

# TOUCH-TYPE READ AND SPELL HALF TERM HOLIDAY COURSE OCTOBER 2020



**MONDAY 26 – FRIDAY 30**



With the threat of Covid 19 I continue to take several precautions.

- To only have 5 students maximum in the class, all sitting more than a metre apart.
- Children will be expected to hand sanitise on arrival.
- Everything will be wiped down according to Covid advice with antibacterial wipes between classes.
- I won't expect the students to wear protective masks nor gloves but I will.
- Each student will enter and leave the classroom separately.

Lessons will be at the same time each day and will last 45 minutes. Students are taught in groups of a maximum of five, each working at their own pace with targets set specifically for them.

Cost: £110.00 for the 5-day course.

Teacher:

Patricia Hardingham

BA, Cert. Ed., Dip.SpLD, AMBDA, CELTA

Mulberry Lodge

Culverden Down

Tunbridge Wells

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T. 01892 513833

E. [pmhardingham@gmail.com](mailto:pmhardingham@gmail.com)

I am a fully qualified learning support teacher who has been teaching touch-typing for over 19 years. Lessons take place in my home.

Next course offered is at Christmas, 14 – 18 December, Covid rules withstanding.

LICENSED ANNUALLY TO TEACH AND DIRECT THE TOUCH-TYPE READ AND SPELL COMPUTER COURSE.

The purpose of the course is to help develop the literacy skills of those who have difficulties with reading, writing or spelling at the same time increase their level of confidence, self-esteem and motivation.



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### TTRS OCTOBER HOLIDAY COURSE 2020

Name(s)..... Age..... Date of Birth.....  
..... Age..... Date of Birth.....

Address.....  
.....Postcode.....

Email..... Tick box if attended before:

Tel. No..... Mobile No.....

School ..... Year Group.....

If using Online Version - Username: ..... Password: .....

Username: ..... Password: .....

Reason why your child wishes / requires to learn to type... ..

<u>Lesson Time</u>	<u>1<sup>st</sup> Choice</u>	<u>2<sup>nd</sup> Choice</u>
9:00 – 9:45		
10:00 – 10:45		
11:00 – 11:45		
12:00 – 12:45		

To secure a place on the course, please complete the form and return to the above address enclosing a cheque for **£110.00**. *I can reserve a place, however if payment is not received within a week it will be available to another student.*

#### Notice of inability to attend after booking

More than 15 days notice – full reimbursement minus a small administrative charge.

8 – 14 days – 50% reimbursement minus a small administrative charge.

7 days or less – There will be no reimbursement.

Please make your cheque payable to **Mrs P M Hardingham**. Please contact me if you wish to make a bank transfer.

Signed ..... Print .....  
**Parent / Guardian**

Date .....