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## An Overview of Our Programs

### Did You Know...?

- The Dartmouth Learning Network has been addressing the needs of low literate, low skilled, low employed and unemployed citizens living in Halifax Regional Municipality since 1985.
- Our founder was Dr. John Savage, former Mayor of Dartmouth and Premier of Nova Scotia
- We are a service delivery partner of the Nova Scotia School of Adult Learning

### Who can attend your programs?

- Adults 19 years of age and older who do not have a high school diploma or GED or who are low literate, low skilled, low employed or unemployed.
- Children, youth, parents, caregivers, community members in our Family Literacy Program

### Is there a cost for a learner to attend your programs?

- All programs are free through financial support from the Nova Scotia School of Adult Learning and donations from private foundations, businesses, service clubs and individuals.

### Can adults receiving Employment Insurance benefits attend your programs?

- Service Canada has an extensive network of programs to meet the needs of these individuals; we do not duplicate programs of other service providers. It is best to check Service Canada to see which program is the best fit.

### What is your intake process?

- Learners are referred to us by family members, friends, and service delivery partners in the community.
- Learners also call on their own behalf.

### Do you do Learners Assessments to determine placement in your programs?

- Yes, we offer group intake sessions twice a month, and will always make accommodations to meet with a potential learner if they are not able to attend those sessions. The group sessions take place every second Friday from 1:30pm – 3:00pm. . You must book in advance to participate as spaces fill quickly.
- Each learner will be with us for 1.5 hours and will take part in basic reading, writing and math assessments. We follow the Nova Scotia School of Adult Learning assessment guidelines and use the Canadian Adult Reading Assessment tool to determine literacy levels, and a variety of tools to determine numeracy levels.
- At this point in time we are not equipped to test for a Learning Disability

### Attendance

- Attendance is taken for every program. Learners must sign a Code of Conduct prior to entering into our programs. If a learner has attendance issues they meet with the Executive Director and sign a contract detailing attendance expectations. If they fail to meet the expectations of the contract they are released for new opportunities. We take learning seriously and attendance in class is a big part of learning success.
- We understand that for many of our learners life can get in the way of learning and we will make every accommodation possible to ensure their learning journey continues uninterrupted.

## What programs do you offer?

- Basic Adult Education

The Dartmouth Learning Network follows the Level 1 and Level 2 curriculum guidelines for the Basic Adult Learning Program of the Nova Scotia School of Adult Learning. We work with adults who have literacy, learning and essential skill levels below a grade 8 equivalency. Classes are held during the day Monday – Friday with the following breakdown:

- Level 1 A            Thursday and Friday 1-4 pm
- Level 1 B            Tuesday, Wednesday, Thursday 9am – 12 noon
- Level 1 C            Monday 9am – 4pm, Tuesday and Thursday 9am – 12 noon
- Level 2 A            Monday and Wednesday 9am – 4pm and Thursday 9 am – 12 noon
- Level 2 B            Tuesday 9am – 4pm and Thursday 1pm – 4pm

All learners attending daytime programs receive 1.5 hours of Computer Basic instruction each week.

- Orton Gillingham Approach to Learning

The Dartmouth Learning Network is pleased to support adults with dyslexia. We have a special class Friday morning from 9am – 12 noon. We can accommodate 6-8 learners. In April of 2014 we will be introducing a second class on Friday afternoon from 1-3pm. Enrollment in each class is limited to 8 learners.

- GED Prep Program

Instructor led program supported by volunteers to help adult learners prepare to write the GED exam. Classes are:

- Monday 9am – 12 noon
- Tuesday and Thursday evening 6:15 pm – 9:00 pm
- Saturday 9am – 12 noon
- All GED Prep Program learners receive 1.5 hours of Computer Basic instruction each week.
- A learner cannot complete grade 12 credits through the GED program

In January of 2014 the GED testing process will transition to Computer Based. Testing sites will be Leeds and Akerley Campuses of NSCC. New format will allow learners to register themselves on-line and they can choose to write

- Employment Readiness

Now into its fourth year, our Employment Readiness program provides a bridge to help low skilled, low employed or unemployed adults gain the skills they need to be more competitive in the labour market. The program involves classroom work, individual coaching, Career Fair field trips and certification in First Aid/CPR, WHMIS, World Host, Workplace Etiquette and much more.

Learners wishing to enroll in this program must go through an interview process with the instructor to determine their level of commitment and career goals.

This program is open to all learners and we accept recommendations from community service delivery partners. A learner does not need to be enrolled in our other classes to attend this program.

- Community Learning Program

This is a foundation program of the Dartmouth Learning Network where a learner will receive 1.5 hours of 1-1 instruction each week as they work towards their learning and career goals.

Learners looking to secure their GED can arrange to be matched with a mentor if they are not able to attend GED Prep classes due to work commitments.

- Math Basics

Dartmouth Learning Network is pleased to offer free Math support to adults of our Adult Learning Programs and Community Learning Program, as well as the community at large by providing direct instruction on basic math concepts. Sessions will cover instruction of specific math concepts, practice of math process and time using computer software to work on automaticity of math facts and processes.

Outcomes of involvement:

- Increased comfort and confidence with math
- Increased exposure to the math concepts
- Ability to enter programs where math skills were a barrier, (ex. Level 1C, 2A)
- Classes are held every second Saturday 9:00 am – 12:00 noon

Math Basics has three levels

**Math Basics 1**

- Addition
- Subtraction
- Borrowing
- Carrying
- Multiple Digit Multiplication
- Long Division

**Math Basics Plus**

- Fractions
- Decimals
- Percentages

**Math Advanced**

- Algebra
- Geometry
- Perimeter
- Area

- Family Literacy Program

“If we are to raise literacy standards in any significant way, we need to do more to ensure that all parents have the confidence to support their children’s developing literacy and in so doing are encouraged to develop their own literacy.”

- Ruth Hayden PhD

Literacy impacts all aspects of family and community life and is the foundation for all other learning. Our family literacy program looks to develop literacy in the family as a whole by:

- Offering free programs for parents, grandparents and caregivers
- Teaching early literacy/numeracy and communication skills through a variety of fun learning activities including but not limited to music, stories and games.
- Promoting child/youth development through positive parent-child interactions
  
- Every child must be accompanied by an adult who stays with them for the duration of the visit
- Parents, grandparents and caregivers can bring more than one child.

- How do you measure progress?

All learners enrolled in programs offered by the Dartmouth Learning Network are assessed at the beginning, middle and end of the instruction year (September – June) allowing us to track progress and identify learning successes and challenges. Assessments help us support a learner reach their learning and career goals through individual learning plans.

- Are Your Programs Offered Over the Summer

Regular classes are offered September to June

GED Prep is offered over the summer months depending on funding.