



# Prospectus

April 2019 – March 2020

Learn.

Share.

Opportunity.

## Calderdale Recovery College

With **all of us** in mind.





# Welcome to our Recovery College

## A message from the principal

### Dear Learner

I am Matt, the principal of your Recovery College, and I have the great pleasure of introducing you to our brand new prospectus. We have worked hard this last year to get our College up and running with two new staff members. We now have an exciting future ahead of us.

The Recovery College is open to any adult who wishes to improve their emotional wellbeing and I am inspired each day by the people that walk through our doors. It is not easy getting your life back on track when things go wrong but here you will find hope and opportunity to get things moving in the right direction. It is a privilege that people trust us to share some of their stories and it is amazing to see people grow in their own self-belief, to manage their lives and take back control. Our website is a good place to read some of these stories and you also can connect with us on Facebook and Twitter (see our back page for details).

Our courses are co-designed and co-facilitated by people with a lived experience of an illness, disability, caring role or mental health issue (our volunteers). They are designed to help you stay well and be well. We focus on working together and it is for this reason that people experience the Recovery College as a friendly, warm and understanding place. Did you know that 100% of learners would recommend us to their family and friends?

I can never thank our volunteers enough, they put their all into what they do - I am always inspired by them! You can meet one or two of them at our **Introduction to Recovery College sessions** and find out more about college life and our values too. (please remember to book on).

I would like to thank Nina, our admin support, for chasing me up on things I forget to do! Thanks also to Rachel, our co-ordinator, for her hard work bringing the prospectus together in such a short space of time. You are amazing! Read on to discover what a great job she has done.

Yours sincerely



**Matt Ellis**  
Recovery College Principal

# Enrolment process



# Frequently asked questions



## What is Calderdale Recovery College?

Recovery College is led by South West Yorkshire Partnership Trust and supported by Calderdale Council. We work in partnership with volunteers and other supporting organisations to develop and run a range of workshops and courses which promote wellbeing and good mental health.

## Who is the Recovery College for?

Adults who want to improve their own wellbeing and / or the health and wellbeing of someone they care for or support.

We focus on education, building people's skills and knowledge and should not be seen as therapy or a clinical intervention.

Our sessions have been designed and are run by people with experience of mental health conditions and professionals who work with them.

## How many other learners will be on a course with me?

Group sizes are kept small so that you have the best chance of learning and can develop your knowledge and understanding. Some courses, depending

on the topic may have maximum limits set to ensure that we're able to offer a supportive environment to learn. Typical group sizes are between 8 -12 learners. Please check with us if this is something you are concerned about.

## Where and how will I learn?

The Calderdale Recovery College is based at Hope Street Resource Centre, Hope Street, Halifax, HX1 5DW. Most of our workshops and courses will be delivered from here, but we also offer sessions provided at some of our partnering venues. These are stated on the course descriptions.

Our courses and workshops are co-delivered by volunteer course facilitators working with health care and educational professionals. Our volunteers have a wealth of both personal and professional experience of mental health, maintaining their own wellbeing or the wellbeing of someone that they care for or support.

## Will I need to pay for a course?

The majority of our courses are free to access. On occasion due to funding there may be a small charge made to learners. This will be clearly stated on all course publicity.

## **I don't want to go back to school or college - is that what this is?**

No. Our courses aren't traditional college or school subjects and aren't delivered in a traditional way. We have course facilitators rather than teachers and refer to you as a learner rather than a student.

We believe that we all have something to learn and we are all on our own recovery journey. If you attend a course you won't be sitting in a classroom listening to a teacher talk while you take notes. Instead you'll have opportunities to discuss subjects that interest you, learn at your own pace and share your expertise.

## **Do I need to be referred by my mental health team?**

No. You do not need to be referred. As a learner, you will need to enrol and discuss with us the courses which best suit you as well as any leaning needs you have.

## **I care for or support someone who uses mental health services - can I enrol?**

Yes. Learners don't need to have accessed Mental Health Services before; but must be open to learning and want to improve their own health and wellbeing or that of others.

Everyone who attends a workshop or course at the Recovery College will be thought of as a learner, no-one is labelled as a 'service user' or 'professional' – including course facilitators.

## **Can I bring a supporter or family member with me?**

Yes. We are happy for learners to attend with a carer, supporter or staff member who supports them.

Please note that your supporter must register, enrol and can participate in the sessions.

## **Will my learning be useful beyond my recovery?**

Yes. Our courses are grouped in to four main sections to make it easier to identify which courses are best for you.

Each section focuses on different aspects of recovery and you can pick and choose between them.

- Introductions and Tasters
- Discover your Interests
- Exploring Wellbeing
- Moving Forward

Courses offer a range of different skills and you are encouraged to use what you have learned. Our 'Moving Forward' section aims to provide you with opportunities to think about what you would like to do in the future.

## **I have some physical mobility problems - can I come to the Recovery College?**

Our college is based on the ground floor.

Where courses are provided at alternative venues we try to ensure these are suitable for people with mobility problems.

For courses which have a physical aspect

to the course – please contact the Recovery College Co-ordinator on 01433 393339 or email [recovery.calderdale@swyt.nhs.uk](mailto:recovery.calderdale@swyt.nhs.uk) to discuss your requirements.

## What if I need some support with studying, once the programme has begun?

Our course facilitators will be happy to provide advice and support if you feel that you need any additional help.

## What happens if I'm not able to attend the whole course?

We understand that it may be difficult to attend the full course for many different reasons. Please contact us to discuss any problems you might have in attending. Although we do ask that you do your best to attend.

Please see our attendance procedure for further details

## What happens once I have finished my course?

One of our key aims is to provide you with the time and space to decide on your next steps - and the confidence to take them.

This may be moving on to another course with us, a course with someone else or thinking about other steps including moving into volunteering or paid work. Whatever your next step, please ask, we may be able to help.

## Do I need to have any qualifications or be able to read and write well to attend a course?

No. We appreciate that learners may have missed out on education or found school or college courses difficult.

Our courses range from brief, introductory 'taster' workshops to courses running over a few weeks. There are no formal entry requirements for any of our courses and we don't ask you to take notes, read or speak out loud in a session if you don't feel comfortable.

## Do I have to take any tests or exams at the Recovery College?

No. There are no exams or tests.

On occasion we may offer an accredited course in our 'moving forward' section of the prospectus – this may require some evidence of learning. This will be discussed with you at the time of enrolment onto the course and if you have any concerns please ask!

## Where can I find out more information?

For further information please contact Calderdale Recovery College on 01422 393339.

**Email:** [recovery.calderdale@swyt.nhs.uk](mailto:recovery.calderdale@swyt.nhs.uk)

Find us on:

**Facebook** Recovery College Calderdale

**Twitter** @RecColCalKirk

or visit our website at

**[www.calderdalerecoverycollege.co.uk](http://www.calderdalerecoverycollege.co.uk)**



# Enrolment Form

Please make sure you fill out all sections of this form and return it to Calderdale Recovery College.

**Student enrolment and course booking form**  
 An electronic version can also be completed on line; please visit:  
[www.calderdalerecoverycollege.co.uk](http://www.calderdalerecoverycollege.co.uk)

**Your details:**

Title (please circle) Miss Mrs Ms Mr Dr Other		First name:	Surname:
Date of birth:	Age at enrolment:	Current address:	
Landline telephone number:		Post code:	
Mobile telephone number:			
Email address:			

**EMERGENCY CONTACT INFORMATION**  
 This is the person we would notify in case of an emergency (e.g. friend, family member, health professional).

Name of contact:	Relationship to you:	Their telephone no:
Their address:		

**How can we contact you?**

We promise we will not bombard you! We will usually contact you by post, but please tick all options that you are happy for us to contact you by:

- Telephone     
  Text     
  Post     
  E mail

Chosen course (s)/workshop (s)		What would you like to achieve from attending each course?
Course title:	Start date :	I would like to:
Course title:	Start date :	I would like to:
Course title:	Start date :	I would like to:



**Background information:**

This information is for monitoring purposes only and will be kept confidential.

Please tick whether you are:

- Someone who is/has used mental health services  currently  previously
- Friend/family/carer of someone who uses mental health services  currently  previously
- A SWYPFT member of staff
- A staff member from another service
- Other (please specify): .....
- Prefer not to say

**Individual and learning needs**

The Recovery College is committed to supporting all of our learners. Please tell us you have any specific support or learning requirements that you think we should be aware of and how we can help with these. These may include, but are not limited to, large print course materials, level building access, extra breaks, one to one support to help to work towards your learning plan?

- Please tick:
- Physical disabilities
  - Mental health diagnosis
  - Autistic spectrum disorder
  - Learning disabilities
  - Asperger's Syndrome
  - Dyslexia
  - Allergies (please give details).....
  - Other (please give details).....
  - None

If you have a disability, health condition, or any other issue that you are aware of, please tell us what it is below and how it affects you in as much detail as possible, so that we can support you:

What can we do for you to support and help you learn?

What do you feel you are able to do to support yourself with independent learning?

**How did you hear about us?**

- From a member of SWYPFT staff
- Family/friend
- Former student
- Prospectus
- Website
- Other (please specify) .....
- Mental health services
- Event
- GP
- Flyer/poster
- Social media (Facebook/Twitter)



## Equality and diversity monitoring

To ensure that we provide the best service for our community, & not knowingly discriminate against any section of society, it is important for us to gather the following information. You do not have to answer any of these questions, but we would be very grateful if you would. The categories & terms used are taken from the 2011 Census & worded according to our students' preferences. Information provided will remain confidential.

<b>Date of birth:</b>		<b>Age at enrolment:</b>		<input type="checkbox"/> I prefer not to say	
<b>Race</b>					
<b>White</b> <input type="checkbox"/> English/Welsh/Scottish / Northern Irish/British <input type="checkbox"/> Irish <input type="checkbox"/> Gypsy or Irish Traveller <input type="checkbox"/> Any other White background, please specify:		<b>Mixed/multiple ethnic groups</b> <input type="checkbox"/> White and Black Caribbean <input type="checkbox"/> White and Black African <input type="checkbox"/> White and Asian <input type="checkbox"/> Any other mixed/multiple ethnic background, please specify:		<b>Asian/Asian British</b> <input type="checkbox"/> Indian <input type="checkbox"/> Pakistani <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Chinese <input type="checkbox"/> Any other Asian background, please specify:	
		<b>Black/African/Caribbean/Black British</b> <input type="checkbox"/> African <input type="checkbox"/> Caribbean <input type="checkbox"/> Any other Black/African/Caribbean/Black British background, please specify:		<b>Other ethnic group</b> <input type="checkbox"/> Arab <input type="checkbox"/> Any other ethnic group, please specify:  <input type="checkbox"/> I prefer not to say	
<b>Language</b>					
<b>What is your main language?</b> <input type="checkbox"/> English <input type="checkbox"/> Other (including sign languages) please specify:			<b>If English is not your main language, how well can you speak English?</b> <input type="checkbox"/> Not very well <input type="checkbox"/> Very well <input type="checkbox"/> Well <input type="checkbox"/> Not at all <input type="checkbox"/> I prefer not to say		
<b>Country of birth</b>					
<input type="checkbox"/> England <input type="checkbox"/> Wales <input type="checkbox"/> Scotland <input type="checkbox"/> N. Ireland <input type="checkbox"/> EU Country <input type="checkbox"/> Non EU Country <input type="checkbox"/> I prefer not to say					
<b>Religion/belief</b>					
<input type="checkbox"/> No religion <input type="checkbox"/> Agnostic <input type="checkbox"/> I prefer not to say		<input type="checkbox"/> Christian (including C of E, Catholic, Protestant and all other denominations)		<input type="checkbox"/> Sikh <input type="checkbox"/> Muslim <input type="checkbox"/> Hindu  <input type="checkbox"/> Buddhist <input type="checkbox"/> Jewish  <input type="checkbox"/> Any other religion/belief, please specify:	
<b>Disability</b>					
<b>Do you consider yourself to have any of the following? (Please tick all that apply)</b> <input type="checkbox"/> I do not have a disability <input type="checkbox"/> Long standing illness		<input type="checkbox"/> Mental health condition <input type="checkbox"/> Learning disability <input type="checkbox"/> Physical impairment <input type="checkbox"/> Cognitive impairment (e.g. Dementia, Autism, ADHD)		<input type="checkbox"/> Physical impairment <input type="checkbox"/> Cognitive impairment <input type="checkbox"/> Speech impairment  <input type="checkbox"/> I prefer not to say <input type="checkbox"/> Other, please specify:	
<b>Gender</b>		<b>Sexual orientation</b>		<b>Caring Responsibilities</b>	
<input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Live in a gender other than that assigned at birth. <input type="checkbox"/> I prefer not to say		<input type="checkbox"/> Heterosexual (straight) <input type="checkbox"/> Gay (homosexual) <input type="checkbox"/> Lesbian <input type="checkbox"/> Bisexual <input type="checkbox"/> Other (please specify):  <input type="checkbox"/> I prefer not to say		<b>Do you currently look after a relative, neighbour or friend who is ill, disabled, frail or in need of emotional support?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I prefer not to say	
				<b>Have you had a baby in the last 12 months?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I prefer not to say	
<b>Employment status</b>			<b>Marriage and Civil Partnership status</b> (Please tick one box)		
<input type="checkbox"/> Employed (full time) <input type="checkbox"/> Employed (part time) <input type="checkbox"/> Unemployed, seeking work <input type="checkbox"/> Student <input type="checkbox"/> Long term sick or disabled <input type="checkbox"/> Care giver		<input type="checkbox"/> Veteran <input type="checkbox"/> Homemaker <input type="checkbox"/> Volunteer <input type="checkbox"/> Retired <input type="checkbox"/> I prefer not to say		<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced  <input type="checkbox"/> Separated <input type="checkbox"/> Co-habiting <input type="checkbox"/> In a same sex civil partnership <input type="checkbox"/> I prefer not to say	
<b>Residency</b>			<b>Qualifications</b>		
<input type="checkbox"/> Homeowner <input type="checkbox"/> Privately renting <input type="checkbox"/> Housing association (e.g. council) <input type="checkbox"/> Community care <input type="checkbox"/> Care home <input type="checkbox"/> Other <input type="checkbox"/> I prefer not to say			<input type="checkbox"/> Level 2 (e.g. RSA) <input type="checkbox"/> GCSE / O Level <input type="checkbox"/> AS Level <input type="checkbox"/> A Level / Btec <input type="checkbox"/> Degree <input type="checkbox"/> Masters or higher <input type="checkbox"/> I prefer not to say		

# Recovery College Learner Charter

The Recovery College aims to create an environment that encourages learning and where those attending feel they are supported. This charter is designed to help understand what is expected from you and of us, whilst accessing the college.

## What you can expect from us:

**We will respect you as an individual at all times. We will do this by:**

- Respecting your values, opinions and beliefs
- Equality of opportunity, free of harassment and discrimination
- Helping people that support you to access courses e.g. a career, friend or interpreter
- Behaving in a way that fosters a shared understanding and mutual respect
- Encouragement to take responsibility for your own learning and development
- Opportunities for you to comment on and review the courses and facilities on offer
- Clear information about the courses on offer
- The chance to celebrate success
- Suitably trained facilitators and volunteers who are committed to the quality of your experience and to their own professional development

## What we expect from you:

- Respect the rights, choices, beliefs and opinions of others
- Commit to attending course/workshop you have enrolled on
- Do my best to inform the college ahead of time, if I am going to be late or miss a session and return from my breaks in a timely manner
- Respect the college environment and equipment
- Ensure mobile phones are on silent/turned off before entering any learning area
- If I act in a way that may put myself or others at risk, I understand I may be asked to leave the course
- Avoid the use of language or terminology that might offend others
- Do not attend the college if under the influence of alcohol or substances, because it affects my ability to learn and/or ability to conduct myself respectfully.
- I agree to behave appropriately within the learning environment and accept guidance from the course facilitator
- Keep us informed of any special needs or requirements you have so we can support you in the best way possible
- Seek early advice and support whenever you need clarification, or if you have a problem
- I will keep any personal/private information heard during any course strictly confidential

By filling out this form and enrolling on these courses, I am confirming that I will attend these courses and abide by the College's code of conduct. I understand that failure to attend these courses without contacting the Recovery College beforehand may result in a period of time where I am unable to attend any courses that I have enrolled on or was planning to enrol on. I also understand that if I am in danger, or there is a risk to myself or others, the information that I have given may be shared with others to ensure everyone's health and safety. We shall let you know if we have to share this information.

**Name**.....

**Signature**.....

**Date**.....

Please return your completed four page enrolment form to:  
Calderdale Recovery College, Hope Street Resource Centre,  
Hope Street, Halifax, HX1 5DW.





“I was approached to become a volunteer on the back of attending courses/activities at the Recovery College.

The College and the people I met were a bit of a saviour for me, at a time when I was really struggling.

Having hugely benefited personally from the work the College does, I jumped at the chance to help out. It's enabled me to interact with like minded people and give back to those that helped me when I needed it most.”

***Deb - Calderdale Recovery College Volunteer***



## Course snapshot



Just a few of the workshops  
and courses we offer



### Introduction to Recovery College 1.5 hr workshop

We invite all learners to attend this session. This informal introductory session aims to give you information about the Recovery College and the opportunity to meet some of our wonderful volunteers. This is a chance to ask questions about attending the College and find out about the importance of learning together and from each other, in a safe and supportive environment. We will offer support to you, to enrol as a learner and to book onto courses and answer any queries. We will also do an Individual Learning Plan with all new learners as a 1:1 informal chat as part of this session.

### Mindfulness 1.5 hrs - 8 week course

Mindfulness is a life skill we can all learn. It involves the ability to become aware of what is happening in the present moment, rather than being on automatic pilot, without worrying or judging. Being mindful provides us with the opportunity to respond to difficult events and situations in new ways. This introductory workshop looks at the origins of mindfulness, core practices and its potential to be used to combat stress. Together, we will explore the various tools and techniques used, to gain a better understanding of mindfulness and its purpose. You must attend the taster session in order to attend this course.

### Colouring to Calm 2 hr workshop

Join us for some creative colouring. Pick from a wide range of pictures and colours. Colouring has been shown to elicit a relaxing mind-set, similar to meditation. Like meditation, colouring allows us to switch off our brains from other thoughts and focus on the moment.

# Attendance procedure



Like any good College we need procedures to help navigate the complexities of being fair and respectful to everyone. Where possible, we want to offer every learner the chance to do the most popular courses and ensure all spaces are filled.

## Help us to help you by following these simple rules:

- Make sure you are enrolled with the College by attending an 'Introduction to the Recovery College' session and completing the relevant form
- Only attend a course if you have had a confirmation of a place by letter, email or phone
- Attend all courses you are booked onto for the full amount of sessions
- If you are unable to attend the first week or miss a session of an on-going course please ask the tutors/facilitators permission to continue to attend
- If you cannot attend a course or session you have booked onto please let us know in good time, well in advance of the course start date
- Please get in touch if you are unsure what you have booked onto, need more information or need to enrol

Please note that failure to follow these procedures may result in a course place being withdrawn or you being turned away from the College. We monitor attendance and will contact you if we feel there is a problem so we can work together to solve these issues.

Please understand that we are trying to do our best. If you have any particular learning or communication needs please let us know.



Here at Hope Street we are very lucky to have a café which opens 9am -2pm, Monday – Friday.

The café serves delicious homemade meals and a selection of cakes, sweet treats, hot and cold drinks which include a range barista coffees all at a very reasonable price.



Alongside the café set menu Claire offers a daily special which includes a main meal, dessert and drink of choice for £5.



Why not come early for your course or stay afterwards and enjoy a drink and something to eat.

We also have a small college library for learners with a range of books available. The college is also developing a resource library for learners / tutors to use during courses and workshops. For further information speak to reception staff at Hope Street Resource Centre.





**Telephone:** 01422 393339 (Hope Street office)

**Address:** Hope Street Resource Centre, Hope Street, Halifax HX1 5DW

**Email:** calderdale.recoverycollege@swyt.nhs.uk

**Facebook:** Recovery College Calderdale

**Twitter:** @RecColCalKirk

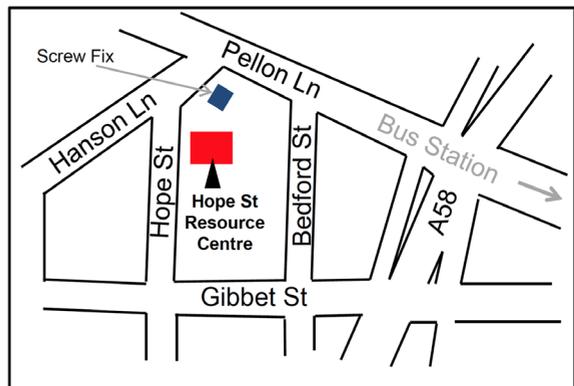
## How to get to Hope Street Resource Centre

**Walking:** 10-15 mins walk from the centre of Halifax/bus station. Walk to the top of town towards Thai Style and either take Gibbet Street or Pellon Lane.

**Gibbet Street** - Walk past St Mary's Church. Hope Street is on the right. Walk along Hope Street we are on the right before Screwfix.

**Pellon Lane** - Walk up the hill until you get to Screwfix then turn left onto Hanson Lane. Hope Street is next left, walk a short way along, we are on the left. If you are coming down the hill on Pellon Lane, turn right onto Hanson Lane and left onto Hope Street.

**Use our postcode HX1 5DW if coming by car.** There is local street parking nearby.







**With  
all of us  
in mind.**