

Nottinghamshire
Early Years & Childcare Services

Training and Development
Opportunities Programme

Spring Term 2010



**Nottinghamshire
County Council**

Early Years and Childcare Services Training and Development Opportunities

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Nottinghamshire's Children and Young People's Partnership

Dear Colleagues

Over the last term we have been trying very hard to ensure that all Owners, Managers, Leaders, Advisory staff and partners in the Early Years and Childcare Workforce are aware of the most recent updates for the Early Years and Childcare Sector.

The sector has experienced a wave of increased demand on training and it is exciting to see the commitment to reach the Government agenda in relation to a graduate led workforce and a workforce that is qualified to level 3. However, this brings along with it some challenges in meeting the demand.

Funding for Level 3 training

We find ourselves in an unusual position this year. The funding we provide for Level 3 qualifications has now been fully committed. This means that when we receive applications for funding we are now placing people onto a waiting list. This is with the anticipation that if and when additional funding becomes available this year we can allocate it quickly. If an individual's needs are not met in this financial year their name will remain on the waiting list for when our funding allocation for 2010-2011 becomes known. From 2010-2011 we will be offering a set maximum fee for level 3 funding. This will mean that individuals may have to investigate the most appropriate training option for them and perhaps explore the possibility of additional funding in partnership with their setting and/or training provider e.g. Train to Gain.

Early Years Workforce Qualifications Audit Tool

Your setting may have already had information from CWDC about an on line audit tool for workforce development. They are hoping that all early years settings will log on and complete the questions in relation to their staff team. It allows settings the opportunity to:

- Have an electronic record of staff details and qualifications
- Manage your own records when it is convenient for you
- Check your staff qualifications meet the minimum qualification requirements in the Statutory Framework for the Early Years Foundation Stage (EYFS)
- Plan appropriate training and development for your staff

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Ofsted inspectors may ask if you have completed the on line profile and if you have used it to help you write your staff training plan.

As a Local Authority we have access to some of the data that is generated through your completion of the audit tool. This will mean that we can ensure in future years that we have the best information available to us regarding qualification gaps in the sector to allow us to plan to meet those needs.

There is a national free helpline you can call for support in completing the audit tool.

Helpline: 0300 123 1033

Opening times: Monday – Friday 0900-1700

www.cwdcouncil.org.uk/early-years/audit-tool

New Diploma

Level 3 - Children and Young People, Diploma in Early Years and Childcare.

This is a new award that will be available from September 2010. It will replace all existing Early Years qualifications and NVQ's will no longer be offered from September next year.

The diploma will have a Level 2 element to it and this will be relevant for anyone working with children and young people aged 0-19. It will cover core competencies and induction to the children and young people's workforce. Individuals will then be able to go on and choose the relevant pathway for them. For Early Years this will be the Early Years and Childcare pathway at Level 3. It will consist of core units, mandatory units and optional units. Individuals will then have the option to go on to study specialist units at level 4. The level 4 units will support their next steps onto a foundation degree if they choose to follow this path.

The Diploma will have underpinning knowledge sessions (guided learning hours) and these must be attended in order to achieve the award. For more information log onto www.cwdcouncil.org.uk

The New Qualifications List for those delivering the Early Years Foundation Stage

Don't forget if you are already holding an early years qualification that the new list has been published by CWDC (Children's Workforce Development Council) and details of it are available on their web site:



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www.qualificationslist.cwdcouncil.org.uk . It details each award and you can check if your qualification is what they would now call 'full and relevant'. If you find that you need to undertake additional Continued Professional Development to 'top up' your award please use their free help line 0300 123 1033.

There is an expectation that staff will have up dated their qualifications by 2012 in order for them to be counted when meeting staffing ratios. The new diploma will appear on this list and will be added to all those 'full and relevant' qualifications that already feature.

I suspect that some of the information I have shared with you may already have been discussed within your workplace. I appreciate that change can be challenging but I feel in this instance it will offer great rewards. Not only for the workforce itself but for the children and families we work for.

If you have further questions about any of the points I have raised please make full use of the CWDC website or email ey&cc.training@nottscc.gov.uk

Best Wishes

Alison Hill
Early Years and Childcare Service Manager

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**Early Years and Childcare
Conference
for 2010.**

**12 June 2010
East Midlands Conference Centre
Nottingham**

Please put the date in your diary.



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Application Process for Courses

Target Groups

The target groups for the training advertised in this booklet are practitioners working with children from birth to five, older children and young people including:

- Practitioners in private, voluntary and independent settings
- Teachers and Teaching Assistants in maintained schools
- SENCOs and others working with Foundation Stage children with special educational needs in private, voluntary and independent settings
- Childminders
- Playworkers
- All childcare practitioners in Ofsted registered private, voluntary and independent settings
- Workers in Children's Centres
- Foster Carers

We will allocate places firstly to applicants who are in the target group for the course they are applying for and then to other applicants when appropriate.

Guidelines for applying

- **Use *only*** the application form in the back of this brochure (it may be advisable to photocopy one for future use.)
- **Please book early** to avoid disappointment
- **Return the form** to the appropriate administrator, listed with the course details
- **Put the correct postage on envelopes when posting applications**
- **Put the date** in your diary as a provisional booking

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- **Confirmation of your place will be sent to you approximately four weeks before the event**, together with a map showing the venue
- **Once your booking is confirmed *please* let us know *immediately* if you cannot attend**

Non-Attendance on courses

Your suggestions re: non-attendance

A recent study of attendance figures has shown us that on average we have a 64% attendance rate on courses. This is something we would like to improve upon. If you have a member of staff who has booked onto a course, or have booked onto one yourself please ensure that there are contingency plans in place to enable that person to be released from the setting.

If you can't attend the training please inform us as we can sometimes offer your place to another on the waiting list.

A big thank you to those who do let us know they cannot attend.

- MAKE EVERY EFFORT TO ATTEND ONCE YOU HAVE BOOKED
- PUT THE DATE IN YOUR DIARY WHEN YOU BOOK AND ASSUME YOU HAVE A PLACE
- DO NOT BOOK UNLESS YOU ARE SURE YOU CAN ATTEND
- WE WILL CONFIRM YOUR PLACE FOUR WEEKS BEFORE THE DATE
- LET US KNOW EARLY IF YOU CANNOT ATTEND SO WE CAN ALLOCATE YOUR PLACE TO ANOTHER PERSON

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KEEP – Key Elements of Effective Practice

KEEP is promoted as part of the government's National Strategy for the Foundation Stage. This emphasises the importance of focussed, continuous professional development for early years practitioners.

Local Authorities and all early years practitioners are required to use KEEP to reflect on their work and develop their practice in relation to the KEEP elements. Practitioners should use these when planning their training. *(If you work in a private, voluntary or independent setting, you should discuss your training needs with your PVI Early Years Specialist Teacher.)*

We will be using KEEP elements to analyse our training programme and then to address any gaps in provision.

This is an extract from the National Strategy publication. The full document can be found by going to www.DCSF.gov.uk and typing KEEP into search.

INVOICE - Nottinghamshire County Council reserves the right to send an invoice for payment towards the cost of a course to settings or individuals who do not give sufficient notice of non-attendance for a substitute to attend the course on which they have been allocated a place.

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SUPPLY COVER COSTS AND EXPENSES FOR SOME COURSES

A *contribution* towards supply costs is payable to practitioners who are in the target group for a course and where it is indicated by the star ★ on the course information.

We can only pay supply costs to the setting and at the rate that the covering person will be paid e.g. if any EYP attends a course and a level 3 practitioner covers for them the cover fee should be that of the Level 3 not the EYP. The cover costs are not a payment to the person attending the training.

Out of normal working hours

If an individual who works part time attends a training course (with supply attached) in their non-working hours and their setting supports their attendance, the setting can apply for the funding and offer the individual time back using the cover fee when it is appropriate to do so.

Application process for payment of supply cover costs:

A supply claim form will be sent to you with the letter of confirmation of your place on the course.

This should be completed and either:

- given to the tutor on the day of the course (this is the preferred time) or
- posted afterwards to the course administrator *to be received within two weeks* of the course.

Where supply cover costs can be claimed, they will be paid up to the following maximum amounts:

Maximum amounts for supply cover claims		
	Whole day	Half day
Practitioners in a private, voluntary and independent setting	£ 60	£30
Practitioners holding EYP Status	£100	£50
Foundation Stage Teachers in maintained and independent schools	£ 150	£75
Foundation Stage Teaching assistants	£ 60	£30

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Getting to a course.

If you have difficulty travelling to a course and you work in a pre-school playgroup or a private day nursery, please contact your Specialist PVI teacher so that together we can help you to overcome your difficulties.

INVOICE - Nottinghamshire County Council reserves the right to send an invoice for payment towards the cost of a course to settings or individuals who do not give sufficient notice of non-attendance for a substitute to attend the course on which they have been allocated a place.

❖ Equal Opportunities

Nottinghamshire is committed to the development of positive policies to promote equal opportunities in employment, regardless of race, colour, nationality, ethnic or national origin, creed, ability, gender, marital status or sexual orientation. This commitment applies to all training events and will be monitored and reviewed periodically through the Early Years and Childcare Service Work Groups.

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★ denotes that supply costs are available for this course	
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Leadership and Management

Course title:	Owners/Managers Briefings	Course ref:	176FS		
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7515. Fax: 0115 878 7524.				
Course tutors:	Early Years and Childcare Service Managers				
Target group:	All early years owners and managers				
Course level:	Intermediate and Advanced	Group size:	25		
Course Information: General	Owners/Managers briefings will offer an opportunity for owners/managers to find out about new information; initiatives, guidance and funding that may be relevant to their setting:				
Learning outcomes:	Participants will have an opportunity to: <ul style="list-style-type: none"> • Gain an increased knowledge of National and Local information and learn how Nottinghamshire can support the development of Early Years and Childcare • Ask questions that are relevant to their setting • Meet other managers who are in similar positions and share best practice 				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
176FS	Thursday 11 February 2010	1	13.30-16.00	Grange Hall, Radcliffe on Trent	Please book early
176FS	Tuesday 23 February 2010	1	09.30-12.00	Warsop Children's Centre, Mansfield Road, Warsop	
176FS	Wednesday 3 March 2010	1	13.30-16.00	The John Godber Centre, Hucknall	


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Leadership and Management

Course title:	Business and Finance Administration Workshops	Course ref:	17TD
Course administrator:	Please contact the Business Support Team (details at the bottom of the page) for details of workshops currently available.		
Course tutors:	David Rogers, Business & Finance Support Officer, Nottinghamshire Early Years and Childcare Services		
Target group:	These workshops are aimed at people who are responsible for managing the finances of Private day nurseries, Pre-school settings, Out of School Clubs , particularly those responsible for business administration, financial and general management.		
Course level	Intermediate and experienced	Maximum number:	According to demand
Course information: General	These workshops are designed to help you develop a sustainable childcare business through managing your teams, financial control and planning. A range of workshops are available covering these key issues and are delivered across the county in response to demand.		
Course aims	<p>To improve sustainability through understanding of the key business skills required within individual settings.</p> <ul style="list-style-type: none"> - general financial management, basic record-keeping, internal controls and managing risk - pricing and marketing strategy - forecasting and budget management - business health checks - accessing external funding - people and team management <p>As an interactive workshop, participants will be invited to share common experience and issues which are relevant to childcare settings. These courses will be run according to demand</p>		
If you are interested:			
Please telephone David Rogers on 01623 520068 or Andy Walker on 01623 520686			
Or email on david.rogers@nottsc.gov.uk or andrew.walker@nottsc.gov.uk			

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Leadership and Management

Course Title:	Becoming an Effective Leader and Manager	Course ref:	75TD
	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7515. Fax: 0115 878 7524.		
Course tutors:	Early Years Specialist Teachers PVI		
Target group:	This course is aimed at people who are responsible for the work of others in their setting, <i>particularly those who are new to this role</i> . It is particularly focussed on practitioners in the private, voluntary and independent sector, however teachers have also found this beneficial and have contributed effectively to discussions.		
Course level:	Intermediate and Advanced	Group size:	25
Course information: <i>Please note we can no longer offer supply costs for training out of normal working hours. Supply costs can only be paid to cover the times that will affect the delivery of childcare places.</i>			
General	Demonstrating effective leadership, including the ability to reflect, evaluate and monitor your provision is an Ofsted requirement. This course will look at leadership skills and motivation; at team issues, including the management of conflict and at meeting challenges through developing provision.		
			
Learning outcomes:	Participants will learn to: <ul style="list-style-type: none"> - Identify the tools and skills helpful in leadership and management - Recognise the attributes of an effective team and value the contribution individuals can make to the team - Explore the management of change and strategies for developing provision through monitoring and evaluation 		
KEEP Outcomes:	Work with other professionals within and beyond the setting (K6) Relationships with both children and adults (K1)		
Delegate feedback:	<i>"Excellent course and very well delivered. Learnt lots of positive ideas to use, especially to be more assertive. Good to meet other people with the same issues!" "Excellent. A course tailored to real issues and needs". Thanks for all the helpful ideas....helpful advice". "Good, friendly tutors – professional and knew what they were talking about."</i>		

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
75TD	Wednesday 10 March 2010 Wednesday 17 March 2010 Wednesday 24 March 2010	3	13.00-15.30	Cotgrave Place Golf Course, Stragglethorpe, Nr Cotgrave	Please book early

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Leadership and Management

Course title:	Influencing Skills and Challenging Situations	Course ref:	2CC
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524.		
Course tutors:	Richard Warr, Organisational Development Officer for Nottinghamshire County Council, covering management, leadership, personal development and bespoke learning and development training for business performance, personal and organisational change.		
Target group:	This course is designed specifically for those working with parents and carers where you may have to raise sensitive and potentially challenging issues. Specific roles identified for this training will include: Children's Centre Family Support Workers and named Designated Safeguarding Staff.		
Course level:	Advanced	Group size:	16
Course information:			
General	Working in early years and childcare often requires us to deal with situations where it is critical that we can influence and challenge situations. It could be linked to a safeguarding issue or discussing a difficult/sensitive issue with a member of staff or a parent/carer. On this course delegates will explore and gain an understanding of relationship dynamics and how to develop effective influencing skills and styles. In addition it will look at communication techniques to diffuse difficult and potential conflict situations.		
Learning outcomes:	By the end of the course participants will have a: Knowledge and understanding of relationship dynamics, influencing styles and awareness of personal conflict handling styles.		
LUNCH PROVIDED			
KEEP outcomes:	Relationships with both children and adults (K1) Work with parents, carers and the wider community (K5) Work with other professionals within and beyond the setting (K6)		

Course Ref.	Start date	Time	Venue	Closing date
2CC	Thursday 18 March 2010	09.30-16.30	Pleasley Landmark Centre, Pleasley, Mansfield,	Please book early

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Leadership and Management

Course title: Successful Committees – How to be one **Course ref:** SC

Course administrator: Julie Maltby, Pre-school Learning Alliance,
9 Musters Road, West Bridgford, Nottingham, NG2 7PP. Tel: 0115 982 5346 Fax:
0115 982 2385.

Course tutors: Pre-school Learning Alliance tutor.

Target group: Parents, volunteers and staff wishing to be involved in and/or understand more about voluntary managed childcare settings.

Course level: Introductory

Group size: 12

Course information:

General This 2½ hour workshop explores the roles and requirements of a voluntary management committee.

Course aims: To understand the roles and responsibilities of a management committee to enable a childcare setting to run smoothly and successfully.

Learning

Outcomes: By the end of the course participants will be able to:


- Define the difference between charitable and business status
- Understand who does what in a committee and the overall responsibilities members have in voluntary managed childcare settings
- Understand the importance of working to a constitution and the benefits to the setting
- Consider what to include in successful committee meetings

This workshop can be arranged to meet the needs of committees and/or individual committee members.

Please complete an application form to express an interest or contact Julie Maltby for the next available course.

Early Years and Childcare Services Training and Development Opportunities

Leadership and Management

Course title:	Developing the role of Team Leader in Early Years	Course ref: 77TD			
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524.				
Course tutors: Target group:	Linda Trapnell – Education and Training Consultant Team Leaders/aspiring Team Leaders with a focus on Early Years in both PVI settings and schools				
	Group size:	30			
Course information: General	This course aims to develop leadership skills in team leaders enabling them to lead change and motivate staff.				
Learning outcomes:	By the end of the course participants will have:				
	<ul style="list-style-type: none"> • Knowledge of team dynamics (with a focus on Early Years settings) • Awareness of strategies for dealing with difficult behaviours of team members • Knowledge of leadership styles and how to motivate colleagues to achieve team goals • Strategies for planning for change 				
KEEP outcomes:	<ul style="list-style-type: none"> • Becoming reflective practitioners with a breadth and depth of knowledge, skills and understanding (K1) • Continuously improve their practice in meeting all children's needs, learning styles and interests, (K3) • Improve their work with parents, carers and the wider community, (K4) • Develop and improve their work with other professionals within and beyond the setting (K6) • Develop and improve their relationships with both children and adults (K7) • Use their learning to improve their work with young children and their families in ways which are sensitive, positive and non judgemental, (K8) 				
Lunch provided					
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
77TD	Friday 12 March 2010	1	09.00-15.30	National Water Sports Centre, Holme Pierrepont, Nottingham	Please book early

Early Years and Childcare Services Training and Development Opportunities

Early Years Foundation Stage General

Course title: Early Years Foundation Stage Networks for Schools and PVI Settings **Course ref:** 1NET

Course administrator: Training Administrator Early Years & Childcare Team,
Nottinghamshire County Council, Children and Young People's Services,
County Hall, West Bridgford, Nottingham, NG2 7QP.
Tel: 0115 878 7507 or 878 7504. Fax: 0115 878 7524.

Course tutors: Sue Mosley Early Years Manager Inclusion Support Service
Nottinghamshire Arts Support Service
Newly appointed officers working in support of EYFS and the Children's Centre agenda

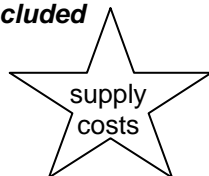
Target group: Teachers, Teaching Assistants and Early Years Practitioners from both maintained and non-maintained provision can apply, for which supply cover will be paid. **FOR THIS TERM ONLY ONE DELEGATE FROM EACH SCHOOL AND ONE DELEGATE FROM EACH SETTING SHOULD ATTEND. PLEASE APPLY TO YOUR OWN DISTRICT TRAINING DAY USING A TADO APPLICATION FORM AND INDICATE WHETHER YOU INTEND TO STAY FOR LUNCH.**

Course information:

General

For this term only the network meeting will last from **8.45am – 1.00pm** to include lunch as at the time of planning key personnel were not in post. It is hoped that the Network will provide an opportunity for you to meet the newly appointed staff to begin the collaborative relationship in working to improve the outcomes for all children within the EYFS. Each of the area networks will follow the same programme each term; the focus will change from term to term. Staff working within the Foundation Stage need to be aware of the many initiatives and developments resulting from the National Strategy. They also need to have confidence in their evaluation of the quality of their provision and practice and their engagement with all providers through the district Enjoy and Achieve forums to ensure the best outcomes for all groups of children.

LUNCH included



The purpose of the Foundation Stage network groups will be to:-

Learning outcomes:

- receive up to date guidance on the Foundation Stage strand of the National Strategy
- provide training and development opportunities
- share resources and materials for the Foundation Stage
- network and share good practice
- establish more effective early years provision and practice through supported self review and establish future training needs

KEEP outcomes:

Work with other professionals within and beyond the setting (K6)
Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3)
Understanding of the individual and diverse ways that children develop and learn (K2)
Practice in meeting all children's needs, learning styles and interests (K4)
Work with parents, carers and the wider community (K5)
Relationships with both children and adults (K1)

The dates and venues for the 12 network group meetings are shown on the following page

Early Years and Childcare Services Training and Development Opportunities

Early Years Foundation Stage General

Dates and Venues of Early Years Foundation Stage Networks for Schools and PVI Settings

Spring 2010

Area	Date	Venue
A. Ashfield South (1)	Thursday 11 March 2010	Mansfield Civic Centre
B. Ashfield South (2)	Thursday 28 January 2010	Newstead Miners Welfare
C. Broxtowe	Friday 5 March 2010	Nottingham Gateway Hotel
F. Gedling	Friday 12 February 2010	Springwater Golf Club, Calverton
K. Rushcliffe 1	Friday 29 January 2010	National Water Sports Centre
L. Rushcliffe 2	Tuesday 9 March 2010	National Water Sports Centre

Area	Date	Venue
D. Bassetlaw 1	Friday 5 February 2010	The Turbine, Worksop
E. Bassetlaw 2	Thursday 4 March 2010	The Well Centre, Retford
G. Mansfield 1	Thursday 4 February 2010	Mansfield Civic Centre
H. Mansfield 2	Friday 12 March 2010	Mansfield Civic Centre
I. Newark 1	Thursday 18 March 2010	Rufford Mill, Rufford Abbey Country Park
J. Newark 2	Friday 19 March 2010	Newark Showground, Winthorpe

THE FOCUS FOR THE SPRING TERM NETWORKS 2010 WILL BE AS FOLLOWS;

- Using music creatively to support children's CLLD/PSED development
- Forum for discussion to include sharing existing practise using music – please bring examples with you to the session
- Opportunity to meet newly appointed County Council officers who will be working in support of the EYFS for all children 0-5 years
- Evaluation and discussion of the format of future Network training days

Early Years and Childcare Services Training and Development Opportunities


Early Years Foundation Stage General

ONE STAFF PER SCHOOL AND ONE STAFF PER SETTING (EYP IF APPROPRIATE) CAN APPLY TO ATTEND THIS TRAINING, SUPPLY COVER WILL BE PROVIDED.
You should apply for the Network Group meeting for your area using a TADO application form **and please remember to indicate somewhere on the form that you will require lunch.**

Schools and settings should only apply for the meeting for their specified group. By now everyone should know the group they are in, if in any doubt please ring 0115 8787507 or 8787504.

Early Years and Childcare Services Training and Development Opportunities

Early Years Foundation Stage General

Course title:	An Introduction to the Early Years Foundation Stage (EYFS)	Course ref: 144FS(I)
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7515. Fax: 0115 878 7524.	
Course tutor:	Early Years Specialist Teachers (PVI)	
Target group:	Inexperienced practitioners working with 0-5 year olds in any setting	
Course level:	Basic	Group size: 30
Course information:		
 <p>General</p>	<p>This 4 part course provides an introduction to the Early Years Foundation Stage for inexperienced practitioners. It replaces our previous course, Introduction to the Foundation Stage parts 1 and 2 so practitioners should not attend if they have already completed this course. There will be an opportunity to look at the EYFS documents and consider ways of putting the principles into practice. Please bring your own copy of the Early Years Foundation Stage. One should now be in your setting. This can be obtained from DCSF, tel: 0845 60 222 60, ref:00012-2007PCK-EN</p>	
Learning outcomes:	<p>By the end of the course participants will have:</p> <ul style="list-style-type: none"> • Familiarity with the EYFS documents • An understanding of the 4 principles of EYFS: <ul style="list-style-type: none"> -A Unique Child -Enabling Environments -Positive Relationships -Learning and Development • Increased confidence in working with young children and their families, in line with EYFS guidance 	
KEEP outcomes:	<p>Relationships with both children and adults (K1) Understanding of the individual and diverse ways that children develop and learn (K2) Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3) Practice in meeting all children's needs, learning styles and interests (K4) Work with parents, carers and the wider community (K5)</p>	
Course Ref.	Start date	No. of sessions
144FS(I)	Tuesdays 19 & 26 January 2010 & 2 & 9 February 2010	4
144FS(I)	Thursdays 4, 11, 18, 25 March 2010	4
	Time	Venue
	13.00-15.30	Arnold Town Football Club, Eagle Valley, Arnold
	18.30-21.00	Edwinstowe House, Edwinstowe
	Closing date	Please book early

Early Years and Childcare Services Training and Development Opportunities

Early Years Foundation Stage General

Course title:	Becoming a Reflective Practitioner	Course ref:	157FS		
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7504. Fax: 0115 878 7524.				
Course tutors:	Chris Merrick, Early Years Trainer and Consultant. Chris has had extensive experience working as a practitioner and an advisor in Early Years in both the maintained and voluntary sectors in the UK and abroad.				
Course level:	Intermediate and Advanced	Maximum number:	30		
Target group:	All early years practitioners including teachers.				
Course Information: General	Being a reflective practitioner is a Key Element of Effective Practice when working with young children and is highlighted in the Early Years Foundation Stage. This course explores what this means for practitioners, what skills and strategies might be developed and how reflection can impact on the quality of teaching and learning.				
Lunch provided Learning outcomes:	Participants will: <ul style="list-style-type: none"> - Consider what it means to be reflective: reflection in and on practice. - Engage in critical reflection, challenge thinking, reflect on 'givens' and 'accepted truths'; - Develop an approach to teaching as enquiry: <ul style="list-style-type: none"> o Developing practitioners' big questions about children's learning and understanding; o Considering tools and strategies for reflection o Recognise the personal qualities, attitudes and perspectives which promote reflection: openness to others, uncertainty and the possibilities of seeing things differently o Understand the importance of dialogue and reflecting together. With children, colleagues, parents; 				
KEEP outcomes:	<ul style="list-style-type: none"> • Becoming reflective practitioners with a breadth and depth of knowledge, skills and understanding, (K1); Continuously improve their practice in meeting all children's needs, learning styles and interests, (K3); • Improve their work with parents, carers and the wider community, (K4); • Develop and improve their work with other professionals within and beyond the setting (K6); Develop and improve their relationships with both children and adults (K7); Use their learning to improve their work with young children and their families in ways which are sensitive, positive and non judgemental, (K8). 				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
157FS	Friday 12 March 2010	1	09.00-15.30	Springwater Golf Club, Calverton	Please book early

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements

Course title:	Welfare Requirements Briefings	Course ref: WR(I)		
Course administrator:	Julie Maltby, Pre-school Learning Alliance, 9 Musters Road, West Bridgford, Nottingham, NG2 7PP. Tel: 0115 982 5346. Fax: 0115 982 2385.			
Course tutors:	Pre-School Learning Alliance Tutor			
Course level:	Basic	Group Size: 20		
Target group:	Voluntary Managed Settings and Ofsted Registered Persons.			
Course information:				
General	To provide an overview of the Welfare Requirements within the new Early Years Foundation Stage and consider the implications for your policy and practice.			
Learning Outcomes:	The briefings will enable participants to: <ul style="list-style-type: none"> • Have a clear understanding of the 'specific legal requirements' and 'statutory guidance' within the new Early Years Foundation Stage • Understand the similarities and differences between the National Daycare Standards and the Welfare Requirements • Have an understanding of the Practice Guidance relating to the Welfare Requirements • Have an opportunity to consider the implications of the Welfare Requirements for their own policy and practice 			
Course Ref.	Start date	No. of sessions	Time	Venue
WR(I)10	Wednesday 10 February 2010	1	18.45-21.15	Cotgrave Futures, Cotgrave
WR(I)11	Thursday 11 March 2010	1	10.00-12.30	The Well Centre, Retford

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Health and Safety)

Course title:	Food Hygiene	Course ref:	FH	
Course administrator:	Training Administrator, Nottinghamshire Playwork Training Centre, Unit 1, Stephenson Court, Off Stephenson Way, Newark, Notts NG24 2TQ. Tel: 01636 593940. Fax: 01636 593938.			
Course tutors:	Facilitated by DMS Trainers.			
Course level:	Basic	Group size:	20	
Target audience:	Childcare and play workers.			
Course information:				
The course is designed to increase the awareness of the need for high standards of food safety. The course concludes with a short multiple-choice exam paper which is marked internally and verified externally.				
<p>QUALIFICATION - BASIC FOOD HYGIENE CERTIFICATE Bring your own lunch - drinks provided</p> <p>APPLICATIONS WILL BE LIMITED TO 2 PER GROUP WHERE THERE IS A HIGH DEMAND.</p>				
Course Ref.	Start date	Sessions	Time	Venue
FH-WBR	Saturday 23 January 2010	1	09.30-17.00	West Park, West Bridgford
FH-ARN	Wednesday 3 February 2010	1	09.30-17.00	Gedling Play Forum
FH-RET	Saturday 27 February 2010	1	09.30-17.00	St Saviour's Parish Hall, Retford
FH-ASH	Saturday 13 March 2010	1	09.30-17.00	Ashfield Play Forum, Morven Park
NON-ATTENDANCE FEE FOR SOME COURSES				
We have taken the decision to replace the refundable deposit cheque with a £30 non-attendance charge for some of the courses advertised in this publication. These are Food Hygiene and Health and Safety, which have a high number of applicants. We hope you will understand that the charge will show a commitment that is in everyone's interests by ensuring applicants attend the courses. The charge will be invoiced to the setting and only apply where notice of cancellation is NOT received within five working days and your place cannot be filled.				
PLEASE NOTE THAT YOU WILL NEED PHOTOGRAPHIC IDENTIFICATION E.G. A DRIVING LICENCE, PASSPORT OR ANY IDENTIFICATION WITH YOUR NAME & PHOTOGRAPH TO BE CHECKED BY THE TUTOR ON THE DAY OF YOUR COURSE. WITHOUT THE RELEVANT IDENTIFICATION YOU WILL <u>NOT</u> BE ALLOWED TO TAKE THE FINAL END OF COURSE EXAM PAPER.				

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Health and Safety)

Course title:	Paediatric First Aid - 12 hour course	Course ref:	FA12(I)
Course administrator:	Julie Maltby, Pre-school Learning Alliance, 9 Musters Road, West Bridgford, Nottingham, NG2 7PP. Tel: 0115 982 5346. Fax: 0115 982 2385.		
Course tutors:	Listed and approved First Aid training providers		
Target group:	Childminders and childcare practitioners who need to undertake a 12 hour course to meet the DCSF requirements that there should be at least one person on duty who has this training. We provide training for three people per setting.		
Course level:	All levels	Group size:	18
Course Information	Guidance for FIRST AID training for registered childcare providers including childminders		
General:	<p>Please bring a packed lunch to the Saturday sessions</p> <p>Other refreshments will be provided.</p> <p>The Standards now require that all childminders and at least one person on duty in a daycare setting holds a current first aid training certificate which includes training in first aid for infants and young children that is consistent with any guidance issued by the Secretary of State. This came in to effect in April 2004. From that time all approved courses are required to be of at least 12 hours duration.</p> <p>The guidance also sets out criteria for the content of first aid courses for training providers. Early Years and Childcare Services has asked trainers to confirm that the course they provide meets these criteria. The Early Years and Childcare Services holds a list of these trainers. Childcare providers should ensure that the provider of any course they undertake has signed an agreement with the Early Years and Childcare Services confirming this. PLEASE NOTE THAT DELEGATES MUST ATTEND ALL SESSIONS OF THEIR CHOSEN COURSE TO RECEIVE A CERTIFICATE.</p> <p>We will only provide funded training for 3 people per setting and commit to fund the ongoing validation of their qualification. If you apply for funding please tell us who your nominated 3 members of staff are. We can provide details of accredited trainers for you if you need to train more than 3 members of staff.</p>		
	<u>COURSE DATES FOLLOW ON THE NEXT PAGE</u>		

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Health and Safety)

Course Ref.	Start date	No. of sessions	Time	Venue
FA12(I)/9	Saturdays 9 & 16 January 2010	2	09.00-16.00	The Well Centre, Retford
FA12(I)/23	Saturdays 23 & 30 January 2010	2	09.00-16.00	Highfields Fire Station, Hassocks Lane, Beeston
FA12(I)/6	Saturdays 6 & 13 February 2010	2	09.00-16.00	Grange Hall, Radcliffe on Trent
FA12(I)/27	Saturdays 27 February & 6 March 2010	2	09.00-16.00	Ollerton Community Hall, Ollerton
FA12(I)/13	Saturdays 13 & 20 March 2010	2	09.00-16.00	St George's Centre, Netherfield
FA12(I)/20	Saturdays 20 & 27 March 2010	2	09.00-16.00	St Peter's Rooms, Ruddington
FA12(I)/25	Thursdays 25 February & 4 March 2010	2	09.00-16.00	Holy Trinity Community Centre, Newark
FA12(I)/14E	Thursdays 14 January until 11 February 2010	5	18.45-21.15	Under One Roof, 3a Vine Terrace, Hucknall
FA12(I)/22E	Mondays 22 February until 22 March 2010	5	18.45-21.15	Park Road Resource Centre, Mansfield Woodhouse

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Health and Safety)

Course title:	Independent attendance and in-house Paediatric First Aid - 12 hour courses	Course ref:	FA13
Course information and providers from :	Vicky Wood, Training Administrator, Early Years and Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7510. Fax: 0115 878 7524.		
Course tutors:	Listed and approved First Aid training providers (See following page) For guidance for FIRST AID training for registered childcare providers including childminders see <i>previous page</i>		
Target group:	Childminders and childcare practitioners who need to undertake a 12 hour course to meet the DCSF requirements		
	<p>We provide and advertise some courses listed on the previous pages in this brochure. We will pay the cost for an individual worker to undertake a course from an approved provider.</p> <p>Managers/proprietors - If you are considering purchasing FIRST AID training in-house for your whole staff team, we will consider each application individually, but aim to support you by making a contribution of up to 50% towards your costs. This is dependant on our budget.</p>		
Course information:			
General:	<p>Nottinghamshire Early Years and Childcare Services will consider applications to pay for the First Aid training for those workers listed below, who access appropriate training from an approved provider.</p> <p>This includes childminders and childcare practitioners in registered daycare, sessional or out of school settings</p> <p>To any individual, setting or group wishing organise their own training either by</p> <ul style="list-style-type: none"> • attending a course individually or • buying it into their setting (we will contribute up to 50% of these costs). <p>Please complete a TADO application form for an 'Independent First Aid course' and Vicky will send you:</p> <ul style="list-style-type: none"> • the required funding application form and /or • details of registered courses 		

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Health and Safety)

FIRST AID PROVIDERS

Below is a list of FIRST AID providers who have registered with us because they undertake to meet DCSF/Ofsted criteria.

Please contact these directly if you want to find or arrange a course and ring Vicky Wood on 0115 878 7500 or 878 7501 for a funding application form.

Registered Provider	Address	Telephone
ABC First Aid Training	Email – Info@ABC-training.co.uk Website: WWW.ABC-training.co.uk	01522 520133/ 07903 982488
Ashwood Health	8 Swift Court, Eastwood, Nottingham NG16 3HX	0781 606 8696
Be Prepared	10 Lulworth Close, West Bridgford, Nottingham NG2 7UB	0115 9143999
British Red Cross	Pittman Court, Pittman Way, Preston, Lancashire PR2 9ZG	01772 709555
British Red Cross	Red Cross House, Matlock Green, Matlock, Derbyshire DE4 3EG	01629 582171
Castle College	Carlton Campus, Carlton Road, Nottingham NG3 2NR Email: joanne.sanders@castlecollege.ac.uk or Sabreen.rehmat@castkecikkege.ac.uk	0115 8842773
Crucial Training Ltd	76 Newnham Drive, Ellesmere Port, Cheshire CH65 5AJ	0151 3552220
Dukeries College	Whinney Lane, New Ollerton, Notts NG22 9TD	01623 860304
East Midlands Training Services LLP	20 Brocklebank Close, Basingham, Lincolnshire LN5 9LJ	01522 788891
LOL Contracts Ltd (Training)	3 Everest Drive, Melton Mowbray, Leicestershire LE13 0SH	01664 562729
Mines Rescue Service Ltd	Mansfield Mines Rescue Station, Leeming Lane South, Mansfield Woodhouse, Mansfield, Notts NG19 9AQ	01623 623263
New College Nottingham	Basford Hall, Stockhill Lane, Nottingham NG6 ONB	0115 9100 100
Newark & Sherwood College	Friary Road, Newark, Notts, NG24 1PB	01636 680680
North Nottinghamshire College	Carlton Road, Worksop, Notts, S81 7HP	01909 504 504
Notts Save A Life	7 Grainger Avenue, West Bridgford, Nottingham NG2 7AS	07881 783807
Olympic Training	104 Bracknell Crescent, Whit Moor, Nottingham NG8 5FF	0115 9784035
Reach Out for First Aid	51 Hendon Rise, Nottingham NG3 3AN	0115 9799824
React First Aid Training	11 York Close, East Leake, Loughborough, Leics LE12 6HA	01509 559856
South Nottingham College	Greythorn Drive, West Bridgford, Nottingham NG2 7GA	0115 9146400
St Johns Ambulance	County HQ, 561 Valley Road, Basford, Nottingham NG5 1JG	0115 9784625
Triangular Training	Tony Doyle, 20 Edgewood Drive, Hucknall, Nottingham NG15 6HY	07855 361888
Valley Training	5 Pottery Close, Belper, Derbyshire DE56 0HU	0845 2570 896
West Nottinghamshire College	Derby Road, Mansfield, Nottinghamshire NG18 5BH	01623 627191

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Health and Safety)

Course title: Health and Safety **Course ref:** HS

Course administrator: Training Administrator, Nottinghamshire Playwork Training Centre,
Unit 1, Stephenson Court, Off Stephenson Way, Newark, Notts NG24 2TQ.
Tel: 01636 593940. Fax: 01636 593938.

Course tutors: Facilitated by DMS Trainers.

Course level: Level 2 **Group size:** 20

Target audience: Childcare and play workers.

Course information:

The course is designed to show people how to carry out their work activities more safely and in a way that protects their health. The course concludes with a short multi-choice exam paper, marked internally and verified externally.

Certificates will follow 8 to 10 weeks delivered via recorded delivery.

QUALIFICATION - BASIC HEALTH AND SAFETY CERTIFICATE

Drinks provided – bring packed lunch

Course Ref.	Start date	No. of sessions	Time	Venue
HS/WRK	Saturday 6 March 2010	1	09.30-17.00	Gateford Children's Centre
HS/NEW	Saturday 20 March 2010	1	09.30-17.00	Holy Trinity, Newark

NON-ATTENDANCE FEE FOR SOME COURSES

We have taken the decision to replace the refundable deposit cheque with a £30 non-attendance charge for some of the courses advertised in this publication. These are Food Hygiene and Health and Safety, which have a high number of applicants. We hope you will understand that this charge will show a commitment that is in everyone's interests by ensuring applicants attend the courses. The charge will be invoiced to the setting and only apply where notice of cancellation is **NOT** received within five working days *and your place cannot be filled.*

PLEASE NOTE THAT YOU WILL NEED PHOTOGRAPHIC IDENTIFICATION E.G. A DRIVING LICENCE, PASSPORT OR ANY IDENTIFICATION WITH YOUR NAME & PHOTOGRAPH TO BE CHECKED BY THE TUTOR ON THE DAY OF YOUR COURSE. WITHOUT THE RELEVANT IDENTIFICATION YOU WILL NOT BE ALLOWED TO TAKE THE FINAL END OF COURSE EXAM PAPER.

Early Years and Childcare Services Training and Development Opportunities


Welfare Requirements (Health and Safety)

Course title:	Health and Safety Risk Assessment Workshop	Course ref:	RA(I)	
Course administrator:	Julie Maltby, Pre-School Learning Alliance, 9 Musters Road, West Bridgford, Nottingham, NG2 7PP Tel: 0115 982 5346. Fax: 0115 982 2385.			
Course tutors:	Pre-school Learning Alliance tutor.			
Target group:	Staff and volunteers in childcare settings.			
Course level:	Basic	Group size:	20	
Course Information:				
General	This 3 hour workshop covers: The requirements of the Health and Safety at Work Act 1974, Staff and volunteer responsibilities with regard to H.and S, and the risk assessment process.			
Course aims:	To raise awareness of the legal requirements for Health and Safety in a workplace, how to apply them and how to maintain good safety procedures.			
Learning outcomes:	By the end of the course participants will have: <ul style="list-style-type: none"> - Identified the reasons why it is necessary to undertake risk assessment - Discussed the roles and responsibilities of staff and volunteers - Completed a risk assessment procedure and feel able to carry out a risk assessment in their own setting. 			
Course Ref.	Start date	No. of sessions	Time	Venue
RA/9	Tuesday 9 February 2010	1	18.30-21.30	Ashfield Play Forum, Sutton-in-Ashfield

Further dates can be arranged to meet demand. Please complete an application form to express an interest or contact Julie Maltby for further details.

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Health and Safety)

Course title:	Safe Handling Training	Course ref: 1SH
Course administrator:	Please contact the Fountaindale Physical Disability Support Service <u>directly</u> on 01623 792857 and speak to Ruth Brown or Pat Tomlinson. Please do not complete an application form from this brochure.	
Course tutors:	The Safe Handling Team, Fountaindale Physical Disability Support Service	
Target group:	Childcare workers in private, voluntary and independent settings and childminders who need to be well prepared to manage a disabled child	
Course level:	All levels	
Course information:	<i>(please note that if you are accepted on this course and you do not give sufficient notice of non-attendance for a substitute delegate to be notified, the providers reserve the right to invoice you or your employer for the cost of this course)</i>	
General	The provision of advice and training related to the Safe Handling of Pupils with a physical impairment is coordinated by the Physical Disability Support Service. The school employs a team of advisors who specialise in delivering advice to school based staff on how to assist pupils in carrying out their daily routines. They are also responsible for the delivery of Safe Handling training courses.	
		
Course aims and learning outcomes:	<p>The standard course is a two day event and covers the following areas:</p> <ul style="list-style-type: none"> ➤ Legal Requirements ➤ Spinal Awareness ➤ Musculo-Skeletal Injury ➤ Principles of Safe Handling ➤ Understanding Disability ➤ Assessing Pupil Need ➤ Hoists and Sling Techniques ➤ Methods of Holding ➤ Handling small children/large children and adults with special needs. 	
Clothing and fitness.	When attending the course please ensure that you wear appropriate clothing: non-slip, enclosed shoes (no boots) and clothes that allow free, unrestricted movement without compromising modesty....	
	You must also be sufficiently fit to undertake the practical sessions of the course. These involve physical activity, handling people and objects. If you are in any doubt as to your fitness for such sessions, do not participate in them and seek medical advice.	
	<i>A Refresher Course is required within two years of initial training to ensure continuity of certification in line with Nottinghamshire LEA Manual Handling Policy</i>	
The training events are held at The PDSS base on Fountaindale School campus near Mansfield and several are run during the term. To enquire about course availability see top of page.		

Please contact the Fountaindale Physical Disability Support Service directly on 01623 792857 and speak to Ruth Brown or Pat Tomlinson. Please do not complete an application form from this brochure.

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Safeguarding)

Course title:	Safeguarding Children – Child Protection. An Introductory course for Early Years and Childcare Practitioners	Course ref:	30TD(I)
Course administrator:	Julie Maltby, Pre-School Learning Alliance, 9 Musters Road, West Bridgford, Nottingham, NG2 7PP. Tel: 0115 982 5346. Fax: 0115 982 2385.		
Course tutors:	Early Years and Childcare Services training staff, Pre-School Development Co-ordinators and Childminder support workers		
Target group:	Early years practitioners in private, voluntary and independent settings, including childminders and out of school clubs, who have to meet Standard 13 of the National Standards for Under Eights Day Care and Childminding. Experienced managers should undertake higher level training through the Nottinghamshire Safeguarding Children Board. NB This course is quite demanding and we would recommend that day nursery managers arrange for their practitioners to attend DAY TIME sessions, please. The demands of a long day at work followed by an evening course are not good for the concentration especially of young practitioners. This is not for practitioners in maintained schools.		
Course level:	Introductory	Group size:	20
Course information: General	This course follows the guidelines of the Nottinghamshire Safeguarding Children Board (NSCB) and will complement the courses offered by them. As the course is short and relatively intensive please ensure that you can attend for the whole of both the sessions(if applicable) to gain certification.		
Course aims:	These sessions are designed to provide an introductory course for practitioners who have not undertaken recent child protection training. It is designed to help them to meet Standard 13 of the National Standards for Under Eights Day Care and Childminding.		
Learning outcomes:	<ol style="list-style-type: none"> 1. The legal context of child protection 2. Definitions and indicators of child abuse. 3. Child protection procedures. What to do if you are worried a child is being abused. Recording information. Making a referral. What happens next.		
Delegate feedback:	<i>“A serious subject delivered well. I found it informative and helpful.” “I now feel more confident about this topic.” The course was really helpful and we were given plenty of information”</i>		
COURSE DATES ON THE FOLLOWING PAGE			

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Safeguarding)

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
30TD(I)/21	Thursdays 21 January & 28 January 2010	2	13.00-15.00	Grange Hall, Radcliffe on Trent	Book early
30TD(I)/26	Tuesdays 26 January & 2 February 2010	2	13.00-15.00	St Johns Ambulance, Telford Drive, Newark	
30TD(I)/11	Thursday 11 February 2010	1	09.30-15.30	Park Road Resource Centre, Mansfield Woodhouse	
30TD(I)/24	Wednesdays 24 February & 3 March 2010	2	19.00-21.00	The Well Centre, Retford	
30TD(I)/27	Saturday 27 February 2010	1	09.30-15.30	St George's Centre, Netherfield	
30TD(I)/1	Mondays 1 March & 8 March 2010	2	10.00-12.00	Edwinstowe House, Edwinstowe	
30TD(I)/15	Monday 15 March 2010	1	09.30-15.30	Newstead Centre, Tilford Road, Newstead	
30TD(I)/10	Wednesdays 10 & 17 March 2010	2	19.00-21.00	Highfields Fire Station, Hassocks Lane, Beeston	
30TD(I)/12	Fridays 12 & 19 March 2010	2	10.00-12.00	Rushcliffe Country Park, Ruddington	

PLEASE also see the SAFEGUARDING CHILDREN - CHILD PROTECTION courses that are run for other workers, on the following pages

'Safeguarding is everybody's business'



Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Safeguarding)

Course title:	Safeguarding Children - Child Protection For the Designated Person in an Ofsted registered setting (Early Years)	Course ref:	31TD
Course administrator:	Julie Maltby, Pre-School Learning Alliance, 9 Musters Road, West Bridgford, Nottingham, NG2 7PP. Tel: 0115 982 5346. Fax: 0115 982 2385.		
Course tutors:	Experienced support staff/tutors		
Target group:	For managers/ designated persons in registered private, voluntary and independent childcare settings who are responsible for ensuring that their setting meets the Welfare Requirements of the Early Years Foundation Stage in relation to 'Safeguarding and promoting children's welfare' and for developing policies, making referrals and supporting investigations. It is recommended that these people also undertake relevant NSCB courses For details see the NSCB training brochure or telephone 0115 945 2764 (This is not for practitioners in maintained schools).		
Course level:	Advanced	Group size:	20
Course information: General	This two-hour course follows the guidelines of the Nottinghamshire Safeguarding Children Board and should complement the courses offered by them.		
Course aims:	To identify and explore the role of the Designated Person for child protection in a childcare setting.		
Learning outcomes:	<ul style="list-style-type: none"> - To consider the role and responsibilities of the designated person for child protection in a childcare setting - To develop and review policies and procedures to support good practice in safeguarding children - To understand the role of the curriculum in helping children protect themselves - To investigate the role of the childcare setting in supporting child protection investigations - To understand the importance of working in partnership with parents and carers to safeguard children - To look at ways of supporting families involved in child protection cases 		

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
31TD/29	Friday 29 January 2010	1	10.00-12.00	Arnold Town Football Ground, Oxton Road, Arnold	Please book early
31TD/5	Friday 5 March 2010	1	10.00-12.00	St Johns Ambulance, Telford Drive, Newark	

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Safeguarding)

Course title:	Safeguarding Children - Child Protection For the Designated Person in an Ofsted registered childcare setting (OOSC/Playwork).	Course ref:	SC/OOS
Course administrator:	Training Administrator, Nottinghamshire Playwork Training Centre, Unit 1, Stephenson Court, Off Stephenson Way, Newark, Notts NG24 2TQ. Tel: 01636 593940. Fax: 01636 593938.		
Course tutors:	Experienced support staff/tutors		
Target group:	For early years Out of School Club Managers or Designated Persons in Playwork who have to ensure their setting meets Standard 13 of the National Standards and who are responsible for developing policies, making referrals and supporting investigations. It is recommended that these people also undertake relevant NSCB courses For details see the NSCB training brochure or telephone 0115 945 2764 (This is not for practitioners in maintained schools).		
Course level:	Advanced	Group size:	20
Course information: General	This three-hour course follows the guidelines of the Nottinghamshire Safeguarding Children Board and should complement the courses offered by them.		
Course aims:	To identify and explore the role of the Designated Person for child protection in a childcare setting.		
Learning outcomes:	<ul style="list-style-type: none">- To consider the role and responsibilities of the designated person for child protection in a childcare setting- To develop policies and procedures to support good practice in safeguarding children, including safer employment policies- To consider procedures for protecting staff from allegations of abuse- To understand the role of the curriculum in helping children protect themselves- To investigate the role of the childcare setting in supporting child protection investigations- To understand the importance of working in partnership with parents and carers to safeguard children- To look at ways of supporting families involved in child protection cases		
	Complete and return an application form to express an interest or contact your out of school co-ordinator.		

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Safeguarding)

Course title:	Safeguarding Disabled Children	Course 1DC ref:
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524.	
Course tutor/leader:	Rachael Clawson, Ann Craft Trust	
Course level:	All levels	Maximum number: 18
Target group:	All early years and childcare workers/volunteers particularly those working as part of the Aiming High for disabled children projects in Nottinghamshire (Disabled Children's Access to Childcare/Short Breaks)	
Course information:	This course is being funded through the Disabled Children's Access to Childcare Project.	
General	<ul style="list-style-type: none"> • Disabled children are more vulnerable to all forms of abuse than non-disabled children • Current safeguarding policies and systems do not offer disabled children the same levels of protection as their non disabled peers <p>This course aims to explore the reasons for this and provides an introduction to the safeguarding needs and specific vulnerabilities of disabled children. It also aims to increase participant's knowledge of their own role in the safeguarding process</p>	
Learning outcomes:	<p>At the end of the session participants will be able to:</p> <ul style="list-style-type: none"> • Identify why disabled children are more vulnerable to abuse • Identify the context in which abuse of disabled children occurs • Identify the action they need to take to respond to suspicion/concern about abuse • Be aware of relevant policy, legislation and practice guidance 	
KEEP outcomes:	Understanding the individual and diverse ways that children develop and learn (K2)	

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
1DC	Wednesday 10 February 2010	1	09.30-15.30	The Well Retford Baptist Church, Retford	Please book early
1DC	Monday 8 March 2010	1	09.30-15.30	National Water Sports Centre, Holme Pierrepont	

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Safeguarding)

Course title:	Safer Recruitment and Dealing with Allegations Against Staff In An Early Years Childcare Setting – The Role of The ‘Named Senior Officer’	Course ref:		DA	
Course administrator:	Julie Maltby, Pre-School Learning Alliance, 9 Musters Road, West Bridgford, Nottingham, NG2 7PP. Tel: 0115 982 5346. Fax: 0115 982 2385.				
Course tutors:	Experienced support staff/tutors				
Target group:	The “Named Senior Officer” in PVI settings and Managers				
Course level:	Advanced	Group size:	20		
Course information:					
Course aims:	To identify and explore the role of the Named Senior Officer for dealing with allegations against staff in a childcare setting.				
Learning outcomes:	<ul style="list-style-type: none"> - To consider the role and responsibilities of the Named Senior Officer dealing with allegations against staff in a childcare setting - To develop and review policies and procedures to support good practice in managing allegations against staff including safer employment policies - To consider procedures for protecting staff against allegations of abuse - To understand the role of the Local Authority Designated Officer (LADO) in supporting investigations against staff - To understand the legal responsibilities of childcare settings in reporting and managing allegations against staff 				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
DA/5	Friday 5 February 2010	1	10.00-12.00	Highfields Fire Station, Hassocks Lane, Beeston	Please book early

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Safeguarding)

Course title:	Introduction Briefing for the Common Assessment Framework - CAF	Course ref: 54TD(I)			
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7504. Fax: 0115 878 7524.				
Course tutors:	Claire Flexney – CAF Project Officer				
Course level:	Introductory course	Maximum number: 20			
Target group:	All Early Years and Childcare workers who have a responsibility for assessing children's development				
General	<p>This course is an introductory briefing for the Common Assessment Framework (CAF). It is designed for practitioners who will need to have an awareness of the assessment and understand how it may be beneficial for children within their organisation but are unlikely to complete the assessment within their role. If you are likely to complete CAFs within your organisation it is a requirement that you attend the Common Assessment Framework and Lead Professional training which consists of an e-learning module covering the Common Assessment Framework, Information Sharing, Lead Professional and ContactPoint, followed by a half day face-to-face training session. For more information please contact the CAF administrator Rachel Radford, rachel.radford@nottscc.gov.uk, tel: 01623 433291. The Common Assessment Framework (CAF) is an assessment tool that has been designed to be used by all services working with children and young people from pre-birth to age 19. It promotes the early identification of additional needs for children needing a more co-ordinated response by professionals. It recognises and celebrates the strengths of the child/family and builds on these using 'strength based practice' to help meet the needs of the child and his/her family. This course will help practitioners to understand their role within an integrated workforce and how universal services (Early Years and Childcare Workforce) can work in a co-ordinated more integrated way to meet the needs of children.</p>				
Learning outcomes:	<p>Practitioners will:</p> <ul style="list-style-type: none"> ➤ Gain an understanding of the principles and values of a CAF and what that means for the worker, child and the parent ➤ Gain an understanding of the procedures for undertaking a CAF and what that means for the worker, child and the parent ➤ Understand their role and the role of others whilst undertaking a CAF including lead professional working ➤ Explore integrated practice formally and informally 				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
54TD(I)	Wednesday 24 February 2010	1	09.30-11.30	Attenborough Nature Centre, Attenborough, Nottingham	Please book early

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Safeguarding)

Course title:	Anti Bullying – For Playworkers	Course ref:
Course administrator:	Training Administrator, Nottinghamshire Playwork Training Centre, Unit 1, Stephenson Court, Off Stephenson Way, Newark, Notts NG24 2TQ. Tel: 01636 593940. Fax: 01636 593938.	
Course tutors:	Playwork Trainers (all have completed the Anti Bullying Training)	
Course level:	Intermediate	
Target group:	Playworkers	
Course Information: General	A 3 hour Nottinghamshire County Council Anti Bullying Strategy workshop to identify: <ul style="list-style-type: none">• What is bullying• Signs & Symptoms of bullying• Appropriate Preventative Policies and Procedures• Appropriate strategies to bully proof children• Ways to partnership work to prevent bullying	
Course Aims:	This course is designed to provide Playworkers with the confidence to enable children and young people to successfully remove themselves from bullying situations. The course has been approved by KIDSCAPE and uses materials from the organisation. PLEASE COMPLETE AND RETURN AN APPLICATION FORM TO EXPRESS AN INTEREST	

Other courses will be arranged according to demand, please contact the Nottinghamshire Playwork Training Team to express an interest.

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Safeguarding)

Course title:	Domestic Violence Awareness Training - Safeguarding Children		Course ref:	40TD (I)	
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham NG2 7QP Tel: 0115 878 7504. Fax: 0115 878 7524				
Course tutors:	Tutor from Women's Aid Advice Centre (WAAC)				
Target group:	All childcare workers and early years practitioners				
Course level:	Basic and intermediate		Group size:	25	
Course information:					
General	<p>It is the duty of every worker to safeguard children. Awareness of the issues involved in domestic violence is one way to help us to do this. Domestic Violence Awareness Raising explores the different aspects of domestic violence and its causes.</p> <p>It looks at the myths and stereotypes of domestic violence, the impact on women and the reasons why women stay in or return to abusive relationships. It also looks at the impact on children and how they get drawn into domestic violence, together with the links between domestic violence and child abuse.</p>				
Learning outcomes	<p>By the end of the session, participants will have:</p> <ul style="list-style-type: none"> • Explored the principles of good practice when supporting women and children experiencing domestic violence • Identified good practice • Explored ways to develop good practice and communication • Understand the support services available 				
Delegate feedback:	<p><i>"I found this course very interesting and opened my eyes to the wider picture of domestic violence. It was very well delivered, in a good friendly setting. Thanks."</i></p> <p><i>"Gave lots of useful information about domestic violence, challenged my thought processes and assumptions."</i></p> <p><i>"Tutor very knowledgeable, I was shocked by statistics."</i></p>				
LUNCH PROVIDED					
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
40TD	Tuesday 26 January 2010	1	09.30-15.30	Edwinstowe House, Edwinstowe	Please book early

Early Years and Childcare Services Training and Development Opportunities

Welfare Requirements (Safeguarding)

Inter-agency Safeguarding Children Training Programme – NSCB

Find the right level of training for you.

<u>Level 1 – Own agency Introduction to Safeguarding</u>	<u>Level 2 – Working Together to Safeguard Children Part 1 ONLY</u>	<u>Level 3 – Working Together to Safeguard Children Part 2 ONLY</u>
<p>Those in regular contact with children, young people and their parents or carers.</p> <p>All Early Years and Childcare staff/Managers and Owners</p>	<p>Those who work regularly with children, young people and their parents or carers, who may be asked to contribute to assessments of children in need.</p> <p>Children Centre Staff – Children’s Workers/Community Involvement Workers</p>	<p>Those with particular responsibility for safeguarding children.</p> <p>Children’s Centre coordinator District Coordinators Family Support Leads Family Support Workers Health and Family Support Workers Early Years Leads Designated persons within settings Support/development workers (as appropriate) Specialist Family Support Team</p>

For those roles identified at Level 3 it is expected that they also work through the Level 1 and 2 training.

E-Learning

The NSCB has purchased an online learning package which is suitable for those needing to refresh their knowledge. The module covers:

- Categories of abuse and neglect
- What to look for
- What to do if you suspect abuse has occurred

**Booking forms etc are only available from the contact address below:
www.nottinghamshire.gov.uk, email: info.nscb@nottsc.gov.uk or call 0115 945 2764.**

Please note: There is a £40 charge for non-attendees.



Early Years and Childcare Services Training and Development Opportunities

The Unique Child (Special Educational Needs)

SEN training

SEN training is provided particularly for SENCOs in the private, voluntary and independent sector. If there are surplus places any Early Years practitioners in Private, Voluntary and Independent settings may attend. SENCOs in schools may attend Early Years and Childcare Services SENCO courses; however, the training is not focussed on the needs of practitioners in schools. SENCO training for maintained sector schools is provided and advertised by the Children and Young People's Services separately. Early Years and Childcare Services SEN training information can be accessed by schools through WIRED.

Nottinghamshire Early Years and Childcare Services

Foundation Stage and Birth to Three TRAINING CERTIFICATE

What is this?

An award achieved by completing four training courses from this section. For further details, talk to your Early Years Specialist Teacher (PVI) when they visit your setting or contact them by phone. As this is a new award, practitioners who have already completed the above courses may be awarded the certificate on production of attendance certificates dated from September 2005.

Nottinghamshire Early Years and Childcare Services SEN TRAINING CERTIFICATE

What is this?

An award achieved by completing four training courses.
These must include:

Code of Practice (**SEN Training**) &
Identifying and Assessing SEN (**SEN Training**) &
Writing and Implementing Effective Individual Education Plans (**SEN Training**)

Choose the fourth course from the list below:

Meeting the Needs of the Unique Child (**Inclusion Training**)
Creating a Successful Partnership with Parents (**Inclusion Training**)

A course focussed on including children with an identified condition
For further details, talk to your Early Years Specialist Teacher (PVI) when they next visit your setting.

Early Years and Childcare Services Training and Development Opportunities

The Unique Child (Special Educational Needs)

Course title: Following the Code of Practice **Course ref:** 26SN


Course administrator: DELEGATES NEED TO BRING THE SEN CODE OF PRACTICE AND TOOL BOX. THESE CAN BE OBTAINED FREE FROM DCSF ON 0845 6022260
Training Administrator, Early Years and Childcare Team,
Nottinghamshire County Council, Children and Young People's Services,
County Hall, West Bridgford, Nottingham, NG2 7QP.
Tel: 0115 878 7507. Fax: 0115 878 7524.

Course tutors: Tutors from the Inclusion Support Service

Target group: SENCOs and Early Years practitioners working with children with Special Educational Needs in private, voluntary and independent settings
(Practitioners in schools should access their training through schools SEN training)

Course level: Basic **Group size:** 30

Course information:
General
LUNCH PROVIDED



This is one of the courses that is required for the SEN Training Certificate
The course aims to: Provide an opportunity to explore the SEN documents, give confidence to SENCOs and Early Years providers to implement the recommendations of the Code of Practice in their work with parents, children and colleagues Provide an insight into the roles of different agencies that are available to support the inclusion of children with Special Educational Needs including:

- The Early Years Development and Childcare Partnership
- Special Educational Needs within the context of Nottinghamshire
- The Inclusion Support Service
- Parent Partnership

Learning outcomes: By the end of the course the participants should have:

- An increased knowledge of the DCSF Code of Practice
- A greater awareness of the role of the SENCO
- An increased knowledge of contributing agencies
- A bank of information on how and where to access support and appropriate advice


KEEP outcomes: Practice in meeting all children's needs, learning styles and interests (K4)
Work with parents, carers and the wider community (K5)
Work with other professionals within and beyond the setting (K6)

DELEGATES NEED TO BRING THE SEN CODE OF PRACTICE AND TOOL BOX. THESE CAN BE OBTAINED FREE FROM DCSF ON 0845 6022260

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
26SN	Thursday 14 January 2010	1	09.30-15.30	The Turbine, Coach Close, Worksop	Please book early
26SN	Friday 15 January 2010	1	09.30-15.30	Attenborough Nature Centre, Attenborough	

Early Years and Childcare Services Training and Development Opportunities

The Unique Child (Special Educational Needs)

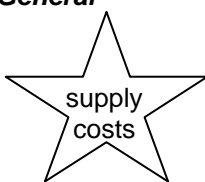
Course title:	Identifying and Assessing Special Educational Needs	Course ref:	6SN		
Course administrator:	Training Administrator, Early Years and Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP Tel: 0115 878 7507. Fax: 0115 878 7524				
Course tutors:	Tutors from the Inclusion Support Service				
Target group:	SENCOs The target group for SEN training is SENCOs and Foundation Stage practitioners in private, voluntary and independent settings (PVI)				
Course level:	All levels	Group size:	20		
Course information:	This is one of the courses that contributes to the SEN Training Certificate				
General	This course aims to give staff confidence in recognising a child experiencing difficulty by observation and initial assessment.				
					
Learning outcomes:	By the end of the course participants will have: <ul style="list-style-type: none"> - Techniques of observation that will alert staff to children having difficulty - Raised awareness of early years assessment materials - Knowledge of Code of Practice requirements for working with children with SEN, from initial concern to the development of an Individual Education Plan 				
KEEP outcomes:	Understanding the individual and diverse ways that children develop and learn (K2) Practice in meeting all children's needs, learning styles and interests (K4)				
Delegate feedback:	<i>"The materials are very useful and the tutors were very positive and helpful – I would definitely recommend it!"</i>				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
6SN	Wednesday 27 January 2010	1	13.00-15.30	Patchings Art Centre, Calverton	Please book early to secure a place

The target group for SEN training is SENCOs **and** Foundation Stage practitioners in private, voluntary and independent settings (PVI)

Early Years and Childcare Services Training and Development Opportunities


The Unique Child (Special Educational Needs)

Course title:	Writing and Implementing Effective Individual Education Plans	Course ref:	19SN		
Course administrator:	Training Administrator, Early Years and Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524.				
Course tutors:	Tutors from the Inclusion Support Service				
Target group:	<ul style="list-style-type: none"> - SENCOs in private, voluntary and independent settings - Early Years practitioners in private, voluntary and independent settings working with children with special educational needs 				
Course level:	Intermediate and Advanced	Group size:	20		
Course information: This is one of the courses that contributes to the SEN Training Certificate					
General	<p>In response to feedback and requests from delegates this course has been extended to a full day session. This will provide increased opportunity to practise and become more confident in writing, implementing and reviewing IEP's.</p> <p>The course aims to provide practitioners with an opportunity:</p> <ul style="list-style-type: none"> • to explore the role of IEPs in supporting children's learning • to develop target setting through task analysis • to share ideas for writing and implementing IEPs 				
Learning outcomes:	<p>By the end of the course participants will have:</p> <ul style="list-style-type: none"> More confidence in meeting the needs of children with SEN through the use of IEPs Strategies for identifying the next steps and for writing IEP targets 				
KEEP outcomes:	<p>Practice in meeting all children's needs, learning styles and interests (K4) Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3) Understanding the individual and diverse ways that children develop and learn(K2)</p>				
LUNCH PROVIDED					
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
19SN	Monday 8 March 2010	1	09.30-15.30	Newstead Miners Welfare, Newstead Village	Please book early




Early Years and Childcare Services Training and Development Opportunities

The Unique Child (Special Educational Needs)

Course title:	Working with Children With Additional Sensory Needs (Visual and Hearing)	Course ref:	30DC		
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7515. Fax: 0115 878 7524.				
Course tutors:	Tutors from the Inclusion Support Service				
Target group:	SENCOs in private, voluntary and independent settings Early Years practitioners with an interest in this area				
Course level:	All levels	Group size:	30		
Course information:	This course is being funded through the Disabled Children's Access to Childcare Project.				
General	<p>This course will contribute to the SEN Training Certificate – (including children with an identified condition) This course aims to give a general introduction to working with children with additional sensory needs in early years settings.</p> <ul style="list-style-type: none"> • Vision is considered to be the main integrating sense and yet there are many young children who have a visual impairment • Are you aware that as many as 1 in 5 children can have a temporary hearing loss at any time? • How do we meet the needs of these children in our settings? • This course will give you some ideas of the things you can do to help them • Explain about where you can find out more information and about what support is available locally to children and their families 				
					
Lunch provided					
Learning outcomes:	By the end of the course participants will have: <ul style="list-style-type: none"> - An increased understanding of how to best support children with additional sensory needs - More confidence in meeting the needs of these children, and of the support available to children and families 				
KEEP outcomes:	Understanding the individual and diverse ways that children develop and learn (K2) Practice in meeting all children's needs, learning styles and interests (K4) Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3)				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
30DC	Monday 15 March 2010	1	09.30-15.30	Edwinstowe House, Edwinstowe	Please book early

Early Years and Childcare Services Training and Development Opportunities

The Unique Child (Special Educational Needs)

Course title:	An Introduction to Early Support in Nottinghamshire		Course ref:	31SN(I)
Course administrator:	Please book through Sheila Widdup by emailing: sheila.widdup@nottscc.gov.uk			
Course tutors:	Early Support Trainer			
Course level:	Introductory	Maximum number:	20	
Target group:	Practitioners who may have a responsibility for working with, assessing and coordinating services for young disabled children with complex needs.			
Course Information: General	<p>Early Support is a national programme designed to improve the way in which agencies work together to meet the needs of young disabled children and their families. In particular, it promotes the development of lead professional and key-worker services. aims to deliver effective, well co-ordinated and integrated support which promotes social inclusion and as far as possible, enables the children and families to live ordinary lives. A range of practical resources for parents and workers is also available.</p> <p>In Nottinghamshire, local authority services have been working in close partnership with health and voluntary sector colleagues to develop the Early Support approach across the county for children aged 0-5 with the most complex additional needs and their families. Together we have developed an Integrated Pathway and developed protocols for identifying lead professionals and key-workers, and a number of children and families are now receiving support in this way. Early Support Champions – usually professional leads-have been identified in all of the key agencies, including Children’s Centres.</p> <p>For further information visit the Early Support website at www.earlysupport.org.uk or contact Angela Clay, Early Support Co-ordinator, Inclusion Support Service, Welbeck House, Darwin Drive, Ollerton, Notts NG22 9FF Tel 01623 520520</p>			
Learning outcomes:	<p>The workshop aims to develop delegates’ understanding of the Early Support approach, provide them with an opportunity to look at the local and national materials and explain how families can access the programme. There will also be an opportunity to ask questions.</p> <p>The training sessions will include aspects of the following:</p> <ul style="list-style-type: none"> - The Role of the Lead Professional - Partnership Working with parents and other agencies - How the Early Support approach works within Nottinghamshire - Organising the Multi-Agency Meeting - The Role of the Key-Worker 			
KEEP outcomes:	<p>Relationships with both children and adults (K1) Work with parents, carers and the wider community (K5) Work with professionals within and beyond the setting (K6) COURSE DATES ARE SHOWN ON THE NEXT PAGE</p>			

Early Years and Childcare Services Training and Development Opportunities

The Unique Child (Special Educational Needs)

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
31SN(I)	Friday 22 January 2010	1	09.30-12.30	Durban House, Eastwood, Nottingham	Please book early
31SN(I)	Tuesday 9 February 2010	1	09.30-12.30	Deincourt Hotel, Newark	
31SN(I)	Thursday 18 March 2010	1	09.30-12.30	The Crossing, Worksop	
31SN(I)	Tuesday 13 April 2010	1	09.30-12.30	Park Hall, ASD Resource Centre, Bestwood	
31SN(I)	Monday 19 April 2010	1	09.30-12.30	The Towers, Mansfield	
31SN(I)	Tuesday 25 May 2010	1	09.30-12.30	The Methodist Church Hall, West Bridgford	
31SN(I)	Wednesday 23 June 2010	1	09.30-12.30	Pleasley Landmark Centre, Pleasley	
31SN(I)	Thursday 8 July 2010	1	09.30-12.30	John Fretwell Centre, Mansfield Woodhouse	


Early Years and Childcare Services Training and Development Opportunities

The Unique Child (Special Educational Needs)

Course title:	Early Support ‘Champion Training’	Course ref:	36SN		
Course administrator:	Please book through Sheila Widdup by emailing: sheila.widdup@nottsc.gov.uk				
Course tutors:	Early Support Trainer				
Target group:	Practitioners who may have a responsibility for working with, assessing and coordinating services for young disabled children with complex needs and also parents and carers.				
Course level:	Introductory	Group size:			
Course information:					
General	The focus of this training is the improvement of services for young disabled children and their families. It aims to enable practitioners and parents to share language, ownership, effective communication and a common vision; and to deliver seamless services inline with the Early Support Principles.				
Learning outcomes:	The course will improve your approach to working in partnership with families and other professionals. It enables you to encompass the principles of Early Support, <i>Together From the Start</i> , and <i>Every Child Matters</i> , and will also support you to develop a reflective approach to partnership practice. We will also explore the Early Support approach within the Nottinghamshire context.				
KEEP outcomes:	Relationships with both children and adults (K1) Work with parents, carers and the wider community (K5) Work with professionals within and beyond the setting (K6)				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
36SN	Wednesdays 10 & 17 March 2010	2	09.30-16.00	National Water Sports Centre, Nottingham	Please book early
36SN	Wednesdays 9 & 16 June 2010	2	09.30-16.00	John Fretwell Centre, Mansfield Woodhouse	

Early Years and Childcare Services Training and Development Opportunities


Inclusion

Course title:	Combined, joint approaches to support the inclusion of children with Autistic Spectrum Disorders	Course ref:	32DC
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7504. Fax: 0115 878 7524.		
Course tutors: Target group:	Tutors from the Inclusion Support Service and Speech and Language Therapy SENCOs in private, voluntary and independent settings Early Years practitioners working with children with special educational needs		
Course level: Course information:	All levels	Group size:	30
General	This course is being funded through the Disabled Children's Access to Childcare Project.		
LUNCH PROVIDED	This course can contribute to the SEN Training Certificate – (including children with an identified condition) This is taken from the training package – 'Combined joint approaches to support the inclusion of children with an Autistic Spectrum Disorder'		
	The course aims to enable participants to develop an understanding of Autistic Spectrum disorders, what this is and how it affects learning. It also considers strategies to promote learning and include young children with an Autistic Spectrum Disorder.		
Learning outcomes:	By the end of the course delegates will have: <ul style="list-style-type: none"> - developed an understanding of the term Autistic Spectrum Disorder - Considered the implications for teaching and learning - Explored a range of practical strategies to include children with Autistic Spectrum Disorder 		
KEEP outcomes:	Understanding the individual and diverse ways that children develop and learn (K2) Practice in meeting all children's needs, learning styles and interests (K4) Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3)		

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
32DC	Thursday 11 February 2010	1	09.30-15.30	Pleasley Landmark Centre, Pleasley, Mansfield	Please book early to secure a place

Early Years and Childcare Services Training and Development Opportunities

Inclusion

Course title:	Raising Awareness of Working with and Supporting Individuals on the Autistic Spectrum	Course ref:	2DC		
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524.				
Course tutors:	Trevor Cotterill, Manager, Initial Training Education, New College Nottingham				
Target group:	Early Years practitioners working with children with special educational needs				
Course level:	All levels	Group size:	30		
Course information:	<p>This course is being funded through the Disabled Children's Access to Childcare Project.</p> <p>General This course looks at issues surrounding individuals who are on the Autistic Spectrum. We will look at the characteristics of autistic spectrum disorder and the main findings of research into its causes. We will examine theories such as the 'triad of impairment' and how they impact upon their behaviour. We will explore the range of impairments and how these are exhibited.</p> <p>LUNCH PROVIDED</p> <div style="display: flex; align-items: center;">  <p>Specific reference will be made to both classic autism and Asperger syndrome. We will explore the implications of autism on the individual and how we can support an individual in their daily life.</p> </div>				
Learning outcomes:	<p>By the end of the course practitioners will have an understanding of:</p> <ul style="list-style-type: none"> - The characteristics of Autistic Spectrum disorder - Myths, debates and causes surrounding Autism - Practical techniques to help support individuals on the Autistic Spectrum 				
KEEP outcomes:	<p>Understanding the individual and diverse ways that children develop and learn (K2) Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3) Practice in meeting all children's needs, learning styles and interests (K4)</p>				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
2DC	Friday 26 February 2010	1	09.30-15.30	Edwinstowe House, Edwinstowe	Please book early to secure a place
2DC	Friday 19 March 2010	1	09.30-15.30	The Turbine, Coach Close, Worksop	

Early Years and Childcare Services Training and Development Opportunities

Inclusion

Course title: Meeting the Needs of the Unique Child by differentiating the curriculum **Course ref:** 60SN(I)

Course administrator: Training Administrator, Early Years and Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP.
Tel: 0115 878 7507. Fax: 0115 878 7524.

Course tutors: Tutors from the Inclusion Support Service

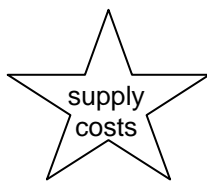
Target group: Early Years Practitioners in non-maintained settings.
This course is for those working with Foundation Stage children with individual needs, in private, voluntary and independent settings.

Course level: All levels **Group size:** 20

Course information: This course can contribute to the SEN Training Certificate

General

This half day course replaces the one day course 'Including children with additional needs'. It is an opportunity to share and discuss strategies to support and include all children in your setting.



Participants will have the opportunity to explore:

- Ways of differentiating the curriculum to support and challenge all children
- How to use staff effectively to support and challenge all children

Learning outcomes:

Participants will:

- Feel more confidence in meeting the needs of all children through the offered curriculum including those with SEN
- Have practical strategies for differentiating the curriculum
- Have a range of practical ideas to take back and use in their setting

KEEP

outcomes:

Practice in meeting all children's needs, learning styles and interests (K4)
Understanding the individual and diverse ways that children develop and learn (K2)
Work with other professionals within and beyond the setting (K6)

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
60SN(I)	Thursday 18 March 2010	1	13.00-15.30	St John Ambulance, Telford Drive, Newark	Please book early

Early Years and Childcare Services Training and Development Opportunities

Inclusion

Course title:	Including Children with Down Syndrome	Course ref:	23DC		
Course administrator:	Training Administrator Early Years and Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524.				
Course tutor/leader:	Inclusion Support Service				
Target group:	SENCOs Any practitioners for whom this would be useful in their work				
Course level:	Basic	Group size:	30		
Course information:	This course is being funded through the Disabled Children's Access to Childcare Project.				
Course aims:	To enable staff to update their knowledge of caring for a child with Down Syndrome in an early years setting				
Learning outcomes:	<ul style="list-style-type: none"> - Increased knowledge of Down Syndrome - A bank of practical ideas and strategies that support the inclusion of a child with Down Syndrome in an early years setting 				
KEEP outcomes:	Understanding the individual and diverse ways that children develop and learn (K2) Practice in meeting all children's needs, learning styles and interests (K4)				
Delegate feedback:	<i>'I have really enjoyed this course. It has given me a great insight into working with child/ren with Down Syndrome. Thank you. Well done'.</i>				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
23DC	Monday 1 March 2010	1	13.00-15.30	The Well Retford Baptist Church, Retford	Please book early to secure a place


Early Years and Childcare Services Training and Development Opportunities

Inclusion

Course title:	Promoting Equality of Opportunity	Course ref:	PEO(I)		
Course administrator:	Julie Maltby, Pre-school Learning Alliance, 9 Musters Road, West Bridgford, Nottingham, NG2 7PP. Tel: 0115 982 5346. Fax: 0115 982 2385.				
Course tutors:	Pre-school Learning Alliance tutor.				
Target group:	Anyone working in childcare settings, including childminders				
Course level	All levels	Group size:	20		
Course information:					
General:	This 5 hour training course focuses on ways to create an inclusive, positive and nurturing environment in the setting to meet the needs of all children and adults.				
Course aims:	<p><i>To explore the effects of prejudice and discrimination in society.</i></p> <p>To provide examples of how inclusion can be integrated throughout the entire curriculum.</p>				
Learning outcomes:	<p>By the end of the course participants will be able to:</p> <ul style="list-style-type: none"> • Identify why Equality of Opportunity is important • Identify factors which contribute to ensuring equality of opportunity in today's society • Define the role which you can play in promoting equality of opportunity 				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
PEO/4(I)	Thursday 4 February 2010	1	09.30-15.30	Arnold Town Football Club, Arnold	Please book early
PEO/18(I)	Thursdays 18 & 25 March 2010	2	18.45-21.15	St George's Centre, Netherfield	

Early Years and Childcare Services Training and Development Opportunities

Inclusion

Course title:	Creating a Successful Partnership with Parents	Course ref:	68FS(I)		
Course administrator:	Training Administrator, Early Years and Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7515. Fax: 0115 878 7524.				
Course tutors:	Early Years Specialist Teachers (PVI)				
Target group:	Practitioners, working with children up to five years old, in any setting (Teachers are welcome to attend but should recognise that this course is focussed on meeting the needs of a wide range of practitioners).				
Course level:	All levels	Group size:	20		
Course information:	This is one of the courses that contributes to the SEN Training Certificate				
General	This course will look at the skills involved when communicating with parents, looking in particular at introducing and sharing sensitive issues and information.				
	N.B. This course does not deal with child protection issues.				
	The course aims to help participants to: <ul style="list-style-type: none"> • Explore the skills needed to develop supportive and effective relationships with parents • Look at ways of becoming a good listener • Explore ways of sharing a wide range of sensitive issues with parents 				
Learning outcomes:	By the end of the course, participants should have greater confidence and understanding of how to: <ul style="list-style-type: none"> • Approach and communicate with parents • Develop supportive and effective partnership with parents • Deal with confidential issues 				
KEEP outcomes:	Work with parents, carers and the wider community (K5) Relationships with both children and adults (K1)				
Delegate feedback:	<i>"A very informative course. I enjoyed the way it was led and will definitely recommend it".</i>				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
68FS(I)	Monday 22 March 2010	1	13.00-15.30	St George's Centre, Netherfield	Please book early


Early Years and Childcare Services Training and Development Opportunities

Inclusion

Course title:	Just Because the Law Says So Nottinghamshire Playwork Inclusion Training	Course ref:	JBTLSS	
Course administrator:	Training Administrator, Nottinghamshire Playwork Training Centre, Unit 1, Stephenson Court, Off Stephenson Way, Newark, Notts NG24 2TQ. Tel: 01636 593940. Fax: 01636 593938.			
Course tutors:	KIDS Training Services			
Target audience:	All Childcare Workers			
Course information:	<p>A 3 hour seminar aimed principally at SENCOs, early years and pre-school workers. With small adaptations it can also be delivered to staff working with older children and young people.</p> <p>The Disability Discrimination Act (DDA), with its amendments through the Special Educational Needs and Disability Act (SENDA), has placed new responsibilities on early years providers to include disabled children in their settings.</p> <p>This seminar outlines these legal requirements within a wider context – that welcoming disabled children can be fun, beneficial for everyone and is a foundation of good general practice.</p>			
Course Content:	<p>The course objectives:</p> <ul style="list-style-type: none"> • To familiarise participants with their legal responsibilities towards including disabled children and to encourage settings to see such inclusion as an opportunity to develop general good practice rather than as an unwelcome imposition • To explore existing attitudes to disability and inclusion • To appreciate the difference between the social and medical models of disability • To reinforce the importance of meeting each child's needs • To understand the requirements of the Disability Discrimination Act and the Special Educational Needs and Disability Act • To feel confident in making necessary changes as a development of existing good practice 			
Course Ref.	Start date	No. of sessions	Time	Venue
JBTLSS	Thursday 28 January 2010	1	09.00-13.00	Holy Trinity Community Centre, Newark
JBTLSS	Tuesday 9 February 2010	1	09.00-13.00	Rushcliffe Arena, West Bridgford

Early Years and Childcare Services Training and Development Opportunities


Positive Relationships

Course title:	Supporting Transition and Learning Through An Effective Key Person System	Course ref: 110FS
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7504. Fax: 0115 878 7524.	
Course tutors:	Early Years Specialist Teachers (PVI)	
Target group:	Practitioners working with children 0 – 5 years, in private, voluntary and independent settings and teaching assistants in schools.	
Course level:	All levels	Group size: 30
Course information:		
General:	<p>This was previously a half-day course, which has been extended to a full day to reflect the emphasis put on the Key Person in the EYFS and the high priority given to supporting children's transitions.</p> <p>During the day we will look at good practice for times of transition. This includes:</p> <ol style="list-style-type: none"> 1. Introducing a child and their carers to your setting 2. Supporting children through different stages within the setting 3. Supporting children as they move between settings <p>We will also explore the role of the key person and the principles of good practice in implementing an effective key person system. We will look at attachment theory and how the key person supports children's emotional development, especially through periods of transition. Practitioners will have the opportunity to explore the role of the key person in their own settings.</p>	
		
Learning outcomes:	<p>The participants will:</p> <ul style="list-style-type: none"> - Understand the importance of effective transition procedures - Understand the role of a key person in supporting the needs of individual children - Feel more confident in undertaking the role of a key person in their setting - Appreciate the importance of effective communication with children, parents/carers, colleagues and other professionals 	
KEEP outcomes:	<p>Relationships with both children and adults (K1) Understanding of the individual and diverse ways that children develop and learn (K2) Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3) Practice in meeting all children's needs, learning styles and interests (K4) Work with parents, carers and the wider community (K5) Work with other professionals within and beyond the setting' (K6)</p>	
LUNCH PROVIDED		

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
110FS	Wednesday 13 January 2010	1	09.30-15.30	Newark Beacon, Beacon Hill Office Park, Newark	Please book early
110FS	Thursday 21 January 2010	1	09.30-15.30	The Beeches Hotel, West Bridgford	

Early Years and Childcare Services Training and Development Opportunities

Positive Relationships

Course title:	Tuning into Children - 'Listening to Young Children'	Course ref	6FS		
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham NG2 7QP Tel: 0115 878 7515. Fax: 0115 878 7524				
Course tutors:	Early Years Specialist Teachers (PVI)				
Target group:	Practitioners, working with children up to five years old, in any setting (<i>Teachers are welcome to attend but should recognise that this course is focussed on meeting the needs of a wide range of practitioners.</i>)				
Course level:	Basic and intermediate	Group size:	25		
Course information: General	This course follows local work on the national initiative: ' Listening to Young Children ' and will link this to the themes of EYFS, particularly that of the Unique Child.				
	The course will raise practitioners' awareness of the importance of 'tuning in to children' and taking their thoughts, ideas and feelings into account. The course will give participants an opportunity to reflect on their practice, with a view to incorporating 'tuning in' into their normal daily routine.				
Learning outcomes:	By the end of the session, participants will have: <ul style="list-style-type: none"> • raised awareness of the value of listening to children • examples of good practice from the pilot project • opportunities to reflect on and consider ways of moving forward with tuning in to children' 				
KEEP outcomes:	Relationships with both children and adults (K1) Practice in meeting all children's needs, learning styles and interests (K4)				
Delegate feedback:	<i>"It has made me feel able to go away and have a go at anything."</i> <i>"This course has helped me to recognise the importance of listening and valuing what children have to say."</i>				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
6FS	Thursday 11 February 2010	1	09.30-12.00	Arnold Town Football Club, Eagle Valley, Arnold	Please book early

Early Years and Childcare Services Training and Development Opportunities

Positive Relationships

Course title:	Assertiveness & Confidence	Course ref:	57TD		
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524.				
Course tutors:	Richard Warr, Organisational Development Officer for Nottinghamshire County Council, covering management, leadership, personal development and bespoke learning and development training for business performance, personal and organisational change.				
Target group:	Those working in early years and childcare that would welcome the opportunity to develop their level of confidence and assertiveness skills.				
Course level:	Basic	Group size:	16		
Course information:					
General	Working in early years and childcare often requires us to deal with situations where it is critical that we are both assertive and confident. It could be linked to a safeguarding issue or discussing a difficult issue with a member of staff or parent/carer. This course will allow delegates the opportunity to explore and gain an understanding of how emotions, motivations and relationships can influence our behaviour and that of others. In addition, delegates will develop the skills needed to be assertive and look, sound and feel confident.				
Learning outcomes:	By the end of the course participants will have a: Knowledge and understanding of their own behaviour and a recognition of feelings and how they can impact in different situations				
LUNCH PROVIDED					
KEEP outcomes:	Relationships with both children and adults (K1) Work with parents, carers and the wider community (K5) Work with other professionals within and beyond the setting (K6)				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
57TD	Friday 5 February 2010	1	09.30-15.30	Springwater Golf Course, Calverton	Please book early

Early Years and Childcare Services Training and Development Opportunities

Positive Relationships

Course title:	Time for Dads	Course ref:	TD		
Course administrator:	Julie Maltby, Pre-School Learning Alliance, 9 Musters Road, West Bridgford, Nottingham, NG2 7PP. Tel: 0115 982 5346. Fax: 0115 982 2385.				
Course tutors:	Pre-school Learning Alliance tutor				
Target group:	For anyone working in childcare settings; children's centres and childminders				
Course level:	Introductory	Group size:	20		
Course information:	This 3 hour workshop supports practitioners and volunteers to understand the importance of engaging fathers (including all male carers) in their children's learning and development to identify and reflect on the barriers that may prevent fathers and other male carers from getting involved in early year's settings and to develop strategies to increase their participation.				
General					
Course aims:	To help participants develop the confidence, skills, knowledge and understanding to enable their own setting and the practitioners they work with, to engage effectively with fathers.				
Learning outcomes:	<ul style="list-style-type: none"> - Recognise the benefits of working effectively with fathers - Identify common barriers to engaging fathers - Understand strategies to enable effective work with fathers - Recognise underpinning frameworks for work with fathers 				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
TD/26	Friday 26 February 2010	1	09.30-12.30	Cotgrave Futures, Candleby Lane, Cotgrave	Please book early


Early Years and Childcare Services Training and Development Opportunities

Positive Relationships

Course title:	Community Cohesion for Early Years	Course ref: 168FS			
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524.				
Course tutors:	Alex Kosogorin				
Target group:	Foundation Stage Practitioners				
Course level:	All levels	Group size: 30			
Course information: This course will include ideas on how to develop practical classroom activities and a whole school/setting Community Cohesion strategy, including providing evidence for Ofsted through the SEF, in order to help Early Years practitioners foster in young children positive attitudes towards difference.					
Learning outcomes: By the end of the course participants will have gained:					
	<ul style="list-style-type: none"> practical ideas to respond to the new duty to promote community cohesion access to an action plan to build a whole-school/setting strategy an increased awareness and understanding of Community Cohesion issues throughout the EYFS knowledge, skills and confidence to plan, teach and measure progress towards the Foundation Stage Profile Statements related to culture and beliefs the opportunity to trial appropriate activities and resources that challenge children's thinking and help them to embrace differences in gender, ethnicity, religion, special educational needs and disabilities; 				
Lunch provided					
KEEP outcomes:	Relationships with both children and adults (K1) Understanding of the individual and diverse ways that children develop and learn (K2) Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3) Practice in meeting all children's needs, learning styles and interests (K4) Work with parents, carers and the wider community (K5)				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
168FS	Tuesday 23 February 2010	1	09.30-15.30	The Embankment Club, Trent Bridge, Nottingham	Please book early

Early Years and Childcare Services Training and Development Opportunities

Enabling Environments (Observation, Assessment and Planning)

Course title:	Using Observation Effectively To Assess Children's Progress	Course ref: 39FS
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7510. Fax: 0115 878 7524.	
Course tutors:	Early Years Specialist Teachers (PVI)	
Target group:	EYFS practitioners working in private, voluntary and independent settings and teaching assistants. <i>(Teachers in schools are welcome to attend but should recognise that this course is not focussed on the particular needs of teachers).</i>	
Course level:	All levels	Group size: 30
Course information:	The statutory framework for the Early Years Foundation Stage requires that practitioners use observation to assess and plan for children. This course looks at the skills involved in observing young children and babies and at how observation is central to working effectively with children. It will look at ways to observe and how to use these to plan the next steps for children.	
General	<div style="display: flex; align-items: center;">  <p>By the end of the course the participants should:</p> <ul style="list-style-type: none"> - Be aware of the statutory requirements concerning observation - Have an increased understanding of the purpose of observation - Have increased confidence in using findings from observation in assessing and planning for the next stage in children's learning </div>	
Learning outcomes:		
KEEP outcomes:	Practice in meeting all children's needs, learning styles and interests (K4) Understanding of the individual and diverse ways that children develop and learn (K2) Work with other professionals within and beyond the setting (K6)	

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
39FS	Tuesday 12 January 2010	1	09.30-12.00	Highfields Fire Station, Beeston	Please book early
39FS	Wednesday 20 January 2010		09.30-12.00	The Summit Centre, Kirkby-in-Ashfield	
39FS	Tuesday 9 March 2010	1	09.30-12.00	Edwinstowe House, Edwinstowe	

Early Years and Childcare Services Training and Development Opportunities

Enabling Environments (The Learning Environment)

Course title: **Enabling Environments; A Place to Play, A Place to Learn** Course ref **162FS**

Course administrator: Training Administrator Early Years & Childcare Team,
Nottinghamshire County Council, Children and Young People's Services,
County Hall, West Bridgford, Nottingham NG2 7QP
Tel: 0115 878 7515. Fax: 0115 878 7524

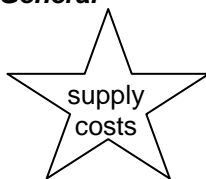
Course tutors: Early Years Specialist Teachers (PVI)

Target group: Early Years practitioners in private and voluntary settings working with children from birth to 5 years

Course level: Intermediate and advanced **Group size:** 30
e.g. room leaders

Course information:

General



This 2 session course will look at the Early Years Foundation Stage theme that an enabling environment plays a key role in children's learning and development. It will encourage reflection on existing environments and explore ways of enhancing opportunities for children to learn through play in active and creative ways. There is an expectation that practitioners will attend both sessions and undertake a short reflective task.

Learning outcomes:

- By the end of the course participants will have:
- Increased knowledge of how children learn in the early years and the role that an enabling environment plays in this learning
 - Increase awareness of how to provide an enabling environment (practical ideas)
 - Increased understanding of the key elements of continuous provision and of how to encourage independent learning
 - Increased ability to put the requirements of the EYFS into practice

KEEP outcomes:

Practice in meeting all children's needs, learning styles and interests (K4)
Understanding of the individual and diverse ways that children learn (K2)
Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3)

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
162FS	Tuesday 2 March 2010 & Tuesday 23 March 2010 Please only apply if you are able to attend both dates	2	09.30-12.00	The Beeches Hotel, West Bridgford	Please book early

Early Years and Childcare Services Training and Development Opportunities

Enabling Environments (The Wider Context)

Buddying Opportunities

- ❖ The buddying project has been funded by the DCSF to promote better outcomes for children through partnership between all practitioners working with children under 5 and their families:

- Schools – Teachers and teaching assistants
- Early years PVI settings
- Children's Centres
- Speech and Language Therapists
- Childminders ...

What am I good at?

What do I need to develop?

- ❖ In Nottinghamshire, this means that visits to other settings will have a clear focus; practitioners can step outside their workplace and learn from other early years workers, crossing boundaries between LA, PVI and NHS; and practitioners will be able to identify their own learning priorities leading to more effective embedding of training around the themes of:

- Developing leadership practice and whole setting quality
- Understanding children's needs and progression
- Support for delivery of effective EYFS practice
- Working to support parents as partners in their children's learning
- Support for assessing children's progress

Social and Emotional Aspects of Development

- ❖ There is a project team consisting of representatives from across the agencies who are available to support with applications, evaluations and any other aspect or issue arising from the project – to get in touch with us you can email the project manager, Janet Lang – janet.lang@nottscc.gov.uk. or ring on 01623 404 347

Early Years Foundation Stage

Foundation Stage Unit

Parents as Partners in Early Learning

Early Years and Childcare Services Training and Development Opportunities

Enabling Environments (The Wider Context)

Transition -
Ready for
School;
F2 to Y1

SENCO
and
Inclusion

Ethnicity
Culture and
Achievement

- ❖ You can get involved by:
 - Being nominated as a host in order to share an aspect of your practice that you are particularly proud of - your manager or head teacher will need to be part of this
 - Being a buddy, and using your setting self evaluation or delivery plan to identify an area you would like to focus on through seeing good practice in another setting.

- ❖ To apply to be part of the project, simply fill in an application form or email Janet Lang for an electronic copy or ring her on 01623 404 347. We will then contact you when we have found a suitable buddy or host. If you know who you would like to buddy with, then you will both need to apply to the project for approval and funding, otherwise we will find a buddy or host for you.

- ❖ Funding is available for both the host and the buddy, to provide cover for visits or project development time – payments are based on those in the TADO, and the funding will be released when your evaluation has been received.


Building
Active
Minds

Forest
School
and
Outdoors

Every Child a
Talker

Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Active Learning)

Course title:	Developing the Thinking Skills of Children Aged 0-5 Years	Course ref: 169FS
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524.	
Course tutors:	Early Years Specialist Teachers (PVI)	
Target group:	Practitioners working with children 0 – 5 years.	
Course level:	Intermediate level	
Course information:		Group size: 30
General:	"Children are competent learners from birth" (EYFS 2008). This course will help you to foster children's problem solving and thinking skills to enable them to reach their full learning potential.	
Lunch provided		
Learning outcomes:	By the end of the course practitioners will have an understanding of: <ul style="list-style-type: none"> How babies, toddlers and young children develop their thinking skills The links between language, thinking and learning Different types of thinking and how practitioners can foster these How to develop an effective climate for sustained, shared thinking 	
KEEP outcomes:	Relationships with both children and adults (K1) Understanding of the individual and diverse ways that children develop and learn (K2)	
LUNCH PROVIDED	Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3) Practice in meeting all children's needs, learning styles and interests (K4)	

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
169FS	Thursday 28 January 2010	1	09.30-15.30	The Beeches Hotel, West Bridgford	Please book early
169FS	Thursday 25 February 2010	1	09.30-15.30	The Turbine, Worksop	

Early Years and Childcare Services Training and Development Opportunities


Learning and Development (Active Learning)

Course title:	Coming to our senses : Sensory integration and the sedentary child.	Course ref:	173FS
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524.		
Course tutors:	Elaine Cowley – Developmental Movement Practitioner Paul Young – Movement Coach		
Target group:	Early Years Foundation Stage Practitioners		
Course level:	All levels	Group size:	35
Course information:	Please wear loose comfortable clothing.		
General	This course looks at <i>sensory integration</i> – how we use all <i>seven</i> of our senses together as a system, with each one affecting the other. We will see how the brain processes information about our body's position and how we are moving. These forgotten senses have long been excluded from the major grouping of five. This course will explain how these movement senses are the foundation for sensory integration and how, as children move and play less and less ALL senses begin to decline, along with the ability to pay attention. The result of sensory <i>dis</i> -integration? Disorganised kids, struggling to make sense of the world.		
Learning outcomes:	By the end of the course practitioners will have an understanding of: <ul style="list-style-type: none"> • The seven senses children use to make sense of themselves and the world around them • Sensory integration – a landmark stage in a child's development. • How sensory integration is in jeopardy due the modern sedentary lifestyle of young children • Games, exercises and dances to improve sensory integration. 		
LUNCH PROVIDED			
KEEP outcomes:	Understanding of the individual and diverse ways that children develop and learn (K2) Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3) Practice in meeting all children's needs, learning styles and interests (K4)		

Course Ref.	Start date	No of sessions	Time	Venue	Closing date
173FS	Friday 26 March 2010	1	09.30-15.30	The Towers, Mansfield	Please book early


Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Active Learning)

Course title:	Write On! – developing the motor skills for mark making and early handwriting	Course ref:	174FS		
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524.				
Course tutors:	Elaine Cowley – Developmental Movement Practitioner Paul Young – Movement Coach				
Target group:	Early Years Foundation Stage Practitioners		Group size: 35		
Course level:	All levels				
Course information:	Please wear loose comfortable clothing.				
General	<p>This course will look at how the skill of sitting still in a chair and holding and controlling a pencil develops. We will look at the motor skills that need to be in place <i>before</i> a child can achieve this advanced skill and how movement play prepares the body for handwriting at the appropriate age.</p> <p>We will look at the basic development of the hands and fingers and at skills such as controlling the head, hand eye coordination, knowledge of direction and its importance to letter formation.</p>				
Learning outcomes:	<p>By the end of the course practitioners will have an understanding of:</p> <ul style="list-style-type: none"> • How good motor development in infancy prepares the child for handwriting • To understand how the brain needs to automatise movement before the child moves onto the advanced skills such as imaginative writing and comprehension • To learn a range of activities and exercises that help children move on to mark making in the early years 				
LUNCH PROVIDED					
KEEP outcomes:	<p>Understanding of the individual and diverse ways that children develop and learn (K2) Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3) Practice in meeting all children's needs, learning styles and interests (K4)</p>				
Course Ref.	Start date	No of sessions	Time	Venue	Closing date
174FS	Friday 12 February 2010	1	09.30-15.30	National Water Sports Centre, Holme Pierrepont, Nottingham	Please book early

Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Active Learning)

Course title:	Taking the Use of the Interactive Whiteboard in the Foundation Stage a step further	Course ref:	175FS		
Course administrator:	Training Administrator, Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524				
Course tutor/leader:	Liz Kitts	Maximum number:	20		
Course Level:	Intermediate				
Target group:	Foundation Stage Practitioners in maintained settings Delegates should have a good understanding of the basic tools of Smartnotebook 10 to access this course.				
Course information:					
General	 <p>An Interactive Whiteboard has the potential to enrich learning and teaching across the early years curriculum. This one day course is intended as an extension course to the previously held practical introduction to using the Smart Interactive Whiteboard in the Foundation Stage. The course will extend delegates understanding of how the Interactive Whiteboard can enhance learning in the Foundation Stage.</p>				
Learning outcomes:	<p>By the end of the course delegates will have developed an understanding of:</p> <ul style="list-style-type: none"> • How basic techniques may be used to create a range of activities • Some of the advanced features of Smartboard software and how this may be used to support learning 				
LUNCH PROVIDED	<p>This course will focus on the use of Smartboards.</p> <p>Delegates should have a good understanding of the basic tools of Smartnotebook 10 to access this course.</p>				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
175FS	Monday 1 February 2010	1	09.30 -15.30	Edwinstowe House, Edwinstowe	Please book early

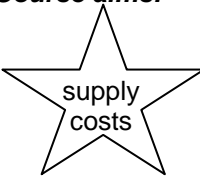
Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Personal, Social and Emotional Development)

Course title:	Personal, Social and Emotional Development – Birth to Five	Course ref:	127FS		
Course administrator:	Training Administrator, Early Years Training Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524.				
Course tutor/leader:	Chris Merrick, Early Years trainer and consultant				
Course Level:	All levels	Maximum number:	30		
Target group:	All Early Years Practitioners				
Course information:					
General	<p>This course uses the Surestart PSE materials and will cover five domains of early personal, social and emotional development and learning.</p> <ul style="list-style-type: none"> • Being Social • Being close • Being me • Having feelings • Having Friends and Relationships <p>In addition we will look at the development of positive attitudes and dispositions and how practitioners can support children's learning and development in these areas in their setting.</p>				
Learning outcomes:	<p><u>Linked to Early Years Foundation Stage – Areas of Learning and Development</u></p> <ul style="list-style-type: none"> • Improving your understanding and knowledge of the personal, social and emotional aspects of young children's development and learning. • Encouraging reflective practice that effectively promotes and improves the personal, social and emotional aspects of young children's development and learning. • Be able to provide an appropriate environment to promote personal, social and emotional development and learning. 				
LUNCH PROVIDED					
KEEP outcomes:	<ul style="list-style-type: none"> • Practitioners continually improve their practice in meeting all children's needs, learning styles and interests; • Practitioners continuously improve their knowledge and understanding in order to support actively and extend children's learning in and across all areas and aspects of learning. 				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
127FS	Thursday 11 February 2010	1	09.00-15.30	Edwinstowe House, Edwinstowe	Please book early

Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Personal, Social and Emotional Development)

Course title:	Social Emotional Aspects of Development (S.E.A.D.)	Course ref	170FS		
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham NG2 7QP Tel: 0115 878 7504. Fax: 0115 878 7524				
Course tutors:	Early Years Specialist Teachers (PVI)				
Target group:	Practitioners working with children aged 0-5 years in ALL settings. <i>(This course is for those practitioners who were unable to attend the S.E.A.D. conferences).</i>				
Course level:	Intermediate and advanced	Group size:	30		
Course information:					
General	To familiarise participants with the National Strategies S.E.A.D. publication, produced by the Department for Children, Schools and Families (DCSF) <i>(10-2008 Ref: 00707-2008BKT-EN Tel: 0845 6022260)</i>				
Course aims:	To understand the role of the adult in supporting children's social and emotional well being To deepen practitioners knowledge and understanding of children's social and emotional development				
	By the end of the course participants will have:				
	An understanding of the S.E.A.D. book and how it links to the E.Y.F.S. A clearer focus on improving the outcomes for children's Personal, Social and Emotional Development An appreciation of the importance of working in an effective team to meet children's personal, social and emotional needs.				
Learning outcomes:	An appreciation of the importance of working in an effective team to meet children's personal, social and emotional needs.				
KEEP outcomes:	Relationships with both children and adults (K1) Understanding of the individual and diverse ways that children learn (K2) Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3) Practice in meeting all children's needs, learning styles and interests (K4) Work with parents, carers and the wider community (K5) Work with other professionals within and beyond the setting (K6)				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
170FS	Monday 15 March 2010	1	09.30-12.00	Edwinstowe House, Edwinstowe	Please book early

Early Years and Childcare Services Training and Development Opportunities


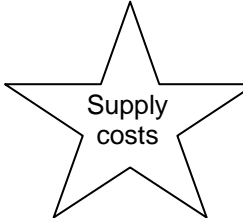
Learning and Development (Personal, Social and Emotional Development)

Course title:	The Social Child - Promoting Positive Behaviour	Course ref:	SC
Course administrator:	Julie Maltby, Pre-school Learning Alliance, 9 Musters Road, West Bridgford, Nottingham, NG2 7PP. Tel: 0115 982 5346. Fax: 0115 982 2385.		
Course tutor/leader:	Pre-school Learning Alliance Tutor.		
Target group:	Practitioners working in early years settings who wish to develop strategies for behaviour management.		
Course level:	Basic and Intermediate	Group size:	20
Course information:			
General:	This 6 hour course provides understanding and knowledge of the behaviour of pre-school children and investigates the factors that affect young children's behaviour.		
Course aims:	To help everyone working in settings to create an environment in which children can develop self-discipline and self-esteem and to understand the importance of encouraging and rewarding positive behaviour.		
Learning outcomes:	<p>By the end of the course participants will be able to:</p> <ul style="list-style-type: none"> - Understand children's behaviour in relation to their ages and stages of development and their understanding of the world - Recognise that it is the behaviour that is unacceptable and not the child - Respond to children's behaviour and how to help to promote positive behaviour - Develop and implement a behaviour management policy - Identify how behaviour links to the EYFS principles 		
	This course contains underpinning knowledge relating to NVQ Level 3 CCLD.		
KEEP outcomes:	Understanding the individual and diverse ways that children develop and learn (K2) Practice in meeting all children's needs, learning styles and interests (K4)		

Course Ref.	Start date	No. of sessions	Time	Venue
SC/14	Wednesdays 3 & 10 February 2010	2	09.30-12.30	Holy Trinity Community Centre, Newark
SC/4	Thursdays 4 & 11 March 2010	2	18.30-21.30	Pleasley Landmark Centre, Pleasley, Mansfield

Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Personal, Social and Emotional Development)

Course title:		 Self Esteem for Early Years Practitioners Promoting Emotional Health and Well being		Course ref: 8FS	
Course administrator:		Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Education Department, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7507. Fax: 0115 878 7524.			
Course tutor/leader:		A tutor from 'Jenny Mosley Consultancies – releasing excellence through building self-esteem'			
Target group:		Foundation Stage teachers, teaching assistants, and managers and practitioners working with Foundation Stage children in any setting.			
Course level:		Basic, Intermediate and Advanced		Group size: 30	
Course information:					
General		<p>Please note: The course will focus primarily on the self esteem and emotional literacy of YOU AS PRACTITIONERS.</p> <p>This course uses the Quality Circle Time Model. This model combines a range of ideas to promote positive behaviour, emotional literacy and enhance motivation. It is based on the idea of the need to value and respect others in a setting; emphasis is placed on the need for individuals to first value themselves in order to value others. The course aims to support all staff to feel more positive and confident in creating a dynamic ethos for all to learn, achieve and celebrate in.</p>			
LUNCH PROVIDED					
Learning outcomes:		Participants will learn more about how to: <ul style="list-style-type: none"> - develop a democratic and caring setting that meets universal human needs - understand the links between self-esteem and positive and negative behaviour - foster a sense of joy in teaching and learning 			
KEEP outcomes:		Relationships with both children and adults (K1) Understanding of the individual and diverse ways that children develop and learn (K2)			
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
8FS	Tuesday 2 February 2010	1	09.30-15.30	Newstead Miners Welfare, Newstead Village	Please book early

Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Communication, Language and Literacy)

Course title:	Supporting Children with English as an Additional Language (EAL) Skills	Course ref:	1CLL		
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7504. Fax: 0115 878 7524.				
Course tutors:	Nottinghamshire Ethnicity, Culture and Achievement Service Consultants				
Course level:	All levels	Maximum number:	20		
Target group:	Workers in Private, Voluntary and Independent settings including childminders and teachers and teaching assistants in schools.				
General	Nottinghamshire has an increasing number of international new arrivals in our settings. Often practitioners are meeting the needs of children with EAL skills for the first time. This course will equip you with the understanding and knowledge you need to support children with EAL skills.				
LUNCH PROVIDED					
Learning outcomes:	<p>The course aims to raise your awareness of bilingualism; help you prepare for new arrivals; share strategies to enable you to support children with EAL skills; provide you with an audit which will assist you in completing your SEF; develop your confidence in using children's first languages in your setting, and working closely with families. Resources will be shared and discussed.</p> <p>There will be ample opportunity for you to discuss the needs of children in your setting.</p>				
KEEP outcomes:	<p>Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3) Understanding the individual and diverse ways that children develop and learn (K2) Practice in meeting all children's needs, learning styles and interests (K4) Work with parents, carers and the wider community (K5)</p>				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
1CLL	Tuesday 2 March 2010	1	09.30-15.30	Pleasley Landmark Centre, Pleasley	Please book early to avoid disappointment

Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Communication, Language and Literacy)

Course title:	Polish for Beginners	Course ref:	9CLL		
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7515. Fax: 0115 878 7524.				
Course tutors:	Nottinghamshire County Council Specialist Team				
Course level:	All levels	Maximum number:	20		
Target group:	Practitioners who have an interest or specific need to communicate more effectively with Polish children and their families and who have previously attended the Polish up your Polish pronunciation course.				
General	This course aims to enable delegates who have already learned about the Polish alphabet and Polish pronunciation to progress on to learn some of the basics of Polish grammar.				
Learning outcomes:	<p>This half day course is delivered by a native English speaker who, having spent a number of years living and working in Poland, fully understands the difficulties perceived by the English speaker confronted with Polish for the first time.</p> <p>By the end of the session participants will be able to:</p> <ul style="list-style-type: none"> ➤ Distinguish masculine/feminine/neuter nouns ➤ Understand some of the uses of cases in Polish grammar ➤ Use & form basic plurals ➤ Conjugate the verbs 'to be' and 'to have' ➤ Construct some simple sentences 				
KEEP outcomes:	<p>Relationships with both children and adults (K1) Practice meeting all children's needs, learning styles and interests (K4) Work with parents, carers and the wider community (K5)</p>				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
9CLL	Friday 19 March 2010	1	09.30-12.30	South Forest Leisure Centre, Edwinstowe	Please book early to avoid disappointment

Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Communication, Language and Literacy)

Course title: Fun with Sounds **Course ref:** 45CLL

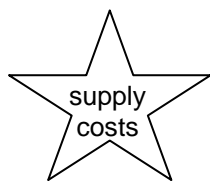
(N.B. This is NOT a music course)

Course administrator: Training Administrator Early Years & Childcare Team,
Nottinghamshire County Council, Children and Young People's Services,
County Hall, West Bridgford, Nottingham, NG2 7QP.
Tel: 0115 878 7510. Fax: 0115 878 7524.

Course tutors: Early Years Specialist Teachers (PVI)
Target group: Foundation Stage practitioners working with 2, 3 and 4 year olds in private,
voluntary and independent settings and teaching assistants. *(Teachers in schools are welcome to attend but should recognise that this course is not focussed on the particular needs of teachers).*

Course level: All levels **Group size:** 30

Course information:
General



This practical half-day course will look at how young children's awareness of sounds can be developed through enjoyable and active experiences involving rhyme, rhythm, beat and movement. It will introduce 'Playing with Sounds' from the Primary National Strategy and further explore the Linking sounds to letters aspect of the Literacy Activities in the Foundation Stage. The course reflects the findings of the Rose Review that discriminating sounds is an important skill for later reading success. We will look at practical, fun ideas to support this learning. Be prepared to join in! **N.B. This is NOT a music course**

Learning outcomes:

By the end of the course participants will have:

- A greater awareness of the part that rhyme, rhythm, beat and movement play in developing children's early phonic development and their ability to discriminate between sounds
- An increased understanding of how phonic awareness supports the process of learning to read
- An increased confidence and ability to ensure that children are ready to learn letter sounds and achieve reading success in the future
- An understanding of how to involve parents in their children's future

KEEP outcomes:

Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3)
Practice in meeting all children's needs, learning styles and interests (K4)
Understanding of the individual and diverse ways that children develop and learn (K2)
Work with parents, carers and the wider community (K5)

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
45CLL	Monday 22 February 2010	1	13.00-15.30	The Summit Centre, Kirkby-in-Ashfield	Book early

Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Communication, Language and Literacy)

Course title:	The Journey to Reading and Writing – Supporting Children 0-5 Years		Course ref:	5CLL	
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7515. Fax: 0115 878 7524.				
Course tutors:	Early Years Specialist Teachers (PVI)				
Target group:	Practitioners working with children aged 0- 5 years. <i>Teachers are welcome to attend but should recognise that the course does not focus on the delivery of a structured literacy programme.</i>				
Course level:	Intermediate		Group size:	30	
Course information:	General				
	Children start to develop the skills to become readers and writers from the early months of life.				
	This full day course will help you to understand the skills children need to become literate and how to recognise, value and support this process.				
	We will explore the following aspects of Communication, Language and Literacy in the Early Years Foundation Stage for babies, toddlers and pre-school children:				
	<ul style="list-style-type: none"> • Linking Sounds and Letters • Reading • Writing • Handwriting • An increased understanding of and ability to support children's early reading and writing skills. • Practical ideas for developing a literate environment. • The link between fine motor development and hand writing skills. • An awareness of the DCSF National Strategies' for Letters and Sounds and Mark Making Matters. 				
Learning outcomes:					
KEEP outcomes:	Understanding of the individual and diverse ways that children develop and learn (K2) Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3) Practice in meeting all children's needs, learning styles and interests (K4) Work with parents, carers and the wider community (K5)				
LUNCH PROVIDED					
supply costs					
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
5CLL	Thursday 4 February 2010	1	09.30-15.30	Newark Beacon, Beacon Hill Office Park, Newark	Please book early
5CLL	Tuesday 16 March 2010	1	09.30-15.30	The Summit Centre, Kirkby-in-Ashfield	


Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Communication, Language and Literacy)

Course title:	Making a Book	Course ref:	MB
Course administrator:	Julie Maltby, Pre-school Learning Alliance, 9 Musters Road, West Bridgford, Nottingham, NG2 7PP. Tel: 0115 982 5346. Fax: 0115 982 2385.		
Course tutor/leader:	A Pre-school Learning Alliance tutor.		
Course level:	Introductory	Maximum number:	20
Target group:	For anyone working in childcare settings including childminders		
Course information:			
General	Making books with children provides an opportunity to do something with a child and also gives families a resource that can provide endless pleasure, memories and a chance to talk together. As an aid to mastering language, home made books can focus on the particular circumstances in a family and so help a child develop language and concepts for things that are important to them. A personalised book boosts their self image and self esteem as they can recognise themselves within a book and feel important. Personal books give children a way of processing the world and they can explore topics such as hospital visits, dad's or mum's work, the local building site or whatever is important to them. Homemade books can also explore children's fears and fantasies; writing down children's words and ideas opens up lots of opportunities to communicate hopes and fears, likes and dislikes.		
Learning Outcomes:	<p>This 2½ hour workshop</p> <ul style="list-style-type: none"> • provides an understanding of the adult role in making books and identifies appropriate times to talk with children. Participants can design and make a book to use with children either in a group setting or at home • helps participants to understand their role and importance in supporting children's development in communication, language and literacy 		
KEEP outcomes:	Practice in meeting all children's needs, learning styles and interests (K4) Work with parents, carers and the wider community (K5)		
Course Ref.	Dates	No. of sessions	Time
MB/24	Wednesday 24 March 2010	1	18.45-21.15
			Venue
			Cotgrave Futures, Candleby Lane, Cotgrave

Early Years and Childcare Services Training and Development Opportunities


Learning and Development (Communication, Language and Literacy)

Course title:	Talking Matters! The speech, language and communication induction course.	Course ref:6CLL(I)
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7515. Fax: 0115 878 7524.	
Course tutors:	Early Years Specialist Speech and Language Therapist	
Target group:	This course is for ALL early years workers.	
Course level:	Induction – for all staff new to early years work and those who have not previously attended a course of this type.	Group size: 20
Course information:	This is one of the courses that all early years workers will be expected to attend. It is advisable but not essential to attend this course before attending the follow on course Let's Interact on the next page.	
General	It is recognised that ALL early years workers have a crucial part to play in developing children's communication skills from birth as well as in supporting parents to do the same. Developing children's communication skills is EVERYONE's essential business! This course has been developed by speech and language therapists to provide an essential basic introduction for all those involved with developing children's communication skills and those working with parents as partners. It uses DVDs and group work in a fun, practical way, enabling participants to make an action plan to transfer learning to practice on their return to work.	
		
Learning outcomes:	<i>By the end of the course participants will have:</i>	
	<ul style="list-style-type: none"> • learnt why it is so important to get language and communication right early; • learnt what to expect at certain ages, and to raise our expectations for children's language achievement; • knowledge of a systematic and consistent approach to the language advice and strategies we are sharing with parents and visualized how our jigsaw of support for children's language development all fits together; • developed personal plans to take away and have knowledge of where to access further training and support about speech, language and communication. 	
Delegate feedback:	<i>'I am a lot clearer about what I am exactly looking for in speech delay in children.'</i> <i>'I feel a lot more confident in giving parents/carers advice.'</i>	

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
6CLL(I)	Wednesday 6 January 2010	1	09.00-12.00	National Water Sports Centre, Holme Pierrepont	Please book early
6CLL(I)	Tuesday 19 January 2010	1	13.00-16.00	Edwinstowe House, Edwinstowe	
6CLL(I)	Wednesday 3 February 2010	1	13.00-16.00	National Fluid Power Centre, Worksop	

Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Communication, Language and Literacy)

Course title:	Let's Interact	Course ref: 7CLL				
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7515. Fax: 0115 878 7524.					
Course tutors:	Early Years Specialist Speech and Language Therapist and Early Years Specialist Teacher					
Target group:	This course is for ALL early years workers. We would encourage ALL early years workers who work face to face with children and families to attend this course.					
Course level:	Induction – for all staff new to early years work and those who have not previously attended a course of this type.	Group size: 10				
Course information: This is one of the courses that all early years workers will be expected to attend. It is advisable but not essential to attend the "Talking Matters" induction course before you attend this course. It is essential that participants come to the course with a 2-3 minute video/DVD of them playing with a child in an informal setting. You will not be able to attend the course without this. You will receive details about this, and the permission slip for the parent of the child to be filmed to sign, with your course confirmation. You can borrow a camera from this team if required. If you use your own camera, please bring that and its connectors, so we can play it at the first session. Please respect the dignity of the children at all times and ensure that at the end of the course all footage is handed to your manager and then destroyed.						
General	This practical course has been developed by early years specialist speech and language therapists to support participants to build upon their interaction skills with young children. It is based on an internationally recognised approach and there is much evidence of its effectiveness at developing both practitioner skills and children's speech, language and communication skills.					
Learning outcomes:	By the end of the course participants will have:					
	<ul style="list-style-type: none"> • Learnt about how to develop children's communication in everyday situations and how to support the language development of children with different conversational styles. • Learnt strategies that allow the child to lead the interaction but also build upon their communication skills; • Learnt about typical language development and how participants can adapt their interaction appropriately, to develop children's language at different stages; and how to use questions more appropriately to develop children's language skills. 					
	Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
	7CLL	Wednesdays 13 January, 27 January & 10 February 2010	3	09.00-12.00	National Water Sports Centre, Holme Pierrepont	Book early
	7CLL	Tuesday 9 February, Wednesdays 3 March & 17 March 2010	3	13.00-16.00	Edwinstowe House, Edwinstowe	
7CLL	Wednesdays 24 February, 10 March & 24 March 2010	3	13.00-16.00	National Fluid Power Centre, Worksop		

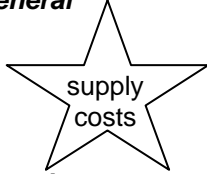
Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Communication, Language and Literacy)

Course title:	Talking and Listening - Communicating with Children	Course ref:	TL	
Course administrator:	Julie Maltby, Pre-school Learning Alliance, 9 Musters Road, West Bridgford, Nottingham, NG2 7PP. Tel: 0115 982 5346.Fax: 0115 982 2385.			
Course tutor/leader:	Pre-school Learning Alliance tutor.			
Course level:	Introductory	Maximum number:	20	
Target group:	For anyone working in a childcare setting including childminders			
Course information:	This 2½ hour workshop provides an understanding of the adult role in communicating with children and the important part that talking to children plays in developing language, vocabulary and self esteem.			
General				
Course aims:	To help participants understand the importance of early communication in supporting children's language and literacy development.			
Learning Outcomes:	Participants will: <ul style="list-style-type: none"> • Gain an awareness of the importance of talking and listening to children • Begin to develop different ways of talking and listening to children • Consider the circumstances in which parents communicate with their children • Use different questioning techniques when communicating with under fives • Use communication skills whilst participating in an activity with children 			
KEEP Outcomes:	Relationships with both children and adults (K1) Practice in meeting all children's needs, learning styles and interests (K4) Understanding the individual and diverse ways that children develop and learn (K2)			
Course Ref.	Dates	No. of sessions	Time	Venue
TL/22	Monday 22 February 2010	1	18.45 - 21.15	Highfields Fire Station, Hassocks Lane, Beeston
TL/23	Tuesday 23 March 2010	1	18.45 - 21.15	Holy Trinity Community Centre, Newark


Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Problem Solving, Reasoning and Numeracy)

Course title:	Mathematics for Children Aged 3 to 5 Years	Course ref: 7FS			
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham, NG2 7QP. Tel: 0115 878 7504. Fax: 0115 878 7524.				
Course tutors:	BEAM Mathematics. Carole Bean has worked in mathematics education for eighteen years as an advisory teacher and numeracy consultant for the National Numeracy Strategy. She has worked with teachers and early years practitioners in many parts of this country and abroad and is now working as a freelance consultant.				
Target group:	Teachers and teaching assistants and any others working in the Foundation Stage				
Course level:	All levels	Group size: Depends on demand			
Course information:					
General	The course will look at ways you can create a mathematical environment for children in your setting. It will explore very practical ways of implementing the Early Learning Goals for mathematics in a numeracy rich and challenging environment.				
					
Learning outcomes:	By the end of this course participants will have explored:				
LUNCH PROVIDED	<ul style="list-style-type: none"> - Strategies to make mathematical development an integral part of a young child's learning - How mathematics interlinks with other areas of learning in the Foundation Stage - The importance of mathematical language and observational skills using stories and rhymes - The importance of counting and number awareness, looking at progression and resources - How shape and space fit into the world our young children live in 				
KEEP outcomes:	Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3) Understanding the individual and diverse ways that children develop and learn (K2) Practice in meeting all children's needs, learning styles and interests (K4)				
Delegate feedback:	<p><i>"Carol Bean was outstanding, I was hooked throughout the day. It was the best course I have attended in seven years of teaching."</i></p> <p><i>"This course should be mandatory for everyone working with children - if only I had a teacher like Carole when I was at school!"</i></p> <p><i>"This course was absolutely fantastic; I have discovered so much that I can do with my pre-school children to make maths fun."</i></p>				
Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
7FS	Thursday 11 February 2010	1	09.30-15.30	The Turbine, Coach Close, Worksop	Book early

Early Years and Childcare Services Training and Development Opportunities

Learning and Development (Creative Development)

Course title:	MUSIC ALL THE TIME Music for the Foundation Stage	Course ref:	40FS
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham NG2 7QP Tel: 0115 878 7504. Fax: 0115 878 7524		
Course tutors:	Sue Nicholls' has published many resources to support generalist teachers working at the FS Stage, KS1 and 2 which demonstrate an accessible and practical approach to delivering the music curriculum. After years of classroom-based teaching, she now works as a free-lance music education consultant delivering training nationwide.		
Please bring your own packed lunch			
Target group:	All teachers and practitioners working at the Foundation Stage.		
Course level:	All levels	Group size:	30
Course information:	Today's course will explore songs and musical activities for the Early Years Foundation Stage, linked to common themes such as Myself, Traditional Stories and Materials. Delegates will receive a resource pack of materials explored during the day.		
General			
			
Learning outcomes	By the end of the course participants will understand:		
Please bring your own packed lunch	How music can support learning in other areas <ul style="list-style-type: none"> • How to develop greater confidence in delivering singing and music-making • How to link music-making within themes 		
KEEP outcomes:	Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3)		
Please bring your own packed lunch	Understanding the individual and diverse ways that children develop and learn (K2) Practice in meeting all children's needs, learning styles and interests (K4)		
<u>PLEASE BRING A PACKED LUNCH TO THE TRAINING COURSE</u>			

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
40FS	Wednesday 27 January 2010	1	09.30-15.30	St George's Centre, Netherfield	Please book early

Early Years and Childcare Services Training and Development Opportunities

Playwork for the over 5's

Focusing on Playwork Training

The Nottinghamshire Playwork Training Centre is part of the Play Service which is committed to provide, develop and sustain a diverse range of quality play opportunities to meet the needs of children and young people in Nottinghamshire and protect their right to play. We aim to provide quality training as part of Children and Young People's Services to meet the needs of playworkers and supervisors in out of school childcare and those providing play opportunities in local communities.



The playwork training team offers a progression of qualification training from induction to level 3. We congratulate everyone who has completed and benefitted from the CACHE training offered over the years and are pleased to be able to continue offering playwork training in association with CACHE.

We also work closely with Skillactive and Playwork Partnerships, both national training organisations who specialise in playwork training.

New courses to look out for later in 2010 will be Playing on the Range focusing on outdoor and community play. There will also be short courses related to aspects of Inclusion, Children's Rights and Participation.

Although there is a playwork section of courses in this book, the **Training And Development Opportunities** available span the wider childcare workforce and I am aware that many playworkers also work in early years settings and contribute to wraparound care and playwork opportunities in the community. Please use the training opportunities in the **TADO** to aid your personal and professional development and enrich the lives of children in your settings by bringing in new ideas and practice developed from the training and networking with other practitioners you meet at training events.

For further information related to playwork training or to identify training needs please contact Marian Jackson 01636 593939 (marian.jackson@nottscc.gov.uk)

Early Years and Childcare Services Training and Development Opportunities

Playwork for the over 5's

SCHEMAS

Course title: Schemas
Course tutor: Sheena Barlow
Target Group: Childcare and playworkers
Course level: Introductory

Course information:
When you watch Children's natural actions and investigations in play, you notice that their behaviour is not random. There is a pattern to each individual child's behaviour. These patterns are known as '**Schemas**'... By identifying these spontaneous patterns we can help support children's learning, participation and behaviour through appropriate programme planning and delivery.

Contact Sheena Barlow to book places on Schemas courses on Telephone: 01623 466722

Environmental Play

Course title: Certificate in Environmental Playwork
Course tutors: Sheena Barlow
Target group: New and experienced Playworkers who are interested in working in outdoor play settings such as Forest Schools or who want to introduce environmental play into their group.

Course information:
General:

The course covers the benefits of environmental play to the child, the adult role in organising environmental play in outdoor settings, practical ideas for activities including den building, camp fires, woodcraft and using tools, mudcraft and seasonal craft ideas linking nature and festivals. Each session reflects upon the principles of playwork, managing risk and ideas for adapting to meet the needs of the unique child. The course involves outdoor work in all weathers.

Days and times:

This is a 30 hour course which can be organised to suit local needs – daytime, evenings or weekends, as full days or short sessions. Please let us know if you are interested as we try to organise days and times to suit most people.

To book a place or for more information please contact:
Sheena Barlow on 01623 466722, email sheena.barlow@nottsc.gov.uk

Early Years and Childcare Services Training and Development Opportunities

Playwork for the over 5's

Course title:	Therapeutic Playwork In association with The Institute of Therapeutic Play	Course ref:	ThER
Course administrator:	Training Administrator, Nottinghamshire Playwork Training Centre, Unit 1, Stephenson Court, Off Stephenson Way, Newark, Notts NG24 2TQ. Tel: 01636 593940. Fax: 01636 593938.		
Course tutors:	Playwork Tutors (<i>all have completed the Therapeutic Play Course and are members of The Association of Therapeutic Playwork</i>)		
Target group:	Playwork and Childcare Practitioners who have a level 3 Qualification.		
Course level:	Basic	Group size:	15
Course information:	100% ATTENDANCE AND COMPLETION OF ASSIGNMENT IS REQUIRED FOR CERTIFICATION		
General	A training course for all people involved in play to develop an understanding and an ability to work within good practice guidelines which are underpinned by the values of Therapeutic Play. Each course is five separate half-days long (two and a half hours each), usually on consecutive weeks. The course consists of the following topics: Lifeworld. The Play Cycle. The Big Picture, Intervention Review of play practice and Therapeutic input.		
Content:			
	Please complete an application form to express an interest stating your choice of area.		

Course title:	Its Playtime – for schools	Course ref:	
Course administrator:	Adminstrator, Play Project, Lawn View House, Off Station Road, Sutton-in-Ashfield, Notts NG17 5GA Tel: 01623 434031		
Course tutors:	Playwork Tutors, Play in Schools Team		
Target group:	For schools to purchase and provide for parents and carers of primary school children, grandparents, aunts, uncles – anyone interested in play!		
Course level:	Basic	Group size:	5 to 20
Course information:	The cost of this course to schools is £350, and should be offered free to parents and carers of children who attend the school. The course is run over 3 separate 2 hour sessions, and participants should attend all 3 sessions.		
Course aims:	Participants will find out about play and gain knowledge of: <ul style="list-style-type: none"> • Providing new ideas for play activities • Traditional play ideas • How to prepare for the school holidays • Understand the benefits of play • How to create a play environment in their home Benefits to the school include: Encouraging parent/carer participation in your school. Meeting Ofsted requirements to create better communication between parents and school Happier children		
	Please contact the administrator above for more details or to book a course for your school.		

Early Years and Childcare Services Training and Development Opportunities

Playwork for the over 5's

Course title:	Traditional Playground Play - For schools	Course ref:
Course administrator:	Administrator, Nottinghamshire County Council, Lawn View House, 40 Station Road, Sutton-in-Ashfield, Notts, NG17 5GA Tel: 01623 434031	
Course tutors:	Playwork Tutors, Play in Schools Team	
Target group:	Midday Supervisors and Playworkers working in Primary Schools with Primary age children,	
Course level:	Basic	Group size: Approx 20 children
Course information:	<p>Traditional games – including games such as skipping, marbles, hop scotch, two ball, whip and top, clapping, circle games, cats cradle, elastic skipping, singing and lots more, including the history of games.</p> <p>Schools can book this training with the Play in Schools team at a cost of £300 for the full day course. The tutor will run short half hour sessions for children and their teacher, and at lunchtime will work with the midday supervisors to run play activities.</p>	
Course aims:	This course will benefit the school by: Creating happy, peaceful playtimes; Enabling staff to lead play activities; Happier children	
Please contact the course administrator shown above for more details or to book a course for your school.		

Course title:	Midday Play Training Course	Course ref:
Course administrator:	Administrator, Nottinghamshire County Council, Lawn View House, 40 Station Road, Sutton-in-Ashfield, Notts, NG17 5GA Tel: 01623 434031	
Course tutors:	Playwork Tutors, Play in Schools Team	
Target group:	For schools to purchase for Midday Supervisors and Playworkers within schools	
Course level:	Basic	Group size: 5 to 20
Course information:	<p>The aim of the course is to support adults involved in playtime to create happy peaceful playtimes in your school.</p> <p>This course will help you work towards:</p> <ul style="list-style-type: none"> • Creating positive experiences for children that will affect their whole school day • Creating playtimes where children play co-operatively • Creating an outside environment that is fun for children and adults to be in and empowering children to resolve playtime problems <p>The course consists of 3 x 2 hour sessions (delivered over 3 weeks).</p> <p>The cost of this course to schools is £300</p>	
Course aims:		
Please contact the course administrator shown above for more details or to book a course for your school.		

Early Years and Childcare Services Training and Development Opportunities

Playwork for the over 5's

Course title: Playwork Partnerships Take Five for Play **Course ref:** L1

Course administrator: Training Administrator, Nottinghamshire Playwork Training Centre,
Unit 1, Stephenson Court, Off Stephenson Way, Newark, Notts NG24 2TQ.
Tel: 01636 593940. Fax: 01636 593938.

Course tutors: Playwork Tutors

Target group: For anyone interested in working/volunteering in play settings with children 5-15. It provides a taste of what Playwork entails and can lead into progression training within a range of childcare sectors and is particularly suited to people involved in community play schemes and play days.

Course level: Basic **Group size:** n/a

Course information: This is a 15 hour course over 6 sessions

PLEASE BRING LUNCH WITH YOU

The sessions will be:

- Playwork and Team Work
- Safeguarding Children
- Safe Play - Health and Safety
- Fair Play - Building Relationships
- Playwork – a job worth doing
- Importance of Play

Course aims: The aim of the course is to support you to work with children and young people. Satisfactory completion of the training will be accepted as evidence by OFSTED once you have been adequately briefed and it can be used as a step towards a Level 2 qualification.

Please note YOU MUST ATTEND AT LEAST 80% OF THE COURSE,

undertake a 10 hour placement and complete a reflective diary sheet to receive a certificate

Courses will be arranged according to demand, please contact the Nottinghamshire Playwork Training Team to express an interest.

Early Years and Childcare Services Training and Development Opportunities

Playwork for the over 5's

Course title: Playing on the Range **Course ref:** PR

Course administrator: Training Administrator, Nottinghamshire Playwork Training Centre,
Unit 1, Stephenson Court, Off Stephenson Way, Newark, Notts NG24 2TQ.
Tel: 01636 593940. Fax: 01636 593938.

Course tutors: Play Rangers Tutors
Target group: Intended for Playworkers and other adults working in parks and open spaces where children can come and go as they please (open access play provision).

Course information: **There will be 3 x 5 hour sessions with some homework.**

To pass the course you will need to fill in a reflective diary (approx 2 sides of A4 per session) and join in the sessions – sharing your ideas and experiences, to attend an open access session to get a feel of the real thing.

This course will support you to gain confidence and competence in facilitating outdoor play and focuses on participative learning, practical group work and individual reflective practice.

Learners will need to have attended:

- Introducing Playwork or Take 5 for Play
- **OR** the 'Take Sticks' – Environmental Playwork Course
- **OR** a One day module covering the Principles of Playwork

Satisfactory completion of the training will be accepted as evidence by OFSTED and can be used towards a Level 3 Playwork qualification.

Course Content: The course covers:

- What is a play ranger and what are the benefits and challenges of working in an open access situation
- How can we and the children use the space available – activities and equipment?
- How can play rangers understand and support the children's play and facilitate their choices, whilst reducing unacceptable behaviour?
- How to offer and manage 'risky play'
- How to work with the children and the local community to ensure everyone is comfortable with what is going on
- How Play Ranging fits into local and national strategies (e.g. Every Child Matters Agenda)

PLEASE COMPLETE AND RETURN AN APPLICATION FORM TO EXPRESS AN INTEREST

Early Years and Childcare Services Training and Development Opportunities

Networks

Practitioner Networks in Nottinghamshire

There are a growing number of practitioner networks developing in Nottinghamshire where a group of professionals with a common element to their role are meeting to discuss:

- Current updates on national, county and local issues
- A source of support from a professional who understands your role
- An opportunity to share good practice
- Hear from speakers who can enhance their roles
- An opportunity to share positive solutions
- An opportunity for personal and professional reflection away from the workplace

If there are network meetings that are relevant to your role try to go along as you will make beneficial connections with others from around the county.

Networks currently meeting include:

➤ **Children's Centre Coordinator Network Meetings**

For more information contact Alison Hill on 0115 8787509 / alison.hill@nottsc.gov.uk

➤ **Children's Workers in Children's Centres Networks**

Children's workers employed in Children's Centres or commissioned to work in Children's Centres, are invited to attend 3 networks annually. The focus is on:

- Their role set within the children's centre context
- The unique child and their learning journey
- Supporting parents as partners in the early learning of their child
- High quality play and early learning experiences and the EYFS

The networks are designed to support the identified needs of the practitioners with a view to underpinning continuing professional development and the completion of individual professional portfolios.

For more information contact Fran Lee at fran.lee@nottsc.gov.uk

➤ **Early Years Professional Networks**

These networks are to support the growing number of Early Years Professionals in Nottinghamshire. The network is supported by the Early Years Specialist Teacher team and the group meet and discuss the role of the EYP in the setting. They also gain support for particular projects they may be working on. Supply cover is available.

For more information contact Alison Hill on 0115 8787509 / alison.hill@nottsc.gov.uk

Early Years and Childcare Services Training and Development Opportunities

Networks

➤ **Out of School Network Meetings**

Please see page 85 for more details

➤ **Play Nottinghamshire**

Contact Helen Spencer on 07875 220636 or 01909 501684

➤ **Early Years Foundation Stage Networks for Schools and PVI Settings**

Please see pages 82-84 for more details

➤ **Nottinghamshire Childminding Network Meetings**

The next batch of childminding network meetings will take place sometime during March 2010. Yet again, we will plan district meetings in the evening to suit most childminders. Once we have confirmed details, venues and dates for the meetings we will let you know.

If you would like more information about the district network meetings please contact the Nottinghamshire Childminding Services on 0844 225 2053.

Early Years and Childcare Services Training and Development Opportunities

Networks

Course title:	Leadership Network (PVI)	Course ref:	2NET
Course administrator:	Training Administrator Early Years & Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham NG2 7QP Tel: 0115 878 7515. Fax: 0115 878 7524		
Target group:	Leaders and managers in PVI Settings		
Course level:	All levels	Group size:	15
Course information:			
General	<p>The leadership network is a spin-off from a successful 2005-06 National Strategies project that involved six Nottinghamshire PVI settings. One of the key findings from the project was that leaders and managers valued the opportunity to network and obtain mutual support when looking at the range of issues that faced them.</p> <p>Manager quotes from the network group</p> <p>"I feel more confident to approach higher managers with new ideas"</p> <p>"I feel more confident, more assertive, which has had a knock on effect to staff individually and as a team"</p> <p>"I feel more able to take on different and new tasks, for example implementing new planning or procedures"</p> <p style="text-align: center;"><u>'TAKING THE NETWORK FORWARD'</u></p> <p>We would like to see the network continue to be a useful resource for leaders and managers to develop their skills and knowledge.</p> <p><u>Early Years Foundation Stage Practice Guidance - Leaders</u></p> <p>There are clear expectations on Quality improvement and leadership from the Early Years Foundation Stage Practice Guidance which is another good reason to engage with the Leadership Network. It will offer new members an opportunity to explore these expectations and share good practice. Some topics could include:</p> <ul style="list-style-type: none"> • Confidence building and motivation for leaders and staff • Positive challenge to effect change • Assertiveness • Evaluating impact • Leadership qualities and Communication Skills • Reflective practice <p>The network meets once or twice a term and would welcome leaders and managers who feel they would benefit from being part of the group. If you are interested in joining the network or would like to know more about it please complete a TADO application form.</p>		
KEEP Outcomes:	Work with other professionals within and beyond the setting (K6)		

Course Ref.	Start date	No. of sessions	Time	Venue	Closing date
2NET	Monday 18 January 2010	1	18.30-20.30	Awsworth Village Hall, The Lane, Awsworth	Please book early
2NET	Monday 1 March 2010	1	18.30-20.30	Warsop Children's Centre, Warsop	

Early Years and Childcare Services Training and Development Opportunities

Networks

Course title: Early Years Foundation Stage Networks for Schools and PVI Settings **Course ref:** 1NET

Course administrator: Training Administrator Early Years & Childcare Team,
Nottinghamshire County Council, Children and Young People's Services,
County Hall, West Bridgford, Nottingham, NG2 7QP.
Tel: 0115 878 7507 or 878 7504. Fax: 0115 878 7524.

Course tutors: Sue Mosley Early Years Manager Inclusion Support Service
Nottinghamshire Arts Support Service
Newly appointed officers working in support of EYFS and the Children's Centre agenda

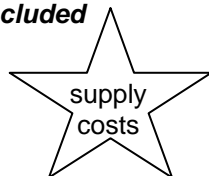
Target group: Teachers, Teaching Assistants and Early Years Practitioners from both maintained and non-maintained provision can apply, for which supply cover will be paid. **FOR THIS TERM ONLY ONE DELEGATE FROM EACH SCHOOL AND ONE DELEGATE FROM EACH SETTING SHOULD ATTEND. PLEASE APPLY TO YOUR OWN DISTRICT TRAINING DAY USING A TADO APPLICATION FORM AND INDICATE WHETHER YOU INTEND TO STAY FOR LUNCH.**

Course information:

General

For this term only the network meeting will last from **8.45am – 1.00pm** to include lunch as at the time of planning key personnel were not in post. It is hoped that the Network will provide an opportunity for you to meet the newly appointed staff to begin the collaborative relationship in working to improve the outcomes for all children within the EYFS. Each of the area networks will follow the same programme each term; the focus will change from term to term. Staff working within the Foundation Stage need to be aware of the many initiatives and developments resulting from the National Strategy. They also need to have confidence in their evaluation of the quality of their provision and practice and their engagement with all providers through the district Enjoy and Achieve forums to ensure the best outcomes for all groups of children.

LUNCH included



The purpose of the Foundation Stage network groups will be to:-

Learning outcomes:

- receive up to date guidance on the Foundation Stage strand of the National Strategy
- provide training and development opportunities
- share resources and materials for the Foundation Stage
- network and share good practice
- establish more effective early years provision and practice through supported self review and establish future training needs

KEEP outcomes:

Work with other professionals within and beyond the setting (K6)
Knowledge and understanding in order to actively support and extend children's learning in and across all areas and aspects of learning (K3)
Understanding of the individual and diverse ways that children develop and learn (K2)
Practice in meeting all children's needs, learning styles and interests (K4)
Work with parents, carers and the wider community (K5)
Relationships with both children and adults (K1)

The dates and venues for the 12 network group meetings are shown on the following page

Early Years and Childcare Services Training and Development Opportunities

Networks

Dates and Venues of Early Years Foundation Stage Networks for Schools and PVI Settings

Spring 2010

Area	Date	Venue
A. Ashfield South (1)	Thursday 11 March 2010	Mansfield Civic Centre
B. Ashfield South (2)	Thursday 28 January 2010	Newstead Miners Welfare
C. Broxtowe	Friday 5 March 2010	Nottingham Gateway Hotel
F. Gedling	Friday 12 February 2010	Springwater Golf Club, Calverton
K. Rushcliffe 1	Friday 29 January 2010	National Water Sports Centre
L. Rushcliffe 2	Tuesday 9 March 2010	National Water Sports Centre

Area	Date	Venue
D. Bassetlaw 1	Friday 5 February 2010	The Turbine, Worksop
E. Bassetlaw 2	Thursday 4 March 2010	The Well Centre, Retford
G. Mansfield 1	Thursday 4 February 2010	Mansfield Civic Centre
H. Mansfield 2	Friday 12 March 2010	Mansfield Civic Centre
I. Newark 1	Thursday 18 March 2010	Rufford Mill, Rufford Abbey Country Park
J. Newark 2	Friday 19 March 2010	Newark Showground, Winthorpe

THE FOCUS FOR THE SPRING TERM NETWORKS 2010 WILL BE AS FOLLOWS;

- Using music creatively to support children's CLLD/PSED development
- Forum for discussion to include sharing existing practise using music – please bring examples with you to the session
- Opportunity to meet newly appointed County Council officers who will be working in support of the EYFS for all children 0-5 years
- Evaluation and discussion of the format of future Network training days

Early Years and Childcare Services Training and Development Opportunities

Networks

ONE STAFF PER SCHOOL AND ONE STAFF PER SETTING (EYP IF APPROPRIATE) CAN APPLY TO ATTEND THIS TRAINING, SUPPLY COVER WILL BE PROVIDED.
You should apply for the Network Group meeting for your area using a TADO application form **and please remember to indicate somewhere on the form that you will require lunch.**

Schools and settings should only apply for the meeting for their specified group. By now everyone should know the group they are in, if in any doubt please ring 0115 8787507 or 8787504.

Early Years and Childcare Services Training and Development Opportunities

Networks

Course title:	Out of School Network Meetings	Course ref:
Course administrator:	Please contact your Out of School Co-ordinator to book or for further information.	
Target group:	Open to all childcare providers to support work with children aged 3 years and over.	
Course level:	Basic	Group size:
Course information:	These workshops cover a diverse range of topics and aim to be both fun and informative, enabling Playworkers and management bodies to come together to share good practice in an informal environment. Though delivered within districts all workshops are open to participants countywide.	
Newark & Sherwood:	Workshop: Healthy Eating Network Date: May 2010 Venue: Edwinstowe Workshop: Allotment Newark Date: Jan/Feb 2010 Venue: Edwinstowe Please contact Anita Turtle on 01636 593934	
Bassetlaw:	Please contact Emma Barnett on 01636 593930 for further details.	
Broxtowe:	Please contact Sheryl Foulds on 0115 939 4995.	
Ashfield:	Workshop: Good Practice in After School Club Care Date: 8 February 2010 6pm for a 6.30pm start until 8.30pm Please contact either Helen Betts or Fiona Procter on 01623 552339.	
Gedling:	Please contact Vicki Moss on 0115 8546310 for further details.	
Mansfield:	Please contact Karen Inkle on 01623 552339 for further details.	
Rushcliffe:	Please contact Phil Evans on 0115 9773496 for further details.	

Early Years and Childcare Services Training and Development Opportunities

Networks

Come and join us in 2010! Nottingham & County Childminding Association

Tuesday 26 January 7pm – 9pm Let's Make Music

Are you interested in captivating your little learners, improving their listening skills, bringing out their natural creativity, equipping them with skills that will help them develop and above all having fun together? If you are, then make sure you don't miss this Practical Music Workshop which is being written and presented by Alison Noble of Caterpillar Music, who is a professional music leader, workshop provider, project writer and musical activity specialist. It promises to be a fun and inspirational evening, full of simple ideas for making music. It is being written specifically for childminders and others working with small groups of children. Captain Jacks Adventure Play, Behind Registry Office, Chancery Lane, Retford DN22 6DF

Wednesday 17 March 7pm – 9pm Signing with Olli – A fun, interactive sign language workshop aimed at total beginners that will introduce practitioners to the easy way to learn sign language. The workshop is delivered in a relaxed atmosphere using signed songs and nursery rhymes, with signs sourced directly from British Sign Language. It will concentrate on learning how to sign a brand new sign language story book called 'We went to the animal park today' and will also show how other stories can be adapted for sign language. The signs learned on this workshop can be used with all children, whether hearing or deaf to help improve their communication skills. Come along and have fun learning how to communicate in a whole new way!

The Conference Suite, Construction Centre, Dukeries Complex, Ollerton NG22 7TD

Wednesday 12 May 7pm – 9pm An Indian Experience – Sunita Patel will give you a taste of the life of Hindu people living in England today which will include an overview of Indian Culture and an opportunity to learn how to wear a sari. You will learn about Hindu Ceremonies including weddings and births and have an opportunity to take part in some Indian dancing.

Calverton Miners Welfare, Hollinwood Lane, Calverton, NG14 6NR

Tuesday 15 June 10am-2pm Extravaganza to celebrate National Childminding Week

Our annual celebration which promises to be every bit as exciting as last year's event. Bring your child minded children along for a free day of fun activities.

Rufford Abbey Country Park, Ollerton, NG22 9DF

All events are free to Registered Childminders. (Places may also be available to some events to other childcare practitioners).

Please book in advance! All bookings are taken on a first come, first served basis with preference given to Registered Childminders

For more information or to book go to our website www.nottinghamandcountychildminding.org

Or send your booking to NCCMA Bookings, Sherwood, Sibthorpe Hill, Tuxford, Newark, Notts NG22 0PJ

Any queries, email chesterstirling@fsmail.net or ring Julie on 01777 871073



Early Years and Childcare Services Training and Development Opportunities

Qualification Training

Course title:	Getting Started in a Pre-school Setting CACHE LEVEL 1	Course ref:	GS
Course administrator:	Julie Maltby, Pre-school Learning Alliance, 9 Musters Road, West Bridgford, Nottingham, NG2 7PP. Tel: 0115 982 5346. Fax: 0115 982 2385.		
Course tutors:	Pre-school Learning Alliance tutor.		
Target group:	For volunteers, parents and new staff members in early years settings.		
Course level:	CACHE Level 1 –Introductory	Group size:	12
Course information:			
General	This 30 hour practical course offers a perfect introduction to working in a pre-school. The course also provides an opportunity to plan future involvement in the childcare learning and development sector. The course will take place over fifteen weeks for 2 hours a week.		
Course aims:	To gain the basic knowledge and understanding required to participate effectively in a pre-school setting.		
Learning outcomes:	Participants will learn <ul style="list-style-type: none">- how young children learn through a range of play activities- how pre-schools are organised- how to create a safe working environment- how to work effectively as part of a team and support children's learning- to develop key skills and progress into a career in childcare and education- about practical activities and areas of play including painting and drawing, books, table top toys, physical play, sensory and imaginary play		
Delegate feedback:	<i>“The course seemed to be an ideal introduction to how a pre-school operates and gives an insight into how children learn through play.”</i>		

**Please complete an application form to express an interest
or contact Julie Maltby for further details of the next course available.**

Early Years and Childcare Services Training and Development Opportunities

Qualification Training

Course title:	CACHE Level 2 Certificate in Pre-school Practice	Course ref:	CPP
Course administrator:	Julie Maltby, Pre-school Learning Alliance, 9 Musters Road, West Bridgford, Nottingham NG2 7PP Tel: 0115 982 5346 Fax: 0115 982 2385		
Course tutors:	Pre-school Learning Alliance Tutor		
Target group:	Those wishing to gain a Level 2 qualification. Including staff or parents working as assistants or helpers in early years settings. No entry requirements needed, but participants must be over 18 years of age.		
Course level:	Basic and Intermediate	Group size:	20
Course information: General	This is an excellent course for those who wish to gain a QCA/Ofsted recognised Level 2 qualification. The course is 180 hours Participants also need to complete 150 hours of practical work, paid or unpaid in an early years setting during the course. The course consists of: Unit 1: Supporting play and learning in a pre-school setting (45 hours) Unit 2: Understanding and supporting the development of pre-school children (45 hours) Unit 3: Providing a safe and secure and stimulating environment in a community based setting (60 hours) <i>Plus</i> the choice of one optional 30 hour unit from: <ul style="list-style-type: none">• Supporting children with disabilities or special educational needs and their families in the pre-school setting• Participating in effective teams in community based pre-school settings There will be one assignment to be completed for each unit Tutorial support and guidance will be available throughout the course		
Course aims:	The main focus of the course is on the needs of children aged 0-7 years, who are in sessional, extended care or full day care settings.		

Please complete an application form to express an interest or contact Julie Maltby for further details of the next course available.

Early Years and Childcare Services Training and Development Opportunities

Qualification Training

Course title: CACHE Level 3 Diploma in Pre-school Practice **Course ref:** DPP

Course administrator: Julie Maltby, Pre-school Learning Alliance,
9 Musters Road, West Bridgford, Nottingham NG2 7PP
Tel: 0115 982 5346 Fax: 0115 982 2385

Course tutors: Pre-school Learning Alliance tutor

Target group: Practitioners wishing to gain a Level 3 qualification.
Including staff working or wishing to work at supervisory level in an early years setting.

Course level: Intermediate and advanced **Group size:** 20

Course information:
General

People who successfully complete this course will gain a QCA/Ofsted recognised Level 3 qualification.

The course is 240 hours

Participants also need to complete 150 hours of practical work, paid or unpaid in an early years setting during the course.

The course consists of:

Unit 1: Understanding and promoting the development of pre-school children
(60 hours)

Unit 2: Providing learning communities for pre-school children and their families
(90 hours)

Unit 3: Making the pre-school setting a supportive and safe environment
(60 hours)

Plus the choice of one optional 30 hour unit from:

- Supporting parents with literacy, numeracy and language needs in a pre-school setting
- Working with children with disabilities and special educational needs and their families
- Working in a parent managed pre-school setting

There will be one assignment to be completed for each unit.

Tutorial support and guidance will be available throughout the course.

Course aim: The main focus of the course is on meeting the needs of children aged 0-7 years who are in sessional, extended care or full day care settings.

Please complete an application form to express an interest or contact Julie Maltby for further details of the next course available.

Early Years and Childcare Services Training and Development Opportunities

Qualification Training

Course title:	NEW CACHE Level 2 Diploma Award/Certificate in Playwork	Course ref:	L2
Course administrator:	Training Administrator, Nottinghamshire Playwork Training Centre, Unit 1, Stephenson Court, Off Stephenson Way, Newark, Notts NG24 2TQ. Tel: 01636 593940. Fax: 01636 593938.		
Course tutors:	Playwork tutors.		
Target group:	An 80 hour Level 2 course for anyone working with school aged children in a variety of settings including playscheme practitioners, junior club practitioners, out of school club practitioners and lunch time supervisors.		
Course level:	Intermediate		
Course information:	<p>This course gives you the opportunity to learn about the regulations that affect play practitioners; the playwork values that underpin the sector and gain an insight into play practitioners from different types of settings. The course has been designed to meet the needs of play practitioners who are, or might be working across the age range 5-16 years. The course will encourage and support practitioners who are working to meet the developmental needs of adolescence and some of the more common issues that arise among young people.</p> <p>You will need to be at least 16 years old and have some playwork experience to join this course. The qualification is awarded on the successful completion of five set assignments and a multiple choice question paper, a minimum of 80% attendance of the course and a placement in a playwork setting.</p>		

Course Ref.	Start date	No. of sessions	Time	Venue
CPW/COT	Tuesdays from 12 January to 22 June 2010 Term Time only	2 Terms	18.30-21.00 Evenings	Newark Holy Trinity Community Rooms
CPW/BEE	Thursdays from 14 January to 24 June 2010 Term Time only	2 Terms	09.30-12.30	Beeston Youth and Community Centre
CPW/RET	Tuesdays from 13 April 2010	2 Terms	09.30-12.30	St Saviours, Retford

PLEASE COMPLETE AND SEND IN AN APPLICATION FORM TO BOOK A PLACE.

Early Years and Childcare Services Training and Development Opportunities

Qualification Training

Course title:	CACHE Level 3 Diploma in Playwork	Course ref:	DIP	
Course administrator:	Training Administrator, Nottinghamshire Playwork Training Centre, Unit 1, Stephenson Court, Off Stephenson Way, Newark, Notts NG24 2TQ. Tel: 01636 593940. Fax: 01636 593938.			
Course tutors:	Playwork Trainers			
Target group:	Play practitioners who have attained a level 2 qualification in playwork and/or supervisors or assistant supervisors working in out of school care and or play schemes or other playwork settings			
Course level:	Intermediate and advanced			
Course information:	<p>The course comprises of 6 units:</p> <ul style="list-style-type: none"> - Unit 1 An introduction to play and playwork in the lives of children and young people including the principles, values and professional context - Unit 2 – Ways in which playworkers relate to, support and safeguard children and young people in play settings - Unit 3 – The playworker’s roles and responsibilities in creating and resourcing inclusive and challenging play environments - Unit 4 – The playworker’s legal and managerial roles and responsibilities in providing a quality play provision - Unit 5 – The playworker’s role and responsibilities within the local public and professional community - Unit 6 – Reflective Playwork in Practice <p>Each unit has 60 guided learning hours and an expectation of 40 home study hours for each unit. Each unit is assessed by a CACHE assignment.</p>			
PLEASE BRING A PACKED LUNCH WITH YOU				
Course Ref.	Start date	No. of sessions	Time	Venue
DIP/WB	Tuesdays intake date 13 April 2010	Over 18 Months	09.30-14.30	West Park Pavilion, West Bridgford
DIP/ASH	Mondays intake date 12 April 2010	Over 18 Months	09.30-14.30	Lammas Compound, Ashfield

**THESE COURSES ARE A ROLLING PROGRAMME.
PLEASE COMPLETE AND RETURN AN APPLICATION FORM TO EXPRESS AN INTEREST.**

Early Years and Childcare Services Training and Development Opportunities

Qualification Training

Course title:	Transitional Unit For Level 3 Play workers who want a Level 3 qualification in Early Years		Course ref:	P-EY	
Course administrator:	Training Administrator, Nottinghamshire Playwork Training Centre, Unit 1, Stephenson Court, Off Stephenson Way, Newark, Notts NG24 2TQ. Tel: 01636 593940. Fax: 01636 593938.				
Course tutors:	Early Years Trainers				
Target group:	This award has been designed for practitioners who have a Level 3 qualification in Playwork whose work includes childcare with pre-school children and who wish to extend their work practice to include a recognised qualification to work in Early Years.				
Course level:	Intermediate and advanced				
Course information:	<p>The CACHE Level 3 Award in Early Years and Childcare for Playworkers:</p> <ul style="list-style-type: none"> Has been designed for practitioners who hold a Level 3 qualification in children's care and education and work, or wish to work in a playwork setting Focuses on the critical differences between the knowledge and skills of someone who already has a Level 3 qualification in children's care and education can be expected to have, and the additional knowledge and skills required to be effective in a playwork setting Allows only practitioners already holding a recognised Level 3 qualification from the relevant occupational frameworks in the Home Country concerned eligible to take this award Units are mapped to both the original Level 3 Early Years Standards and the Children's Care, Learning and Development (CCLD) Standards Is linked to the revised National Occupational Standards (NOS) for Children's Care 				
PLEASE FILL IN AND SEND AN APPLICATION FORM TO EXPRESS AN INTEREST					
Unit .	Title	Assessment Method	Learning Hours		
Unit 1	Theory and practice in promoting children's care, learning and development	Externally marked assignment	30		
Unit 2	Aspects of children's care, learning and development practice	Internally marked assignment	30		
Course Ref.	Start date	No. of sessions	Time	Venue	
PW-EY	Wednesday 2010 This course is a rolling programme please contact centre for more details	2 Terms	09.30-12.30	Brick Yard Centre, Mapperley	

Early Years and Childcare Services Training and Development Opportunities

Qualification Training

Course title:	Transitional Unit for Early Years Level 3 Workers who want a Level 3 qualification in Playwork	Course ref:	EY-PWORK	
Course administrator:	Training Administrator, Nottinghamshire Playwork Training Centre, Unit 1, Stephenson Court, Off Stephenson Way, Newark, Notts NG24 2TQ. Tel: 01636 593940. Fax: 01636 593938.			
Course tutors:	Playwork Trainers			
Target group:	This award has been designed for practitioners who hold a Level 3 qualification in early years, to include a recognised qualification to work in playwork			
Course level:	Intermediate and advanced			
Course information:	<p>The CACHE Level 3 Award in Playwork for Early Years and Childcare Workers:</p> <ul style="list-style-type: none"> • Focuses on the critical differences between the knowledge and skills that someone who already has a Level 3 qualification in children's care and education can be expected to have, and the additional knowledge and skills required to be effective in a playwork setting. • Allows only practitioners holding a recognised Level 3 qualification from the relevant occupational frameworks in the Home Country concerned eligible to take this award • Comprises of units that are mapped to both the original Level 3 Early Years Standards and the Children's Care, Learning and Development (CCLD) Standards 			
Unit .	Title	Assessment Method	Learning Hours	
Unit 1	The theory and practice of children's and young people's play	Externally marked assignment	30	
Unit 2	Aspects of Playwork Practice	Internally marked assignment	30	
Course Ref.	Start date	No. of sessions	Time	Venue
EY-PWORK	Wednesday from 13 January 2010	2 Terms	18.30-21.00 Evenings	Holy Trinity, Newark

**PLEASE COMPLETE AND RETURN AN APPLICATION FORM
TO EXPRESS AN INTEREST**

Early Years and Childcare Services Training and Development Opportunities

Qualification Training

Qualification Training for Childminders	
Targets	The government in its Children's Workforce Strategy recognises the crucial role that Childminders play in providing care for children. They also have a long term target for more Childminders to be qualified to level 3.
Funding	The Early Years and Childcare Service is therefore able to use its training budget to support Childminders who wish to complete an appropriate level 3 qualification. For a funding application form: Email or ring Vicky Wood on vicky.wood@nottscc.gov.uk 0115 8787510
Appropriate courses	Childminders can choose between undertaking: 1. The full Diploma in Home-based Care (all new Childminders are required to complete the first Unit of this – the ICP - within six months of registering) or 2. Registering for the NVQ Level 3 CCLD - Children's Care Learning and Development. This NVQ has some units that are specifically designed to be undertaken in a childminder's home environment. 3. A small proportion of Childminders are continuing beyond this to study for an Early Years Foundation degree and we are at present able to support them with their fees to undertake this.
Where?	1. The full Diploma is available at some FE colleges but this is very much based on <i>demand</i> as they can only run with classes of a viable size (North Notts. South Nottingham), so do ring your local college to find out. As a result we are also providing this course ourselves in some parts of the county, according to demand (see the next course description for more details). 2. NVQs can be undertaken via most FE colleges, in some it is possible to do this without college attendance (Dukeries, South Nottingham); we also have links with some private training organisations, who again may not require any attendance at classes. Contact Vicky <i>as above</i> for details about these. 3. See information in this brochure about Foundation Degrees.
We hope that the above will help you to find a course to suit you, but please ring Early Years and Childcare if you need further guidance 0115 8787510. For college contact details see page 96.	

Early Years and Childcare Services Training and Development Opportunities

Qualification Training

Course title:	Diploma in Home-based Childcare Qualification Training for Childminders (Previously CACHE Level 3 Certificate in Childminding Practice)		
Course administrator:	Training Administrator, Early Years and Childcare Team, Nottinghamshire County Council, Children and Young People's Services, County Hall, West Bridgford, Nottingham NG2 7QP. Tel: 0115 878 7514. Fax: 0115 878 7524.		
Course tutors:	College tutors and Early Years tutors		
Target group:	Registered childminders and those intending to register		
Course level:	Level 3	Group size:	n/a
Course information:			
General	This training covers all 5 units of the Diploma in Home-based Childcare. These units can be completed in any order to meet your specific learning and development needs. Unit certificates are issued by the CACHE to those who do not want to complete the whole award.		
	Unit 1: Introduction to Childcare Practice (ICP). This unit is mandatory for new childminders and includes all elements of the Common Core. This first unit will enable established registered childminders to update and refresh their knowledge and skills. Both sessions of the child protection course are covered and a separate TADO certificate given to those who complete the course successfully – see TADO page 21.		
	Unit 2: Childcare and Child Development Learners will look at all aspects of child development and use EYFS Practice Guidance and Principles in Practice to develop plans.		
	Unit 3: The Childcare Practitioner Learners who complete this unit will be able to market their own sustainable business, become reflective practitioners and implement their own professional development plans. Both sessions of the child protection course are covered and a separate TADO certificate given to those who complete the course successfully – see TADO page 21.		
	Unit 4: Working in Partnership with Parents Learners will be able to demonstrate good practice in developing professional relationships with parents and strategies to support them, including how and when to share information.		
	Unit 5: Meeting Children's Individual Learning Needs Learners will be able to refer and use the EYFS framework to implement the planning cycle using "look, listen and note" observations to plan around the unique child and develop child profiles.		
	Ring Lesley Duigenan on 0115 8787514 for further advice and information or complete an application form to show your interest.		
Course aims:	The government is committed to promoting the professional development of Childminders. Their long term aim is to encourage more Childminders to gain a Level 3 qualification. All registering Childminders have to do the short FIRST UNIT of this diploma course for registration purposes to meet requirements of Ofsted. Some childminders may wish to consider undertaking the NVQ3 CCLD (see previous pages). Funding is available to help to pay your tuition fees for this course. First Aid is NOT included in any of the units.		
Please complete an application form to express an interest.			

Early Years and Childcare Services Training and Development Opportunities

Qualification Training

Gaining a recognised 'FULL AND RELEVANT' Early Years or Playwork Qualification

The **Nottinghamshire colleges** listed below offer a variety of training courses for 'full and relevant' Vocational Qualifications and National Vocational Qualifications at level 2, level 3 and level 4 (**funding is available only for those in management positions**). There are different modes of attendance, many part-time, at different times of the day, some of them in the evenings.

CWDC Children's Workforce Development Council have now developed a list of 'full and relevant' early years qualifications. These can be found on their web site <http://qualificationslist.cwdcouncil.org.uk> and their helpline is 0300 123 1033, this will give you information on which qualifications are now acceptable for early years practitioners.

You may find that with the new qualifications list you need to gain an additional qualification. We will fund you to update your award. There may also be an option to use Continued Professional Development to demonstrate competence. This can be accessed via attendance at some TADO courses. If you would like more information about your current qualification please call the CWDC helpline on 0300 123 1033 as they have designated staff to help you.

For those applying for Level 4 training you will need to confirm that you are in a management position and how this training will support your role.

Local colleges delivering Early Years and Childcare Qualifications

Castle (Broxtowe) College, Stapleford	0115 917 5444
Dukeries Community College, New Ollerton	01623 860 304
Newark and Sherwood College, Newark	01636 680 680
New College Nottingham	0115 9100 100
North Notts. College, Worksop	01909 504 504
West Notts. College, Mansfield	01623 627 191
South Nottingham College, West Bridgford	0115 914 6400

There are a number of private training agencies in the county
who provide this training and assessment.

If you need information about an appropriate private training agency please email Vicky Wood on
vicky.wood@nottscc.gov.uk

If there are any issues that you are not clear about, or wish to discuss regarding the appropriateness of a course for you, please email Alison Hill on
alison.hill@nottscc.gov.uk

Or write to either of the above at:

Early Years and Childcare Services,
Children and Young People's Department, County Hall, West Bridgford, Nottingham NG2 7QP
Or telephone: 0115 8787510.

Early Years and Childcare Services Training and Development Opportunities

Qualification Training

FUNDING AVAILABLE

We can contribute towards the payment of qualification course training fees at Level 3.

The DCSF Sure Start Grant has made funding available to make a contribution to the training costs of those working with children in registered settings in Nottinghamshire.

Our priority is to support the qualification training of childcare and play practitioners at level 3 and 5 and only those in management positions at Level 4.

We are not able to support the training of teaching assistants or anyone volunteering as teaching assistants in state schools.

Qualification Training

All early years workers including childminders and playworkers undertaking qualification training from Level 3 and up to Level 5, may apply to us for help towards the cost of their training courses. We can support foundation degrees, but not **full degree courses**. Ring 0115 8787 510 for a claim form.

The Open University also offer financial support for individuals who have a household income of no more than £15,700 (for a full award) and up to £30,000 (for a partial award). Initially we would want to encourage individuals to explore this funding option if they choose to study with the Open University. For more information phone 01908 653411, email general-enquiries@open.uk or look on the web site www.open.ac.uk/financialsupport

For Level 2 courses we would want to encourage individuals to apply for Train to Gain funding. For more information on Train to Gain telephone 0845 057 1817, text TRAIN to 64446, register at www.iwanttotrain.com or visit www.traintogain.gov.uk

Volunteers

People who are not employed, but who are working in a **voluntary** capacity must agree to spend their training time in a private day nursery, pre-school playgroup, independent school, out of school club, children's centre or with a childminder in the county of Nottinghamshire in order to have their fees paid.

For further information or an **application form** please email, write to or ring:

Vicky Wood or Alison Hill,
Early Years and Childcare Services,
Children and Young People's Services County Hall,
West Bridgford, Nottingham NG2 7QP

Tel: 0115 878 7510

vicky.wood@nottsc.gov.uk
alison.hill@nottsc.gov.uk

Early Years and Childcare Services Training and Development Opportunities

Qualification Training

DEVELOPING A GRADUATE LED WORKFORCE

➤ EARLY YEARS FOUNDATION DEGREES

As you may be aware the Government are working hard to build a world class workforce. The pathway that has been created in order for this to happen is via the Early Years Foundation Degree route. If you are considering enrolling onto a course why not consider one of the following providers:

1. West Notts. College provide the Sure Start Unit Recognised Early Years Sector-Endorsed Foundation Degree. It is called the 'Foundation Degree in Educare and Early Childhood'. (This is validated by Derby University where it is also available). Attendance is one twilight afternoon/evening a week for 3 years, term time.

Contact **Mansfield Centre of Higher Education** : By telephone: **01623 413611**

By e-mail: he@westnotts.ac.uk. By post: **Derby Road, Mansfield, Notts. NG18 4BH**

Call in: **Mansfield Centre of Higher Education Reception, Derby Road, Mansfield.**

2. New College Nottingham

NCN provide the Sure Start Unit Recognised Early Years Sector-Endorsed Foundation Degree. Attendance is one twilight afternoon/evening a week for 3 years in term time.

For information please contact Dilys Vowles **0115 9166318** or email: dilys.vowles@ncn.ac.uk.

3. The Open University

The Open University provides the Early Years Sector Endorsed Foundation Degree for experienced practitioners. The course consists of a number of units that you can choose from. On completion you will then be in a position to explore the Early Years Professional Status.

Regular attendance is not a requirement, this is a distance learning course; but candidates are supported by a range of course materials, a tutor and regular seminars if they want them. The Open University also offer financial support for individuals who have a household income of no more than £15,700 (for a full award) and up to £30,000 (for a partial award). Initially we would want to encourage individuals to explore this funding option if they choose to study with the Open University. For more information phone 01908 653411, email general-enquiries@open.ac.uk or look on the web site www.open.ac.uk/financialsupport

4. North Nottinghamshire College. Ring **01909 504504**

5. Castle College Nottingham. Ring **0845 845 0500**

Delegate feedback: "I have thoroughly enjoyed the first year of the Foundation Degree. I feel this year has enhanced my knowledge of children's development and has introduced me to new ideas and strategies to use in my work setting. It has also introduced me to others working within different childcare settings. This has been interesting for sharing ideas and ways of working."

Early Years and Childcare Services Training and Development Opportunities

Qualification Training

If you are still unsure and would like further advice why not contact Vicky Wood preferably by email vicky.wood@nottsc.gov.uk or on 0115 8787510. The Foundation Degree is an excellent stepping stone towards Early Years Professional Status. Please see the details below for details of funding available.

EARLY YEARS FOUNDATION DEGREES contd..

Funding Available

If you would like to study or you are already studying for an Early Years Foundation Degree:

Write to us, or contact us as we may be able to support your study through the Graduate Leader Fund.

We are able to pay full course fees for the Foundation Degree for all Early Years and Childcare workers.

Plus:

If the setting you work in is eligible to claim Nursery Education Funding (NEF) you could be in a position to claim an additional payment via our Home Grown Graduate Incentive – HGGI, part of this funding which is paid via the setting should benefit you by enhancing salary and/or providing a bursary.

For those in settings not eligible to receive Nursery Education Funding (NEF) there is a £500 bursary available. The £500 bursary is also paid via the setting.

Early Years and Childcare Services Training and Development Opportunities

Qualification Training

Further Development Opportunities

➤ Working towards Early Years Professional Status (EYPS)

If you have achieved your Early Years Foundation Degree or are already a Graduate in a setting this could be your next opportunity!

Become an Early Years Professional!

Early Years Professionals are now being employed within settings to lead good practice and improve outcomes for children. The Government have said that there is a requirement for an EYP in every setting by 2015.

Nottinghamshire works in partnership with Northampton University who are running different pathway courses and the assessment of Early Years Professional Status **in Nottingham**, ring **01604 892076** for information.

EM Direct is one of the local providers for EYPS training and assessment in the East Midlands, Yorkshire and Humberside.

For further information or to receive an application pack contact the Early Years Team at EM Direct on 01476 512799 or visit www.emdirect/earlyyears

Other providers are

Sheffield Hallam University **0114 225 4408** and Derby University **01332 591779**

Open University/NDNA www.ndna.org.uk 'quality training and business support' or call 01484 40 70 78 email eyps@ndna.org.uk

You need to have, or to gain GCSE Maths and English Grade C or equivalent in order to begin the EYP Programme.

Maths and English GCSE

If you need to gain a GCSE in Maths or English why not contact the Equivalency Testing Centre. They are an on line service that can help you to understand what kind of study programme you would need in order to achieve your qualification.

They offer a home study course or exam only option. If they feel after an initial consultation that you have the ability to sit the exam straight away this is an option available to you.

We will fully fund your study and exam fees

Delegate feedback: "Level 2 maths has developed my confidence and enabled me to use mathematical skills in everyday experiences. Having achieved GCSE maths many years ago I have now acquired the current knowledge and recognition as part of my training pathway."

Contact: info@equivalencytesting.com. 01277 203336 or 07725898768.

For further information about Early Years Professional Status, and course providers, visit the Children's Workforce Development Council (CWDC) website at: www.cwdcouncil.org.



Early Years and Childcare Services Training and Development Opportunities

Qualification Training

Working Towards Early Years Professional Status contd.

Funding Available

Full course fees will be paid.

Is your setting eligible to receive Nursery Education Funding (NEF) and do you employ a graduate or an individual who has achieved the Early Years Foundation Degree who wants to achieve Early Years Professional Status?

If so they **may** be eligible to claim for a Quality Premium Payment.

This allowance is paid by us in two instalments to settings who **employ** a staff team. The principle of the payment is that it can support an increase in salary for the graduate/s and offer some cover costs to support the individual whilst studying.

It is a requirement that managers complete a brief monitoring form every six months for our DCSF returns to monitor the use of funding.

Unfortunately we cannot fund full degrees.

Early Years Professionals

Early Years Professional Status

Once a member of the team in a setting which is eligible to receive Nursery Education Funding (NEF) has achieved EYP Status they are eligible for an enhanced EYP payment. This is only paid when evidence of the achievement has been provided i.e. certificate has been sent to our office. Please ring 0115 8787515 if you require any further information about the Graduate Leader Fund.

Please note all information correct at time of printing.

Early Years and Childcare Services Training and Development Opportunities

Further Reading/Research Opportunities

If you would like to explore further personal learning opportunities why not 'surf the web'. There are a huge amount of web sites dedicated to Early Years and Childcare that you could explore. They will bring you up to date with current issues.

Web sites

www.nottinghamshire.gov.uk/nottscyppartnership.htm

www.nottinghamshire.gov.uk/nscb

www.communicationhelppoint.org.uk

www.services4notts.org.uk

www.dcsf.gov.uk/publications/childrensplan

www.standards.dcsf.gov.uk

- Inclusion Development Programme. Supporting Children with Speech, Language & Communication Needs.
- /national strategies find online materials and guidance 'Find it, Share it, Use it'
- /EYFS

www.everychildmatters.gov.uk

-Early Years and Childcare

- Workforce Reform - Aiming High for Every Disabled Child

www.surestart.gov.uk

www.pre-school.org.uk

-resources

www.ndna.org.uk

-Day Nursery Information

www.ncma.org.uk

-Childminder Information

www.earlysupport.org.uk

www.standards.dcsf.gov.uk/eyfs

www.cwdcouncil.org.uk

- foster care standards

www.ofsted.gov.uk

-Poster for parents

-Information leaflet on Ofsted registration

www.familyreading.org.uk

-FREE family reading resources available



Early Years and Childcare Services Training and Development Opportunities

Further Reading/Research Opportunities

www.bookstart.org.uk

www.fatherhoodinstitute.org

www.playengland.org.uk
-charter for children's play

Additional Training & Development Opportunities

These are details of other training providers. You will need to contact them directly and they will have their own processes for bookings. Please note that some costs may be incurred for the training and they will have a clear cancellation policy.

Please do not contact the Early Years and Childcare Team with regard to these providers as we have no influence on their administrative procedures.

Lets Build....Drug & Alcohol Training

Laurel House
Ransom Wood Business Park
Southwell Road West
Rainworth
Mansfield
Nottinghamshire
NG21 0ER
Telephone: 01623 652743
www.letsbuild.org.uk

Nottinghamshire Teenage Pregnancy Partnership Training Programme

Teenage Pregnancy
C/O Special Coaches Project
Unit 1, Kings Mill Way
Hermitage Way Industrial Estate
Mansfield
Nottinghamshire
NG18 5ER
Telephone: 01623 627322 Fax: 01623 627322
teenage.pregnancy@nottsc.gov.uk
www.nottinghamshire.gov.uk



Early Years and Childcare Services Training and Development Opportunities

Further Reading/Research Opportunities

Healthy Young Minds

CAMHS

Child & Adolescent Mental Health Services

Training Programme

Ransom Hall

Ransom Hall Business Park

Southwell Road West

Mansfield

Notts

01623 414114

Training and Development Opportunities Application Form

Course Title:	Course Number:
Course Date:	Course Venue:
Applicants Title: (Mr, Mrs, Miss, Ms etc):	Applicants National Insurance No: <input type="text"/>
Applicants Surname:	Applicants Date of Birth:
Applicants Forename(s):	Job Title:
Name & Address of Applicants Workplace:	Correspondence Address (if different)
Email address:	
Daytime/Mobile Phone Number:	Any Special Dietary Requirements:
Do you consider yourself to have a disability? YES <input type="checkbox"/> NO <input type="checkbox"/>	Special Requirements i.e. physical:
Gender: FEMALE <input type="checkbox"/> MALE <input type="checkbox"/>	
Applicants signature:	Line Manager Authorisation (if appropriate):

Childcare Sector: (please tick as appropriate)

LA Maintained School Independent/Private School Full Day Care Sessional Care

Out of School Care Childminder Crèche Children's Centre Foster Carer

Other (Please state)

Ethnic Origin: (Please tick):

<input type="checkbox"/> White - British	<input type="checkbox"/> Mixed - Other	<input type="checkbox"/> Black or black British - African	<input type="checkbox"/>
<input type="checkbox"/> White - Irish	<input type="checkbox"/> Asian or Asian British - Indian	<input type="checkbox"/> Black or black British - Other	<input type="checkbox"/>
<input type="checkbox"/> White - Other	<input type="checkbox"/> Asian or Asian British - Pakistani	<input type="checkbox"/> Chinese	<input type="checkbox"/>
<input type="checkbox"/> Mixed - White/Black Caribbean	<input type="checkbox"/> Asian or Asian British - Bangladeshi	<input type="checkbox"/> Gypsy/Romany	<input type="checkbox"/>
<input type="checkbox"/> Mixed - White & Black African	<input type="checkbox"/> Asian or Asian British - Other	<input type="checkbox"/> Other	<input type="checkbox"/>
<input type="checkbox"/> Mixed - White & Asian	<input type="checkbox"/> Black or black British - Caribbean	<input type="checkbox"/> Prefer not to say	<input type="checkbox"/>

Have you checked, are you are in the target group for the course? Please tick yes **no**

Data Protection Act
Information on this form may be held on computer. Strict confidentiality will be observed and disclosures will only be given for DCSF purposes.

Please return the completed application form or direct any queries to:
The course administrator detailed on the page of the course that you are applying for.

