibility and core strength.

*Hall • $95 • Kiki • 9 sessions  
Wed 9.15-10.15am from 22nd July and Thu 9.30-10.30am from 23rd July*
Personal Development

Exercise

**Strength Training for Everyone**
Great for improving overall health, muscle and bone strength and aids prevention of osteoporosis. Non-impact exercise you do at your own pace. Also ideal for those with chronic conditions such as arthritis, diabetes and heart disease. (2 classes per week)

*Hall • $65 (one class), $100 both days or $5.50 per session • Andrea
10 sessions • Mon 11-12noon from 13th July and Wed 11-12noon from 15th July*

**Walking Group**
Enjoy the beauty of Upper Beaconsfield while keeping fit and meeting new people.

*$2/week, $20/term • 10 sessions
Mon 9.15-10.15am from 13th July*

**Upper Beaconsfield Peddlers**
Explore off-road trails and comfortable cafes with other cyclists. The slow, nervous, fit and bold are all welcome.

*Dates for 2009: July 14th, August 17th, September 20th.*

**Ensure you book your place through the Centre to participate in this class.**

*For more info contact Alison on 5944 3984 or dpryan@bigpond.net.au*

**SN Gentle Exercise with Music**
This course is specifically designed for people with special needs. Music and movement, relaxation techniques and fitball.

*Hall • Shannon • 10 sessions
Fri 10.30-11.30am from 17th July*

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**Subsidised training for volunteers**

The Volunteering in Cardinia Shire Project in partnership with Cardinia Shire Council is pleased to announce the availability of volunteer training. Courses will be offered to volunteers across the Shire at a subsidised rate.

**THE CLASSES WHICH ARE BEING OFFERED IN TERM 3**

*are limited spots in*

- Basic Computer Learning Package
- Basic Bookkeeping
- First Aid & CPR Update

*Please contact Wendy Hiam at the Community Centre on 59443484 for more details*
**SLR Cameras and Photography**
This course runs throughout the term and is a comprehensive introduction to your camera and photography. It encompasses aperture and shutter control and a combination of both, exposure readings, understanding light and night photography. Classes include excursions to practice what is learnt in class. This passionate photography Tutor has 30 years of knowledge and experience to impart from his own successful photography business. His students work is exhibited regularly.

*Arts Annexe • $255 • David • 9 sessions Tue 1-3pm from 21st July*

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**Hip Hop & Jazz - High School aged group**
So you think you can dance Upper Beaconsfield? Come and learn Hiphop with our excellent experienced Tutor, who will guide you through basic steps to get you out on the dance floor in style. This class is for students who want to progress their dance skills within an older age group. (Suitable for high school through to young adults).

*Community Room • $90 • Melissa 9 sessions • Tues 6.45-7.45pm from 21st July*

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**Singing for Adults**
Be part of a group with other local singers. Learn to sing in parts and participate with others to make wonderful sounds under the direction of our experienced, enthusiastic Tutor Tess.

*Hall • $85 • Tess • 9 sessions Thur 7-8pm from 23rd July*

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**Push bike Maintenance**
Learn from an experienced bicycle repair shop owner the skills required to maintain, adjust and perform emergency (on the road) procedures to get you safely on your way when you are far from home. Week 1: As your bike parts are all connected and perform better when all parts are synchronized; you will learn to dismantle front and rear tyres, perform tube checks and repairs and gear adjustments in the correct sequence. Week 2: Learn to deal with emergency on the road repairs such as broken spokes, chains coming off and others. If you have a particular skill you wish to learn to improve your independence and confidence Peter can help you!

*Supper Room • $45 • Peter 2 sessions • Wed 6.30-9pm from 5th Aug*

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**SN Snack Cooking**
Program is specifically developed to enhance everyday Living Skills development.

*Supper Room • Toni • 9 sessions Wed 1-3pm from 22nd July*

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**SN Life Skills**
This class offers basic skills development for people with special needs from numeracy and literacy and eye hand coordination activities through to task sequencing. The class is structured so that learning occurs during different activities each week in a fun, friendly environment.

*Supper Room • Toni • 9 sessions Mon 1-3pm from 20th July*
Tutor Profile
Isabella Hastings

Isabella Hastings is proud of what her students accomplish. “They have no trouble getting jobs at the end of the course and some even go on to further education in nursing fields”, she says.

She is passionate about working with adult learners in an area in which she has nearly 30 years experience. “It is a privilege and a joy to watch my students grow, I find the environment at the Community Centre is intimate and personal, making it conducive to learning. It’s also great for the students with young children who can happily explore in the Centre crèche”.

The students are often returning to study for the first time since leaving school and for some it can be a daunting prospect. With the support of Centre Staff, Tutors and each other they soon settle in and become confident with the learning process.

UBCC Aged care graduates have an excellent reputation in the sector and this is largely due to the high standard of teaching by Isabella. For 11 years Isabella has taught the Certificate III Aged care course at Upper Beaconsfield Community Centre. Her background also includes teaching on-site at various Nursing Homes and Hostels and working as a Unit Manager in a high care Aged Care Nursing Home.

“My aim is to teach safe, quality aged care, and for the students to have a high level of knowledge and understanding as well as being empathetic and compassionate”. By the number of job placements her students achieve and the gifts and bouquets she receives at graduation time, Isabella is certainly on target”.

“There are three ingredients to the good life: learning, earning and yearning”

Christopher Morley
First Aid Courses
Apply First Aid HLTFA301B (previously Level 2 First Aid)
This course provides theoretical and practical training in basic First Aid skills and knowledge. You can use the skills and knowledge from the course at home, work, sport or play.
Monday evenings, 10th August - 14th September • 6pm - 9pm
Expression of Interest taken now for Anaphylaxis training – Epi Pen 21659VIC and Emergency Asthma Management 21886VIC

Community Services Courses
Certificate III in Children Services CHC30402
This course provides the underpinning knowledge and skills to seek employment within the children services field. This course highlights the social, emotional, cognitive, language and physical development of children from birth to 12 years. A must for any budding child care worker, family day carer or Out of School Hours carer.
Tuesday, 14th July, 6 month course • Wednesday, 15th July, 12 month course
Expression of Interest taken now for Nationally Accredited Course Diploma of Children Services (pre-requisites Certificate III in Children Services CHC30402) CHC50302
Certificate III in Aged Care Work CHC30102
This course is the current minimum requirement for those seeking work in the aged care sector. It covers many facets of working with the aged in nursing homes, hostels and home care environments.
Monday, 14th July, 12 month course
Expression of Interest taken now for 2010 Certificate IV in Training and Assessment TAA 40104

Food Safe
Level 1 Food Handling
Units SITHACS006A Clean Premises and Equipment. THHGHS01B Follow Workplace Hygiene Procedures, HLTFS207B Follow Basic Food Safety Practices.
Wednesday, 12th August, 9am - 3pm

All our courses are delivered in accordance with the Australian Qualifications Training Framework standards. Students can apply for Recognition of Prior Learning/Recognition of Current Competence to achieve their qualification. Individual training pathways will be discussed upon enquiry.
Come and enjoy our community

**BUSH DANCE**

**With**

**BLACKBERRY JAM BUSH BAND**

**Saturday 24th October 7pm-10pm**

**Igloo, Recreation Reserve**

**Upper Beaconsfield**

Sausage/hamburger Sizzle & soft drinks for sale from 6.30pm

BYO Drinks or Tea and coffee available

Tickets from Post Office or Ali 59443849

Family $30, Adult $10, Child $5

**Everyone Welcome**

Proceeds to Upper Beaconsfield Scout Group

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**Cardimon Studio**

119 Emerald-Monbulk Rd, Emerald

Ph: 5968 6391

**Sam Murphy**

Postgrad. Myofascial Dry needling
Cert IV and Herbal medicine and Nutrition
Bach App. Sc. Medicine/Naturopathy (current)

- Deep tissue Myofacial release
- Integrative alignment
- Dry needle Technique
- Freeing “frozen” limbs; reducing pain & stiffness.

With the ability to inform patients of natural remedies, vitamins & minerals to aid & assist your body’s recovery.

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**Petruccelli Art Classes**

**Oil Painting & Pastel Classes**

*For beginners and experienced adult students.*

Gain individual tuition in painting still life, portraits, landscapes and seascapes

**Petruccelli Art Studio**

Ph: 5944 3224

Petruccelli Art Studio
102 Stoney Creek Rd
Upper Beaconsfield Vic 3808

Mel Ref: 211 A7
UBCC Crèche 🐝🐞🐞

PLACES AVAILBLE NOW

Set in a beautiful parkland environment, this community run crèche offers -

- A maximum of only 26 children
- Family discounts
- Mature, experienced, wonderful staff!!
- Regular or occasional care available
- Caring for our children for over 20 years.

Hours: Mon-Fri, 8:30am - 4:00pm, with no set session times or daily limits

To secure your place call the Upper Beaconsfield Community Centre Crèche on 5944 3484 or drop by for a visit 10-12 Salisbury Road, Upper Beaconsfield.

"It takes a village to raise a child"

Free Internet Access

Computer Lab with 10 new computers & printer.

Available between 9am and 4pm.

Availability depends on class schedule.

Please check with office Staff

Supported by the Victorian Government

The Place To Be
Centre Information

Photocopier, fax machine & laminator
available for use for a small fee

Free Internet Access
Ten computers linked to the World Wide Web via ADSL.

Please contact centre for full details and booking times.

Créche
Childcare is available in our Registered Class 1 crèche. Use the crèche while you attend classes - or use it for occasional care while you work, attend appointments or have some time out. We have occasional care, course care and family rates available.

Crèche operates 8.30am-4pm
Monday-Friday during school term.

For bookings please phone 5944 3484

Immunisation
Second Wednesday of the month. 10.30-11am in the Supper Room
Contact Shire Of Cardinia for more details 1300 787 624

Upper Beaconsfield Toy Library

OPEN EVERY THURSDAY AND SATURDAY
(EXCEPT SCHOOL HOLIDAYS)
9.30-10.30am
at the Upper Beaconsfield Community Centre

Borrow toys too big to store or too expensive to buy
Jumping Castle, Roller Coasters, Girls & Boys Ride-Ons, Dress Ups, Active & Role Play Toys, Prams, Trucks, Instruments, Games, Puzzles, Tuzzles, Tag Readers, Dora, Thomas, The Wiggles and others, DVD’s plus a large range of Baby Toys

Brands such as: Step 2, Little Tikes, John Deere, Fisher Price, Little Helpers, Duplo, Coko, Tomy, Tonka, V-tech, Leap Frog, Educational Experience, Orchard, Mattel & MB Games

Great party toys available, toys always being updated

ANNUAL SHOPPING TOUR SATURDAY 7th NOVEMBER, $40 PER TICKET
TO SECURE YOUR SEAT CONTACT KATHRYN 5944 4954 OR EMAIL US

For more information phone 5944 3484 or email upperbeac.toylibrary@yahoo.com.au

Toy Library – Children just love it!

* plus $10 annual Community Centre Membership, if not a member
Upper Beaconsfield Community Centre Inc.
Term 3, 2009

Classes fill quickly. Receipt of payment confirms your place.
You will be notified of course cancellations.

Name:  
Address:  
P/Code:  
Phone:  
Email:  
Date Of Birth:  
Sex:  Male/Female  
Country Of Birth:  
Member No:  
Concession required:  Yes / No  
Card No:  

Please tick if above information has changed since last enrolment

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<th>Name of Course</th>
<th>Day/Time</th>
<th>Fees</th>
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Family Membership $10.00
TOTAL DUE $

Student’s Signature:  
I authorise UBCC to disclose any personal information that may be beneficial to the tutor to assist in delivery of the course

HOW TO ENROL

In Person
10-12 Salisbury Rd, Upper Beaconsfield

Mail
PO Box 2, Upper Beaconsfield, 3808

Phone or Fax
5944 3484
or fax 5944 4179
Enrolment Form

If enrolling for the first time or any details have changed please fill in the following

Information required for ACFE statistical purposes only.

Employment Category: (Please circle)
01 Full time employee 06 Unemployed - seeking full time work
02 Part time employee 07 Unemployed - seeking part time work
03 Self-employed, not employing others 08 Not employed - not seeking employment
04 Employer 09 Not stated
05 Employed - unpaid family worker

Language spoken at home: ........................................................................................................................

How well do you speak English? (Please circle)
Very Well - Well - Not Well - Not At All

What is your highest completed school level? (Please circle)
Year 12 - Year 11 - Year 10 - Year 9 or equivalent - Year 8 or below - Did not go to school.
Completed in year ........................................................................................................................................

Are you still at School? (please circle) Yes - No

Tertiary Education: Course Name..............................................................................................................year........

Which best describes reason for undertaking course? (please circle)
01 To get a job 06 It is a requirement of my job
02 To develop my existing business 07 I wanted extra skills for my job
03 To start my own business 08 To get into another course of study
04 To try for a different career 12 For personal interest or self development
05 To get a better job or promotion

Are you of Aboriginal or Torres Strait Islander origin? Yes / No

Do you have a disability, impairment or long-term condition? Yes / No
(Please circle) Hearing/deaf  Physical  Intellectual  Mental Illness
Acquired Brain Impairment  Vision  Medical Condition  Other:...............................................

Where did you learn about the course? (please circle)
01 Program 03 Newspaper (please state).................
02 Friend 04 Other (please state)............................
COMMUNITY CENTRE LAYOUT

- Arts Annexe
- Hall
- Kitchen
- Supper Room
- Computer Room
- Creche
- Reception & Office
- Community Room
- Maternal Health

SALISBURY ROAD

FOODWORKS
Licensed Supermarket
Open 7 days
7.30am - 7pm Mon-Sat
8am - 7pm Sun

Also available
Phone Recharge Cards
Fresh Produce & Meat

Shop 8, 4 St Georges Road,
Upper Beaconsfield
Phone/Fax: 5944 3255

UPPER BEACONSFIELD
GENERAL STORE
Open 7 Days
- Hardware
- Newsagent
- Groceries
- Fax/Photocopier
- Garden Supplies
- Stockfeed
- Firewood/Gas
- Water Cartage

5944 3310

ALL THE HELP YOU NEED.
10-12 Salisbury Road, Upper Beaconsfield, Victoria 3808
PO Box 2, Upper Beaconsfield, Victoria 3808
Email: office@ubcc.org.au   Web: www.ubcc.org.au
Office Hours: During term Mon - Fri 9am - 3.30pm

Contact: Office for further details

Disclaimer: The Centre endeavours to ensure all information is correct at the time of printing.