



Take 5

Building independent living skills

How would you like to develop new skills in your everyday life?



Increase your skills with the **Take 5** programme

We have a learning programme available to any NCHA customers and service users, covering a wide variety of everyday life skills, which record different areas of self-development.

There are 50 everyday life subjects to choose from, which are spread across five main topics, including:

- ▶ Be healthy
- ▶ Stay safe
- ▶ Enjoy and achieve
- ▶ Make a positive contribution
- ▶ Achieve economic wellbeing.



How does it work?



You can sign up by speaking to a member of our NCHA team or by emailing our Training Coordinator at: **cstreferrals@ncha.org.uk**

Some of the modules are about learning or demonstrating skills for independent living, while others explore complex issues that some people may face and how they deal with them. With 50 modules to choose from, there should be something for everyone.

All of the modules are set at three levels, and you can choose which level you want to start from, or you can do all three – it's up to you.

For service users in supported housing, the module learning outcomes may be similar to support plans you already have in place with your Support Worker. They might even link in with the targets for them, so this may help you to choose a subject.

We can help you to:

- Choose the most relevant modules for you
- Plan how to complete your chosen module(s)
- Build evidence to submit
- Finish off by reviewing how you feel you've done and look at next steps.

There are no limits to the number of modules you can do. When your module is completed, it will be sent for assessment and you'll receive an NCHA certificate for each achievement, as well as assessor feedback.





How to provide evidence

To provide evidence of learning, you might be asked to:

- ▷ Make a written or word-processed report
- ▷ Record a personal diary of a skill or activity
- ▷ Do some research on the internet and print off the information
- ▷ Create a chart or a poster
- ▷ Gather information leaflets
- ▷ Take photos of activities or an example of something you've done or made
- ▷ Ask a member of our team (or our NCHA Training Coordinator) to write a witness statement to confirm they've observed you completing a task or learning outcome

Alternatively, you can simply complete a workbook, which is available for every module along with a work planner and an evaluation form. Many module workbooks also have a quiz at the end of each section, so you can test your knowledge.

How to build a module

1

Choose and discuss the module you'd like to do with our NCHA Training Coordinator or a member of our team. Ask them to print it off with the other documents that come with each module, including the workbook. The reasons for your choice could be anything, such as wanting to get better at something or wanting to show that you already have the skills for a subject

2

Explain why you've chosen the subject and how you plan to complete it on the module learning plan.

3

Start to gather/write the evidence needed to achieve each unit by completing pages in your workbook, with help from the NCHA Training Coordinator or a member of our team, if required.

4

Ask a member of our team to write a witness statement (if required) – or sign each of the module learning outcomes – to confirm that you've met the assessment criteria for each level.

5

Ask the NCHA Training Coordinator to check your module and submit it for assessment.

6

Receive your certificate.

Available modules

Be healthy

- Healthy diet
- Food hygiene
- Personal care
- Care of your clothes
- Care of your home
- Medical health
- Sexual health
- Understanding eating disorders
- Pregnancy and preparing for birth
- Sports and leisure



Stay safe

- Safety at home
- Road safety
- Personal relationships
- Talking about problems
- Substance abuse awareness
- Understanding anti-social behaviour
- Understanding self-harm
- Controlling anger
- Keeping safe in the community
- Understanding terminal illness and bereavement



Enjoy and achieve

- Hobbies and interests
- Develop my writing skills
- Develop my maths skills
- Develop my computer skills
- Effective communication skills
- Be part of a group activity
- Develop my leadership skills
- Making good use of my time
- Coping with changes in my life
- Training and education



EXPERIENCE





KNOWLEDGE

Make a positive contribution

- My rights and responsibilities
- Supporting others
- Volunteering my time
- Making decisions about pregnancy
- Effective parenting
- Children's growth and development
- Living in the UK
- Understanding discrimination and prejudice
- Making positive life choices
- Looking after pets



LEARNING

Achieve economic wellbeing

- Budgeting my money
- Debt management
- Renting a home
- Understanding banks and saving money
- Help at hand
- Using public transport
- Decorating your home
- Preparing for work
- Preparing for move-on
- Financial security

Modules can be completed remotely, or group sessions covering many of these subjects can be delivered at NCHA projects/services if enough people are doing the same module.

The sessions are designed around meeting most of the requirements of the modules, with some extra work to be done afterwards, if the learning outcomes need some evidence of repetition of a skill.



Need more information?



You can sign up for the Take 5 programme by emailing our Training Coordinator at: **cstreferrals@ncha.org.uk**