



## CHILDRENS PROGRAMS

### Pre-Kinder Group

This occasional care program aims at children learning through play in a safe, stimulating and fun setting. Children will learn to socialise, gain self help skills and develop healthy friendships. These groups are run by qualified, friendly and respectful staff.

**5 hours sessions \$28 per session 9:30am - 2:30pm**  
**Tuesdays, Wednesdays or Thursday**  
*(sessions do not run during school holidays)*

### Facilitated Playgroups

Our playgroups are centre-facilitated and designed to help care-givers gain skills to help their children develop social skills, gain independence and build self-confidence.

A choice of 3 sessions are available **\$55 per term**  
**Mondays: 9am - 11am, 11am - 1pm or 1pm - 3pm**  
*(sessions do not run during school holidays)*

### Selwyn Jumbucks

3 year old program guided by the EYLF to provide children with a rich learning environment that will support children's transition into 4 year old kinder. Enrolments are term by term basis and children must be 3 years or above to attend.

**Fridays 16th October - 4th December**  
**9:30am—12:30pm \$180 per term**

## MEETING GROUPS

**MS & Neurological Disorders Support Group**  
Second Thursday of the month 7 - 9pm

**Friendship Fridays**  
Fortnightly Fridays starting 9th October  
10:30am - 12pm

**Alcoholics Anonymous**  
Sundays 7 - 8:30pm



## OUTREACH

**Broadmeadows Community Legal Services (Inc.)**  
Monday's 10am - 1pm

**Foodbank Services delivered by Northpoint**  
Wednesdays 10am—1pm

## CONDITIONS OF BOOKING

**PLEASE NOTE:** ALL CLASSES MUST BE BOOKED AND PAID IN FULL AT LEAST **7 DAYS** BEFORE THEY ARE DUE TO COMMENCE TO CONFIRM YOUR PLACE.

WE ARE ONLY ABLE TO ACCEPT **CASH OR CHEQUES** AS PAYMENTS. IF YOU WISH TO ENROL IN ANY OF OUR CLASSES OUR OFFICE HOURS ARE MON - FRI, 9AM - 3PM, ALTERNATIVELY YOU CAN MAIL YOUR FEES TO US BY EITHER MONEY ORDER OR CHEQUE (PAYABLE TO CRAIGIEBURN EDUCATION & COMMUNITY CENTRE) WITH DETAILS OF YOUR NAME, THE COURSE YOU WISH TO ENROL IN, DAYTIME PHONE NUMBER AND EMAIL ADDRESS SO WE CAN CONFIRM YOUR BOOKING.

WE CANNOT TAKE ENROLMENTS OVER THE PHONE, AS PLACES ARE NOT CONFIRMED UNTIL FULL PAYMENT IS RECEIVED.

WE AT CEACC OFFER ALL THE LISTED COURSES IN GOOD FAITH, HOWEVER AT TIMES, COURSES WITH LOW ENROLMENT NUMBERS MAY NEED TO BE RESCHEDULED OR CANCELLED, WITHOUT ANY LIABILITY TO CEACC. THIS IS AT THE ABSOLUTE DISCRETION OF CEACC.

A NON-REFUNDABLE BOOKING FEE OF **\$20.00** IS EXPECTED AT THE TIME OF BOOKING IN FOR A CLASS.

ALL FEES ARE KEPT TO A MINIMUM. WE DO NOT WANT PEOPLE TO FEEL EXCLUDED BECAUSE OF FINANCIAL DIFFICULTIES. IF THE COST IS A PROBLEM PLEASE SPEAK TO THE MANAGER TO ARRANGE CONCESSIONS OR DISCUSS OTHER ALTERNATIVES.

AS CEACC IS A NOT FOR PROFIT ORGANISATION THAT CONDUCTS CLASSES ON A BREAK EVEN BASIS, NO REFUNDS WILL BE ISSUED ONCE A COURSE HAS COMMENCED. IF CEACC CANCELS A CLASS A FULL REFUND WILL BE ARRANGED.

*We are located at 20 Selwyn Avenue | P.O Box 239 Craigieburn  
3064 Phone: 9308 1477 Fax: 9305 7183*

**Email:** ceacc@craigieburn.org.au **Website:** www.craigieburn.org.au  
**Office Hours:** 9am -3pm Monday to Friday  
**INC:** A0036893L **ABN:** 69830510679 **RTO:** 3740

# Craigieburn Education & Community Centre Inc.

**Term 4 2015**

**Course and Activity Guide**

**Course Enrolments are now open**



## Craft and Hobby

### Art / Painting

Learn to paint using acrylics, oils or pastels. Own materials required

**Wednesdays 14th October - 2nd December**

**10am - 12pm or 12:30pm - 2:30pm**

**8 sessions**

**\$105.30**

### Knitting / Craft Group

Bring your own project and materials and create your masterpiece.

Projects can include but not limited to card making, scrapbooking, cross stitch, crocheting and knitting.

**Fridays**

**9:30am - 12pm**

**Gold Coin Donation**

### Christmas Floral Arrangements

Learn how to create your own Floral Arrangements for Christmas.

B.Y.O flowers

**Saturday 12th November - 5th December**

**9:30am - 11.30am**

**3 sessions \$60.00**



## Accredited Health Training



### Provide CPR

(HLTAID001)

Monday 7th Sept. 6pm-9pm

Saturday 7th Nov. 9am-12pm

**\$50**

### Provide Basic Emergency Life Support

(HLTAID002)

Saturday 7th Nov.

9am-5pm

**\$95**

### Provide First Aid

(HLTAID003)

Held over two days

Saturday 7th and 14th Nov.

9am-5pm

**\$150**



### Course in the First Aid Management of Asthma in the Workplace

(22024VIC)

Monday 9th November

6-9pm **\$50**

### Course in the First Aid Management of Anaphylaxis

(22099VIC)

Monday 16th November

6-9pm **\$50**



## Health and Wellbeing

### Pilates

Total body workout. Great for stabilizing and strengthening the core region.

Suitable for beginner and intermediate

*Not suitable for pregnant, post pregnancy(6mths) or people requiring rehabilitation*

**Tuesday 13th October - 8th December**

or

**Thursday 15th October - 3rd December**

**6.30pm - 7.30pm 8 Sessions \$80**



## Computer Training



### Basic Computer Skills

Create files, folders, directories and other processes associated with Microsoft Windows

**Wednesday 14th October - 2nd December**

12.30pm - 3pm 8 Weeks \$175

**Thursday 15th October - 3rd December**

**7pm - 9:30pm 8 Weeks \$175**

*This course may attract tuition subsidies for certain people*

### Intermediate Computer Skills

Designed for people who have mastered the basics and want to learn more.

This course looks at the MS Office package in more detail and also includes

Microsoft Publisher

**Monday 12th October - 7th December**

**7pm - 9:30pm 8 weeks \$175**

