

Early Years Service

Continuous Professional Development Programme 2022-2023



BFFC Early Years – Under 5s Service

An important part of our role is to provide support and advice to early years providers to deliver the Statutory Framework for the Early Years Foundation Stage which sets the standards of learning, care and development of children from birth to 5 years. Our SEND Advisors work with early years providers to support children with Special Educational Needs (SEN) in line with the SEND Code of Practice 2015.

Summer term training and network opportunities

Together the team has developed a training and networking schedule to ensure that providers have good access to a range of advice and development opportunities to enhance practice, improve outcomes for children and to support providers on their journey to achieve excellence and a positive Ofsted inspection outcome.

Continued Professional Development

The Early Years Statutory Framework describes how children's daily experiences and the overall quality of the provision is dependent on practitioners having appropriate qualifications, training, skills and knowledge and that they must be supported to undertake appropriate professional development opportunities. Continued professional development opportunities will ensure that practitioners are able to share good practice, continue to learn, meet agreed targets and maximise their potential.

Protocol for online training and networks

- Applicants will be sent a link for the Teams session to the e-mail address provided for each applicant (logging on through a desktop or laptop with a camera and microphone will ensure that you get the most out of the session).
- Please join at least 5 minutes before the start time to ensure connectivity. Late arrivals may not be admitted into the session.
- If you arrive ahead of the start time you will be put into a waiting room until the webinar is about to begin.
- Your microphone will be muted whilst in the event, this is to ensure that the presenter can deliver content smoothly and clearly to all attendees.
- If you would like to ask a question during the session, please use the chat facility or put your hand up where one of our team members will be able to answer your question.
- We politely request that content shared within a webinar is not recorded or shared outside of the webinar.
- Certificates for training will be issued on completion of the online evaluation form.

Training Programme 2022-2023

Title	Dates	Suitable for									Cost
		Committee Members/Directors	Management	Practitioners	Childminders	Room Leader	SENCo	EY School practitioners	Playworkers	Family Workers	
Leadership Networks											
The networks are held on a termly basis and are an opportunity to network with others in a similar position											
Management Committee/Directors Network	9 June 2022 1.00-2.00pm 10 November 2022 1.00-2.00pm 22 February 2023 1.00-2.00pm										Free via Teams
Managers Network	4 May 2022 1.00-2.00pm 15 September 2022 1.00-2.00pm 20 January 2023 1.00-2.00pm										Free via Teams
All Childminder Network	12 May 2022 6.30-7.00pm 15 September 2022 6.30-7.00pm 23 February 2023 6.30-7.00pm										Free via Teams
Childminder Partnership Training	12 May 2022 7.00-8.00pm 15 September 2022 7.00-8.00pm 23 February 2023 7.00-8.00pm										Free via Teams
0-2 lead Network	7 June 2022 1.30-2.30pm 10 October 2022 1.30-2.30pm 24 January 2023 1.30-2.30pm										Free via Teams
2-year leader network	17 May 2022 1.30-2.30pm 18 October 2022 1.30-2.30pm 31 January 2023 1.30-2.30pm										Free via Teams

Title	Dates	Suitable for								Cost
		Committee Members/Directors	Management	Practitioners	Childminders	Room Leader	SENCO	EY School practitioners	Playworkers	
Leadership Networks										
The networks are held on a termly basis and are an opportunity to network with others in a similar position										
3-5 leader network	10 May 2022 1.30-2.30pm 3 November 2022 1.30-2.30pm 7 February 2023 1.30-2.30pm									Free via Teams
Providers update	TBC									TBC
EYFS Leads Network (Schools)	28 June 2022 3.30-4.30pm 22 November 2022 3.30-4.30pm 28 February 2023 3.30-4.30pm									Free via Teams
Safeguarding										
Universal Safeguarding Training is offered on a termly basis to all staff										
Universal Safeguarding	22 June 2022 6.00-8.30pm 22 September 2022 6.00-8.30pm 9 February 2023 6.00-8.30pm									Free

Title	Dates	Suitable for									Cost
		Committee Members/Directors	Management	Practitioners	Childminders	Room Leader	SENCO	EY School practitioners	Playworkers	Family Workers	
Trauma Informed											
Trauma Informed Level 1 available with guided discussion – Teams. Trauma Informed Level 1 and 2 available online.											
Trauma Informed level 1 and Guided Discussion	26 April 2022 6.30-8.00pm										Free via Teams
Trauma Informed level 1 – online	via the NES										Free - online
Trauma Skilled level 2 – online	First create an account, then access training										Free - online
Trauma Informed Guided Discussion only -Teams	TBC – please email early years on completion of level 1 and 2 to receive an invitation to guided session										Free via Teams
Bespoke Training											
Bespoke <u>whole setting</u> training is now available on request											
Universal Safeguarding Training	Subject to team availability										£150
Learning Walk Confidence	Subject to team availability										£50
Curriculum, Pedagogy and Assessment	Subject to team availability										£150
Healthy Lifestyles	Subject to team availability										£150
Child at the Heart	Subject to team availability										£150
ICAN – Early Talk	Subject to team availability										£30pp

Title	Dates	Suitable for								Cost	
		Committee Members/Directors	Management	Practitioners	Childminders	Room Leader	SENCo	EY School practitioners	Playworkers		Family Workers
Inclusion and SEND Training delivered by the SEND Advisory Team											
E Learning – Dingley Promise Inclusion Programme	On Demand (See below)										Free
SLCN Champion Network	7 June 2022 10.00-11.30am Course Full – please email the team to be added to the waiting list										Free Targeted
SENCO Network Termly	5 May 2022 1.30-2.30pm 26 October 2022 1.30-2.30pm 9 March 2023 1.30-2.30pm										Free via Teams
Introduction to Intensive Interaction	11 May 2022 1.00-3.00pm										Free via Teams
Sensory Processing Workshop	30 June 2022 12.30-3.00pm Spring term 2023 (TBC)										£30pp (Face to Face)
Autism Education Trust Making Sense of Autism	Autumn Term TBC										£30pp (Face to face)
Autism Education Trust Good Autism Practice	Autumn Term TBC										£60pp (Face to Face)
Level 2 SEND CACHE Qualification	22 June 2022 29 June 2022 6 July 2022 9.00am-12.30pm (Must have protected time to work on assignments in the afternoon)										£115pp via Teams

Title	Dates	Suitable for								Cost
		Committee Members/Directors	Management	Practitioners	Childminders	Room Leader	SENCo	EY School practitioners	Playworkers	
Inclusion and SEND										
Training delivered by the SEND Advisory Team										
Attention Autism - 2 Day Course	25 & 26 May 2022 9.15am-4.00pm South Reading Community Hub									£90 (Face to Face)
Level 3 SENCO Award Qualification	Starts: 11 Oct 2022 Ends: 18 April 2023 6.00pm Tuesdays (Must have protected time to work on assignments during the working day)									£600pp
ICAN Early Talk Boost Training	20 September 2022 9.30am-3.00pm South Reading Community Hub									£200pp (2x practitioners and training pack)
Inclusion and SEND Bespoke Training										
Bespoke <u>whole setting</u> training is now available on request										
Whole Setting: Bespoke Workshop Introduction to SEND & Strategies	Subject to Trainer Availability									£150
Whole Setting Offer: Attention Autism package for the team & 2 Practitioners on the 2 day course.	Subject to Trainer Availability									£250

Leadership

Management Committee network meeting

For Committee members and directors of pre-schools and day care settings

Topics discussed change termly

Network with others in a leadership position within Early Years settings

Managers Network

For Managers of pre-schools, day care and After School Club settings

Topics discussed change termly

Network with others in a similar position

0-2 leader network

For Baby room leaders within day care settings

Topics discussed change termly

Network with others in a similar position

Two-year leader network

For practitioners leading practice with 2-year olds

Topics discussed change termly

Network with others in a similar position

3-5 leader network

For practitioners leading practice with 3-5 year olds

Topics discussed change termly

Network with others in a similar position

Providers Update Meeting

For all practitioners

Regular focus on safeguarding, funding, Sufficiency, Ofsted, local and national news

EYFS Leads Network (Schools)

For practitioners leading practice with children 2-5 years in school settings

Topics discussed change termly

Network with others in a similar position

Childminder training

Childminder network meetings

For all childminders

Topics discussed change termly

Network with peers

Childminder partnership training

For partnership members

CPD Focus

Bespoke Training

Learning Walk Confidence

Invite us to your setting and present and practice your 'learning walk' in preparation for an Ofsted inspection. An Early Years advisor will provide feedback and highlight strengths and recommendations.

Curriculum, Pedagogy and Assessment

Suitable for all levels of practitioner. Join us to reflect on what children will learn in your setting, how you will help them and how assessment can be used to check what children have learnt. This is an opportunity to explore the EYFS reforms, engage in discussion points and share practice.

Heathy Lifestyles

Suitable for all levels of practitioner. Join us to explore what the EYFS says about physical development and developing healthy bodies and reflect on how to implement into your curriculum. This is an opportunity to explore information, engage in discussion points and share practice.

Child at the Heart

New to the timetable this term and suitable for all levels of practitioner. Join us to focus on how you ensure high quality practice and the best for every child and reflect how strong relationships with families set the scene for children to thrive.

ICAN – Early Talk

Practitioners will develop the ability to use a range of strategies that could help children, aged 0-3 years, to access the areas of learning and development in the EYFS curriculum. Delivered by ICAN trainers.

Safeguarding

Offered 3 times a year to enable practitioners to attend as required. Universal Safeguarding training is also bookable through the Brighter Futures for Children workforce development team by e-mailing

Learning@brighterfuturesforchildren.org

- Universal Safeguarding
- Designated Lead Officer and Universal Safeguarding training
- Allegation management training

Online safeguarding training including safer recruitment and prevent is available through the Berkshire West Safeguarding Partnership

<https://www.berkshirewestsafeguardingchildrenpartnership.org.uk/scp/training/e-learning>

Bespoke whole team universal safeguarding training, by the trainers within the Early Years team, is also available by request through the SLA.

Safeguarding training information - It is an Ofsted expectation that all practitioners should complete face to face Universal Safeguarding training in the first instance.

Designated Safeguarding Lead: New to the role and refresher training

Brighter Futures for Children Learning and Workforce Development Team offer Designated Safeguarding Lead Training:

New to the Role of Designated Safeguarding Lead Training

Date	Time	Mode of training
24 June 2022	9.30 – 12.30pm	TBC

Designated Safeguarding Lead Refresher Training

Date	Time	Mode of training
14 July 2022	2 - 5pm	TBC

To complete either DSL training course you must complete 3 activities:

1. View the recorded presentation on Learning pool (which you can complete at your own pace as soon as you have login details)
2. A multiple-choice test on Learning Pool (which you can complete at your own pace as soon as you have login details)

You have 2 hours on the course date to complete these activities or you can start at your own pace as soon as you receive login details.

3. A one-hour online meeting with the trainer via MS Teams on the scheduled course date (11:30-12:30 for the morning session and 4:00-5:00 for the afternoon session).

To book a space please email Learning@brighterfuturesforchildren.org with the **name, job title, organisation & email address** of the person you would like to attend.


Inclusion and SEND

Dingley's Promise: Early Years Inclusion Programme: FREE

This programme is a series of ten courses available over five years aimed at empowering early years practitioners to deliver inclusive practices by upskilling them through training and shared information/learning resources. The first two courses available are:

- Introduction to Early Years Inclusive Practice
- Transitions in the Early Years

This programme is free of charge to all practitioners who work in Reading and you can register here: [Early Years Inclusion Programme - Dingley's Promise](#)



**DINGLEY'S PROMISE
COMIC RELIEF EARLY YEARS
INCLUSION PROGRAMME**

Course 1:
Introduction to
Early Years Inclusive
Practice



Are you concerned about Ofsted?

Would you or your employees like to have more knowledge, confidence and skills in the workplace?

Are you concerned about excluding children when you want to be inclusive to all?

Would you like parents to have even more confidence in your settings ability to enable their child to thrive than they do today?

If you answered yes to one or more of the above, then the Dingley's Promise Comic Relief Early Years Inclusion Programme is for you!



Transforming early education for children with SEND by building inclusion.

SENCo Network

These networks are for Early Years SENCOs & Practitioners who are leading on support children with SEND in their setting. They are held termly and topics will change each term. We provide opportunities to network with peers and receive updates from the Local Authority along with guest speakers.

SLCN Champion Network

SLCN Champions are invited to attend termly networks which will include bitesize training, workshops, networking opportunities and information structured around the three main categories of the Speech, Language and Communication Framework.

Introduction to SEND and practical SEND strategies workshop (Available as Whole Setting Training)

Giving practitioners practical activity ideas to support a variety of learning needs, whilst supporting positive universal provision.

Level 2 CACHE Award – Supporting Babies and Young Children with SEND

This CACHE accredited course developed by Liverpool School Improvement is aimed at Level 2 practitioners who are working with babies and young children with SEND. It offers a balance of theoretical and practical support to enable a practitioner to carry out their role in supporting young children with additional needs. It runs over 3 sessions over a 6 week period, with assignment for the modules.

Level 3 SEND Award

This training programme, developed by School Improvement Liverpool, is for Early Years SENCOs, or those due to take over the role, wanting to gain a qualification and recognition for their role as an Early Years SENCo. The course is accredited by NCFE CACHE, who are the leading Awarding Organisation for the care sector. Training days comprise of 12 guided learning sessions with time allowed for own research and writing of assignments.

Introduction to Intensive Interaction

This new virtual network session will provide an introduction to the principles of Intensive Interaction; an understanding of the techniques that underpin this intervention; how and when to use Intensive Interaction and an opportunity to share practice amongst other colleagues.

ICAN - Early Talk Boost

Practitioners will develop the skills and confidence to run a 9 week intervention programme for children aged 3-5 years with identified language delays delivered by ICAN trainers.

Autism Education Trust Making Sense of Autism Module

This is an introduction to making sense of Autism and aimed at new practitioners to enhance your understanding and awareness of autism and the three areas of difference that affect autistic children.

Autism Education Trust Good Autism Practice

This continues from the Autism Making Sense module and is aimed at practitioners who have a basic understanding of Autism and wish to further their practice in knowing how to support autistic children.

Attention Autism 2-day course

This 2-day course introduces to practitioners to the 4 Stage Attention Autism programme which is a recommended evidence based intervention for children with special educational needs. The training focuses on the practical aspects of intervention, working in a team and offering an irresistible invitation to learn.

Attention Autism Bespoke Package

We also offer a package where you can receive a whole team introduction to Attention Autism Workshop with 2 practitioners to attend the 2 day course.

Sensory Processing

This is a workshop to explore the different senses we have; how this impact on our day to day life and supporting children with sensory processing needs in the Early Years. We will explore how you can adapt your environment and provide different activities to support children sensory processing needs

Booking information:

SLA - <http://www.readingeducationservices.co.uk/>

Childminders – childminding@brighterfuturesforchildren.org

BFC Workforce & Development Team – Learning@brighterfuturesforchildren.org

Sessions will only run with a minimum of 8 people. Bookings will close 4 working days prior to the session taking place and the team will use their discretion to cancel sessions if the minimum number of attendees isn't met. If the session is to be cancelled/postponed, the team will notify the delegate on the email addresses given at the time of the booking.

TRAUMA TRAINING – free – online - flexible

Strengthen existing skills and knowledge

The processes and practice in Early Years already has at its core many of the principles of working both in a trauma informed way and restoratively, now there is an opportunity to extend existing skills and knowledge of children's emotional development and to build on practitioners understanding of the EYFS guiding principles which shape practice in early years settings:

- Every child is a **unique** child, who is constantly learning, and can be resilient, capable, confident and self-assured
- Children learn to be strong and independent through **positive relationships**
- Children learn and develop well in **enabling environments** with teaching and support from adults, who respond to their individual interests and needs and help them to build their learning over time. Children benefit from a strong partnership between practitioners and parents and/or carers
- Importance of **learning and development**. Children develop and learn at different rates and the framework covers the education and care of all children in early years provision, including children with special educational needs and disabilities (SEND)

Trauma Informed Training

All early years practitioners in Reading now have the opportunity to learn more about trauma informed practice and care and to develop skills to know where to find information and to help signpost families. This training will help strengthen practitioner understanding of adverse childhood experiences, positive childhood experiences and applying the principles of safety, choice, collaboration, empowerment and trust. The trauma informed and restorative approaches across Reading will promote a shared language, awareness and collaborative response which will deliver the best possible early opportunities for children. One Reading Partnership have adopted the **NES transforming psychological trauma** training programme and for most partners the informed and skilled levels will meet their training need.

Trauma Informed – Level 1

Describes the baseline knowledge and skills required by everyone in the organisations partnered by the Reading children, young people and family strategic partnership. This level is comprised of 2 videos (9 and 11 minutes long) and both can be accessed [via the NES](#).

Trauma Skilled - Level 2

After completing the Informed Level, the NES Transforming Psychological Trauma Programme is a skilled level interactive e-learning module. The level takes around 2 hours to complete and practitioners will be required to set up a learning account with Turas. There are 3 modules, module 1 must be completed and the other levels are optional. First create an [account here](#) and select "international" from drop down box. Next access the [workshop here](#).

Guided discussions

Practitioners who have completed levels 1 and 2 will be invited to attend guided discussions supported by BFFC practice leads and the EY team to reflect on and apply training.

Next

Please share the training with your teams and other practitioner networks and access the free, flexible training at a time that suits you. Then email early.years@brighterfuturesforchildren.org when you/your team have completed both level 1 and 2 of the training. This will help us to measure the take up of the training and organise guided sessions accordingly.



Early Years – Cancellation Policy

Cancellation 5 working days or MORE before the course date

All cancellations must be made via the SLA or by email to the early.years@brighterfuturesforchildren.org inbox by the delegate or their manager. No telephone cancellations will be accepted.

Cancellation LESS than 5 working days before the course date

Notification must be made via the SLA or by email to the early.years@brighterfuturesforchildren.org inbox. A charge of 50% of the training course per person per training day will be incurred unless there are exceptional circumstances.

Unforeseen circumstances

If you are unable to attend the course due to unforeseen circumstances, email notification from the delegate or manager must be sent to early.years@brighterfuturesforchildren.org and consideration will be given to a waiver of the charge. This is at the discretion of the Early Years team.

Charges will be made where there is non-attendance due to:

- Other work pressures
- Annual leave bookings
- Course booked in error
- Applicant forgot or went to wrong location

Charges are unlikely to be made where:

- There is a personal or family emergency
- Compassionate leave has been given
- Staff has reported in sick using absence reporting policies and procedures

It is the responsibility of the delegate or their line manager to report the absence to:

early.years@brighterfuturesforchildren.org

Substitutions

Substitutions are welcome, provided the team are notified in advance.

Transferring to a later course

Any delegate who wishes to transfer to a later course date and sends written notification to early.years@brighterfuturesforchildren.org less than 5 working days before the course will be charged 50% of the fee per person for the cancelled date.

Cancellation by the Early Years Team

The Early Years team will use their discretion to cancel sessions if the minimum number of participants isn't met. Notification will be given 4 working days prior to the session taking place by email to the email address provided at the time of the booking.