Early Years and Childcare Training and Support Programme

Autumn 2017 – Summer 2018

www.cambridgeshire.gov.uk/learntogether
Welcome to the Early Years and Childcare Training and Support Programme 2017-18!

We know from your feedback how many providers look forward to the publication of our annual offer of courses, conferences and other activity, to enhance the professional skills and knowledge of early years and childcare practitioners.

We are delighted that you continue to take up our offer of training and qualifications, with over 3,600 bookings in the first two terms of the year.

The training and support programme contains:

• a revised and improved set of courses for practitioners at all levels of experience
• conferences on a range of subjects, bringing national experts to the county at a fraction of national prices
• a new range of masterclasses to improve practice for more experienced colleagues
• qualifications available through Cambridgeshire County Council and our key partners, and support available from the Council.

Our new membership offer for schools and settings has also proved popular with many providers in its first year. We have gathered your feedback and present in this programme a new and improved membership offer, which includes:

• a membership option for childminders
• our Cambridgeshire Essentials range to help with meeting some of your core requirements as providers (with free credits for members)
• adviser support by telephone, e-mail and face to face visits
• discounts on courses and conferences
• the option to save more with bundles of support, including our new Forest School bundle.

We believe this programme offers our providers more than ever, to help you to continue to improve outcomes for all children in Cambridgeshire, and to accelerate the achievement of vulnerable groups.

Full details of all our services can be found on Learn Together Cambridgeshire
www.cambridgeshire.gov.uk/learntogether with pages that will be updated throughout the year.

Gill Harrison
Head of Service Early Years
# Contents

- Early Years offer 2017-18 ................................................................. 6
- Early Years membership ........................................................................ 7
- Pay-as-you-go ..................................................................................... 11
- Using this Training and Support Programme ........................................ 12
- Course levels explained ...................................................................... 13
  - Basic courses .................................................................................. 13
  - Intermediate courses .................................................................... 14
  - Advanced courses ........................................................................ 15
- Booking onto training courses ............................................................... 16
- Designated/Named Persons in settings – guidance for early years and childcare settings ...................................................... 17

## QUALIFICATIONS

- Qualifications and careers ................................................................. 18
- Qualification funding .......................................................................... 19
- Early Years and Childcare Qualifications ............................................. 21
- Training Provider Contacts .................................................................. 26

## EARLY YEARS FOUNDATION STAGE COURSES

- New to Early Years and Childcare (3 day course) ............................... 27
- Back to Basics – The Early Years Foundation Stage .......................... 28
- Characteristics of Effective Learning (CoEL) ........................................ 29
- Telling the Story, through Effective Displays ....................................... 30
- An Introduction to Observation and Assessment ............................... 31
- Delivering the EYFS Prime Areas through Continuous Provision ..... 32
- Delivering the EYFS Specific Areas through Continuous Provision 33
- Early Talk Boost ................................................................................ 34
- Loose Parts in Early Years .................................................................. 35
- Mindfulness to Promote Wellbeing .................................................... 36
- Technology in the Early Years .............................................................. 37
- Brilliant Babies – Best practice, working with children under 24 months .......................................................... 38
- Tuning into Children .......................................................................... 39
- Five to Thrive – The things you do every day that help your child’s growing brain ......................................................... 40
- There’s more to Blocks than Stacking! ............................................... 41
- The Key to it All – An examination of the role of the Key Person 42
- Early Years Maths Matters .................................................................. 43
- Understanding Children’s Behaviours and Interactions (2 part course) ................................................................. 44
- Home Learning Links – Keeping it simple for parents ......................... 45
- Having Fun with Phonics ................................................................. 46
- Supporting Boys ............................................................................ 47
- Using Every Child a Talker (ECaT) Materials and Resources in Early Years Settings (2 day course) ......................................................... 48
## FOREST SCHOOLS PACKAGES AND COURSES

<table>
<thead>
<tr>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forest Schools – our vision</td>
<td>49</td>
</tr>
<tr>
<td>Forest School – An introduction</td>
<td>50</td>
</tr>
<tr>
<td>Forest School – Fire experiences</td>
<td>51</td>
</tr>
<tr>
<td>Forest School – Games in the great outdoors</td>
<td>52</td>
</tr>
</tbody>
</table>

## MASTERCLASSES

<table>
<thead>
<tr>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Child Development Practice Around the World: What do other countries do and why?</td>
<td>53</td>
</tr>
<tr>
<td>Schema Masterclass with Stella Louis</td>
<td>54</td>
</tr>
<tr>
<td>Accelerating Achievement of vulnerable groups – What really makes a difference?</td>
<td>55</td>
</tr>
<tr>
<td>Self Regulation Masterclass</td>
<td>56</td>
</tr>
<tr>
<td>Movement Environment Rating Scale (MOVERS) masterclass with Iram Siraj</td>
<td>57</td>
</tr>
</tbody>
</table>

## CONFERENCES

<table>
<thead>
<tr>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Years Conference 2018</td>
<td>58</td>
</tr>
<tr>
<td>Baby Conference 2017</td>
<td>60</td>
</tr>
<tr>
<td>The Forest School Conference 2018</td>
<td>61</td>
</tr>
<tr>
<td>Just Play 2017 Get up! Get moving! Get Active!</td>
<td>62</td>
</tr>
</tbody>
</table>

## LEADERSHIP, MANAGEMENT AND GOVERNANCE COURSES

<table>
<thead>
<tr>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leadership, Management and Governance courses</td>
<td>63</td>
</tr>
<tr>
<td>First Steps in Leading a Team</td>
<td>64</td>
</tr>
<tr>
<td>Building Confidence and Creating a Winning Team</td>
<td>65</td>
</tr>
<tr>
<td>Maintaining Good and Outstanding Ofsted Judgements</td>
<td>66</td>
</tr>
<tr>
<td>Leading the Early Years Curriculum</td>
<td>67</td>
</tr>
<tr>
<td>The Roles and Responsibilities of the Registered Provider</td>
<td>68</td>
</tr>
<tr>
<td>Planning for your Annual General Meeting (AGM)</td>
<td>69</td>
</tr>
<tr>
<td>Getting it Right Legally</td>
<td>70</td>
</tr>
</tbody>
</table>

## OUT OF SCHOOL AND HOLIDAY CLUBS

<table>
<thead>
<tr>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courses that are suitable for staff working in Out of School and Holiday clubs</td>
<td>71</td>
</tr>
<tr>
<td>Behaviour – Whose problem? Yours, ours or theirs?</td>
<td>72</td>
</tr>
</tbody>
</table>

## CHILD PROTECTION AND SAFEGUARDING COURSES

<table>
<thead>
<tr>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Child Protection and Safeguarding Courses</td>
<td>73</td>
</tr>
<tr>
<td>Basic Child Protection</td>
<td>74</td>
</tr>
<tr>
<td>Basic Child Protection – Refresher Training</td>
<td>76</td>
</tr>
<tr>
<td>Child Protection – Training for Designated Personnel (2 day course)</td>
<td>77</td>
</tr>
<tr>
<td>Child Protection – Refresher Training for Designated Personnel</td>
<td>79</td>
</tr>
<tr>
<td>Safer Recruitment Training</td>
<td>81</td>
</tr>
<tr>
<td>Children’s Safety Matters – Update on Staying Safe in the Foundation Stage</td>
<td>82</td>
</tr>
<tr>
<td>The Role of the Lead Professional</td>
<td>83</td>
</tr>
</tbody>
</table>
## SPECIAL EDUCATIONAL NEEDS AND DISABILITY COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identifying and Supporting Children with Emerging Needs and SEND in the EYFS</td>
<td>84</td>
</tr>
<tr>
<td>Supporting Special Educational Needs and Disabilities (SEND) in Out of School Clubs</td>
<td>85</td>
</tr>
<tr>
<td>SENCo Training for Designated Personnel</td>
<td>86</td>
</tr>
<tr>
<td>SENCo Refresher Network and Briefing</td>
<td>88</td>
</tr>
<tr>
<td>Understanding Children’s Behaviours and Interactions (2 part course)</td>
<td>89</td>
</tr>
</tbody>
</table>

## EQUALITIES AND INCLUSION COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>English as an Additional Language (EAL) – In More Depth (2 part course)</td>
<td>90</td>
</tr>
<tr>
<td>British Values in the Early Years Foundation Stage (EYFS)</td>
<td>91</td>
</tr>
<tr>
<td>Equalities Named Coordinator (ENCo) (2 day course)</td>
<td>92</td>
</tr>
<tr>
<td>ENCo Refresher Network and Briefing Sessions</td>
<td>93</td>
</tr>
</tbody>
</table>

## FIRST AID COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Aid Courses</td>
<td>94</td>
</tr>
</tbody>
</table>

## FORUMS, NETWORKS AND BRIEFINGS

<table>
<thead>
<tr>
<th>Course</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation Years Forums</td>
<td>96</td>
</tr>
<tr>
<td>Leadership and Governance Briefings</td>
<td>97</td>
</tr>
<tr>
<td>Early Years Leadership Briefings</td>
<td>98</td>
</tr>
<tr>
<td>Early Years Foundation Stage (EYFS) Governor Network</td>
<td>99</td>
</tr>
<tr>
<td>Shared Assessment Matters Moderation Programme</td>
<td>100</td>
</tr>
</tbody>
</table>

## COURSES FOR SCHOOLS

<table>
<thead>
<tr>
<th>Course</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courses that are suitable for staff working in Early Years Foundation Stage in schools</td>
<td>101</td>
</tr>
<tr>
<td>New to the Early Years Foundation Stage</td>
<td>102</td>
</tr>
<tr>
<td>New to the Early Years Foundation Stage for Teaching Assistants</td>
<td>103</td>
</tr>
<tr>
<td>Supporting and Challenging Children’s Learning in the EYFS for Teaching Assistants</td>
<td>104</td>
</tr>
<tr>
<td>Working with Mixed Age Reception and Year One Classes</td>
<td>105</td>
</tr>
<tr>
<td>Developing Interactive and Engaging Phonics in Reception and Year 1</td>
<td>106</td>
</tr>
<tr>
<td>Developing Good Mathematical Foundations in Early Years and Year 1</td>
<td>107</td>
</tr>
<tr>
<td>Developing English Provision in Reception and Year 1</td>
<td>108</td>
</tr>
<tr>
<td>Securing Judgements</td>
<td>109</td>
</tr>
</tbody>
</table>

## COURSES FOR CHILDMINDERS

<table>
<thead>
<tr>
<th>Course</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Childminder membership</td>
<td>110</td>
</tr>
<tr>
<td>Courses that are suitable for childminders</td>
<td>111</td>
</tr>
<tr>
<td>Childminder Support Sessions</td>
<td>112</td>
</tr>
</tbody>
</table>

## CAMBRIDGE EARLY YEARS TEACHING SCHOOL

<table>
<thead>
<tr>
<th>Course</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge Early Years Teaching School</td>
<td>114</td>
</tr>
</tbody>
</table>

Venue addresses .............................................................................. 115
Training and Qualifications Contacts ........................................... 118

*Please note: All information in this training and Support programme is correct at the time of publication and is subject to change*
Early Years offer 2017-18

The Early Years Service offer for 2017-18 includes a range of flexible, cost-effective options designed to meet the changing needs of the sector.

- Universal services are free to all providers
- Membership gives you access to an early years adviser, a range of free support and training, and savings on non-member prices for training and conferences
- Buy ahead with bundles and save even more on training, support or both
- Pay-as-you-go gives you exactly what you want, when you want it

Our universal free offer to all providers includes

- Our online early years assessment system (CASEY)
- Leadership and Governance briefings for settings
- Extensive online information on Learn Together
- Essential email updates
- Online version of Jigsaw magazine
- Statutory support
- Annual audit

Our expanding range of interest groups on the Learn Together Hub is also free.

All providers can access networks, courses and conferences from our Training and Support programme at the appropriate price.

Our charged services include

- Improved value for money membership for all early years and childcare providers
- A brand new membership offer for childminders
- Extra value bundles for members covering training and support and a new Forest School bundle
- Pay-as-you-go prices for courses, conferences and support visits.
Early Years membership

In addition to our universal free offer, you can purchase our Early Years membership.

Membership runs from 1 September to 31 August, and is a cost-effective way to ensure you get the support you need, including

- Early Years Adviser telephone and e-mail support
- Half-day Early Years Quality Framework themed visit
- The Shared Assessment Matters Moderation programme
- A paper copy of Jigsaw magazine each term.
- Up to 20% off pay-as-you-go training programme courses and conferences
- 2 free places at forums and briefings
- 12 training credits to use for Cambridgeshire Essentials courses (see box to the right)

Membership prices are held at 2016-17 rates. Prices for private and voluntary early years settings are tailored to their size, and we’ve increased the size bands to make it better value for money.

Membership also includes access to our dedicated Early Years recruitment website when it launches later in 2017. Sign up before 1 September and get your first advert for free!

Membership prices for early years settings

<table>
<thead>
<tr>
<th>Funded 3 and 4 year olds (Summer term)</th>
<th>0-16</th>
<th>17-32</th>
<th>33-64</th>
<th>65+</th>
</tr>
</thead>
<tbody>
<tr>
<td>Voluntary managed/charities</td>
<td>£99</td>
<td>£129</td>
<td>£149</td>
<td>£199</td>
</tr>
<tr>
<td>Other early years providers</td>
<td>£149</td>
<td>£199</td>
<td>£249</td>
<td>£299</td>
</tr>
<tr>
<td>Exempt providers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Cambridgeshire Essentials is the new set of training options designed to give your key staff the skills and knowledge they need. Members get credits to use on the following courses and briefings:

- New to Early Years and Childcare (6 credits)
- Child Protection Designated Person (4 credits) and refresher (2 credits)
- Identifying and Supporting Children with Emerging Needs and SEND in the EYFS or supporting SEND in Out of School Clubs (1 credit)
- Special Educational Needs Coordinator (SENCo) training (4 credits) and refresher (1 credit)
- Equalities Named Coordinator training (4 credits) and refresher (1 credit)
- Safer Recruitment (2 credits)
- Leading the Early Years Curriculum (1 credit)
- The Roles and Responsibilities of the Registered Provider (0 credits)

So if you have a new staff member in a key role, or you are due an update, you can access this training for free with our membership.
Early Years membership

**Membership prices for out of school and holiday clubs**

What you will get
- Adviser telephone and e-mail support
- 6 credits on Cambridgeshire Essentials courses (see table on previous page)
- Two free places at each Foundation Years Forum
- Up to 20% off pay-as-you-go training programme courses and conferences

<table>
<thead>
<tr>
<th>What you will get</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Termly ‘Playwork – Beyond Quality Framework’ Hub</td>
<td></td>
</tr>
<tr>
<td>Paper copy of Jigsaw</td>
<td></td>
</tr>
<tr>
<td>Access to our dedicated early years recruitment website. Sign up before 1 September and get your first advert for free!</td>
<td></td>
</tr>
</tbody>
</table>

**Membership prices for childminders**

We have responded to feedback from childminders with a great value membership offer for 2017-18. For just £30 you will get:
- One free place at each childminder support session in your area
- One free place each term at Foundation Years Forums
- Shared Assessment Matters moderation programme
- Up to 20% off pay-as-you-go training programme courses and conferences
- Paper copy of Jigsaw

<table>
<thead>
<tr>
<th>What you will get</th>
<th>Price</th>
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<tbody>
<tr>
<td>Access to our dedicated early years recruitment website. Sign up before 1 September and get your first advert for free!</td>
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</tbody>
</table>

**Childminders offering funded early years places can purchase membership at the reduced rate of £25 for the year.** Childminders who are members may allocate their free places at support sessions or forums to their named Childminding Assistant.

Childminders can also choose to pay-as-you-go for support sessions, Foundation Years Forums and other activities, but membership is the best value option.

**Discounted member prices are as follows** (unless stated otherwise on individual course pages):

<table>
<thead>
<tr>
<th>Members Courses (per place)</th>
<th>Private, voluntary / community sector and childminders</th>
<th>Maintained schools</th>
<th>Academy and independent schools</th>
</tr>
</thead>
<tbody>
<tr>
<td>Half-day/ evening course (per place)</td>
<td>£20</td>
<td>£50</td>
<td>£60</td>
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<tr>
<td>Full day/ masterclass per place</td>
<td>£40</td>
<td>£100</td>
<td>£110</td>
</tr>
<tr>
<td>In-house (half-day, up to 25 people)</td>
<td>£200</td>
<td>£250</td>
<td>£275</td>
</tr>
<tr>
<td>Adviser visit (half-day) First visit Additional visits</td>
<td>FREE</td>
<td>£160</td>
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</tr>
</tbody>
</table>

If the course is more than one day/session, multiply the daily/ half day costs by the number of days/ sessions. Any course up to and including 3 hours counts as a half day course. Over 3 hours and up to 7 hours is classed as a full day.

**Please note:** The content of the membership package must be used in the academic year that it is purchased. Unused credits and/or visits cannot be carried forward into the next academic year.
Membership compared – our offer at a glance

<table>
<thead>
<tr>
<th></th>
<th>Universal Offer – EY settings</th>
<th>Early Years member</th>
<th>School member (Maintained/Independent/Academy)</th>
<th>Out of School member</th>
<th>Childminder member</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASEY (online assessment system)</td>
<td>FREE</td>
<td>✓</td>
<td>✓**</td>
<td>X</td>
<td>✓</td>
</tr>
<tr>
<td>Leadership and Governance briefings</td>
<td>FREE</td>
<td>✓</td>
<td>EYFS Leadership Briefings EY Governor Network</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Learn Together website</td>
<td>FREE</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<tr>
<td>Essential email updates</td>
<td>FREE</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<td>Jigsaw</td>
<td>Online</td>
<td>Paper</td>
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<td>Paper</td>
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<tr>
<td>Early Years Adviser telephone/ email support</td>
<td>X</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>CSDO support</td>
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<tr>
<td>Shared Assessment Matters</td>
<td>Pay-as-you-go</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<tr>
<td>Foundation Years Forum places (2)</td>
<td>Pay-as-you-go</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
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<tr>
<td>Half-day adviser visit on</td>
<td>Pay-as-you-go</td>
<td>✓</td>
<td>Health-check Termly Hubs</td>
<td>N/A</td>
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<tr>
<td>Quality Framework theme</td>
<td>Pay-as-you-go</td>
<td>✓</td>
<td>N/A</td>
<td>6 credits</td>
<td>N/A</td>
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<td>Cambridgeshire Essentials</td>
<td>Pay-as-you-go</td>
<td>12 credits</td>
<td>N/A</td>
<td>6 credits</td>
<td>N/A</td>
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<td>Discount</td>
<td>Discount</td>
<td>Discount</td>
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<td>conferences</td>
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<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Recruitment website</td>
<td>X</td>
<td>First ad free*</td>
<td>Discount</td>
<td>First ad free*</td>
<td>Discount</td>
</tr>
<tr>
<td>Bundles</td>
<td>X</td>
<td>✓</td>
<td>First ad free*</td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>

* Early bird offer – subscribe by 1 September 2017
**where applicable

Discounts for multiple providers

Schools with multiple early years and childcare provision on-site (such as school-run pre-school and out of school / holiday club) can enjoy 3 for 2 on membership (cheapest membership free). For example you can purchase the Early Years Offer for Schools, a PV Early Years offer for the pre-school and get the membership for your Out of School and Holiday club free.

Nursery and academy chains and federations can also take advantage of discounts on multiple membership.

For more information about membership discounts for single registration multi-site provision, please contact us by email or telephone.
Early Years membership

Membership bundles

Members can get even more from membership during the year, by choosing one of our extra value bundles.

Members can buy blocks of training or support, or a mix of both. Bundles can be used flexibly to plan and book ahead from our programme and with your adviser.

Bundles cost £450, and prices work out cheaper than buying at members’ rates, typically saving 10% on individual prices.

New for 2017-18 is the Forest School bundle, giving access to training, support sessions and a Forest School Conference place. The bundle has been developed to support our county vision of “Forest School for All”.

There are four bundles available, and you can buy any combination, at any time, for your use during the year.

How to purchase membership

- Contact us by e-mail requesting an application form and stating which types of provision you operate eg. Childminder, Out of School Club, Early Years, Maintained School, Academy or Independent School

- We will send you an application form to complete and return to us

- We will then send you your membership details and invoice you.

E-mail: earlyyears.service@cambridgeshire.gov.uk or phone 01223 706133

Bundles – all £450

A Training Bundle
- 12 training programme credits (one credit is equivalent to a half day or evening course, two credits a full day course, unless otherwise stated on the course page)
- Half-day in-house training course

B Support Bundle
- Up to five half-day support visits from an Early Years Adviser including
- Ofsted preparation
- Post-Ofsted support
- Enhanced Quality Framework visits

C Training & Support
- Termly bespoke support visit
- 8 training programme credits (equivalent to 8 half-day or evening course places)
- 2 free conference places of your choice (subject to availability)

D Forest School
- 2 half-day support visits
- 1 free conference place
- Unlimited access to FS network events
- Unlimited telephone and email support

To discuss your bundle needs, please get in touch by e-mail earlyyears.service@cambridgeshire.gov.uk or phone 01223 706133.

You can purchase membership or bundles at the start or during the year. We encourage you to make your membership decision early in the year to take advantage of the free services and discounts available.

Bundle credits must be used in the academic year of purchase, and cannot be carried over.
Pay-as-you-go

If you are not sure about membership, you can pay-as-you-go.

You can access courses, conferences and our new range of masterclasses through our online booking system, and pay only for what you choose. You can book visits from advisers or even an in-house training session.

NEW for 2017-18 is the opportunity for a telephone review with one of our adviser team. This will involve a structured conversation around the key aspects of quality provision and a feedback report with any key actions.

Pay-as-you-go prices for 2017-18 are as follows
(unless stated otherwise on individual course pages):

<table>
<thead>
<tr>
<th>Pay-as-you-go</th>
<th>Private, voluntary sector, childminders and Children’s Centres</th>
<th>Maintained schools</th>
<th>Academy and independent schools</th>
<th>Out of county</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courses (per place)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Half-day/ evening (including Forums)</td>
<td>£25</td>
<td>£60</td>
<td>£70</td>
<td>£80</td>
</tr>
<tr>
<td>Full day/ masterclass</td>
<td>£50</td>
<td>£120</td>
<td>£140</td>
<td>£150</td>
</tr>
<tr>
<td>In-house (half day, up to 25 people)</td>
<td>£275</td>
<td>£350</td>
<td>£400</td>
<td>£500 *</td>
</tr>
<tr>
<td>Support</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adviser telephone review (1 hour + report)</td>
<td>£30</td>
<td>£60</td>
<td>£80</td>
<td>£120</td>
</tr>
<tr>
<td>Adviser visit (half-day)</td>
<td>£200</td>
<td>£249</td>
<td>£300</td>
<td>£350 *</td>
</tr>
<tr>
<td>Conferences</td>
<td>Various</td>
<td>Various</td>
<td>Various</td>
<td>Various</td>
</tr>
</tbody>
</table>

* (+ travel / expenses)

If the course is more than one day/session, multiply the daily/ half day costs by the number of days/sessions. Any course up to and including 3 hours counts as a half day course, over 3 hours and up to 7 hours is classed as a full day course.

Cambridgeshire Essentials courses and briefings (see page 7) are open to non-members on payment of a pay-as-you-go course/session fee.

Early Years recruitment website COMING SOON!

Be seen by the people you are looking for, using the new CCC Early Years recruitment website. From this year, providers will be able to upload job advertisements to a dedicated website.

We are confident this will become the place to look for work opportunities, making it easier for providers and anyone wanting to work in early years and childcare. With competitive rates and countywide coverage, it will be a key part of supporting the recruitment agenda.
Using this Training and Support Programme

**Definition of PV packages etc**

Childminders and staff working within early years settings in schools and children’s centres (such as pre-schools and out of school clubs) can access training at the private and voluntary rate.

Other staff working in schools e.g. reception classes, school nursery classes, nursery schools or independent school nursery classes will be charged at the appropriate school rate.

Staff working outside of Cambridgeshire will be charged at the appropriate out of county rate.

**Credit**

This is the number of credits that you will use for a particular course. Credits can be purchased by members as part of the membership offer and bundle packages. Generally 1 credit is equivalent to half a day of training, where this varies it will be stated on the individual course page.

**Cancellation**

Please note if you are using a Cambridgeshire Essential training place or credits and you cancel, you must comply with our cancellation terms and conditions on page 16
Course levels explained

This year we have identified the level of knowledge that each course will be aimed at. This will help you plan the Continuous Professional Development for everyone in your provision. These are just examples of the courses appropriate to each level of learner, you will find others throughout the training programme.

Courses include

- New to Early Years and Childcare Back to Basics – The Early Years Foundation Stage
- Characteristics of Effective Learning (CoEL)
- Telling the Story, through Effective Displays
- An Introduction to Observation and Assessment
- Delivering the Early Years Foundation Stage (EYFS) Prime Areas through Continuous Provision
- Loose Parts in Early Years
- Mindfulness to promote wellbeing
- Technology in the Early Years
- Forest School – An introduction
- English as an Additional Language (EAL) – In more depth
- British Values in the Early Years Foundation Stage
- Early Years Foundation Stage (EYFS)

Basic courses

This level is for staff who are just starting or newly qualified practitioners who would like to enhance their knowledge within specific subjects. Some of these courses may be beneficial to governors or committees to increase their knowledge. Focussing on specific topics these courses will enable learners to to widen their knowledge and expertise in an identified area, thus improving practice.

Child Protection

- Basic Child Protection
- Basic Child Protection Refresher

Conferences

- The Forest School Conference 2018
- Just Play 2017 Get up! Get moving! Get Active!

Committee & Managers

- The Roles and Responsibilities of the Registered Provider
- Planning for your Annual General Meeting (AGM)
- Getting it Right Legally

SEND

- Special Educational Needs
- Identifying and Supporting Children with Emerging Needs and SEND in the EYFS
Course levels explained ... continued

Courses include

- Tuning into Children
- Five to Thrive
- There’s more to Blocks than Stacking!
- The Key to it All
- Early Years Maths Matters
- Understanding Children’s Behaviours and Interactions
- Home Learning Links
- Having Fun with Phonics
- Supporting Boys
- Using Every Child a Talker (ECaT)
- Forest School – Games in the great outdoors
- Forest School – Fire experiences

Conferences

- The Forest School Conference 2018
- Just Play 2017 Get up! Get moving! Get Active!

Intermediate courses

This level is for qualified or experienced staff who are seeking more training to enhance their professional development to help underpin personal performance and understanding within their setting. Staff will need a good basic knowledge of the course subject. These courses focus on up to date research and current trends within the early years. Courses will challenge the learner to develop their understanding whilst drawing on current local national and local initiatives. A positive way for practitioners who are seeking build their professional development.

SEND

- Special Educational Needs Coordinator (SENCo)
- Refresher Network and Briefing Sessions

Child Protection

- Designated Person Child Protection and Refresher Safer Recruitment Training

Committee & Managers

- First Steps in Leading a Team
- Building Confidence and Creating a Winning Team
- Maintaining Good and Outstanding Ofsted Judgements
Course levels explained ... continued

This year we are offering an increased number of masterclasses and conferences. Further masterclasses will be publicised during the year, on the Learn Together website. Most of the intermediate courses are also suitable for this level of staff.

Courses and masterclasses
- Child Development Practice Around the World:
- Accelerating Achievement of vulnerable groups
- Self-Regulation Masterclass
- Movement Environment Rating Scale (MOVERS) masterclass with Iram Siraj
- Mindfulness to Promote Wellbeing
- There’s more to Blocks than Stacking

Leaders and Managers
- Leading the Early Years Curriculum
- Level 4 Award for the Early Years Practitioner
- Building Confidence and Creating a Winning Team
- Getting it Right Legally
- Safer Recruitment
- The Role of the Lead Professional

Advanced courses
This level is for practitioners who have a significant knowledge and experience of working within the Early Years Foundation Stage (EYFS) and are competent within their practice. These courses will challenge learners to think reflectively and critically whilst developing skills to enhance their early years provision. Learners must hold a minimum of Level 3 qualification with a good understanding of area the subject area.

Conferences
Early Years Conference 2018
Baby Conference 2017
Forest School Conference 2018
Equalities Conference 2018

ENCo
- Equalities Named Coordinator (ENCo) (Two day course)
- Equalities Named Coordinator (ENCo) Refresher Network and Briefing Sessions
Booking onto training courses

**Essential information**

**To book a course**

- Please book courses online using the Learn Together Website. Booking online will enable you to book a place immediately and receive confirmation immediately. www.cambridgeshire.gov.uk/learntogether

- When booking online it is important that you or whoever is completing the booking answers all questions accurately and honestly as checks are made and you may lose your place!

- You must contact us if you wish to book more than four people onto one course. See the relevant page for limitations on Designated Person courses, First Aid courses and some conferences.

- Once you have booked you should receive a confirmation by email. If this doesn’t happen please check your spam box. Please contact us immediately if you do not receive a confirmation.

To book online using Learn Together, schools and settings must register first. If you would like further information please contact: eyctraining@cambridgeshire.gov.uk or 01223 706349

**Course booking terms and conditions**

Cambridgeshire County Council is committed to providing services that are of the highest standard and meet the needs of our customers.

The following terms are standard across all bookable events.

**Transferring / changing a booking**

A booked place on a course can be transferred to another suitable staff member up to five working days prior to the date of the course. To amend a name on a course booking you should email the team on eyctraining@cambridgeshire.gov.uk. You cannot amend the online booking system.

**Cancellations and refunds**

Customers cancelling bookings up to 15 working days prior to the course date will not be charged. If you have already paid a refund will be given.

No refunds will be given for

- Failure to attend a booked event
- Cancellation of a booking within 15 working days of the course date.

Additional charges will be levied for failure to attend a subsidised/no charge event. Charges will be based on full (non-subsidised) cost of a standard place for the event.

**Cancellation**

Please note if you are using a Cambridgeshire Essentials training place or credits and you cancel, you must comply with our cancellation terms and conditions. If you cancel a place within 15 working days of the event or fail to attend a course those credits will be deducted from your balance.

**Changes to courses**

The Early Years and Childcare Service will endeavour to provide courses as advertised. However we reserve the right to change the date, location and provider of courses. All service led changes will not automatically result in refunds; payments will be transferred and will become subject to the terms and conditions above based upon the new date. Courses will be cancelled if there are insufficient participants booked on, to avoid disappointment do not leave bookings until the last minute.

All course bookings are subject to these terms and conditions.
Designated/Named Persons in settings – guidance for early years and childcare settings

Cambridgeshire County Council recognises the importance of designated, appropriately trained key personnel in each setting as a significant feature in ensuring quality.

- We strongly recommend that you ensure that your setting has suitable appropriately trained people undertaking these roles. In each of your provisions (excluding childminders) there should be a designated person for:
  - Child Protection
  - Special Needs
  - Equalities (named person)

- We also strongly recommend that your setting has at least one person who has attended the Safer Recruitment course.

- This Training and Support Programme offers courses for the above roles which reflect the associated responsibilities, current best practice and legislation. These courses highlight local reporting and recording procedures which must be followed by Cambridgeshire settings.

- The designated/named person in each of these areas should be a senior member of staff (Level 3 with at least two years post-qualifying experience) who is on site. It is important that part-time and shift hours are covered, so there may need to be a second designated person for each area of work in a setting.

- **Please note:** Settings who have 2 trained SENCo DPs will not be able to book additional SENCo DP training.

- We now offer ‘Identifying and Supporting Children with Emerging Needs and SEND in the EYFS’ to meet the training needs of practitioners who are NOT the designated Person for SEND.

- For Out of School Clubs we have developed Supporting SEND in Out of School clubs.

- Designated Persons should update their training every three years by attending a Refresher Course, these places are classed as ‘Cambridgeshire Essentials’ within the membership package. Non members have the option to pay-as-you-go.

- For Child Protection Designated Persons we recommend that practitioners also access courses provided by the Local Safeguarding Children’s Board (LSCB) in addition to the training courses in this programme. Information can be found at: www.cambridgeshire.gov.uk/lscb.

**Childminders**

Childminders should access the following thematic Childminder Support Sessions:

- Safeguarding Children – Child Protection
- Special Educational Needs
- Equalities

This training should be updated every three years. These sessions are free to childminders who have taken up the childminder membership offer. Childminders may allocate their place on these courses to one assistant, if they do not need to update. See page 8 of the training programme for further details.
Qualifications and careers

Careers and qualification information, advice and guidance
Cambridgeshire Early Years Service remains committed to a highly qualified and skilled workforce as a critical part of improving outcomes for children. We recognise the enormous value of on-the-job learning, but believe this should be underpinned by an understanding of how young children learn and develop.

For more details contact the:
Early Years Sector Development Team on 01223 706349 or email: eyctraining@cambridgeshire.gov.uk.

Graduate Leader Programme – Early Years Professional/Teacher
We offer a setting premium payment to good and outstanding settings with a member of staff who has achieved Early Years Teacher Status (EYT) or Early Years Professional Status (EYP).

If your setting is in the private or voluntary sector and employs an EYP/EYT who works directly with the children you may be eligible for a premium.

Please note: funding for this programme is limited and subject to funding criteria.

For further information please contact the Early Years Sector Development Team on 01223 706349 or email eyctraining@cambridgeshire.gov.uk

Early Years recruitment website COMING SOON!
Be seen by the people you are looking for, using the new CCC Early Years recruitment website. From this year, providers will be able to upload job advertisements to a dedicated website.

We are confident this will become the place to look for work opportunities, making it easier for providers and anyone wanting to work in early years and childcare. With competitive rates and countywide coverage, it will be a key part of supporting the recruitment agenda.

Gateway to a career in childcare
This course is free to adults who are considering a career in childcare. The course offers key sessions which will provide and inform participants of key roles and responsibilities required when working with children and young people. Please contact us if you wish for us to deliver a course in your setting – it is a great way to attract potential employees. This is also available for school students considering a childcare career.

Telephone: Early Years Sector Development Team on 01223 706349
Email: eyctraining@cambridgeshire.gov.uk
Qualification funding

Early Years Sector Development Team, April 2017 – March 2018

Funding for Level 2 and Level 3 qualifications

The Sector Development Team have a limited amount of qualification funding available for childcare practitioners working in private, voluntary or independent early years and childcare settings. Funding is available for identified qualifications such as the

- Level 2 Certificate in an Introduction to Early Years Educator and Care (QCF)
- Level 3 Diploma for the Early Years Workforce (Early Years Educator)
- Level 3 Award/Certificate/Diploma in Playwork

Early Years degree

The Sector Development Team have limited funding towards course fees for Early Years Degree programmes. Funding is available for learners working in early years settings in the private and voluntary early years sector. Learners must be committed to progressing to Early Years Teacher Status and staying within early years. Funding is not available for childminders or staff working in schools.

All funding is subject to budgetary restrictions and funding criteria. It is allocated on a year by year basis and there is no guarantee of future funding levels.

Private or voluntary sector settings should contact the Early Years Sector Development Team for further details. You must complete the funding application form in full; incomplete forms cannot be considered by the funding panel and will be returned to you. This may lead to a delay in the consideration of your application.

For further information and support:
Telephone: 01223 706349
Email: eyctraining@cambridgeshire.gov.uk

Advanced Learner Loans

Advanced Learner Loans are available to people who are aged 19 years and upwards studying in England. The loans help learners attending college or in further education to pay course costs.

For more information on all aspects of Advanced Learner Loans

- How to apply
- Sums available
- Eligibility
- Repayment details
- Bursaries towards other learning costs, including accommodation, materials, your own childcare and other assistance for disability or learning difficulties

please see https://www.gov.uk/advanced-learner-loan and follow the links below.

https://www.gov.uk/advanced-learner-loan/how-to-apply
https://www.gov.uk/advanced-learner-loan/what-youll-get
https://www.gov.uk/advanced-learner-loan/eligibility
https://www.gov.uk/advanced-learner-loan/repayments
https://www.gov.uk/advanced-learner-loan/bursary-fund

All information from the Department of Education is correct at the date of access 12/04/2017.

Student Finance

Additional finance or a loan towards the cost of the Early Years Degree may be available through Student Finance. Further details can be accessed on www.gov.uk/browse/education/student-finance
Apprenticeship Framework: Children and Young People’s Workforce (England) – level 2 and Level 3 Early Years

www.afo.sscalliance.org

The framework exists to enable potential and current practitioners within early years settings to develop their skills whilst working. Employers are able to develop their own practitioners by signing them up to the apprenticeship scheme whilst they engage in appropriate qualification training. For more information http://www.afo.sscalliance.org/frameworks-library/index.cfm?id=FR04057

Level 2 Early Years will enable learners to engage in learning new skills and develop practice under the supervision of qualified staff. On completion of Level 2 the practitioners can progress to Level 3 and higher (depending on the entry level requirements).

Level 3 Early Years Educators (EYE) (QCF) suite also provides learners working within the setting to gain new skills and develop their understanding in depth.

For the different pathways, guided learning hours, qualifications, and employer rights and responsibilities please refer to ‘Apprenticeship Framework: Children and Young people’s Workforce (England) (Apprenticeships, 2017)’ or visit www.afo.sscalliance.org or http://www.afo.sscalliance.org/frameworks-library/index.cfm?id=FR04057

This framework is not appropriate for practitioners working or seeking work within playwork or teaching services. Practitioners seeking apprenticeships within those areas would need to contact Skills Active and/ or TDA Frameworks.
Early Years and Childcare Qualifications

LEVEL 2 CERTIFICATE IN EARLY YEARS EDUCATION AND CARE

**Entry Level Requirements**
- Designed for practitioners working within the early years age range (birth to five), with an understanding of children aged five to seven years
- Learners must be aged 16+ years working to gain skills under supervision.
- Must hold a paediatric first aid certificate within 3 months of completing

**Key Learning Outcomes**
- The role of the practitioner
- Child development, play and school readiness
- Planning and assessment
- Legislation, framework and professional practice relating to early years

**Providers**
- Early Years and Childcare Training Centre, Cambridgeshire County Council
- Cambridge Regional College – Huntingdon Campus
- Cambridge Regional College – Science Park Campus
- People and Business Development Limited
- Pre-school Learning Alliance

**Estimated completion:** 12 months depending learner motivation. Please note this may vary according to training provider.
LEVEL 3 DIPLOMA FOR THE EARLY YEARS WORKFORCE (EYE)

Entry Level Requirements
• Designed for practitioners at assistant or supervisory level working within the early years sector. Suitable for learners age 16+ years to help them gain skills and knowledge whilst working.
• Upon achievement of this qualification learners with GCSE Grade C or above in English and maths OR Level 2 Key Skills equivalencies will be recognised as Level 3 Early Years Educators.
• Must hold a paediatric first aid certificate within 3 months of completion.
• Work with the following age ranges; birth – 1 year 11 months, 2 years – 2 years 11 months, 3- 5 years (please note placements must be found for any age range not currently working with).

Key Learning Outcomes
• Children’s health and well being
• Legislation, frameworks and professional practice relating to early years
• Play, development and learning for school readiness
• Professional development

Providers
• Early Years and Childcare Training Centre, Cambridgeshire County Council
• Cambridge Regional College – Huntingdon Campus
• Cambridge Regional College – Science Park Campus
• People and Business Development Limited
• Pre-school Learning Alliance

Estimated completion: 13 months depending on learner motivation. Please note this may vary according to training provider.

Please note: Course titles may vary according to training provider.

LEVEL 3 DIPLOMA IN PLAYWORK

Entry Level Requirements
• Suitable for staff working in the playwork profession at assistant or supervisory level.
• Designed to support practitioners in their work with children and young people aged 5 to 16 years.

Key Learning Outcomes
• Playwork theories
• Supporting the needs and rights of the children to create diverse, inclusive play environments
• Health and safety in the play environment
• Establishing and maintaining links with other organisations
• Understanding and implementing opportunities for self-directed learning
• Teamwork
• Working with parents and carers

Providers
• Early Years and Childcare Training Centre, Cambridgeshire County Council
• Cambridge Regional College – Huntingdon Campus
• Cambridge Regional College – Science Park Campus
• People and Business Development Limited
• Pre-school Learning Alliance

Estimated completion: 12 months depending on learner motivation. Please note this may vary according to training provider.
LEVEL 4 AWARD FOR EARLY YEARS ADVANCED PRACTITIONER

Entry Level Requirements
• This qualification is aimed at people who wish to become an Advanced Practitioner and further develop their knowledge.
• Must hold a Level 3 Early Years Qualification
* Please note applicants must be working at supervisory level and will be invited to interview

Key Learning Outcomes
• Enabling children to learn
• Promoting health and well-being through physical activity and nutrition
• Special educational needs
• Working in partnership with families and other professionals
• Implementing change in the setting

Providers
• Early Years and Childcare Training Team, Cambridgeshire County Council
• Cambridge Regional College – Huntingdon Campus
• Cambridge Regional College – Science Park Campus

Estimated completion: 12 months depending on learner motivation. Please note this may vary according to training provider.

LEVEL 5 DIPLOMA IN LEADERSHIP FOR THE CHILDREN AND YOUNG PEOPLE’S WORKFORCE

Entry Level Requirements
• This qualification is aimed at managers in early years settings to enhance their management practice
• Applicants must have a level 3 early years qualification and working in a management position
* This is a distance learning course

Key Learning Outcomes
• Choose from two pathways: management and advanced practice
• Develop your understanding of key leadership and management concepts
• Extend and enhance your skills in communication, child development, developmental theory, safeguarding and other areas
• Delivered and assessed in the workplace by qualified, experienced trainers

Providers
• People and Business Development Limited www.pbdevelopment.co.uk/level5

For funding, contact the training provider
## EARLY YEARS DEGREE

### Entry Level Requirements
- This qualification is designed for practitioners who are already working with children and young people.
- Must be working with or have access to working with suitable children and young people.
- Must have achieved an appropriate Level 3 Childcare Qualification.
- English and maths Grade C or above, however, this may vary between providers.

### Key Learning Outcomes
- Content of the degree may differ between providers. Please contact your chosen provider to find out more about their qualification and the delivery methods.

### Providers
- [http://www.mpowernet.anglia.ac.uk/earlyyears](http://www.mpowernet.anglia.ac.uk/earlyyears)

## EARLY YEARS INITIAL TEACHER TRAINING (EYITT)

### Entry Level Requirements
- The Graduate Entry Employment Based Route is a 12 month part time pathway for graduates employed in early years settings/schools.
- All trainees must have a full degree, hold GCSE grade A*-C (or equivalent) qualifications in Maths, Science and English and be able to pass the Professional Skills Tests required for Initial Teacher Training.

### Key Learning Outcomes
- Early Years ITT prepares trainee teachers to become specialists working with the birth to five age range and in early years settings including private, voluntary, maintained and independent nurseries, as well as early years departments and reception classes in schools.
- Over the duration of the course students are expected to attend university training days and spend 120 days working with the 0-5 age ranges. This must include a 2 week placement in a school of your choice working with Key Stage 1 and an additional placement of up to a day per week (or equivalent) working with Foundation Stage in another setting or school of your choice. For the rest of the time you will remain within your current setting.
- Please contact the provider for information about funding. Limited course cost and funding for providers to cover practitioner absence is available though the training provider.

### Providers
- Anglia Ruskin
  Website: [http://www.mpowernet.anglia.ac.uk/eyitt](http://www.mpowernet.anglia.ac.uk/eyitt) or [https://getintoteaching.education.gov.uk/explore-my-options/become-an-early-years-teacher](https://getintoteaching.education.gov.uk/explore-my-options/become-an-early-years-teacher)
  Email: eyitt@anglia.ac.uk or phone 01245 684355.
# INITIAL TEACHER TRAINING; EARLY YEARS AND PRIMARY SCHOOL TEACHER WITH QTS (SCITT)

## Entry Level Requirements
- This is an early years route as a Primary Teacher with particular regard to the early years curriculum. This Qualified Teacher Status (QTS) successfully develops teachers on the full time SCITT programme based in one of 6 nursery school/centres and a local primary school in Cambridgeshire.
- All applicants should hold a Grade C (or equivalent) in English, mathematics and a science subject.
- All applicants must hold an undergraduate degree of a UK Higher Education Institution or equivalent.
- Applications are processed through UCAS system. More information can be found on the Cambridge Teaching School website

## Key Learning Outcomes
- This qualification prepares trainee teachers to work with children aged 2-7 years (including DfE designated phases of (3-5) Foundation Stage, and KS1 (5-7)).

  The course structure combines
  - Three periods of continuous, directed school experience which will include a ‘good’ or ‘outstanding’ Foundation Stage Class
  - High quality centre-based training
  - Action research based on assignments

  The course will also focus on working with two year olds, supporting diversity and engaging positively with families.

## Providers
- Cambridge Early Years Teaching School: [www.cambridgeearlyyears.org](http://www.cambridgeearlyyears.org)
  Email CEYTS Programme Manager: info@cambridgeearlyyears.org

## Fees
Fees may vary between providers. For Student Finance learners need to visit Direct Gov on [https://www.gov.uk/student-finance](https://www.gov.uk/student-finance)
Training Provider Contacts

**Anglia Ruskin University**  
East Road  
Cambridge  
CB1 1PT  
Tel: 08451964355  
Web: www.anglia.ac.uk

**Cambridge Regional College**  
**Science Park Campus**  
Kings Hedges Road  
Cambridge  
CB4 2QT  
Tel: 01223 418200  
Web: www.camre.ac.uk

**Cambridge Regional College**  
**Huntingdon Campus**  
(Formerly Huntingdonshire Regional College)  
California Road  
Huntingdon  
PE29 1BL  
Tel: 01480 379208/379100  
Web: www.huntingdon.ac.uk

**Early Years Training Centre**  
(EYCC Training Centre)  
Cambridgeshire County Council  
Box No OCT1215  
Shire Hall  
Cambridge  
CB3 0AP  
Tel: 01223 706349  
Web: www.cambridgeshire.gov.uk/eyc  
and click on Workforce Development

**The Cambridge Early Years Teaching School Alliance**  
Huntingdon Nursery  
Ambury Rd  
Huntingdon  
PE29 1AD  
Tel: 0779 2624042 (part-time number)  
Web: www.cambridgeearlyyears.org

**People and Business Development**  
Blois Meadow Business Centre  
Steeple Bumpstead  
Haverhill, Suffolk  
CB9 7BN  
Web: www.pbdevelopment.co.uk

**Pre-school Learning Alliance**  
Cambridgeshire and Peterborough  
1st Floor Century House  
Market Street  
Swavesey  
Cambs  
CB24 4QG  
Web: www.pre-school.org.uk

**The Open University**  
Level 2, Stuart Hall Building  
Faculty of Education and Language Studies  
Walton Hall  
Milton Keynes  
MK7 6AA  
Web: www.open.ac.uk
New to Early Years and Childcare  
(3 day course)

Who?
This course is aimed at newly qualified early years practitioners and those who are new to or are returning to early years practice.

Course description
This three day course will provide practitioners with an overview of the key EYFS principles. It will support an understanding about what really underpins good quality early years practice and will provide an introduction to:

- The EYFS
- Role of the adult
- Working in a team
- Enabling Environments and much more ...

The course includes a range of take away tasks such as mid-course reading and a mini action research project which should be completed in the workplace.

By the end of the course, participants will have developed a basic understanding of what is involved in delivering good Early Years practice. Participants will continue to develop their knowledge as they implement the course learning in the work environment.

Level Basic

Additional information
It is anticipated that participants will either hold or be undertaking an early years qualification and will be working or volunteering in an early years setting.

This course requires the completion of a mid course task to be undertaken in the practitioner’s usual place of work.

Lunch is not provided, please bring a packed lunch

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Time</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fri</td>
<td>6 October, 20 October and 17 November 2017</td>
<td>9.30am – 3.30pm</td>
<td>CPDC, Cambridge</td>
</tr>
<tr>
<td>Weds</td>
<td>7 February, 21 February and 28 March 2018</td>
<td>9.30am – 3.30pm</td>
<td>March Youth and Community Centre, March</td>
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</table>

This course is part of the membership ‘Cambridgeshire Essentials’ package (6 credits)
Back to Basics –
The Early Years Foundation Stage

Who?
This course is aimed at practitioners who are new to working with early years children, or those practitioners who wish to refresh their understanding. This would also enhance the role of committee members and governors who are unfamiliar with the Early Years Foundation Stage (EYFS).

Aim
To provide an overview of the key aspects of EYFS delivery and an outline of the Prime and Specific Areas of Learning and Development.

This course will
• Provide an overview of the Statutory Framework for the Early Years Foundation Stage (EYFS)
• Encourage participants to understand key information which underpins best practice
• Support practitioners in using Development Matters and relating it to the EYFS
• Increase practitioner understanding of the EYFS enable them to identify Prime and Specific Areas of Learning development through their practice
• Provide an overview of further training and other ways that practitioners can utilise to develop their knowledge and practice in this area.

Additional information
Practitioners will use Development Matters during the training, please bring a copy with you.

Level Basic

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Characteristics of Effective Learning (CoEL)

Who?
This course is aimed at practitioners who are new to working with early year’s children, or those practitioners who wish to refresh their understanding of the Characteristics of Effective Learning.

Aim
To provide an overview of the Characteristics of Effective Learning (COEL) and to consider their importance in supporting children to learn and develop.
To reflect on the enabling environment and the practitioner’s role in extending children's effective learning.

Additional information
This will include a working lunch, please bring your lunch with you.

Level Basic

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Telling the Story, through Effective Displays

Who?
All Early Years and childcare staff

Course outline
This course focuses on assembling effective displays in the enabling environment which celebrate the child’s creativity and learning.

Aims of course
• Provide an understanding of how displays are used to support a child’s learning
• Opportunity for you to share and discuss what makes an effective display
• Consider the use of resources and environment to create an effective display.

Additional information
Practitioners are welcome to bring along photos and samples of work currently displayed in their settings to share and discuss with others.

Level Basic

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An Introduction to Observation and Assessment

This course will enable practitioners to develop the skills required to observe children in a purposeful way. Practitioners will develop an understanding about how the accurate assessment of children’s learning can support an effective planning process.

Additional information

Please bring a copy of Development Matters in the Early Years Foundation Stage

Level Basic

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Delivering the EYFS Prime Areas through Continuous Provision

Who?
For all practitioners working with children in the Early Years Foundation Stage (EYFS).

Aim
To develop an understanding of how the prime areas of learning can be delivered through continuous provision. To strengthen an understanding of how children learn and develop and the importance of an enabling environment.

This course will
• Enable practitioners to understand how children’s learning can be best encouraged through continuous provision
• Show how the Prime Areas are interwoven in all activities and at the core of all learning
• Explore methods and a thematic approach to support quality learning through the Prime Areas
• Consider how planning and assessment can be recorded effectively for the areas of learning.

Practitioners will
• Use evidence of their own practice.
• Be enthused in exploring how learning is encouraged and delivered in the EYFS.
• Gain a deeper understanding of continuous provision across the EYFS.

Course Leader External trainer

Additional information
Please bring a copy of the Statutory Framework for the Early Years Foundation Stage and Development Matters in the Early Years Foundation Stage.

Level Basic/Intermediate

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Delivering the EYFS Specific Areas through Continuous Provision

Who?
For all practitioners working with children in the Early Years Foundation Stage (EYFS).

Aim
To develop an understanding of how the specific areas of learning can be delivered through continuous provision. To strengthen an understanding of how children learn and develop and the importance of an enabling environment.

This course will
- Enable practitioners to understand how children’s learning can best be encouraged through continuous provision.
- Show how the specific areas are interwoven in all activities and at the core of all learning.
- Explore methods and thematic approach which supports quality learning in the specific areas.
- Consider how planning and assessment can be recorded effectively for the areas of learning.

Practitioners will
- Use evidence of their own practice.
- Be enthused in exploring how learning is encouraged and delivered in the EYFS.
- Gain a deeper understanding of continuous provision across the EYFS.

Course Leader External trainer

Additional information
Please bring a copy of the Statutory Framework for the Early Years Foundation Stage and Development Matters in the Early Years Foundation Stage.

Level Basic/Intermediate

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Early Talk Boost

Who?
Early years practitioners working with 3-4 year olds in settings and schools.

Course outline
This one day course has been developed by I CAN specialists. Early Talk Boost is a targeted intervention which helps to boost the language skills for children with delayed language development and narrows the gap between them and their peers. The intervention is delivered in the setting or school by a trained practitioner to a small group of children over nine weeks.

This course will enable practitioners to
• Understand the rationale behind Early Talk Boost
• Provide the skills and knowledge to identify appropriate children
• Deliver the intervention
• Measure progress

Additional information
Each setting/school will require a set of Early Talk Boost intervention materials. The intervention pack costs £450 and includes; Participant Book, Intervention Manual, Parent Workshop materials, Tracker Tool, Toolkit of toys, puppets and musical instruments and 10 x 8 Jake and Tizzy books.

Lunch is not provided, please bring a packed lunch

Level Intermediate

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COMING SOON … Early Talk
Early Talk is a 0-5 training programme which is aimed at early years/pre-school practitioners who want to increase their knowledge of the approaches and strategies that can be used in settings to support the development of speech, language and communication in children aged 0-5. Check News Round Up or the website for information on additional courses.

www.cambridgeshire.gov.uk/learntogether
Loose Parts in Early Years

Who?
All practitioners working in early years, including schools.

Course outline
Loose Parts are open-ended materials that have unlimited play possibilities. They have multiple rather than singular outcomes, which means that there is not a specific way to use items (Daly & Beloglovsky 2016). This course explores what loose parts are, how they can be used, the benefits, and how they support the seven areas of learning and the Characteristics of Effective Learning (CoEL).

This course will enable participants to
• Identify a range of loose parts suitable for early years provision
• Have an understanding of the benefits of utilising loose parts in an early years setting
• Feel confident in cascading to other staff the development benefits of loose parts and how they support the prime and specific areas of learning
• Understand how loose parts relate to the Characteristics of Effective Learning (CoEL)
• Provide practical ideas using loose parts to enhance early years provision.

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Mindfulness to Promote Wellbeing

Who?
All staff working in the early years and childcare sector

Course outline
As early years educators and teachers we need to build the knowledge and skills associated with positive wellbeing. In this 1 day workshop we will explore how to promote wellbeing not only for children but also for you, your colleagues and parents in your setting/school. During the workshop, participants will have the opportunity to explore practices that support the development of mindfulness. There will also be an opportunity to practice several techniques.

Key objectives
• Develop a basic understanding of the fundamentals of mindfulness
• Explore current research & neuroscience and how mindful practice affects the brain
• Focus on mindfulness for educators and discuss how we can foster learning environments that contribute to wellbeing
• Consider how you can introduce and integrate mindfulness techniques into the day-to-day routines of your setting/school to support children, staff and parents.

Course leader External trainer

Additional information
Lunch is not provided, please bring a packed lunch

Level All

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“It’s essential for adults working with young children to be well—physically and emotionally,”

“Better health enables better relationships with children, and research has long demonstrated that good relationships are crucial for children’s learning and social-emotional development.”

Gallagher

36
Technology in the Early Years

Who?
Suitable for all practitioners working in early years and childcare, including schools.

Aim of course
This course will develop practitioner knowledge to enable them to become confident in using ICT with children.

This course will
• Explore the use of technology with children from birth (but will mainly focus on 22 months to the end of Reception).
• Equip you with a bank of websites and knowledge of other ICT resources that can be used to support children’s development with technology.
• Provide top tips for working in Word, Excel, Publisher and PowerPoint and introduce useful websites to help save time when planning, assessing and completing other admin tasks.
• Cover the importance of e-safety and how to inform practitioners, children and parents.
• Give plenty of time for hands on exploration and play of ICT resources.

Course leader External trainer

Additional information
This course would be extremely beneficial for practitioners who consider themselves a ‘techno-phobe’ or individuals that would like to find out more about the ways that technology can be used to support their existing classroom practice.

This course will include a working lunch, please bring your lunch with you.

Level Basic

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Brilliant Babies – Best practice, working with children under 24 months

Who?
Suitable for all practitioners working with babies and toddlers under the age of 24 months.

Aim of course
This course examines the key factors that contribute to inspirational baby room practice.

This course will
- Explore the key ingredients which influence best practice in the baby room
- Investigate the crucial role that practitioners have in supporting the development of our youngest children
- Reflect on current baby room provision and consider the next steps needed to enhance your practice
- Provide and exchange ‘top tips’ to create truly interactive and enabling learning environments for very young children.

Level Intermediate

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Who?
This course is aimed at practitioners working with children in the Early Years Foundation Stage in group settings.

Aims of the course
- To provide practical strategies to help practitioners tune in to and respond effectively to young childrens’ verbal and non-verbal communication.
- To support deep reflection on the current quality and the impact of interactions in the setting.

Level Intermediate

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Five to Thrive – The things you do every day that help your child’s growing brain

Who?
This course is suitable for all volunteers, practitioners and staff who work in early years and childcare.

Course description
To develop an understanding of how Five to Thrive can help practitioners, parents and carers understand the importance of attachment behaviours in promoting healthy brain development.

A child’s body grows better when the child is given good food. A child’s brain grows best when supported by five key activities, these are the Five to Thrive building blocks for a healthy brain.

This course will
• Develop practitioners’ knowledge and skills on Five to Thrive and attachment theory.
• Provide updated information on brain development and research.
• Raise awareness of the importance of the interaction of the adult/parent in supporting healthy brain development.
• Build practitioner’s confidence in working with parents.

Additional information
This course will include a working lunch, please bring your lunch with you.

Level Intermediate

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There’s more to Blocks than Stacking!

Who?
This course is aimed at all practitioners/teachers who work in the early years sector.
Please note that practitioners who have attended the Introduction to Block Play course in the last year need not attend this training as the content will be similar.

Course outline
Block play is often an overlooked and undervalued area of provision. Block play supported by knowledgeable adults enables children to communicate at their own level, and is excellent for children with language barriers including those with English as an additional language (EAL). Often the blocks are just ‘out’ in the setting, this practical course will enable practitioners to support children’s learning through block play.

This course will help practitioners to
• Understand the benefits and potential of block play
• Explore the use of block play in relation to the EYFS and characteristics of effective learning
• Discuss the different types of blocks available
• Consider the theories of block play
• Learn about the different stages of block play, and how other resources can enhance it
• Examine ways to scaffold children’s learning by asking open ended questions.

Additional information
This course will include a working lunch, please bring your lunch with you.

Level Intermediate – however, suitable for all levels of experience

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
The Key to it All – An examination of the role of the Key Person

Who?
All practitioners in early years and childcare who are working as a key person for children in the EYFS

Course outline
This course will encourage reflection about the role and responsibility a Key Person has in supporting children to develop their full potential. It will support participants to understand some of the main principles that underpin good Key Person practice including:

• fostering unique child / adult relationships
• supporting parental engagement
• working with other professionals.

Additional information
If you have attended key person training during the last two years, you do not need to attend this training.

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Early Years Maths Matters

**Who?**
This course is for practitioners working in early years settings.

**Course overview**
This course will focus on understanding why developing mathematical skills at an early stage for young children. Practitioners will develop their understanding of early maths and reflect on ways to develop their mathematical environment.

**Aims of the course**
- Support settings in understanding how early maths skills develop
- Promote strategies for developing mathematical thinking
- Reflect and explore our existing maths provision
- Consider how to engage parents and carers in promoting maths in the home environment.

**Course Leader** External trainer

**Level** Intermediate

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go.
Understanding Children’s Behaviours and Interactions (2 part course)

Who?
This course is suitable for all practitioners working in early years provision (including childminders).

Outline of the course
This two part course will explore the relationship between children’s social interactions and observed behaviours.

The course will examine ways in which adults can support children to become effective self-regulators of their feelings and will raise an awareness of how to support the development of emotional literacy for very young children.

There will be an opportunity to reflect on your approach to partnership working with parents/carers and other professionals in order to achieve positive outcomes for all children.

The completion of an observational gap task between sessions one and two will support your understanding about how observation and assessment of children’s behaviours can help you to implement strategies that encourage positive social interactions within your setting.

This course will enable practitioners to
• Consider the impact that children’s interactions with each other can have on group dynamics
• Investigate how the role of the adult can successfully influence positive interactions to occur within group provision
• Analyse the impact of an enabling environment in supporting interactions and behaviours
• Explore how adults can support self-regulation in young children.

Level Intermediate

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Home Learning Links – Keeping it simple for parents

Who?
This course is aimed at all practitioners working with children in the PVI sector.

Aim
This course will support practitioners to consider different ways to engage with parents to support their child’s learning and development at home.

This course will
• Enable you to engage parents using practical play opportunities for hands-on children’s learning and development at home.
• Consider ‘how children learn’ linking this knowledge to the Characteristics of Effective Learning, plus the Seven Areas of Learning.
• Provide examples of resources with opportunities to play with them and if you wish photograph to take away.

Level Intermediate

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Having Fun with Phonics

Who?
This course is aimed at all practitioners working with children in the PVI sector. It is most suitable for a level 3 or experienced level 2 practitioner who understands language development.

Please note that practitioners who have attended a phonics course in the last two years, or Letters and Sounds training need not attend this training as the content will be similar.

Aim
To develop a basic understanding of how to use the Letters and Sounds programme to support children’s phonic development.

This course will
- Introduce phase 1 from Letters and Sounds and how to apply in practice
- Build practitioner understanding, confidence and knowledge in supporting early literacy development
- Signpost practitioners to activities and games which will support children’s phonic development.

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<td>9.30am – 12.00pm</td>
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</tr>
</tbody>
</table>
Supporting Boys

Who?
This course is aimed at early years and childcare practitioners and staff working in schools within the EYFS.

Practitioners who have attended previous boys’ courses need not attend this training as the content will be similar.

Aim
Do you understand your boys? This course will allow you to consider how nature/nurture and gender have an impact on how boys respond to their environment and their learning and development.

We will evaluate the role of the practitioner in making a positive response to the needs of boys in order to support them in reaching their full potential within the EYFS and their further learning and development.

Additional information
Lunch is not provided, please bring a packed lunch

Level Intermediate

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<tr>
<td>Thurs</td>
<td>2 November 2017</td>
<td>9.30am – 3.30pm</td>
<td>Cambridgeshire FA Headquarters, Histon</td>
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<tr>
<td>Thurs</td>
<td>8 March 2018</td>
<td>9.30am – 3.30pm</td>
<td>Huntingdonshire FA, Ambury House, Huntingdon</td>
</tr>
<tr>
<td>Thurs</td>
<td>26 April 2018</td>
<td>9.30am – 3.30pm</td>
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</table>

For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Using Every Child a Talker (ECaT) Materials and Resources in Early Years Settings (2 day course)

Who?
This two-day training course is suitable for qualified and experienced staff in early years settings, nursery schools, nursery and reception classes.

Course outline
Every Child a Talker is an initiative for the whole setting so the participant must feel confident to feedback to other staff members and have the support of management staff. Practitioners will need to have direct contact with children and be able to influence change in the setting.

Priority for places on this course will be given to settings and schools who have not already been trained in ECaT. Please contact the training team if you have already trained but need to train someone else, e.g. if your trained person has left the setting.

This course aims to
• Develop practitioners’ knowledge and understanding of children’s early language development
• Provide the tools needed to support children to improve their language and communication skills
• Consider strategies to increase parental understanding of their child’s language development to enable them to support their child at home
• Discuss the next steps needed, including development of an action plan, using the ECaT resources and use of ECaT data to improve practice.

Additional information
Practitioners must attend all sessions to complete the course. Please bring a ring bound folder for the ECAT materials. Lunch is not provided, please bring a packed lunch.

Level Intermediate/Advanced

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Forest Schools – our vision ...

We would like Forest Schools to be available for all children and young people to enhance the curriculum, accelerate achievement and bring learning to life. The Forest School ethos provides children and young people with a sense of responsibility as they explore, make discoveries and investigate new mysteries.

What Ofsted says ...

‘Forest School sessions in provide children with superb opportunities to assess their own risks and build on their highly inquisitive nature. Children develop a deep knowledge of the environment as they talk about how the bark on the trees changes in texture and appearance during the different seasons.’

The following pages contain details of Forest School training available to early years and childcare providers.

A Forest School bundle is also available, see page 10 for details. In addition, we also offer the Forest School conference, see page 61 for details.
Forest School – An introduction

Who?
All staff working in early years and childcare

Course description
This course is aimed at practitioners wanting to find out about Forest School sessions and those with an interest in expanding their knowledge of outdoor learning opportunities. The course is appropriate for adults working with children from the age of 3 to 11 years old, as the experiences can be adapted according to the ages/stages of child development.

This practical course introduces the principles of Forest School and looks at how Forest School practices support children’s holistically to become confident independent learners.

During the session course participants will consider how Forest School compliments the Early Years Foundation Stage and the National Curriculum through a variety of practical experiences and discussion. You will have the opportunity to consider risk benefit analysis and planning. Participants will have the opportunity engage in Forest School experiences themselves and learn how to use a variety of tools and build a woodland fire safely. We will consider the risk element of these types of experiences and explore the benefits and challenges of implementing them. The ethos and impact of Forest School practices through discussion and practical ‘hands-on’ experiences such as using tools and fire building.

Course leader Qualified Forest School Trainer

IMPORTANT ADDITIONAL INFORMATION
This session will be held outdoors in a woodland environment, whatever the weather, so please wear suitable clothing. It is always cooler under the canopy of the trees and is often muddy so sturdy shoes/wellington boots are recommended along with warm waterproof clothing.

Please bring a packed lunch, morning refreshments will be provided.

Level Basic

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<tr>
<td>Weds</td>
<td>21 March 2018</td>
<td>10.00am – 4.00pm</td>
<td>Hinchingbrooke Country Park, Huntingdon</td>
</tr>
<tr>
<td>Weds</td>
<td>9 May 2018</td>
<td>10.00am – 4.00pm</td>
<td>St Laurence Catholic Primary School, Cambridge</td>
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</table>
Forest School – Fire experiences

Who?
This course is aimed at practitioners leading or supporting Forest School sessions.

Course description
This course is aimed at practitioners with an interest in expanding their knowledge of outdoor learning opportunities. The course is appropriate for adults working with children from the age of 3 to 11 years old, as the experiences can be adapted according to the ages/stages of child development.

This practical course builds upon basic fire lighting knowledge and skills to increase confidence when facilitating fire lighting in your Forest School sessions.

During the session course participants will explore different methods of fire lighting and build and light their own fires using the resources found in the forest area.

We will also be exploring different methods of cooking on the open fire and delegates will get the opportunity to cook well known Forest School recipes, such as bannock bread and chocolate orange cake.

As the course is held over the lunch period practitioners are invited to use the fire to cook/heat their own lunches.

Course leader Qualified Forest School Trainer

IMPORTANT ADDITIONAL INFORMATION
This session will be held outdoors in a woodland environment, whatever the weather, so please wear suitable clothing. It is always cooler under the canopy of the trees and is often muddy so sturdy shoes/wellington boots are recommended along with warm waterproof clothing.

Please bring a packed lunch, you are very welcome to use the open fire to either cook or heat up food. Refreshments will be provided.

Level Intermediate

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<td>Waterbeach Community Primary School</td>
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<td>Weds</td>
<td>16 May 2018</td>
<td>9.30am – 2.30pm</td>
<td>Hinchinbrooke Country Park, Huntingdon</td>
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</table>
Forest School – Games in the great outdoors

Who?
This course is aimed at practitioners leading or supporting Forest School sessions.

Course description
This course is aimed at practitioners with an interest in expanding their knowledge of outdoor learning opportunities. The course is appropriate for adults working with children from the age of 3 to 11 years old, as the experiences can be adapted according to the ages/stages of child development.

This practical course looks at a variety of different games which engage children with the natural environment and that can be used to enhance your Forest School sessions. Practitioners will have the opportunity to play various games that support all areas of learning and development.

Course leader Qualified Forest School Trainer

IMPORTANT ADDITIONAL INFORMATION:
This session will be held outdoors in a woodland environment, whatever the weather, so please wear suitable clothing. It is always cooler under the canopy of the trees and is often muddy so sturdy shoes/wellington boots are recommended along with warm waterproof clothing. Refreshments will be provided.

Level Intermediate

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<td>St Laurence Catholic Primary School, Cambridge</td>
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<tr>
<td>Thurs</td>
<td>3 May 2018</td>
<td>9.30am – 12.30pm</td>
<td>Hinchingbrooke Country Park, Huntingdon</td>
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Child Development Practice Around the World: What do other countries do and why?

Who?
This course is aimed at advanced level 3 practitioners and managers.

Aim of course
To provide an insight into international perspectives on childcare including Te Whariki, The Reggio Approach and current international research projects.

This course will
- Explore the selected international perspectives to reflect on the approaches and practice which may support working with children in the UK
- Opportunity for you to share and discuss these international approaches and the principles behind them
- Enhance your skills through observational methods and reflective practice with an understanding of the international approaches and the current EYFS.

Additional information
Participants are welcome to bring along any examples of children’s work, photos, planning or case studies to contribute to discussions and reflective practice.

Lunch is not provided, please bring a packed lunch.

Level Advanced

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<td>Fri</td>
<td>10 November 2017</td>
<td>10.00am – 4.00pm</td>
<td>CPDC, Cambridge</td>
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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Schema Masterclass with Stella Louis

Who?
This masterclass is for advanced practitioners working at a higher level within the early years sector who want to understand schemas in more depth.

Course outline
This course enables practitioners working with children to further develop their underpinning knowledge of Schemas and how to support and plan to meet identified learning needs.

"Children need opportunities to practice repeatedly what they know and can do, so that what is known becomes better known."
Stella Louis 2016

This course will enable learners to
- Have a deeper understanding of the (dual aspect) of Schemas
- Be able to respond more appropriately to the different Schema levels
- Observe, support and plan for children’s Schemas
- Link Schemas and the EYFS
- Understand how children make sense of their learning.

Additional information
This masterclass is for experienced practitioners who have a passion for schemas and want to enhance their understanding of schemas.

Lunch is not provided, please bring a packed lunch.

Course leader Stella Louis
Stella Louis M.A. is an Early Years Consultant who has worked as a nursery nurse, nursery manager, NNEB course co-ordinator and Early Years Training coordinator. She wrote her first book in 2008 on understanding children’s schemas and has had articles published in Nursery World and Early Education. Stella is a Froebelian trained travelling tutor working in the UK and South Africa.

Level Advanced

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<td>10.00am – 4.00pm</td>
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</table>

For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Accelerating Achievement of vulnerable groups – What really makes a difference?

Who?
This masterclass is for experienced practitioners, leaders and managers

Course outline
The focus of this course will be on supporting children who are vulnerable to underachievement. It will provide an opportunity to consider key elements such as best practice and the impact of interventions.

This course will enable learners to
• Utilise the latest Foundation Stage Profile (FSP) data to identify children who are vulnerable to underachievement
• Identify ways to support children who are vulnerable to underachievement
• Consider the use of resources and environment to effectively support vulnerable children
• Focus on the provision of high quality day to day experiences and the difference that this can make
• Reflect and analyse the impact of interventions on children who are vulnerable to under achievement.

Additional information
This masterclass is for experienced professionals, with a minimum of a level 3 qualification and two years post qualifying experience.

Lunch is not provided, please bring a packed lunch.

Level Advanced

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<td>Wood Green, Godmanchester</td>
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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Self Regulation Masterclass

Who?
This masterclass is for teachers, experienced practitioners, leaders and managers who already have a working knowledge of self-regulation.

Aim of course
This course will examine the evidence that early self-regulatory activities are central to children’s development as effective learners.

This course will enable learners to
• Examine and discuss the latest research on self-regulation and its impact on child development
• Consider the use of resources and the environment to effectively support self-regulation
• Focus on the provision of high quality day to day self-regulatory experiences and how these can accelerate the achievement of children
• Reflect and analyse the impact of self-regulation on children who are vulnerable to underachievement.

Additional information:
This masterclass is for experienced professionals, with a minimum of a level 3 qualification and two years post qualifying experience and a working knowledge of self-regulation. Lunch is not provided, please bring a packed lunch.

Level Advanced

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<tbody>
<tr>
<td>Weds</td>
<td>2 May 2018</td>
<td>10.00am – 4.00pm</td>
<td>Cambridgeshire FA Headquarters, Histon</td>
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</tbody>
</table>

For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Movement Environment Rating Scale (MOVERS) masterclass with Iram Siraj

Who?

This course is aimed at teachers and advanced practitioners working within the early years sector.

This course will

• Identify key information on enhancing physical development through movement and physical activity
• Provide learners with tools to utilise and develop cutting edge techniques. This will enable them to support children to grow to their full potential.

Additional information

This workshop is based on the product of the work by Carol Archer and Iram Siraj over many years of solid research, study and observation. It will be deeply useful and critical for teachers, care-givers, and all who care for 2-6 year olds. The focus of this new scale is improving physical development through movement and physical activity.

This masterclass is for experienced professionals, with a minimum of a level 3 qualification and two years post qualifying experience. Lunch is not provided, please bring a packed lunch.

Course Leader Iram Siraj

Iram Siraj is a Professor at the UCL Institute of Education and a Research Professor at the University of Wollongong, Australia.

Level Advanced

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<td>Weds</td>
<td>27 June 2018</td>
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<td>Huntingdonshire FA, Ambury House, Huntingdon</td>
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Masterclasses – COMING SOON!

We are currently planning additional masterclasses, including:

- Playtimes for Cambridgeshire Primary Schools
- Nature pedagogy – Enhancing your Outdoor Space
- Frobelian Principles

Further information will be included on the website [www.cambridgeshire.gov.uk/learntogether](http://www.cambridgeshire.gov.uk/learntogether)
Due to last year’s success we are happy to announce the conference will once again be offered over two days enabling more professionals to attend this higher level conference.

**Building Children’s Futures**

This year we are delighted to have two internationally renowned keynote speakers who will deliver higher level presentations in the morning. This will be followed by two workshops of your choice in the afternoon. This year’s keynote speakers are:

**Jean Gross (CBE)** is an education expert who has led many national initiatives aimed at improving the learning, attainment and wellbeing of disadvantaged children and those with special educational needs. Jean is committed to “making a difference for children and young people who don’t have much going for them in their lives.” She is interested in providing advice and support to those who share this commitment and are working at a strategic level to make change happen for children.

Jean’s keynote: Resilient children

In her keynote Jean will explore the magic trio of factors that enable these children to succeed against the odds. She will describe ways in which practitioners can help children develop the personal strengths needed to cope with challenges, hardship or adversity, becoming great early learners who can ‘bounce back’ after struggles and setbacks.

**Penny Tassoni** is a well-known education consultant, author and trainer who specialises in the whole spectrum of learning and play. Penny has written over 30 books many of which are best sellers in the sector. Penny is a sought after speaker both in the U.K and internationally where she has worked in Istanbul, China and Japan.

Penny’s keynote: Reducing Educational Disadvantage

In her keynote Penny will analyse and explore how we can reduce educational disadvantage reflecting the subject of her latest professional book ‘Reducing Educational Disadvantage’ which received the ERA Award for Early Years 2017.

Refreshments and lunch will be provided.
Date Venue
Thursday 1 March 2018 OR Friday 2 March 2018 Marriott Hotel, Kingfisher Way, Huntingdon PE29 6FL

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Please note: Members who have purchased the Training and Support Bundle (C) can book two conference places of their choice (subject to availability)
You will NOT be able to use training credits for the above conference

Quotes from delegate feedback...

“Has inspired me to find out and learn more”

“I have a much better understanding of how to accurately observe and then try to support”

“Very comprehensive and eye-opening”

“Feel inspired to learn more about physical development and how to implement a programme in my setting”

“Entertaining in an educational way, engaging and fascinating”
Baby Conference 2017

Baby You’re Amazing!
A new conference to celebrate everything that is wonderful about working with children under 24 months. This is a good opportunity for practitioners to focus on their professional development investigating the very best practice for baby rooms and children under 24 months.

Who?
Leaders of baby room practice, including room leaders.

This one day conference will provide practitioners with

• An opportunity to consider national and international perspectives about what babies need to support their learning and development
• Reflect on how to make delivery of the Prime areas exciting and unique to all children under 24 months
• Hear about research and practice that has inspired new ways of working with babies here in Cambridgeshire
• Visit a range of marketplace exhibitors who specialise in resourcing for children under 24 months

Refreshments and lunch will be provided.

Further details to follow

Date       Venue
Friday 3 November 2017       Wood Green, Godmanchester

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Please note: Members who have purchased the Training and Support Bundle (C) can book two conference places of their choice (subject to availability)

You will NOT be able to use training credits for the above conference
The Cambridgeshire annual Forest School Conference will be held on Saturday 28th April 2018 at Grafham Water Centre.

Delegates attending this conference will have the opportunity to listen to keynote speakers and choose from a variety of workshops. Details to be confirmed.

**Additional information**

This session will be held outdoors and in a woodland environment, whatever the weather, so please wear suitable clothing. It is always cooler under the canopy of the trees and is often muddy so sturdy shoes/wellington boots are recommended along with warm waterproof clothing.

**Refreshments and lunch will be provided.**

**Level** Basic

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<th>Date</th>
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**Please note: If you have purchased the Forest School bundle, you must book your free place in advance.**

**Members who have purchased the Training and Support Bundle (C) can book two conference places of their choice (subject to availability)**

**You will NOT be able to use training credits for the above conference**

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**Safeguarding Conference 2018**
Further details to follow

**Equalities Conference 2018**
Further details to follow
Just Play 2017
Get up! Get moving! Get Active!

Saturday 11 November 2017
Swavesey Village College

We are delighted to announce Sue Palmer author of ‘21st Century Boys’ and ‘Toxic Childhood’ will be heading the conference this year.

Sue will open the conference identifying the importance of physical activity for children and young people which will include long-term mental health and well-being.

Additional information

Parts of this conference will be held outdoors, whatever the weather, so please wear suitable clothing, sturdy shoes/wellington boots are recommended along with warm waterproof clothing. Information on workshops to follow.

Refreshments and lunch will be provided.

Booking now!

Prices

<table>
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<th>Category</th>
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Please note: Members who have purchased the Training and Support Bundle (C) can book two conference places of their choice (subject to availability)

You will NOT be able to use training credits for the above conference
Leadership, Management and Governance courses

Staff review and mentor each other, providing excellent support on practice in action. Ongoing supervision meetings and appraisals effectively identify staff’s interests and areas for development. This information is used exceptionally well to promote continuous professional development. For example, staff have increased their knowledge about brain development in babies and young children.

This quote is from a recent Cambridgeshire Ofsted report which graded the provision as outstanding.

Don’t forget to book onto Shared Assessment Matters training. We strongly recommend that you attend this every year. This is free as part of the Early Years membership offer. See page 100 for details.
First Steps in Leading a Team

Who?
For practitioners who are interested in, or are new to, leading a team and for existing leaders looking to refresh their understanding.

Aim
To energise and support the leadership role in settings through a good understanding and an enthusiasm for providing excellent leadership practice.

This course will
• Build confidence for new leaders
• Engage deputies and staff interested in leadership
• Provide creative ways of enabling a leadership style
• Review the criteria in Ofsted for Leadership and Management

Practitioners will
• Develop in confidence
• Bring their current learning and good practice to a new level
• Explore methods of leadership styles
• Enhance their understanding of Ofsted criteria for Leadership and Management.

Additional information
Practitioners will need
• A good understanding of EYFS, the Quality Framework.
• Ofsted requirements for Leadership and Management.

Lunch is not provided, please bring a packed lunch

Course leader External trainer

Level Intermediate

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<td>16 November 2017</td>
<td>9.30am – 3.00pm</td>
<td>South Fens Business Centre, Chatteris</td>
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<tr>
<td>Fri</td>
<td>9 February 2018</td>
<td>9.30am – 3.00pm</td>
<td>Cambridgeshire FA HQ, Histon, Cambridge</td>
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Building Confidence and Creating a Winning Team

Who?
For leaders and deputies in all settings, including children’s centres and school nurseries.

Aim
To build confidence and skills in the dynamics of working with colleagues in delivering excellent provision in the Early Years Foundation Stage (EYFS). This will include team working, and appraisals and supervision practices.

This course will
• Promote excellent leadership practice
• Bring a positive approach to leading your team
• Energise managers as enabling leaders
• Create the potential for a winning team in your setting
• Support through discussion, supervisions and appraisals
• Consider the Ofsted Leadership and Management requirements.

Practitioners will have the opportunity to
• Review their own practice
• Consider examples of outstanding practice in leadership and management
• Plan how to make it work in the setting
• Share good ideas and create a collaborative network
• Review supervision and appraisal procedures.

Additional information
Practitioners will need
• A good understanding of EYFS, the Quality Framework.
• Ofsted requirements for Leadership and Management
• Be able to reflect on their current style of working, including appraisal and supervision practice.

Lunch is not provided, please bring a packed lunch

Course leader External trainer

Level Intermediate/advanced

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<td>7 March 2018</td>
<td>9.30am – 12.00pm</td>
<td>Cambridgeshire FA Headquarters, Histon</td>
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Maintaining Good and Outstanding Ofsted Judgements

Who?
This training is for leaders and managers of domestic and non-domestic settings who already have good or outstanding Ofsted inspection results, and wish to keep their good or raise to outstanding.

Aim
• Keeping children and families at the heart of quality settings.
• To enable leadership in strong settings to maintain quality in their practice and provision.
• Plus keep up to date with changes and expectations from new legislation.

Additional information
Practitioners will use Development Matters during the training, please bring your copy with you.

Level Intermediate

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Leading the Early Years Curriculum

Who?
This course is for Advanced Practitioners who have good knowledge and experience in the EYFS curriculum.

Aim
The focus will be on developing the role of the EYFS Leader for Early Years in the private and voluntary settings to ensure children’s individual needs are being met and supporting staff to develop their skills in effective teaching.

Additional information
Practitioners will use Development Matters during the training, please bring your copy with you.

Level Advanced

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This course is part of the membership ‘Cambridgeshire Essentials’ package (1 credit)

Have you booked onto the Shared Assessment Matters Moderation Programme?
This is a an annual programme for Early Years Curriculum Leads in private and voluntary settings, see page 100 for further details
The Roles and Responsibilities of the Registered Provider

Who?
This 2 hour workshop is for any registered provider, committee members or governors running early years and childcare settings and will explain the importance of the role and responsibilities of the registered provider.

This includes: Voluntary managed, Governor led pre-school provision, Limited companies, Community interest company, Childminders and Sole traders.

Aim
To understand the key responsibilities of the Registered Provider with regard to meeting the Safeguarding and Welfare requirements for the Early Years Foundation Stage.

Attendees will
• Learn the role of essential personnel within the provision
• Recognise the key responsibilities of the registered person with regard to meeting the Safeguarding and Welfare Requirements for the Early Years Foundation Stage
• Learn about the EYFS Safeguarding and Welfare Requirements and how to use this document as a reference tool
• Find out about the essential documents providers must hold in their settings
• Discuss Ofsted Inspection outcomes and what they mean for registered providers.

Additional information
This workshop sets out and explores the responsibilities of the Registered Provider using the Statutory Framework Guidance for the Early Years Foundation Stage (March 2017) as a working document during the training. Please bring your copy with you.

This workshop is essential to assist you to fully understand your responsibilities. This course is fully funded by the Early Years Service, there is no charge.

Level Basic

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This course is part of the membership ‘Cambridgeshire Essentials’ package
Planning for your Annual General Meeting (AGM)

Course description
This 2 hour workshop is for voluntary management committee members who would like to know more about the process for effectively planning and preparing for a successful Annual General Meeting.

During this workshop you will
- Create a checklist for organising your AGM
- Develop and agenda for an AGM
- Discuss procedures for conducting your AGM
- Identify ideas for encouraging attendance and recruiting new committee members
- Find out what to do if not enough members attend your AGM
- Network and share ideas with other settings.

Additional information
Please bring a copy of your setting constitution or memorandum and articles of association.

Level Basic

This course is fully funded by the Early Years Service, there is no charge

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Getting it Right Legally

Course description
This 2 hour workshop is for voluntary management committee members sole traders, directors of other incorporated charitable or non-charitable companies and partnerships, to provide status and structure information for early years and childcare organisations.

During this workshop you will
- Learn about relevant legal forms for early years and childcare settings
- Find out the difference between incorporated and unincorporated organisations
- Compare and contrast the most common early years and childcare legal forms/structures
- Identify the responsibilities associated with these legal forms
- Look at case studies to consolidate your understanding.

Level Basic

This course is fully funded by the Early Years Service, there is no charge.

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Courses that are suitable for staff working in Out of School and Holiday clubs

**Early Years Foundation Stage**
- Telling the Story, through Effective Displays........................................... 30
- Mindfulness to Promote Wellbeing ......................................................... 36
- Technology in the Early Years ................................................................. 37
- Tuning into Children .................................................................................. 39
- The Key to it All – An examination of the role of the Key Person............. 42

**Forest Schools**
- Forest School – An introduction ............................................................... 50
- Forest School – Fire experiences ............................................................... 51
- Forest School – Games in the great outdoors ......................................... 52

**Masterclasses**
- Accelerating Achievement of vulnerable groups – What really makes a difference? .......... 55

**Conferences**
- The Forest School Conference 2018 ....................................................... 61
- Just Play 2017 Get up! Get moving! Get Active! .................................... 62

**Leadership, Management and Governance**
- Building Confidence and Creating a Winning Team .................................. 65
- Maintaining Good and Outstanding Ofsted Judgements .......................... 66
- Getting it Right Legally ............................................................................. 70

**Child Protection and Safeguarding**
- Basic Child Protection .............................................................................. 74
- Basic Child Protection – Refresher Training .............................................. 76
- Child Protection – Training for Designated Personnel (2 day course) ........ 77
- Child Protection – Refresher Training for Designated Personnel ............ 79
- Safer Recruitment Training .................................................................... 81
- Children’s Safety Matters – Update on Staying Safe in the Foundation Stage ................................................ 82

**Special Educational Needs and Disability**
- Supporting Special Educational Needs and Disabilities (SEN D) in Out of School Clubs .......... 85

**Equalities and Inclusion**
- English as an Additional Language (EAL) – In More Depth (2 part course) ........ 90
- British Values in the Early Years Foundation Stage (EYFS) ....................... 91
- Equalities Named Coordinator (ENCo) (2 day course) ......................... 92
- ENCo Refresher Network and Briefing Sessions ..................................... 93

**First Aid**
- First Aid Courses ...................................................................................... 94

Out of school and Holiday Clubs
Behaviour – Whose problem? Yours, ours or theirs?

Who?
This course is for practitioners working with children and young people age 5+.

Course description
This course is for practitioners working with children and young people age 5+ and need strategies to help promote positive behaviour. Throughout the session practitioners will identify key behaviour issues, whilst learning new strategies to model and empower positive behaviour within their settings.

Aims
• To empower practitioners to consider children and young people’s play behaviours
• To explore how to support children and young people’s play behaviours

This course will enable participants to
• Understand and identify key behaviours in children and young people
• Examine the impact of adults on children’s behaviour
• Consider what is acceptable and unacceptable behaviour
• Use strategies to encourage positive behaviour in the play space
• Support children to use strategies to manage their own behaviour

Level Basic/Intermediate

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All early years and childcare practitioners must receive Basic Child Protection training and Designated Person training (where appropriate). The Basic Child Protection and Designated Person courses in this training programme have been validated by Local Safeguarding Children Board (LSCB) and provide high quality training, including key information on Cambridgeshire reporting and recording procedures. This year we are also pleased to offer a Basic Child Protection Refresher Course.

Additional courses for Safeguarding are available from the LSCB.

www.cambridgeshire.gov.uk/lscb
Basic Child Protection

Who?
This course is suitable for all practitioners working with children, although the course content is developed specifically for staff working within an early years and childcare setting. This training will help to ensure that your setting complies with section 3.6 of the statutory framework for the Early Years Foundation Stage: ‘Training made available by the provider must enable staff to identify signs of possible abuse and neglect, and to respond in a timely and appropriate way’

Course description
This course is a basic child protection course which will ensure that learners have up to date knowledge of safeguarding and child protection concerns.

Aim
To gain the knowledge and skills necessary to identify and respond appropriately to safeguarding and child protection concerns as a professional working with children and young people. This will include gaining an understanding of the signs and indicators of abuse and neglect, discussing how to respond and introducing Cambridgeshire’s safeguarding procedures.

Additional information for Supervisors/Managers
Please ensure that staff attending this course know and understand your setting policies/procedures and who the Designated Person for Child Protection is.

Level Basic

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Basic Child Protection – Refresher Training

Who?
It is recognised that experienced staff in settings who are refreshing their child protection training, may prefer a shorter course. This practical 2 hour training session includes case studies and also guidance about writing good quality logs of concern about a child’s welfare. Less experienced/less confident staff can repeat the 3 hour Basic Child Protection Course if they wish to do so.

Course description
This course is a refresher course for participants who MUST have attended a 3 hour Basic Child Protection Course within the last 3 years.

Aim
To refresh the knowledge and skills necessary to identify and respond appropriately to safeguarding and child protection concerns as a professional working with children and young people.

Level Basic

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Child Protection – Training for Designated Personnel (2 day course)

Who?

This course is for practitioners working in early years and childcare settings.

The designated person should be a senior member of staff (Level 3 with at least two years post-qualifying experience), who has attended the basic child protection training course and is on-site when the setting is open. It is important that all part-time and shift hours are covered, so there may be a need for more than one trained designated person in a setting.

Please note: Anyone attending this Designated Child Protection course will need to have attended Basic Child Protection or Basic Child Protection Refresher within the last 12 months

*Note for schools: This course is only suitable for your staff if you have on-site childcare provision.

Aim

To gain an understanding of the roles and responsibilities of the designated person for child protection who is working in an early years or childcare setting.

Additional Information

Please be advised that this is a two-day course and practitioners must attend the whole course. It is important that you arrive on time and are able to stay until the end of the course.

If your setting wishes to train more than two people you may do so but will be required to pay for the extra places.

Participants will be emailed pre-course reading (approximately 1-2 weeks prior to the course) and be expected to read and bring this documentation to the training session. Please ensure that the email address used to book a place is monitored and information passed to the participant.

Lunch is not provided, please bring a packed lunch

Level Intermediate/advanced

Autumn

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Private and Voluntary (PV) settings who are members of our early years membership scheme may book up to two places as part of the Cambridge Essentials offer (4 credits)

Non members in PV Sector will be charged a subsidised booking fee of £60

For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Child Protection – Refresher Training for Designated Personnel

Who?

This course is for the Designated Person (DP) working in early years and childcare settings who has attended the two-day designated person training and requires refresher training.

*Please note: We recommend that DPs attend the refresher training every 2 years to ensure their knowledge and skills are current.

*Note for schools: This course is only suitable for your staff if you have on-site childcare provision.

Aim

To refresh and update your understanding of the roles and responsibilities of the designated person for child protection working in an early years or childcare setting.

Additional information

Lunch is not provided, please bring a packed lunch

Level Intermediate/advanced

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## Summer

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Private and Voluntary (PV) settings who are members of our early years membership scheme may book up to two places as part of the Cambridgeshire Essentials offer.

Non members in PV Sector will be charged a subsidised booking fee of £30

For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Safer Recruitment Training

Who?
This course is for committee members or staff working in management roles who will be recruiting staff to work within the setting. We strongly recommend that at least one person per setting attends this course.

Course description
This highly intensive one day course focuses on how to recruit staff safely. This includes legislation, ensuring that policies and procedures are relevant and meet legislative requirements. This includes job descriptions, interviewing, making an offer subject to references. A pack of information is provided electronically at the end of the course.

Aim
To provide the knowledge and skills required to review your practices and those of your setting to create and maintain safer recruitment practices and working culture.

Additional information
Lunch is not provided, please bring a packed lunch
Course trainer External trainer

Level Intermediate/advanced

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Children’s Safety Matters – Update on Staying Safe in the Foundation Stage

Who?
For early years and childcare staff who have responsibility for the planning and development of activities within their setting.

Outline of the course
Children’s Safety Matters incorporates Protective Behaviours, an abuse prevention process which originated in the USA in 1978. The information and strategies provided during this short course are applicable across a range of situations that may arise; for example, bullying, internet safety, being harmed, feeling sad or feeling unsafe.

This course will enable participants to
• Empower children to feel safe and know they have a right to feel safe
• Give children the confidence and ability to assertively manage their own safety
• Give children the skills to take responsibility for their own bodies, thought and feelings
• Enable children with a range of communication abilities to ask for help

Level Suitable for all levels of practitioner

Note: If you have previously attended Safety Matters – Update on Staying Safe in the Foundation Stage you do not need to attend this course as the content is very similar.

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
The Role of the Lead Professional

**Intended audience**
Professionals who will be required to undertake a Lead Professional role with a family, including the co-production of outcomes focused support plans.

**Course aims**
The session will support professional practice and confidence in supporting children, families and young people and build an understanding of the roles and processes employed across Cambridgeshire in the Think Family context.

**At the end of the session participants will:**
- Understand whole family work and its benefits
- Understand the role of a lead professional and feel confident to take on the role
- Be able to coordinate and construct support packages
- Gain an understanding of using the Family Support Plan
- Gain an understanding of the Outcomes Framework
- Be able to describe outcomes that are SMART

**Cost of the Course**
Fully funded for: Cambridgeshire County Council
Fully funded for: Private, Voluntary, Charitable & Independent Organisations

*Please log onto the website to check dates and book yourself onto the course*
www.cambridgeshire.gov.uk/learntogether/social

If you have any technical issues when using the website please contact us on workforce.development@cambridgeshire.gov.uk or call us on 01480 373534

**Further Booking Guidance**
Learn Together > Social Care Development > Workforce Development: Childrens

‘Book’ button – spaces are available for this course
‘Wait’ button – the course is fully booked but there are spaces on the waitlist
‘Sold Out’ button – the course is fully booked and there are no spaces on the waitlist
Identifying and Supporting Children with Emerging Needs and SEND in the EYFS

Who?
This new course has been developed for practitioners working in private and voluntary settings in the Early Years Foundation Stage (EYFS). This course is for practitioners who do not have the designated person role but will actively contribute to high quality inclusive practice within their setting.

Outline of the course
This exciting new course will provide practitioners with the knowledge and skills needed to identify and support children with emerging needs and SEND in partnership with their named SENCo DP.

This course will enable participants to
• Become familiar with local and national changes around SEND
• Understand the importance of early identification of emerging needs through completion of meaningful observations and accurate assessments.
• Become familiar with the Assess, Plan, Review, Cycle
• Consider the importance of partnership with parents/carers
• Identify good practice strategies to support high quality inclusive practice

Additional information
Practitioners who are the trained SENCo DP do NOT need to attend this course.

Level Basic/Intermediate

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Private and Voluntary (PV) settings who are members of our early years membership scheme may book up to two places as part of the Cambridgeshire Essentials offer.

For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Supporting Special Educational Needs and Disabilities (SEND) in Out of School Clubs

Outline of the course

This course will provide participants with the knowledge needed to support children with emerging needs and SEND in their out of school club.

This course will enable participants to

- Become familiar with local and national changes around SEND
- Understand the importance of partnership working with schools and other providers in order to effectively & consistently meet children’s individual needs
- Understand the Assess, Plan, Review, Cycle
- Consider the importance of partnership with parents/carers
- Reflect on practice and identify good practice strategies to support high quality inclusive practice.

Level Basic

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Private and Voluntary (PV) settings who are members of our out of school membership scheme may book up to two places as part of the Cambridgeshire Essentials offer.

For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
SENCo Training for Designated Personnel

Who?
This course is suitable for level 3 practitioners with two years post qualifying experience. This is a Special Educational Needs Coordinator Designated Person training course (SENCo DP), settings may have a maximum of two trained DPs – please do NOT book a place if you already have two trained DPs.

Outline of the course
This course will provide participants with the necessary skills, knowledge and strategies to become the named SENCo DP in their setting.

This course will enable participants to
- Become familiar with local and national changes around SEND
- Understand the importance of early identification of emerging needs through meaningful observations and accurate assessments
- Understand the Assess, Plan, Review, Cycle
- Consider the importance of partnership with parents/carers
- Make appropriate judgements about when and how to seek involvement from other agencies.
- Reflect on practice and identify good practice strategies to support high quality inclusive practice

Additional information
We strongly recommend that this SENCo training is updated every three years to ensure that practitioners are fully up to date with changes in the sector both at a local and national level.

Please note: this is a Designated Person training course so settings who already have 2 trained SENCo DPs in their setting will not be able to book places.

We would recommend the ‘Introduction to Identifying and Supporting Children with Emerging Needs and SEND in the Early Years Foundation Stage’ course as a good starting point for early years practitioners and the Out of School Club (OSC) SEND Course for OSC practitioners.

Lunch is not provided, please bring a packed lunch

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Who?
This session is for practitioners who are the named Special Educational Needs Coordinator Designated Person (SENCo DP) for their setting. We strongly recommend that SENCo DPs access SENCo Refresher Network and Briefing Sessions annually.

Outline of the session
This network and briefing session will provide participants with an opportunity to network with other SENCo DPs and become familiar with local and national changes relating to SEND. Participants will then consider how to implement these changes to further develop high quality inclusive practice within their setting.

Level Intermediate

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Understanding Children’s Behaviours and Interactions (2 part course)

Who?
This course is suitable for all practitioners working in early years provision (including childminders).

Outline of the course
This two part course will explore the relationship between children’s social interactions and observed behaviours.

The course will examine ways in which adults can support children to become effective self-regulators of their feelings and will raise an awareness of how to support the development of emotional literacy for very young children.

There will be an opportunity to reflect on your approach to partnership working with parents/carers and other professionals in order to achieve positive outcomes for all children.

The completion of an observational gap task between sessions one and two will support your understanding about how observation and assessment of children’s behaviours can help you to implement strategies that encourage positive social interactions within your setting.

This course will enable practitioners to
• Consider the impact that children’s interactions with each other can have on group dynamics
• Investigate how the role of the adult can successfully influence positive interactions to occur within group provision.
• Analyse the impact of an enabling environment in supporting interactions and behaviours
• Explore how adults can support self-regulation in young children.

Level Intermediate

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English as an Additional Language (EAL) – In more depth (2 part course)

Who?
This course is aimed at early years and childcare practitioners and staff working with children in the Early Years Foundation Stage.

Please note: committee members and owners may wish to attend this training but the emphasis will be on practice.

Aim
To develop practitioner’s knowledge, skills and confidence in considering the needs of children with English as an Additional Language (EAL).

The course will
• Examine EAL principles, pedagogy and practice
• Consider language development and curriculum content
• Establish conditions for learning and highlight issues of planning, preparation and delivery
• Share research findings and exploring ways of reviewing effectiveness of support
• Distinguish strategies suitable for supporting children at different levels of English language acquisition
• Address issues of culture and identity, ethos, environment and curriculum and partnerships with parents.
• Provide advice on dealing effectively with prejudice related incidents. In between sessions participants will have the opportunity to do some action-based research that may include a child study.

Additional information
This is a two-part course and participants must attend both parts to successfully complete the course.

Course leader Cambridgeshire Race Equality and Diversity Service (CREDS)

Level Basic/Intermediate

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British Values in the Early Years Foundation Stage (EYFS)

Who?
This course is aimed at all practitioners who work in the early years sector.

Aim
To develop an understanding of the meaning ‘British Values’ in the context of the Early Years Foundation Stage.

Course leader Cambridgeshire Race Equality and Diversity Service (CREDS)

Level Basic/Intermediate

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Equalities Named Coordinator (ENCo) (2 day course)

Who?
This course is aimed at senior staff members (Level 3 with at least two years post-qualifying experience) who are taking on the named ENCo role.

*Note for schools: This course is only suitable for your staff if you have on-site childcare provision.

Course outline
This course will cover all of the basic training requirements of the role of the named ENCo.

This course will enable the named ENCo to
- Develop an understanding of the roles and responsibilities of the ENCo
- Become familiar with the ENCo handbook
- Consider everyday equalities issues and explore effective strategies which could be used.
- Participants to develop a vision for their own setting, identifying strengths and areas for improvement

Additional information
You must bring your ENCo handbook with you to the course.

All private, voluntary and independent settings have been provided with a copy of the Handbook for ENCO’s free of charge. Additional handbooks can be purchased for £75.

This is a two-part course and participants must attend both parts to successfully complete the course.

Lunch is NOT included, please bring a packed lunch

Level Intermediate/advanced

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Private and Voluntary (PV) settings who are members of our early years membership scheme may book up to two places as part of the Cambridgeshire Essentials offer.
ENCo Refresher Network and Briefing Sessions

Who?
This session is aimed at senior staff members (Level 3 with at least two years post-qualifying experience) who have completed Equalities Named Coordinator (ENCo) training within the last three years.

*Note for schools: This course is only suitable for your staff if you have on-site childcare provision.

This session will enable the named ENCo to

- Develop an understanding of any changes in legislation and best practice during the last three years.
- Revisit the ENCo handbook and reflect on practice
- Discuss equalities issues and explore effective strategies which could be used.
- Increase their knowledge of equalities
- To network with other ENCo Named Coordinators

Additional information

You must bring your ENCo handbook with you to the course

All private, voluntary and independent settings have been provided with a copy of the Handbook for ENCO’s free of charge. Additional handbooks can be purchased for £75.

Level Intermediate/advanced

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Section 3.25 of the Statutory framework of the Early Years Foundation Stage (March 2017) states:

‘At least one person who has a current paediatric first aid (PFA) certificate must be on the premises and available at all times when children are present, and must accompany children on outings. The certificate must be for a full course consistent with the criteria set out in Annex A of the Statutory framework of the Early Years Foundation Stage (March 2017).

• Childminders, and any assistant who might be in sole charge of the children for any period of time, must hold a full current PFA certificate.
• PFA training must be renewed every three years and be relevant for workers caring for young children and where relevant, babies.
• Providers should take into account the number of children, staff and layout of premises to ensure that a paediatric first aider is able to respond to emergencies quickly.
• All newly qualified entrants to the early years workforce who have completed a level 2 and/or level 3 qualification on or after 30 June 2016, must also have either a full PFA or an emergency PFA certificate within three months of starting work in order to be included in the required staff:child ratios at level 2 or level 3 in an early years setting.
• Providers should display (or make available to parents) staff PFA certificates or a list of staff who have a current PFA certificate.’

Please note: This course is available from other training providers. The ‘current PFA Certificate’ referred to above must be the 12 hour course. It is important that you check that the course includes the content that is listed in Annex A (see page 22) of the EYFS. https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2

### 6 Hour Emergency Paediatric First Aid

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<td>Ely Cathedral Conference Centre, Ely</td>
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</table>

The cost for this course is £45. Please note this course is for private and voluntary settings, childminders and out of school clubs.

Please note you are NOT able to use training credits for this course. You may book a maximum of two places on this course.
## 12 Hour Paediatric First Aid

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<td>Tues</td>
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<td>Thurs</td>
<td>2 November and 9 November 2017</td>
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<td>Meadows Community Centre, Cambridge</td>
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<td>Tues</td>
<td>5 June and 12 June 2018</td>
<td>9.30am – 4.30pm</td>
<td>The Boathouse Business Centre, Wisbech</td>
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The cost for this course is £90. Please note this course is for private and voluntary settings, childminders and out of school clubs. It is also available from other training providers.

Please note you are NOT able to use training credits for this course. You may book a maximum of two places on this course.

Lunch is NOT included, please bring a packed lunch.
Foundation Years Forums

Who?
The Forums are for staff working with children across schools, children’s centres, childminders, private, voluntary and independent early years and childcare settings.

Content
The Forums are an opportunity to discuss national and local developments and have a taster of a relevant topic, which can be followed up with attending specific training.

We strongly recommend that you attend the session for the locality you work in, to give you the opportunity to network with professionals working with the same children and families and empower future partnership working.

The programme timings are usually

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<tr>
<th>Time</th>
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<tr>
<td>6.45pm – 7.00pm</td>
<td>Arrival and refreshments</td>
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<tr>
<td>7.00pm – 7.30pm</td>
<td>National and local news</td>
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<tr>
<td>7.30pm – 8.30pm</td>
<td>Theme – a taster of a current topic around practice and pedagogy</td>
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<tr>
<td>8.30pm – 9.00pm</td>
<td>Networking and an opportunity to talk to your Local Authority adviser (optional).</td>
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Please note: Further venues and dates to follow

Forum places are included in the membership offer or you can pay-as-you-go to attend
Leadership and Governance Briefings

Who?
Committee members, owners and managers from early years provision, schools and out of school settings

Aims
To provide leaders in early years and childcare settings with opportunities to
• network with others
• consider a key aspect of leadership in depth
• keep up-to-date with the latest developments in the sector from Ofsted, the Department for Education and the local authority

Dates and times to follow

These sessions are free of charge to Childminders, Out of School Clubs and Early years settings
# Early Years Leadership Briefings

**Who?**
For Early Years Foundation Stage Leaders in Schools

**Aim**
To ensure that Leaders in schools with responsibility for the EYFS receive the latest advice and updates on local and national developments.

To provide a forum to understand and share good practice.

To raise standards in practice and outcomes for children in early years across the county

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*This is free for schools who have early years membership*
Early Years Foundation Stage (EYFS) Governor Network

Who?
Governors who have responsibility for the Early Years Foundation Stage e.g. Primary Schools with Early Years Provision/Nursery Classes/Reception Classes, Nursery Schools and Children's Centres.

Aim
The EYFS Governors Network meets four times a year with the aim being to provide an opportunity for Governors involved in the Early Years Foundation Stage to consider:

- Good practice within the Early Years
- Current legislation
- Local priorities and updates on Early Years
- How governors can support and challenge the Early Years in school

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<td>Stukeley Meadows Primary School</td>
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<td>Trumpington Meadows Primary School</td>
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This is free for schools who have early years membership
Shared Assessment Matters Moderation Programme

This is a an **annual programme** for childminders and Early Years Curriculum Leads in private and voluntary settings

- Are you confident in the assessment carried out in your setting?
- Have you got internal moderation process in place, e.g. are all staff members confident in assessment of children?
- Do you feel you are able to improve you team’s skills in assessment?
- Do you moderate with other settings or schools?

You are expected to attend the Shared Assessment Matters Moderation Programme on an annual basis. This programme is alongside the statutory moderation programme for schools and at least one practitioner from each setting is expected to take part.

There will be sessions where you look at clips and case studies of children and as a group moderate assessment decisions on ages and stages of their development.

In addition we will facilitate Moderation Networks, where you can bring your own case studies to be discussed and moderated as a group with other PVI settings. We will start using CASEY to support this process and give comparisons of data coming from, for example different types of cohorts and/or different geographical areas of Cambridgeshire.

Later during the term, we will support some networking between schools and settings to support the transitions school and clarify different expectations on children in different provision.

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**This is free if you have taken early years or childminder membership.**
For pay-as-you-go prices see page 11

*We strongly recommend that you attend this programme every year*
Courses that are suitable for staff working in Early Years Foundation Stage in schools

**Early Years Foundation Stage**

- Back to Basics – The Early Years Foundation Stage ............................................ 28
- Telling the Story, through Effective Displays ...................................................... 30
- Delivering the EYFS Prime Areas through Continuous Provision ........................ 32
- Delivering the EYFS Specific Areas through Continuous Provision .................... 33
- Early Talk Boost ...................................................................................................... 34
- Loose Parts in Early Years ..................................................................................... 35
- Mindfulness to Promote Wellbeing ...................................................................... 36
- Technology in the Early Years ............................................................................. 37
- Five to Thrive – The things you do every day that help your child’s growing brain 40
- There’s more to Blocks than Stacking! ................................................................. 41
- Understanding Children’s Behaviours and Interactions (2 part course) .............. 44
- Supporting Boys ..................................................................................................... 47
- Using Every Child a Talker (ECaT) Materials and Resources in Early Years Settings (2 day course) ................................................................. 48

**Forest Schools**

- Forest School – An introduction ................................................................. 50
- Forest School – Fire experiences ........................................................................ 51
- Forest School – Games in the great outdoors .................................................... 52

**Masterclasses**

- Schema Masterclass with Stella Louis ............................................................... 54
- Accelerating Achievement of vulnerable groups – What really makes a difference? 55
- Self Regulation Masterclass ............................................................................... 56
- Movement Environment Rating Scale (MOVERS) masterclass with Iram Siraj ... 57

**Conferences**

- Early Years Conference 2018 ........................................................................... 58
- The Forest School Conference 2018 ................................................................ 61
- Just Play 2017 Get up! Get moving! Get Active! .............................................. 62

**Leadership, Management and Governance**

- Building Confidence and Creating a Winning Team ........................................... 65

**Out of School Clubs**

- Behaviour – Whose problem? Yours, ours or theirs? ........................................ 72

**Child Protection and Safeguarding**

- Basic Child Protection ....................................................................................... 74
- Child Protection – Training for Designated Personnel (2 day course) ............... 77
- Child Protection – Refresher Training for Designated Personnel ..................... 79
- Children’s Safety Matters – Update on Staying Safe in the Foundation Stage ...... 82

**Special Educational Needs and Disability**

- Understanding Children’s Behaviours and Interactions (2 part course) .......... 89

**Equalities and Inclusion**

- English as an Additional Language (EAL) – In More Depth (2 part course) ........ 90
- British Values in the Early Years Foundation Stage (EYFS) .............................. 91

**Forums, Networks and Briefings**

- Early Years Leadership Briefings .................................................................. 98
- Early Years Foundation Stage (EYFS) Governor Network .............................. 99
New to the Early Years Foundation Stage

Who?
This course is for class teachers who have some teaching experience but are new to teaching in the Early Years Foundation Stage (EYFS).

Course outline
This course offers an ideal opportunity to develop your understanding of how young children learn and to explore those aspects of teaching and learning that are unique to the Early Years Foundation Stage (EYFS). Led by our experienced Early Years Advisers this practical session will help you to share best practice and develop ideas to enrich teaching and learning for young children.

This full day aims to
• Enable staff new to the EYFS to feel more confident to provide good quality practice and provision for young children;
• Identify and discuss key features of teaching and learning in the EYFS;
• Support staff to become familiar with good practice for observation and assessment in the EYFS;
• Focus on self-evaluation and action planning.

Lunch is NOT included, please bring a packed lunch

Level Basic

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
New to the Early Years Foundation Stage for Teaching Assistants

Who?
The course is for teaching assistants and support staff working in the Early Years Foundation Stage (EYFS).

Course outline
This course offers an ideal opportunity to develop your understanding of how young children learn and to explore those aspects of teaching and learning that are unique to the Early Years Foundation Stage (EYFS). Led by our experienced Early Years Advisers this practical session will help you to share best practice and develop ideas to enrich teaching and learning for young children.

This half day session aims to
• Identify key features of the Teaching Assistant role in the EYFS
• Explore the EYFS framework and develop strategies to support teaching and learning
• Share good practice ideas for observation and assessment.

Level Basic

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Supporting and Challenging Children’s Learning in the EYFS for Teaching Assistants

This course is for teaching assistants who support learning in the Early Years Foundation Stage (EYFS).

Course outline

This course will take an in depth look at how adults provide support and challenge as part of playful teaching and learning. It will explore how adults can enhance the early years environment and help children to take control of their next steps in learning.

Level Basic

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Working with Mixed Age Reception and Year One Classes

Who?
This course is for teachers, teaching assistants and support staff working in the Early Years Foundation Stage.

Course outline
- To identify key principles in addressing the needs of a mixed age class
- To develop strategies to deliver an effective curriculum in a EYFS/Yr1 mixed age class
- To identify the features of a supportive environment
- To network with other colleagues, discuss current topics and share good practice.

Course Leaders
This course is delivered by the early years team in partnership with the teacher of a mixed age class.

Level Basic/Intermediate

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For all course costs and credit values see page 8 for members and page 11 for pay-as-you-go
Developing Interactive and Engaging Phonics in Reception and Year 1

Who?
Class teachers, Teaching Assistants and English Subject Leaders.

Aims
• To consider pace and progression in the teaching of phonics
• To create opportunities for interactive and kinaesthetic learning
• To identify opportunities for reinforcing phonetic knowledge across all areas of learning
• To ensure that children are prompted to apply phonetic knowledge to independent reading and writing.

Description
This course will provide an opportunity to reflect on current practice, and to consider how children can be more actively engaged in their learning. Principles of Quality First Teaching will be considered, to ensure that children’s early experience of phonics equips them to decode words effectively when reading, and to segment words successfully when writing.

Outline
• Looking at progression and how to achieve expectations at the end of the EYFS and Year 1
• Developing more interactive and practical daily phonics lessons
• Developing an effective environment that promotes and consolidates new learning
• Providing opportunities for the practical application of new learning within a range of contexts

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<td>21 September 2017</td>
<td>1.30pm – 4.30pm</td>
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Book online via [www.cambridgeshire.gov.uk/learntogether](http://www.cambridgeshire.gov.uk/learntogether)

Cost details
£60 per person for Cambridgeshire LA maintained schools
£70 per person for out of County, Cambridgeshire Academy and Independent Schools

Course Leaders: This course is delivered by the Schools Intervention Service and Early Years Service
Developing Good Mathematical Foundations in Early Years and Year 1

Who?
This course is for Class teachers and Mathematics Subject Leaders

Aims
• To examine effective strategies for engaging children with all levels of attainment in maths
• To consider principles of outstanding teaching and sharing of best practice
• To identify and assess the role of pictorial representations in developing understanding

Description
This course will provide an opportunity to identify and reflect on how we can support children’s development of mathematical foundations. Teachers are encouraged to bring along evidence of children’s understanding to discuss with colleagues during the session.

Outline
• Engaging children with mathematics in the world around them
• Developing an effective environment that promotes a range of learning opportunities
• Providing opportunities for reasoning through role play and problem solving activities
• Working with parents to support early mathematical development

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Cost details
£60 per person for Cambridgeshire LA maintained schools
£70 per person for out of County, Cambs Academy and Independent Schools

Course Leaders: This course is delivered by the Schools Intervention Service and Early Years Service
Developing English Provision in Reception and Year 1

Who?
Class teachers and English Subject Leaders

Aims
• To consider an engaging environment that promotes discussion, and the development of early independent readers and writers
• To develop cross-curricular opportunities where learning is embedded in new contexts
• To consider the use of quality texts to create a love of language and increase vocabulary
• To consider real purposes for writing based on first-hand experience and texts shared with the class

Description
This course will provide an opportunity to reflect on current practice, and to consider how children can be given greater opportunities to write for a purpose. Principles of Quality First Teaching will be considered, to ensure that children’s early exposure to writing, provides engaging opportunities through which early print concepts can be developed. Central to the course will be the reciprocity of early reading and writing skills.

Outline
• Developing an effective environment that inspires communication through spoken and written English
• Providing access to quality texts and learning opportunities that promote the need to communicate through writing
• Looking at progression in writing, and how to achieve expectations through engaging and inspiring writing activities

Session  Date        Time                  Venue
1         29 November 2017  1.30pm – 4.30pm  Cambridge Golf & Conference Centre, Huntingdon

Book online via [www.cambridgeshire.gov.uk/learntogether](http://www.cambridgeshire.gov.uk/learntogether)

Cost details
£60 per person for Cambridgeshire LA maintained schools
£70 per person for out of County, Cambridgeshire Academy and Independent Schools

Course Leaders: This course is delivered by the Schools Intervention Service and Early Years Service
Securing Judgements

Who?
This course is suitable for all practitioners in schools, class teachers, teaching assistants, assessment co-ordinators or year one teachers who are responsible for contributing towards end of years EYFSP assessments.

This course is also suitable for practitioners in the PVI sector who have children in their setting who will be turning 5 on or before 31st August 2018.

Course outline
• To ensure that practitioner knowledge and understanding of the EYFS profile is current.
• To provide advice and guidance on making accurate judgements against the ELGs
• The specific focus will be on Physical Development, Understanding the World and Literacy
• To gain confidence using the exemplification materials and moderating with colleagues to ensure consistency of standards and judgements

Additional information PLEASE READ
The first session will be specifically for practitioners new to the EYFS or new to making end of year assessments i.e. NQT’s new to EYFS, practitioners in PV settings.

Level Intermediate

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Childminder membership

Membership prices for Childminders
We have responded to feedback from childminders with a great value membership offer for 2017-18. For just £30 you will get:

- One free place at each childminder support session (CMSS) in your area
- One free place each term at Foundation Years Forums
- Shared Assessment Matters moderation programme
- Up to 20% off pay-as-you-go training programme courses and conferences
- Paper copy of Jigsaw.

Childminders offering funded early years places can purchase membership at the reduced rate of £25 for the year. Members may allocate their free place at CMSS and/or Forums to their named Childminding Assistant, or pay for them to attend.

Childminders can also choose to pay-as-you-go for support sessions (£10 per session), Foundation Years Forums and other activities, but membership is the best value option. Please see page 11 for pay-as-you-go prices.

Childminder Support Sessions
The Childminder Support Sessions are facilitated by the PACEY team. These are free of charge to childminders who have purchased childminder membership. The cost for non members can be found on 11.

Continuous Professional Development Courses
A wide range of Continuous Professional Development courses (CPD) are available for childminders to book onto to develop skills and knowledge. These courses are available at a discounted rate for Childminders who have purchased membership, see page 8 for the costs for members. Non members may book on training at the pay-as-you-go rate see page 11 for the costs.

Just Play Conference
Following childminder feedback we are offering more workshops which are also suitable for childminders at Just Play in November 2017. Bookings for the conference are open now. Please note, this conference is for childminders working with children over the age of four years old.

Course Cancellation or Non Attendance
Please see page 16 of this training programme
Booking onto training courses – Please see page 16 for booking information.
Courses that are suitable for childminders

**Early Years Foundation Stage**
- New to Early Years and Childcare (3 day course)  27
- Back to Basics – The Early Years Foundation Stage ............................................  28
- Characteristics of Effective Learning (CoEL) ......  29
- Telling the Story, through Effective Displays.....  30
- An Introduction to Observation and Assessment...........................................................  31
- Delivering the EYFS Prime Areas through Continuous Provision ........................................  32
- Delivering the EYFS Specific Areas through Continuous Provision .........................................  33
- Loose Parts in Early Years ..................................  35
- Mindfulness to Promote Wellbeing ..................  36
- Technology in the Early Years ............................  37
- Brilliant Babies – Best practice, working with children under 24 months .........................  38
- Five to Thrive – The things you do every day that help your child’s growing brain........  40
- There’s more to Blocks than Stacking!..............  41
- The Key to it All – An examination of the role of the Key Person.................................  42
- Early Years Maths Matters..............................  43
- Understanding Children's Behaviours and Interactions (2 part course) ............................  44
- Home Learning Links – Keeping it simple for parents.....................................................  45
- Having Fun with Phonics................................  46
- Supporting Boys .............................................  47

**Forest Schools**
- Forest School – An introduction .......................  50
- Forest School – Fire experiences ....................  51
- Forest School – Games in the great outdoors ..  52

**Masterclasses**
- Schema Masterclass with Stella Louis ..........  54
- Accelerating Achievement of vulnerable groups – What really makes a difference?.........  55
- Self Regulation Masterclass .............................  56
- Movement Environment Rating Scale (MOVERS) masterclass with Iram Siraj..............  57

**Conferences**
- Early Years Conference 2018.............................  58
- Baby Conference 2017 .....................................  60
- The Forest School Conference 2018....................  61
- Just Play 2017 Get up! Get moving!..................  62
- Getting it Right Legally ....................................  70

**Leadership, Management and Governance**
- First Steps in Leading a Team .............................  64
- Maintaining Good and Outstanding Ofsted Judgements .................................................  66
- The Roles and Responsibilities of the Registered Provider ............................................  68
- Child Protection and Safeguarding
  - Behaviour – Whose problem?
  - Yours, ours or theirs? ..................................  72

**Special Educational Needs and Disability**
- Understanding Children’s Behaviours and Interactions (2 part course) .......................  89

**Equalities and Inclusion**
- English as an Additional Language (EAL) – In More Depth (2 part course) ......................  90
- British Values in the Early Years Foundation Stage (EYFS) .......................................  91

**First Aid**
- First Aid Courses .............................................  94

**Forums, Networks and Briefings**
- Shared Assessment Matters Moderation Programme.................................................. 100
Childminder Support Sessions

The following courses are for childminders only. The courses are free of charge to our members or £10 for non members. Members can assign their place to a named Childminding Assistant if they are not attending.

Please note: members and non members will be charged a cancellation fee of £25 if they cancel or do not attend childminder support sessions

You can book these courses on line at: www.cambridgeshire.gov.uk/learntogether. Using this method you will receive an immediate confirmation.

**Cambridge City and South Cambridgeshire**

All sessions in this area will run between 7.00pm and 9.00pm

<table>
<thead>
<tr>
<th>Title</th>
<th>Date</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Getting to Good</td>
<td>Tuesday 19 September 2017</td>
<td>Trumpington Pavillion, Cambridge</td>
</tr>
<tr>
<td>Equalities</td>
<td>Tuesday 31 October 2017</td>
<td>Meadows Community Centre, Cambridge</td>
</tr>
<tr>
<td>Community Childminding</td>
<td>Wednesday 17 January 2018</td>
<td>Trumpington Pavillion, Cambridge</td>
</tr>
<tr>
<td>Planning, Observation and assessment</td>
<td>Monday 12 March 2018</td>
<td>Meadows Community Centre, Cambridge</td>
</tr>
<tr>
<td>Child Protection</td>
<td>Wednesday 9 May 2018</td>
<td>Meadows Community Centre Cambridge</td>
</tr>
<tr>
<td>SEND</td>
<td>Wednesday 4 July 2018</td>
<td>Foxton Village Hall, Foxton</td>
</tr>
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</table>

**Huntingdonshire**

All sessions in this area will run between 7.00pm and 9.00pm

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<thead>
<tr>
<th>Title</th>
<th>Date</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Child Protection</td>
<td>Thursday 7th September 2017</td>
<td>Priory House, Huntingdon</td>
</tr>
<tr>
<td>SEND</td>
<td>Wednesday 18 October 2017</td>
<td>Priory House, Huntingdon</td>
</tr>
<tr>
<td>Planning, Observation and assessment</td>
<td>Wednesday 24 January 2018</td>
<td>Priory House, Huntingdon</td>
</tr>
<tr>
<td>Getting to Good</td>
<td>Wednesday 21 March 2018</td>
<td>Priory House, Huntingdon</td>
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<tr>
<td>Community Childminding</td>
<td>Wednesday 25 April 2018</td>
<td>Priory House, Huntingdon</td>
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<tr>
<td>Equalities</td>
<td>Wednesday 13 June 2018</td>
<td>Priory House, Huntingdon</td>
</tr>
</tbody>
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East Cambridgeshire and Fenland
All sessions in this area will run between 7.00pm and 9.00pm

<table>
<thead>
<tr>
<th>Title</th>
<th>Date</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equalities</td>
<td>Monday 18 September 2017</td>
<td>Littleport Day Centre, Littleport</td>
</tr>
<tr>
<td>Planning, Observation and Assessment</td>
<td>Monday 20 November 2017</td>
<td>The Pavillion, Sutton</td>
</tr>
<tr>
<td>Getting to Good</td>
<td>Monday 15 January 2018</td>
<td>Littleport Day Centre, Littleport</td>
</tr>
<tr>
<td>Child Protection</td>
<td>Monday 5 February 2018</td>
<td>The Pavillion, Sutton</td>
</tr>
<tr>
<td>SEND</td>
<td>Monday 23 April 2018</td>
<td>The Pavillion, Sutton</td>
</tr>
<tr>
<td>Community Childminding</td>
<td>Monday 4 June 2018</td>
<td>Littleport Day Centre, Littleport</td>
</tr>
</tbody>
</table>
Cambridge Early Years Teaching School

Who are the – Cambridge Early Years Teaching School?

Cambridge Early Years Teaching School (CEYTS) brings together the skills and experience of six leading nursery schools across Cambridgeshire: Brunswick, Colleges, Homerton, Huntingdon and The Fields. In partnership with others including the Local Authority Early Years and Childcare Service CEYTS offers a range of services to all schools and settings catering for 2-7 year olds.

The CEYTS was designated in Summer 2014 and will offer a range of support in line with the six strategic areas for teaching schools defined by the National College for Teaching and Learning.

What’s on offer:

- The training and placement of Initial teaching students (ITT) and a bespoke Early Years NQT programme and one-to-one support
- Supporting schools and settings to improve and develop (school to school support)
- To provide a range of professional development and training opportunities for staff (CPD)
- To build a strong research and development strand, underpinning the work delivered by the TS
- To identify leadership qualities at all levels and encourage progression
- To identify staff – specialist leaders in education (SLE’s) who can identify needs and promote improvement.

Initial Teacher Training; Early Years and Primary School Teacher with QTS (SCITT)

Opportunities for 12 trainee teachers. The above course will be offered by Cambridgeshire Teaching Schools from September 2017.

Places still available. See page 25 for full details.

Training visits

If you would like a visit to any of the Nursery Schools. Further details will be available shortly via the website.

For more information on any of the above please contact The Cambridge Early Years Teaching School Alliance.

Kay Blayney (SCITT Programme Manager)
Tel: 0779 2624 042 (part-time number)
Web: www.cambridgeearlyyears.org
Email: info@cambridgeearlyyears.org
Venue addresses

**Bishop Woodford House**
Retreat & Conference Centre
Barton Road
Ely
Cambs CB7 4DX
Tel: 01353 663039
www.bishopwoodfordhouse.com

**Cambridge Golf and Conference Centre**
Hemingford Abbots Golf Complex
Cambridge Road
Huntingdon
PE28 9HQ
Tel: 01480 499681
www.abbotsevents.co.uk

**Cambridgeshire FA Headquarters**
Histon Football Club
Bridge Road
Impington
Cambridge
CB24 9PH
Tel: 01223 237373
www.cambridgeshirefa.com

**Cambridge Professional Development Centre**
Foster Road
Trumpington
Cambridge
CB2 9NL
Tel: 01223 844880
www.cambridgeshire.gov.uk/leisure/adultcommunity/professionalcentreservices/cpdc

**Ely Cathedral Conference Centre**
Palace Green
Ely
Cambs CB7 4EW
Tel: 01353 659668
www.centre.elycathedral.org

**Foxton Village Hall**
2 Hardman Rd
Foxton
Cambridge
CB22 6RN
Tel: 01763 256816
www.foxtonvillagehall.org.uk

**Grafham Water Centre**
Perry Road
Huntingdon
Cambs PE28 0GW
Tel: 01480 810521
http://www.grafham-water-centre.co.uk

**Guyhirn Village Hall**
High Road
Guyhirn
Wisbech
PE13 4ED
Tel: 01945 450661

**Hemingford Pavilion**
Manor Road
Hemingford Grey
Huntingdon
PE28 9BX
Tel: 01480 498114
www.hemingfordpavillion.co.uk

**Hinchingbrooke Country Park**
Brampton Road
Huntingdon
PE29 6DB
Tel: 01480 451568
www.huntingdonshire.gov.uk/hinchingbrookecountrypark
**Venue addresses**

**Huntingdonshire FA**
Ambury House
4 Sovereign Court
Lancaster Way
Ermine Business Park
Huntingdon
PE29 6XU
Tel: 01480 414422
www.huntsfa.com/contactus

**Littleport Day Centre**
1 Friars Nine
Littleport
Ely
Cambs CB6 1HD

**March Youth and Community Centre**
34 Station Road
March
PE15 8LE
Tel: 01354 653148
www.cambridgeshire.net/organisation/youth-support-service-centre--march/10910.aspx

**Marriottt Hotel**
Hinchingbrooke Business Park
Kingfisher Way
Huntingdon
PE29 6FL
Tel: 01480 446000
www.marriott.com/hotels/travel/cbghd-huntingdon-marriott-hotel

**Meadows Community Centre**
St Catherine’s Road
Cambridge
CB4 3XJ
Tel: 01223 508140
www.cambridge.gov.uk/meadows-community-centre

**Oasis Community Centre**
Wisbech Community Development Trust
St. Michael's Avenue
Wisbech
PE13 3NR
Tel: 01945 461526
www.wisbechcommunitydevelopmenttrust.btck.co.uk

**Oliver Cromwell Hotel**
High Street
March
Cambs PE15 9LH
Tel: 01354 602890
www.olivercromwellhotel.co.uk

**Orchard Park Community Centre**
Central Avenue
Orchard Park
Cambridge
CB4 2EZ
Tel: 01223 420750
www.orchardpark.gov.uk/the-orchard-community-centre

**Over Community Centre**
16 The Doles
Over
Cambs CB24 5NW
Tel: 01954 206600
www.thecentreatover.co.uk

**Priory House**
5 Sovereign Court
Lancaster Way
Huntingdon
Cambs PE29 6XU

**Queen Emma Primary School**
Gunhild Way
Cambridge
CB1 8QY
Tel: 01223 714 300
www.queenemmaschool.org.uk
Rose and Crown Hotel
23 – 24 Market Place
Wisbech
Cambs PE13 1DG
Tel: 01945 589800
www.theroseandcrownhotel.com

South Fens Business Centre
Fenton Way
Chatteris
PE16 6TT
Tel: 01354 691620
www.fenland.gov.uk/southfens

Stanton Training and Conference Centre
Stanton Way
Huntingdon
PE29 6XL
Tel: 01480 377615
www.cambridgeshire.gov.uk/leisure/adult_com
unity/professionalcentreservices/stcc

St Laurence Catholic Primary School
Arbury Road
Cambridge
CB4 2JX
Tel: 01223 712227
www.stlaurence.cambs.sch.uk

Swavesey Village College
Gibraltar Lane
Swavesey
Cambs CB24 4RS
Tel: 01954 230366
www.swaveseyvc.co.uk

The Blue School
Sheepfold Lane
Lower Cambourne
Cambs CB23 6FR
Tel: 01954 210070
www.hardwickprimary.co.uk

The Pavilion
The Glebe
4 High Street
Sutton
Ely
Cambs CB6 2RB
Tel: 01353 777189
www.sutton-pc.co.uk

Trumpington Pavilion
King George V Playing Field
Paget Road
Trumpington
Cambridge
CB2 9JF
Tel: 01223 847433
www.trumpingtonresidentsassociation.org/Pavilio
n
Witcham Village Hall
7a Martins Lane
Witcham
Cambs CB6 2LA
Tel: 01353 969314
www.witcham.org.uk/Village%20Hall/Village%20H
all.htm

Wood Green
King's Bush Farm
London Road
Godmanchester
Cambs PE29 2NH
Tel: 0844 248 8181
www.woodgreen.org.uk/about/visit_us/godmanc
hester
## Training and Qualifications Contacts

### Contacts for the Early Years Service

<table>
<thead>
<tr>
<th>For enquiries about</th>
<th>Contact information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Years and Childcare Training programme courses</td>
<td>01223 706349</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:eyctraining@cambridgeshire.gov.uk">eyctraining@cambridgeshire.gov.uk</a></td>
</tr>
<tr>
<td>Early Years Service membership</td>
<td>01223 706133</td>
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<td><a href="mailto:earlyyears.service@cambridgeshire.gov.uk">earlyyears.service@cambridgeshire.gov.uk</a></td>
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<tr>
<td>Qualifications funding</td>
<td>01223 706349</td>
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<td></td>
<td><a href="mailto:eycqualifications@cambridgeshire.gov.uk">eycqualifications@cambridgeshire.gov.uk</a></td>
</tr>
<tr>
<td>Early Years and Childcare Training Centre</td>
<td>01223 706349</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:eycqualifications@cambridgeshire.gov.uk">eycqualifications@cambridgeshire.gov.uk</a></td>
</tr>
<tr>
<td>Advice and guidance on careers in childcare</td>
<td>01223 706349</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:childcarecareers@cambridgeshire.gov.uk">childcarecareers@cambridgeshire.gov.uk</a></td>
</tr>
<tr>
<td>Fax Number</td>
<td>01223 699703</td>
</tr>
<tr>
<td>Learn Together Website – Online Booking</td>
<td><a href="#">www.cambridgeshire.gov.uk/learntogether</a></td>
</tr>
<tr>
<td>Postal address:</td>
<td>Early Years and Childcare Sector Development Team</td>
</tr>
<tr>
<td></td>
<td>Box No OCT1215</td>
</tr>
<tr>
<td></td>
<td>Shire Hall</td>
</tr>
<tr>
<td></td>
<td>Cambridge</td>
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<td>CB3 0AP</td>
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</tbody>
</table>

Learn Together Website – Online Booking: [www.cambridgeshire.gov.uk/learntogether](#)
Cambridgeshire County Council
Early Years Service
Children, Families and Adult Services
Early Years Sector Development Team
Box No OCT1215
Shire Hall
Cambridge
CB3 0AP

Email: eyctraining@cambridgeshire.gov.uk

Web: www.cambridgeshire.gov.uk/eyc
www.cambridgeshire.gov.uk/learntogether