



Summer 2011

Courses, Study Days and Personalised Learning

- Introduction to Study Skills
- Miracles with Maths
- Handwriting Skills
- Race Ahead with Reading
- Successful Story Writing
- Sense-ational Spelling
- Touch Typing 10+
- Leap Forward in Literacy
- Degrees of Success

"Early Bird" Bookings

***Substantial discounts if you book AT LEAST one month
before the course date***

See price list overleaf and at the top of each course page

***All the courses will be held at
The Helen Arkell Dyslexia Centre***

The Helen Arkell Dyslexia Centre
Arkell Lane, Frensham, Farnham, Surrey, GU10 3BL
tel: 01252 792400
enquiries@arkellcentre.org.uk www.helenarkelldyslexiacentre.org
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Registered Charity No. 1064646

Summer Programme 2011

It is important to book up at least one month before the course date
 Prices increase after this cut-off date and we regret that no exceptions will be made
 *the cost of this course is for parent and child

Date	Course	Fee	"Early Bird" Book at Least One Month Before	Age Range	Time
27 July	Introduction to Study Skills	£105.00	£80.00	KS2 yrs 4,5,6	10.00-3.00
1 August	Miracles with Maths	£105.00	£80.00	KS2 yrs 4,5,6	10.00-3.00
2 August	Handwriting Skills*	£90.00	£75.00	KS2 yrs 4,5,6	10.00-1.00
3 August	Race Ahead with reading	£105.00	£80.00	KS3 yrs 4,5,6	10.00-3.00
4 August	Successful Story Writing	£105.00	£80.00	KS3 yrs 4,5,6	10.00-3.00
5 August	Sense-ational Spelling	£105.00	£80.00	KS3 yrs 4,5,6	10.00-3.00
15 – 19 August	Touch Typing 10+	£180.00	£130.00	10+	10.00-3.00
22 - 26 August	Leap Forward in Literacy	£265.00	£199.00	KS 2 yrs 3 & 4	9.30-12.30
7 September	Degrees of Success	£105.00	£80.00	1 st & 2 nd year students	1.30 – 4.30

Summer Courses Diary 2011

Please note that the diary is subject to change. Please check with the centre for any amendments.

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Introduction to Study Skills

Wednesday 27 July

Fee £105

"Early Bird" Fee £80
(book at least 1 month before)

Age: Key Stage 2 (Yrs 4, 5, & 6)

10.00 am – 3.00pm

maximum number of students 10

A one day workshop designed to help children in the following areas:

- Organisation of time and motivation
- Understanding of left and right brain
- Memory
- Learning styles
- Writing skills
- Proof reading
- Revision techniques
- Listening skills
- Basic literacy skills (if necessary)

Reports are not issued but your child will have useful notes to take home

Don't forget to bring a packed lunch!

Miracles with Maths

Monday 1 August

Fee £105

"Early Bird" Fee £80
(book at least 1 month before)

Age: Key Stage 2 (Yrs 4, 5, & 6)

10.00am – 3.00pm

Maximum number of students 10

This course is designed to boost numeracy skills through games and interactive and fun activities. On this course children will be taught ways of remembering maths facts and maths language. Learners will be able to practise their skills and make useful resources to take home.

The session will include ideas for:

- Learning and understanding maths vocabulary
- Fun and interactive ways to practise maths skills
- Addition and subtraction facts
 - ❖ Using visual patterns
 - ❖ Developing automatic recall of number bonds
- Multiplication and division facts
 - ❖ Ways to learn multiplication tables
 - ❖ Short cuts and strategies for the 'tricky tables'
 - ❖ Sharing and dividing as the opposite operation to multiplication

The handouts for this course will include games and information on methods which will consolidate learning

Reports are not issued but your child will have useful notes to take home.

Don't forget to bring a packed lunch!

Handwriting Skills

Tuesday 2 August

Fee £90*

"Early Bird" Fee £75*
(book at least 1 month before)

****this fee is for parent and child***

Age: Key Stage 2 (Yrs 4, 5, & 6)

10.00am - 1.00 pm

*maximum number of students 10
with parent*

This course is designed to assist children who might be having difficulties with letter formation, slow or untidy handwriting. This will be a fun interactive yet relaxed learning experience for both child and parent alike. On this course children will be taught ways to improve their handwriting skills through the use of multi-sensory techniques. Learners will be able to practise their skills and will take useful resources home with them to aid further practice.

The session will include:

- ❖ Quick, fun activities to maintain interest and enthusiasm
- ❖ Multi-sensory activities using a variety of media
- ❖ Opportunities for the parent to familiarise him/herself with current handwriting techniques

Each learner will benefit from the many colourful and useful resources that will be provided and demonstrated.

Reports are not issued but your child will have useful notes to take home.

Race Ahead with Reading

Wednesday 3 August

Fee £105

"Early Bird" Fee £80
(book at least 1 month before)

Age: Key Stage 2 (Yrs 4, 5 & 6)

10.00 am – 3.00 pm

maximum number of students 10

This workshop is designed to help learners read with understanding, and show many practical ideas to assist with reading activities. It will also give learners the opportunity to practise and develop their skills in a supportive and relaxed environment.

- **Understand the different skills needed for reading unknown or difficult words**
- **Reading for different purposes.** Adjust your strategy to suit the purpose of reading – skimming, scanning, accurate reading
- **Use active reading strategies** – identify keywords and make text more memorable, using multi-sensory techniques
- **Develop skills of inference and deduction** for improving reading comprehension
- **Visualise** – discover how to use this powerful strategy to maximize reading skills

Reports are not issued but your child will have useful notes to take home.

Don't forget to bring a packed lunch!

Successful Story Writing

Thursday 4 August

Fee £105

"Early Bird" Fee £80
(book at least 1 month before)

Age: Key Stage 2 (Yrs 4, 5 & 6)

10.00am – 3.00pm

Maximum number of students 10

Many learners have difficulty generating and recording their ideas. This workshop is designed to show many practical ideas to assist with story writing activities. It will also give learners the opportunity to practise and develop their skills in a supportive and relaxed environment.

Tap into your imagination and release ideas using a combination of sensory stimuli.

Suitable for even the most reluctant story writer.

The session will include ideas for:

- 1 **Generating ideas** – quick, fun methods to help gather ideas
- 2 **Planning stories** – plan and organise your brilliant ideas
- 3 **Extending vocabulary** – experiment with words to add description and detail
- 4 **Paragraph writing** – use paragraphs to structure your story
- 5 **Proof reading** – learn quick ways to check writing

Each learner will produce his or her own personal storybook to take home.

Reports are not issued but your child will have useful notes to take home.

Don't forget to bring a packed lunch!

Sense-ational Spelling Strategies

Friday 5 August

Fee £105

"Early Bird" Fee £80
(book at least 1 month before)

Age: Key Stage 2 (Yrs 4, 5, & 6)

10.00am – 3.00pm

Maximum number of students 10

Many different spelling strategies will be covered in a colourful, fun and multi-sensory way. Children will be encouraged to reflect on which of their senses they are using for each strategy and which methods are the most effective in their personal spelling success. They will create a handy reference key ring, providing a convenient and easily portable memory aid to support their spelling.

Children are asked to have two words in mind that they would particularly like to learn to spell.

Spelling strategies covered:

- 1 Look, say, cover, write, check
- 2 Drawing pictures
- 3 Mnemonics
- 4 Rainbow writing
- 5 Spelling rules
- 6 Common letter patterns e.g –tion, -le
- 7 Dividing words into syllables
- 8 Visualisation
- 9 Root words, prefixes/suffixes
- 10 Homophones

Reports are not issued but your child will have useful notes to take home.

Don't forget to bring a packed lunch!

Touch Typing

15 – 19 August

Fee £180

"Early Bird" Fee £130
(book at least 1 month before)

Ages 10+

Time slots to be advised
maximum number of students 6 per session

- Introduction to touch typing for ages 10+
- Week long course taught in **5** daily one-hour sessions
- Learners taught position of letters on keyboard using multi-sensory techniques
- By end of week learners will have progressed to simple punctuation and number keys.
- Short homework tasks after each session to consolidate skills
- Sessions should be backed up by regular practice at home to promote automaticity
- Upon completion of the course, learners should have gained a good basic knowledge of keyboard and have a sound foundation on which to build speed and accuracy

Our tutor also recommends the *Typing Instructor* CD-Rom

Leap Forward in Literacy

22 – 26 August

Fee £265.00

"Early Bird" Fee £199
(book at least 1 month before)

Age: Key Stage 2 (Yrs 3 & 4)

9.30 am - 12.30 pm

maximum number of students 6

This course is designed to boost literacy skills through games and fun activities. Sessions will include:

- Working on the underpinning skills for literacy with emphasis on syllable work and phonology
- Strategies to improve sight vocabulary and reading comprehension
- Introducing a variety of spelling strategies
- Addressing confidence and self-esteem through 'Circle Time'
- Improving listening skills and concentration using brain gym activities
- Exploring memory strategies
- Mind-mapping
- Understanding learning styles

Reports are not issued. A folder of your child's activities will be given to you at the end of the week, indicating areas that have been covered.

Registration Forms

The Registration form is on pages 13 & 14 with a spare copy on pages 15 & 16.

These have been designed so that you can remove them from the booklet and retain all the course information.

If you need more Registration forms, please photocopy.

A Registration form can also be found on our website: -

www.helenarkelldyslexiacentre.org

Please print it out, complete and post it to us at:

Courses
The Helen Arkell Dyslexia Centre
Arkell Lane
Frensham
Farnham
Surrey
GU10 3BL

It is important to secure a place on our courses as soon as possible, so please do not let the lack of a photograph or school/assessment report, where required, hold you up!

Just complete the Registration form and Questionnaire and return it with your payment.



Summer 2011

Space for recent photo of child/student

Registration Form

Please tick your course choice(s) below:

"Early Bird" Bookings
Substantial discounts if you book AT LEAST one month before course date

Date	Course	Fee	"Early Bird" Fee	Tick to register
27 July	Introduction to Study Skills	£105	£80	
1 Aug	Miracles with Maths	£105	£80	
2 Aug	Handwriting (parent and child)	£90	£75	
3 Aug	Race Ahead with Reading	£105	£80	
4 Aug	Successful Story Writing	£105	£80	
5 Aug	Sense-ational Spelling Strategies	£105	£80	
15-19 Aug	*Touch Typing 10+	£180	£130	
22-26 Aug	*Leap Forward in Literacy	£265	£199	

Child/Student Details - Key Stage: Year:

Surname		Forename
Date of Birth	M/F	School

Parent/Guardian Details

Surname		Forename	Title
Home Address			
			Post Code
☎ Home		☎ Work	
☎ Mobile		✉ Email	

In an Emergency

Contact Name	Telephone Number
Is your child on medication, or have any allergies or dietary restrictions? Please give details:	

Please ensure that this form is returned with (if applicable):

- ✓ Completed questionnaire overleaf
- ✓ Cheque for relevant amount payable to HADC

Where the course is marked with *, we will need a recent assessment or school report before we can finalise registration

**Questionnaire
Private and Confidential**

This questionnaire will be given to the tutors to enable them to plan the most helpful programme for all the pupils. If, on receipt of this information, it appears that your child/student would not benefit from the group programme we will let you know as soon as possible and return your cheque. All information sent by you will remain confidential. Please affix an additional sheet of paper for any further information. **By signing below you acknowledge that you have read and understood our cancellation policy.**

What do you feel are his/her strengths?		
What do you feel are his/her weaknesses?		
How would you describe his/her listening skills and concentration?		
Is there anything else you feel it is important for the tutors to know?		
Signed	Print name	Date
How did you hear about this course? (please be specific!)		

Cancellation Policy: the following terms apply to all registrations:
Included in the price is a booking fee of £30. This is not refundable unless the course is cancelled by the centre.

- *no fee will be refunded if we receive less than one month's notice of cancellation*
- *50% of the course fee paid, less the booking fee, will be refunded for cancellation made more than one month before the course date.*
- *Please note that course fees are non-transferable.*

Please register as soon as you can

Before the course it would be useful to have a photograph of your child.



Summer 2011

Space for recent
photo of
child/student

Registration Form

Please tick your course choice(s) below:

"Early Bird" Bookings
Substantial discounts if you book AT LEAST one month
before course date

Date	Course	Fee	"Early Bird" Fee	Tick to register
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4 Aug	Successful Story Writing	£105	£80	
5 Aug	Sense-ational Spelling Strategies	£105	£80	
15-19 Aug	*Touch Typing 10+	£180	£130	
22-26 Aug	*Leap Forward in Literacy	£265	£199	

Child/Student Details - Key Stage: Year:

Surname		Forename	
Date of Birth	M/F	School	

Parent/Guardian Details

Surname		Forename		Title
Home Address				
			Post Code	
☎ Home		☎ Work		
☎ Mobile		☎ Email		

In an Emergency

Contact Name	Telephone Number
Is your child on medication, or have any allergies or dietary restrictions? Please give details:	

Please ensure that this form is returned with (if applicable):

- ✓ Completed questionnaire overleaf
- ✓ Cheque for relevant amount payable to HADC

Where the course is marked with *, we will need a recent assessment or school report before we can finalise registration

Questionnaire
Private and Confidential

This questionnaire will be given to the tutors to enable them to plan the most helpful programme for all the pupils. If, on receipt of this information, it appears that your child/student would not benefit from the group programme we will let you know as soon as possible and return your cheque. All information sent by you will remain confidential. Please affix an additional sheet of paper for any further information. **By signing below you acknowledge that you have read and understood our cancellation policy.**

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What do you feel are his/her weaknesses?		
How would you describe his/her listening skills and concentration?		
Is there anything else you feel it is important for the tutors to know?		
Signed	Print name	Date
How did you hear about this course? (please be specific!)		

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- *50% of the course fee paid, less the booking fee, will be refunded for cancellation made more than one month before the course date.*
- *Please note that course fees are non- transferable.*

Please register as soon as you can

Before the course it would be useful to have a photograph of your child.

Personalised Study Skills or Literacy Sessions

Dates: appointments available during August
Times: one hour long sessions by appointment
Age: KS2 – KS4
Fee: One-to-One session: £47.50

Topics covered will include:

- Organisation of time and motivation
- Understanding of left and right brain
- Memory
- Learning styles
- Writing skills
- Reading for comprehension
- Spelling strategies
- Proof reading
- Revision techniques
- Mind mapping
- Listening skills
- Basic literacy skills (if necessary)

Booking:

**In the first instance please contact Julie Hall at the Centre who will advise you on availability –
jhall@arkellcentre.org.uk or 01252 792400.**

Use separate booking form on page 19 after you have booked your appointment(s).

CHECK LIST

When registering ...

- ✓ Please fill in and sign the reverse of the registration form as well as the front, making sure you have read the cancellation policy.
- ✓ Please photocopy the registration form if you have more than one child: and don't forget the back!
- ✓ Please let us know how you heard about our children's courses
- ✓ Let us know about any allergies or illnesses

Please return completed form and any relevant documents to:

Courses Coordinator, Helen Arkell Dyslexia Centre,
Frensham, Farnham, Surrey, GU10 3BL

Tel. 01252 792400 Fax. 01252 795669
Email. courses@arkellcentre.org.uk
Web. www.helenarkelldyslexiacentre.org.

On the day...

- ✓ **Bring a packed lunch for any day-long course**
- ✓ The Centre provides drinks and biscuits for break times

Please be aware that course fees are non-transferable

If your child is absent from a course he/she will not be permitted to transfer to another in lieu of a refund.

Degrees of Success
Moving on to University
'Understanding the Game Plan'

Wednesday 7 September

1.00- 4.30pm

Fee £105

"Early Bird" Fee £80
(book at least one month before)

For first and second year University students

Many learners experience difficulties adjusting to the challenges of studying in a university environment. This workshop is designed to give learners the opportunity to develop the skills that they will need, and adapt existing strategies to their new environment. Learners will be able to practise their skills and will take useful resources home with them to aid further practice and to use as reminders.

The session will include the following:

- Organisation/time management
- Research skills/selecting the right resources
- Reading strategies
- Note-taking
- Revision/examination techniques
- Writing essays/reports/reflective writing
- Editing /proofreading skills
- Referencing (Harvard Style)

The session will be delivered by Glynis Lavington who is a Consultant and Practitioner specialising in the field of dyslexia and higher education. She has worked for many years in the higher education sector as an assessor, tutor and trainer.

Please use the booking form on page 23

Don't forget to bring a snack!



Registration Form

Summer 2010

Space for recent
photo of student

"Early Bird" Bookings
Substantial discount if you book AT LEAST one month
before course date

Date	Course	Fee	"Early Bird" Fee	Tick to register
7 Sept	Degrees of Success	£105	£80	

Student Details -

Surname		Forename
Date of Birth	M/F	College/University
Programme of Study		Year of study

Home Address	
	Post Code
Term time address if applicable	
Home	Work
Mobile	Email

In an Emergency

Contact Name	Telephone Number
Are you on medication, or you have any allergies or dietary restrictions? Please give details:	

Please ensure that this form is returned with (if applicable):

- ✓ Completed questionnaire overleaf
- ✓ Cheque for relevant amount payable to HADC

Recommended book for this course –
Effective Study Skills – unlock your potential
By Geraldine Price and Pat Maier
£14.99 available from the Bookshop (enclose a cheque made payable to HADC to
pre-order this book and collect it on the day of the course)

Questionnaire
Private and Confidential

This questionnaire will be given to the tutor to enable her to plan the most helpful programme for all the students. If, on receipt of this information, it appears that you would not benefit from the group programme we will let you know as soon as possible and return your cheque. All information sent by you will remain confidential. Please affix an additional sheet of paper for any further information. **By signing below you (or your parent or guardian if under 18) acknowledge that you have read and understood our cancellation policy.**

What do you feel are your strengths?		
What do you feel are your weaknesses?		
How would you describe your listening skills and concentration?		
Is there anything else you feel it is important for the tutors to know?		
Signed	Print name	Date
How did you hear about this course? (please be specific!)		

Cancellation Policy: the following terms apply to all registrations:
Included in the price is a booking fee of £30. This is not refundable unless the course is cancelled by the centre.

- *no fee will be refunded if we receive less than one month's notice of cancellation*
- *50% of the course fee paid, less the booking fee, will be refunded for cancellation made more than one month before the course date.*
- *Please note that course fees are non-transferable.*

Please register as soon as you can

Before the course it would be useful to have a photograph

The Helen Arkell Dyslexia Centre Book Shop

When you drop your child off at the Centre for his or her course, why not browse in our bookshop?

There are over 500 titles and specialist resources to choose from.

The shop will be open on each of the course days, so you may prefer to buy on the last day after you receive advice from the course tutor.



The shop is open every day and orders can be made by telephone, fax or by e-mail.

Details of all our resources are available by catalogue or on the website: -

www.helenarkelldyslexiacentre.org

Consultations

Discussing possible solutions

When your child is attending one of our courses during the summer, we offer the chance to have a 15 minute consultation with our Principal free of charge.

Where possible this will be arranged on day that your child attends the course and is limited to one consultation per parent during the summer.

This consultation appointment is not intended to give feedback about the course that your child is attending.

If you would like to take advantage of this offer, please contact our Head of Operations when you register your child on a course.

Telephone 01252 792400
and ask for the Head of Operations or email
msimpson@arkellcentre.org.uk

Back to work

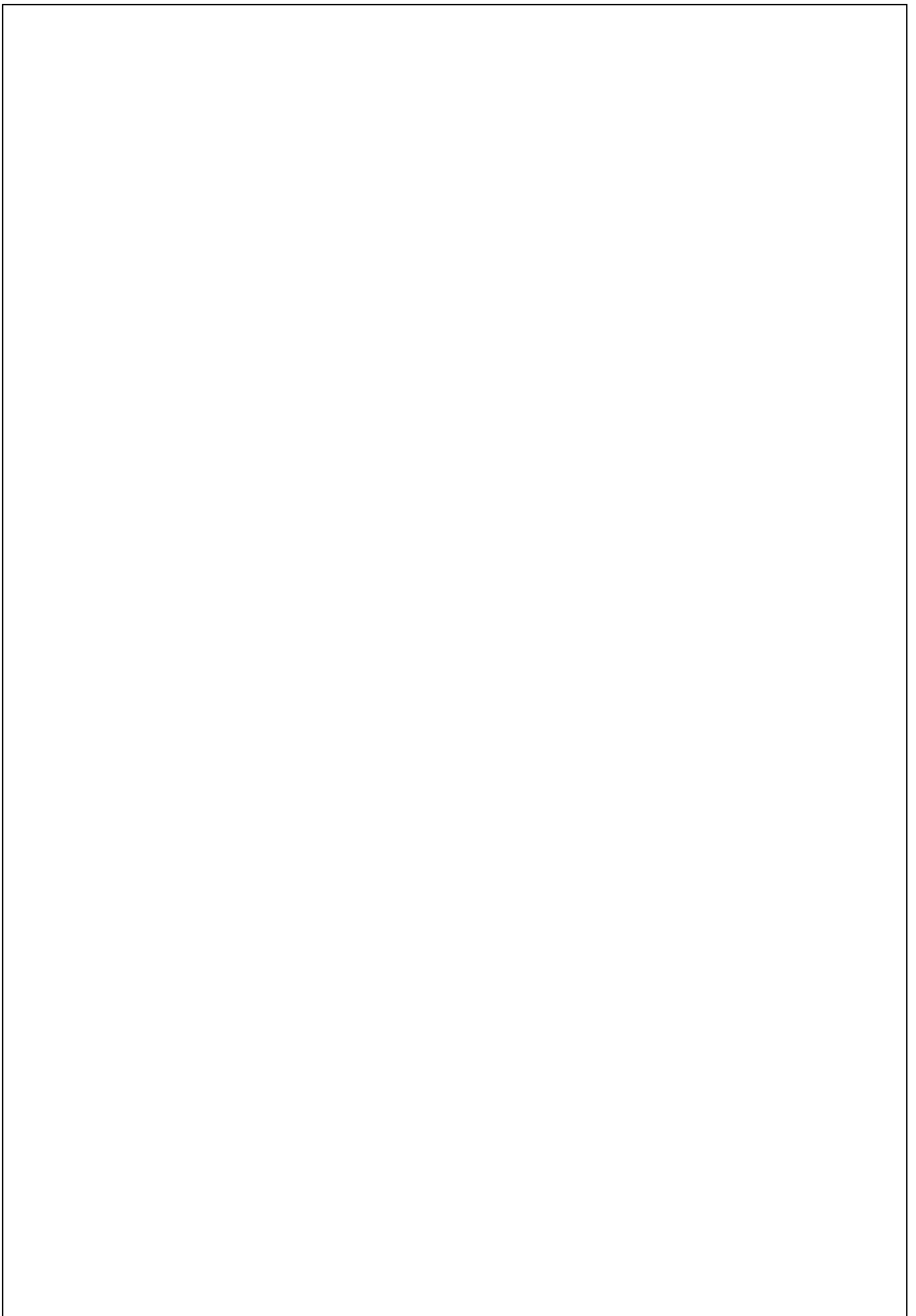
Why not consider one of our professional courses?

- if you are a parent who is already working in a supporting role in school and would like to gain a qualification as a Teaching Assistant
- if you are a qualified teacher who is thinking of returning to the workplace but would like to update your skills and train for something with a different focus

You will full details of all our professional courses on our website www.helenarkelldyslexiacentre.org

Registration forms can be downloaded from the website.

For more information please contact the Head of Operations on 01252 792400 or email msimpson@arkellcentre.org.uk.

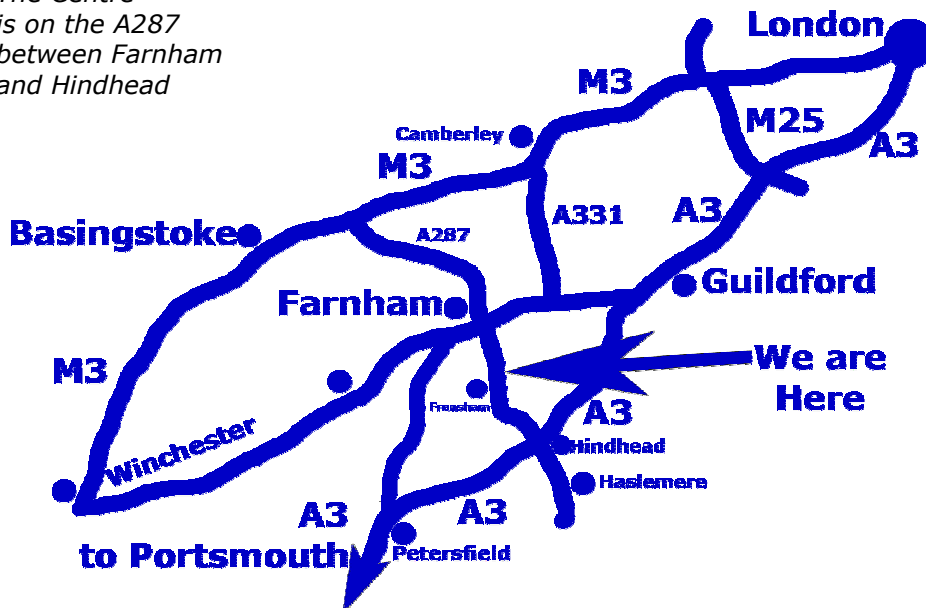




The Helen Arkell Dyslexia Centre

Arkell Lane
 Frensham
 Farnham
 Surrey
 GU10 3BL

*The Centre
 is on the A287
 between Farnham
 and Hindhead*



Maps are available on request, or can be downloaded from the website

Important Numbers

Main telephone	01252 792400
fax	01252 795669
web	www.helenarkelldyslexiacentre.org
email	enquiries@arkellcentre.org.uk
Bookshop	01252 792400

For all preliminary enquire please call the Centre Coordinator on 01252 792400