



Making every

minute of every

opportunity the

best for every child

Early Years and Childcare Advisory Service *Services Available*

September 2018 – July 2019

Early Years and Childcare Advisory Service
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Introduction

Dear Colleague

Welcome to the 2018-2019 Early Years and Childcare Service Advisory offer. As a service we are committed to supporting continuous professional development (CPD) for all early years' practitioners working across the sector, with the aim of narrowing the attainment gap and making a difference to children.

The purpose of our offer is to help ensure practitioners have access to the CPD opportunities they need in order to maintain the high quality of the early years provision across the sector, resulting in improved outcomes for all children and families in Torbay.

Improving the life chances of our most vulnerable children remains a priority for the local authority – in particular 'closing the word gap' which is dependent upon children accessing best practice and provision. Research shows the profound impact of poor vocabulary and low self-esteem on learning potential and academic achievement and we are all aware of the significant and widespread challenge this poses.

Torbay continues to offer a high proportion of good and outstanding settings which can be maintained through the right support and ongoing self-evaluation. We have therefore designed this year's offer following feedback from the sector and hope that you will continue to find the service offer relevant and useful.

We look forward to continuing to work with you.

Emma Kerridge
Senior Early Years Advisory Teacher

'What's On?' at a Glance

In order to attend these events you will need to book your place at www.torbaytsacpdonline.co.uk/earlyyears/cpd

EVENT TYPE

Free Universal Offer
Additional Chargeable Services
Saturday training

SEPTEMBER 2018

Thursday 20th	DSL Forum
Wednesday 26th	New SENCO group

OCTOBER 2018

Thursday 4th	EYCAS Forum
Tuesday 9th	ICAN's Early Talk Boost
Wednesday 10th	Cluster Moderation PTN/BXM
Thursday 11th	Cluster Moderation TQY
Thursday 18th	Understanding and supporting children with ASD 1
Saturday 20th	Characteristics of Effective Learning

NOVEMBER 2018

Thursday 1st	Understanding and supporting children with ASD 2
Tuesday 6th	Physical development SLC Network for childminders
Wednesday 7th	Interpreting Challenging Behaviour 1
Tuesday 13th	Two Year Old Network
Wednesday 14th	Maintaining and Improving Your Ofsted
Thursday 15th	Maths in the EYFS
Tuesday 20th	Portage training 1
Wednesday 21st	Additional needs: dispelling the myths 1 (funded)
Wednesday 21st	Portage training 2
Thursday 22nd	EYFS Refresher
Tuesday 27th	SEND and VC Forum
Wednesday 28th	Interpreting Challenging Behaviour 2

DECEMBER 2018

Tuesday 4th	SLC Network
Wednesday 5th	Additional needs: dispelling the myths 2 (funded)
Thursday 6th	Understanding and supporting children with ASD 3
Tuesday 11th	Portage training 3

JANUARY 2019

Thursday 10th	EHCP workshop
Thursday 10th	EHCP workshop
Thursday 17th	EHCP workshop
Wednesday 23rd	Cluster Moderation PTN/BXM
Thursday 24th	Cluster Moderation TQY
Tuesday 29th	SEND and VC Forum

FEBRUARY 2019

Tuesday 5th	EYCAS Forum
Wednesday 13th	Characteristics of Effective Learning
Wednesday 27th	EYFS Refresher

MARCH 2019

Tuesday 5th	DSL Forum
Tuesday 12th	Two Year Old Network SLC Network for childminders
Thursday 14th	Makaton 1
Wednesday 20th	Maths in the EYFS
Thursday 21st	Makaton 2
Tuesday 26th	SLC Network

APRIL 2019

Tuesday 30th	SEND and VC Forum
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MAY 2019

Wednesday 1st	Physical development
Wednesday 8th	Cluster Moderation PTN/BXM
Thursday 9th	Cluster Moderation TQY
Wednesday 15th	EYCAS Forum
Tuesday 21st	Maintaining and Improving Your Ofsted

JUNE 2019

Wednesday 5th	New SENCO group
Tuesday 11th	Two Year Old Network SLC Network for childminders
Saturday 15th	Maths in everyday provision
Wednesday 19th*	Transition day
Thursday 20th	Maths in the EYFS
Tuesday 25th	DSL Forum

JULY 2019

Tuesday 2nd	SLC Network
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*proposed date

Look out for...

Early Years Conference – Spring 2019

Look out for flyers detailing dates and focus for our 2018/19 Early Years conference nearer the time.

Dates For Your Diary

Early Years Advisory Board meetings

- August term - Monday 1st October 2018 - Brixham
- Spring term - Monday 4th February 2019 - Paignton
- Summer term - Monday 3rd June 2019 - Torquay

(Venue to be advised – please contact Emma Kerridge for more information)

School Readiness Working Group meetings

- Thursday 1st November 2018: 4pm – 5:30pm
- Thursday 28th February 2019: 4pm – 5:30pm

(Venue to be advised, please book via <http://www.torbaytsacpdonline.co.uk/earlyyears/cpd>)

Torbay Transition Day

- Wednesday 19th June

(Further details will be provided from the school readiness working group)



How do I access services from EYCAS?

The services that are advertised can be found at www.torbaytsacpdonline.co.uk/earlyyears/cpd. To access any of these services please visit the CPD website and book your place. All of the services offered are subject to the annual terms and conditions, which you will be asked to accept when booking each individual training event. If you have not used this booking system before, you will need to register as a new user by emailing earlyyears@torbay.gov.uk quoting your name, organisation and contact telephone number. Your login details will be emailed back to you and you will then be able to book a place on the full range of events advertised on the CPD website. Please note that it is your responsibility to visit this site regularly to ensure you do not miss any opportunities

Once your place has been successfully booked you will receive a confirmation email. The confirmation email is your verification that your attendance has been booked and your place reserved. If you do not receive the confirmation email then your booking has not been confirmed and a place has not been reserved for you at the event. If you have any queries with your booking then in the first instance, visit the CPD online site. If you are unable to resolve your issue using the website, then please email earlyyears@torbay.gov.uk. All chargeable services, including the Conference, will be invoiced to your setting on a termly basis. This invoice will show a breakdown of the services you have received.

Bi-annual Visits - Early Years PVI Settings

As part of the universal offer, we will be moving away from a termly visit. Each setting will be entitled to two visits of 1.5 hours each (between 9am and 5pm) from a member of the Early Years and Childcare Advisory Service.

Vulnerable children and narrowing the gap remains a priority for the local authority so the focus of the bi-annual visits will be on the prime areas of learning. There will be a particular emphasis on provision and progress of our children who are vulnerable in terms of their learning and development.

From September 2018, settings will be able to select the focus of the two visits from the choices below:

- PSED – embedding the Characteristics of Effective Learning and understanding children’s self-regulation
- Communication and language – considering boys’ listening and attention
- Physical development – supporting active learning and healthy lifestyles
- Using data to track progress from starting points

The settings choice of visits will be secured via a format sent out from EYCAS.

These specific themes have been chosen to fit with the annual priorities for the Early Years and Childcare Advisory Service which have been identified through local and national data, government policy and consultation with the early year’s sector in Torbay. We anticipate that by focusing our visits along these themes you will receive up to date information, as well as have the opportunity to discuss and reflect upon how your provision is meeting the needs of children in these key areas. It is expected that key setting staff linked to the focus of the visit will be available during the visit.

Please note: if the setting cancels the visit there is no guarantee this will be rearranged.

You can also request additional visits, on top of your free universal offer. The process for requesting additional chargeable visits can be found on page 33.

How do I access services from EYCAS?

Annual Visit – Childminders

Professional development is particularly important for those who work alone without peer support, supervision or management and have fewer opportunities for training and development. As part of the Universal offer, every registered Childminder in Torbay has the option of a yearly visit from the Childcare Development Worker. Whilst this visit may be delivered on an individual basis or as a small group of childminders together, we are increasingly moving towards the latter because of the professional networking opportunity this provides.

Linking in with each other and the Early Years and Childcare Advisory Service helps to keep you up to date not only with changes on a National level but also with local responses, initiatives and Torbay data. In line with our current priorities, the optional visit for this academic year will focus on the Prime areas of learning namely:

- Personal, social & emotional development
- Communication & language
- Physical development

Please note: If the childminder/s cancel the visit, there is no guarantee that it can be rearranged.

You can also request additional visits, on top of your free universal offer.

The process for requesting additional chargeable visits can be found on page 33.

Inclusion Support – Early Years PVI Settings bi annual Visit

Each early year's setting will have a bi annual visit during the spring and summer terms to support the setting SENCO with meeting the SEND needs of the children. These visits will be arranged with you on an individual basis for the academic year ahead. Support will take the form of advice regarding processes and procedure, following the guidance laid out in the SEND Code of Practice 2015 as well as support and modelling of intervention strategies and play activities.

The website www.torbay.gov/sen under Inclusion in Early Years tab, will have all the appropriate resources and information to follow the graduated approach support process and referrals to the educational psychology and portage home visiting services. Activity Led Funding request forms can also be found on this site.

In addition as part of the free universal offer we offer a New SENCO group twice a year to consider the key duties and responsibilities for a SENCO in an early years setting.

The Early Years Advisory Teacher for Inclusion (Judith Thomas) will also offer termly support visits to Sencos who are new to the role. You can email Judith on judith.thomas@torbay.gov.uk.

Ofsted Support

Early Years PVI settings can request support and guidance on how to build on strengths and meet any recommendations identified in your Ofsted report, in an effective and timely manner. To request a one-off support visit please email earlyyears@torbay.gov.uk or call [01803 207895](tel:01803207895).

Telephone and Email Support

As part of the Universal Offer, you have access to direct support from the Early Years and Childcare Advisory Service both by phone and/or email. earlyyears@torbay.gov.uk [01803 207895](tel:01803207895)

How do I access services from EYCAS?

Training expectations

The Benefits of Training and CPD

'Research has shown that CPD is essential in order to maintain high quality and up to date early years practice. There is strong evidence that when early years practitioners receive high quality training, the learning and well-being of the children in their care improves. One of the key benefits is increased confidence and evidence shows providers with higher Ofsted grades are more likely to have undertaken CPD' (PACEY 2018).

In order to impact upon children's learning and development, a proportionate amount of CPD needs to prioritise children's knowledge, skills and understanding of the 7 Areas of Learning. With reference to the Statutory Framework for the Early Years Foundation Stage: Setting the standards for learning, development and care for children from birth to five. Effective: 3 April 2017

1.11. A quality learning experience for children requires a quality workforce. A well-qualified, skilled staff strongly increases the potential of any individual setting to deliver the best possible outcomes for children.

3.20. The daily experience of children in early years settings and the overall quality of provision depends on all practitioners having appropriate qualifications, training, skills and knowledge and a clear understanding of their roles and responsibilities.

Providers must support staff to undertake appropriate training and professional development opportunities to ensure they offer quality learning and development experiences for children that continually improves.

Training requirements:

- Level 3 Safeguarding qualification updated every two years if you are the DSL
- Manager holds a Level 3 Childcare qualification (3.23 EYFS) and should have at least two years' experience of working in an early years setting or have at least two years' other suitable experience.
- 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. 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. (3.25 EYFS)
- In group provision, all staff involved in preparing and handling food must receive training in food hygiene (3.48).
- Providers must have regard to the government's statutory guidance 'Working Together to Safeguard Children (2015) and to the 'Prevent duty guidance for England and Wales (2015). (3.7)
- Managers need to have due regard to safer recruitment

If you are being supported by the EYCAS team following a Requires Improvement or Inadequate Inspection outcome, there is an expectation to take full advantage of the free universal training offer.

Free Universal Offer

EYCAS Forum

These termly forums are open to Leaders and Managers of early year's settings and Childminders; the purpose of these forums is to provide a briefing on any national and local developments that impact on the sector.



Save the date!

Target audience

Managers,
Deputy Managers
Committee Members,
School Nursery and
Reception Teachers
(PVI settings Childminders
Play Providers)

Thursday 4th October

THH 4th Floor South

Tuesday 5th February

THH 4th Floor South

Wednesday 15th May

THH 4th Floor South

4:30 - 6pm or 6:30 - 8pm

Cost

Free to Torbay practitioners.

What people say

"Very helpful forum"

*"As always lots of
useful information"*

"Brilliant as always"

Free Universal Offer

Designated Safeguarding Lead Forum

These termly forums are aimed at practitioners who are the Designated Safeguarding Lead (DSL) for safeguarding in their setting. These forums will provide practitioners with the opportunity to be kept up to date with the latest developments in safeguarding practice both nationally and locally. The forum provides an opportunity for reflection, sharing of effective practice and peer support. We will be joined by professionals from a variety of safeguarding agencies.

Save the date!

Target audience

Designated Safeguarding Leads
Designated Committee Members
(PVI settings Childminders Play Providers)

Thursday 20th September

The Beehive Children's Centre

Tuesday 5th March

The Beehive Children's Centre

Tuesday 25th June

The Beehive Children's Centre

4:30 - 6pm or 6:30- 8pm

Cost

Free to Torbay practitioners.

What people say:

"This is a new role for me and I therefore found the content really helpful. I have lots to go away and research!"

"It was good to keep updated with new changes and to look at case studies"

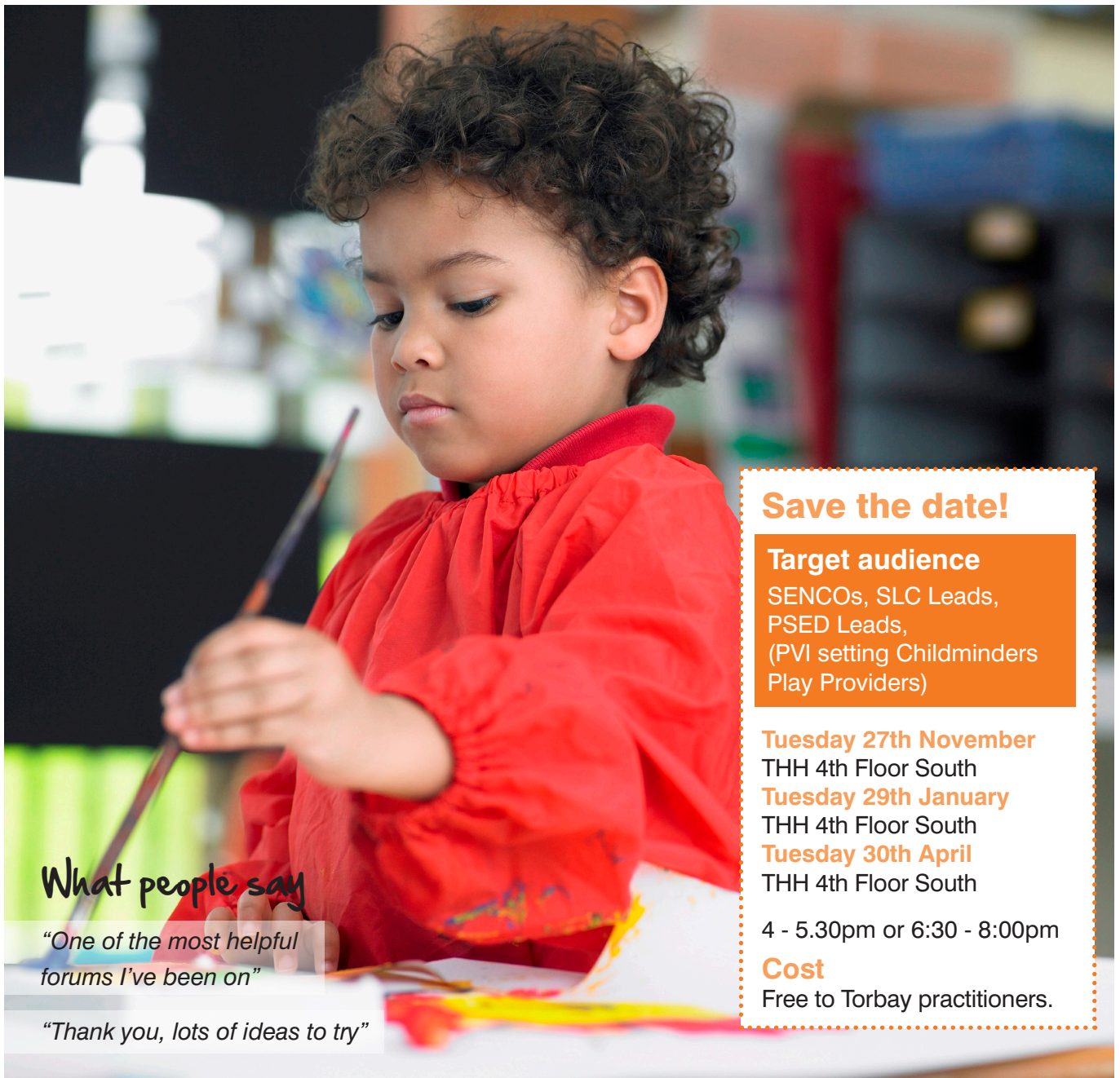


Free Universal Offer

SEND and Vulnerable Children Forum

This termly forum is open to Setting SENCOs; Speech, Language and Communication (SLC) Leads and practitioners involved in leading the support for children's personal, social and emotional development (PSED) e.g. a Thrive practitioner. Practitioners will be kept up to date with developments in supporting young children with special educational needs and/or disabilities, and children who are vulnerable in their learning and development within the prime areas.

The forum will provide an opportunity for reflection, discussion and sharing of effective practice when working with vulnerable children and their families. It will ensure you are equipped to access services and funding for individual children.



What people say

"One of the most helpful forums I've been on"

"Thank you, lots of ideas to try"

Save the date!

Target audience

SENCOs, SLC Leads,
PSED Leads,
(PVI setting Childminders
Play Providers)

Tuesday 27th November

THH 4th Floor South

Tuesday 29th January

THH 4th Floor South

Tuesday 30th April

THH 4th Floor South

4 - 5.30pm or 6:30 - 8:00pm

Cost

Free to Torbay practitioners.

Free Universal Offer

New SENCO's Group

From September 2018, the 'New SENCO' training will be offered as a single session for all SENCOs. This will be repeated twice a year, enabling practitioners to build a knowledge base which can be extended through the SEN training also available.

This introductory session will enable practitioners who are new to the SENCO role to understand the key duties and responsibilities for early year's settings as laid out in the SEND Code of Practice (2015).

The session will cover:

- Current legislation and SENCO's duties
- Using the graduated approach to support children with additional needs
- Effective individual learning and development plans
- Resources and assessment tools
- Working with parents/carers

Intended Outcome:

Setting SENCOs will be confident and competent to carry out the duties and responsibilities expected, in accordance with the 0-25 SEN & Disabilities Code of Practice 2015, Equality Act and EYFS guidelines.



What people say:

"The course showed me the large amount of resources available to support me"

"This course has helped me with my role as SENCO and I now feel able to put in place the support that the children need"

Save the date!

Target audience
Setting SENCOs,
(PVI settings, newly
registered Childminders)

**Wednesday 26th
September**
THH, Mezz Rm 3

Wednesday 5th June
THH 4th Floor South

9am - 12pm

Cost
Free to Torbay practitioners

Free Universal Offer

Cluster Moderation

These cluster events have been designed to support all practitioners working with 3 - 5 year old children to enhance their knowledge, understanding and confidence in assessing children's progress.

These events will bring together practitioners from Private, Voluntary and Independent Sectors, Schools and Childminders to share good practice, engage in pedagogical discussions and network with people from within their geographical cluster.

Through group moderation of children's work and observations, participants will have the opportunity to engage in professional dialogue with other Early Years Practitioners to agree a shared understanding of the Early Years Outcomes and Early Learning Goals.

These workshops have been split into geographical localities; one for Torquay and one for Paignton/ Brixham.

- The 3 sessions will broadly focus upon:
- Autumn term – Prime areas
- Spring term – Specific areas
- Summer term – Exceeding judgements and CoL

Please note whilst all practitioners are welcome to attend all 3 events, the summer term session is more focused upon schools as teachers will be submitting their final EYFS profile data in June.

A further change for 2018/19 will be (subject to interest) offering 2 additional moderation sessions * between 6.30pm– 7.30pm (please contact the early years team for further information).

Save the date!

Target audience

All Early Years practitioners (Schools, PVI settings, Childminders (working with 3-5 year olds))

Wednesday 10th October

Paignton/Brixham (venue TBC)*

Thursday 11th October

Torquay (venue TBC)

Wednesday 23rd January

Paignton/Brixham (venue TBC)

Thursday 24th January

Torquay* (venue TBC)

Wednesday 8th May

Paignton/Brixham (venue TBC)

Thursday 9th May

Torquay (venue TBC)

4.15 - 5.45pm

*6.30 – 7.30pm

Cost

Free to Torbay practitioners.



NEW COURSES for 2018/19

Additional Needs: Dispelling the myths

The training consists of two parts delivered as Saturday sessions: practitioners must attend both parts.

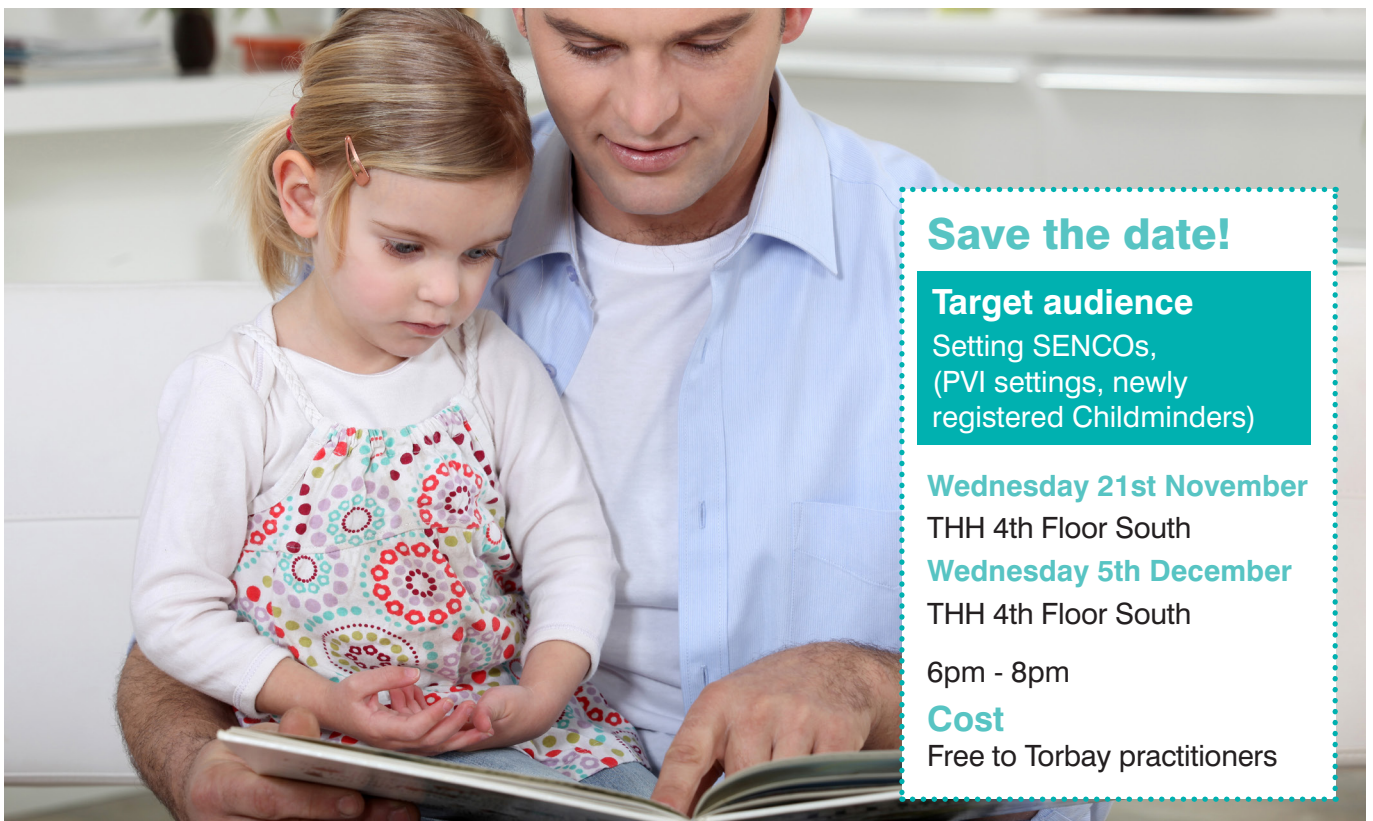
The first session will explore:

- The concept of SEND and recognise the importance of working in partnership with parents.
- The four areas of need and what they look like including medical needs and medication, SEND terminology will be considered
- Discussion and practical activities will help dispel many of the myths around special needs and disability.

SEND case studies will be used to recognise the importance of treating all children with respect and dignity.

The second session will cover:

- Social, emotional and mental health
- Behavioural regulation and emotional resilience, including behaviour plans and strategies
- The importance of knowing about home life and working with other agencies
- The importance of communication and interaction; understanding how to interact and keeping language simple.



Save the date!

Target audience

Setting SENCOs,
(PVI settings, newly
registered Childminders)

Wednesday 21st November

THH 4th Floor South

Wednesday 5th December

THH 4th Floor South

6pm - 8pm

Cost

Free to Torbay practitioners

NEW COURSES for 2018/19

Maths in Everyday Provision

“Maths is not about learning times tables, it’s about spotting patterns in everything we experience and using them to plan and invent”

(Marcu du Sautoy, The Guardian 2016)

This session will provide opportunities for practitioners to think about how to deliver maths as an integral part of practice and provision. We will explore how adults can support children in having a positive attitude to mathematical learning. Discussion will focus upon how an enabling environment and familiar resources can provide meaningful experiences for all children.



Save the date!

Target audience

Early Years practitioners
(PVI settings Childminders
Schools)

Saturday 15th June

TBC

9:30am - 12:30pm

Cost

£30 for Torbay practitioners

£60 for non-Torbay
practitioners

Save the date!

Target audience

Early Years practitioners
(PVI settings Childminders
Schools)

Tuesday 6th November

The Beehive Children’s Centre

Wednesday 1st May

THH 4th Floor South

9am - 12pm

Cost

£30 for Torbay practitioners

£50 for non-Torbay
practitioners

Physical Development

Childhood obesity is on the increase and children are leading more sedentary lives. This training will focus on the importance of promoting active learning and healthy lifestyles. It will update practitioners on current research regarding young children’s physical development and provide a range of practical ideas for getting children moving.

NEW COURSES for 2018/19

Embedding the Characteristics of Effective Learning in practice

This training will build upon prior knowledge and understanding of the characteristics of effective learning.

Using current theory and research, practitioners will consider ways to move their own thinking and practice forward. A particular focus of this training will be to explore how to identify and develop children.

Participants will:

- Explore how children learn, as 'competent learners from birth who can be resilient, capable, confident and self-assured'
- Understand the importance of children being effective self-regulating learners
- Consider the practitioner's role in supporting children to be autonomous learners
- Unpick how the characteristics of effective learning can be embedded through sensitive adult interactions and observations.

Save the date!

Target audience

Early Years practitioners
(PVI settings Childminders
Schools)

Saturday 20th October

Rainbow Day Nursery

9:30am - 12:30pm

Wednesday 13th February

THH 4th Floor South

9am - 12pm

Cost

£30 for Torbay practitioners

£60 for non-Torbay
practitioners



Additional Chargeable Services

Speech, Language and Communication Network

This Network gives practitioners the opportunity to consider, plan for and evaluate the targeted support that they provide to children with speech, language and communication (SLC) needs. Each session will include time to meet with other practitioners to problem solve, share good practice and resources, with the ultimate goal of providing children with the right support at the right time to enable them to fulfil their potential within SLC. Come along to discuss your experiences using specific targeted interventions including Talk Boost, Early Talk Boost, BLAST, I CAN Early Talkers and any other targeted support for children that you implement within your setting.

The content of each session will differ and build on the previous discussions. Therefore, you may find that identifying a consistent practitioner who can attend all three sessions throughout the year enables them to develop their practice more fully.



What people say:

“Very useful being able to discuss resources with other practitioners and share ideas”

“Ways to plan to promote first words activities... more ideas for I CAN cards”

“Activities to increase vocabulary in younger children”

“Very motivating... have lots of new ideas”

“Knowing the data for our area and using this to develop more support”

Save the date!

Target audience
Early Years practitioners supporting children’s SLC development (PVI settings Childminders Schools)

Tuesday 4th December
THH 4th Floor South

Tuesday 26th March
THH 4th Floor South

Tuesday 2nd July
THH 4th Floor South

9 -11am

Cost
£30 for Torbay practitioners
£60 for non-Torbay practitioners

Additional Chargeable Services

Speech, Language and Communication Network - Childminders

This Network gives childminders the opportunity to discuss and plan for the universal and targeted SLC support that they provide to children in their setting. It can be challenging as a sole practitioner to ensure that differentiation happens within speech, language and communication support. The SLC Network will give childminders the opportunity to plan stimulating, fun and language rich activities, thoughtful communicative environments, while aiming to make the most of every interaction with their children.

Two Year Old Network

This year we want to give practitioners the opportunity to be involved in three distinct projects, one across each term, focused on our identified priorities in terms of children's learning and development.

- First 50 Words (developing vocabulary)
- Physical development (getting children on the move and how this links to literacy, health and well-being)
- Self-regulation (enabling children to learn)

This is exciting, as it will encourage practitioners to reflect on and develop their own practice in these areas. In order for this to happen, practitioners will need to be motivated and supported to complete gap tasks within their setting between the Network meetings. The benefits of this will not only be seen in practice, but also in the outcomes for children. Identifying a consistent practitioner who can attend consecutive sessions throughout the year will enable this to happen.

Save the date!

Target audience

Childminders

Tuesday 6th November

South Devon College,
University Centre,
Gilbert Room

Tuesday 12th March

South Devon College,
University Centre,
Gilbert Room

Tuesday 11th June

South Devon College,
University Centre,
Gilbert Room

6:30 - 8:30pm

Cost

£30 for Torbay practitioners

£60 for non-Torbay
practitioners

Save the date!

Target audience

Early Years practitioners
(PVI settings Childminders
Play Providers)

Tuesday 13th November

THH 4th Floor South

Tuesday 12th March

THH 4th Floor South

Tuesday 11th June

THH 4th Floor South

9 - 11am

Cost

£30 for Torbay practitioners

£60 for non-Torbay
practitioners

Additional Chargeable Services

Maintaining and Improving your Ofsted Inspection Grade

This training is aimed at Leaders and Managers dedicated to delivering the very best for the children in their care. The first session will focus upon ways to interpret and use local and national data whilst the second session provides an opportunity to reflect upon current practice and consider what it really means to offer outstanding provision. Delivered in a relaxed and supportive environment, participants will be led through a variety of discussions and activities to help identify what constitutes 'best practice' in all areas of their work. We will also consider the many challenges managers face when aspiring to achieve excellence in their settings.



What people say:

"I will use the data for my setting shared at the autumn training to compare with Torbay/ National and explore the differences from last year"

"Most helpful meeting I have been to"

"Thank you for the opportunity to reflect on my practice"

Save the date!

Target audience

Managers, Senior Staff,
Nursery and Reception
Teachers, (PVI settings
Childminders Play
Providers Schools)

Wednesday 14th November
THH 4th Floor South

Tuesday 21st May
THH 4th Floor South

9am - 12pm

Cost

£30 for Torbay practitioners

£60 for non-Torbay
practitioners

Additional Chargeable Services

Maths in the EYFS

This two hour network meeting is led by an experienced Early Years Practitioner who is currently practicing within a setting. There will be a specific focus on three and four year olds.

Each session will explore what maths outdoors looks like and consider how to utilise all opportunities for maths development through daily routines in your setting. Please note the final session will be delivered within a practitioner's setting, providing the opportunity to observe maths in practice and consider the Characteristics of Learning.



Save the date!

Target audience

Early Years practitioners working with Three to Four Year Old children (PVI settings Childminders Schools)

Thursday 15th November
THH 4th Floor South

Wednesday 20th March
THH 4th Floor South

Thursday 20th June
THH 4th Floor South

9 - 11am

Cost

£30 for Torbay practitioners

£60 for non-Torbay practitioners

Additional Chargeable Services

Early Years Foundation Stage Refresher

Are you new to early years, based either in a Nursery/Pre-School, or a newly registered Childminder, or, do you want to go back to basics to refresh your knowledge of the EYFS Statutory Framework?

It is important to have the right level of skills and understanding in order to help children develop and learn so that they can fulfil their potential.

This course will provide an opportunity for you to continue your learning, helping you to shape your knowledge and understanding of child development and pedagogy, turning it in to effective best practice.

These training sessions, delivered twice a year on a rolling programme, will offer opportunities for new practitioners to develop their understanding on the following topics:

Session one

The EYFS Framework: to include consideration of observation, assessment & planning processes

Session two

The importance of embedding the characteristics of effective teaching and learning within practice and their impact upon children's learning & development

Save the date!

Target audience

Early Years practitioners
(PVI settings Childminders,
Play Providers)

Thursday 22nd November

South Devon College,
Room 3.134

Focus

The EYFS Framework and
observation, assessment &
planning processes

Wednesday 27th February

South Devon College,
Room 3.134

Focus

The importance of the
characteristics of effective
teaching and learning within
practice and how it impacts
upon children's learning &
development

6:30 - 8:30pm

Cost

£30 for Torbay practitioners

£60 for non-Torbay
practitioners



Additional Chargeable Services

I CAN Early Talk Boost Training

We know that many early years children within Torbay are not developing their speech, language and communication (SLC) skills as they should. A large percentage of these children, when supported with the right intervention at the right time, have the potential to catch up to their peers.

I CAN's Early Talk Boost is a targeted, evidence-based language intervention designed for 3-4 year olds with delayed language, aiming to boost their language skills and help them catch up with their peers. It includes the online Early Talk Boost Tracker, which enables practitioners to identify those with delayed language and will also help identify children with more significant difficulties who may require more specialist input. It consists of a small group intervention for up to eight children delivered by a trained practitioner for nine weeks. Evaluation of the intervention shows that after Early Talk Boost children make an average of six months progress, twice the rate of progress as children not getting the intervention.

We are very excited to be able to offer this training to practitioners within Torbay.

What people say

"Very motivational. Thank you a great training session. Looking forward to putting it into practice"

"This training has inspired me to try new techniques and new information to give to families. Thank you"

Save the date!

Target audience

Early Years practitioners supporting children's SLC development

(PVI settings, Schools)

Tuesday 9th October

THH 4th Floor South

9:30am – 3:30pm

Cost

£100 per setting for up to five practitioners to attend the training

Prior to attending this training, the intervention materials need to be purchased from I CAN at a cost of £450 per set www.icancharity.org.uk/licensee-training-products



Additional Chargeable Services

NEW COURSE for 2018/19

Making a Request for an Education, Health and Care Plan Assessment

This is a half day course to support Setting SENCOs with making a request for an Education, Health and Care plan (EHC Plan) request for an individual child.

We will be looking at the duties laid out in the SEND Code of Practise 2015 for SENCOS in the following areas:

- Identification of needs
- The Graduated Approach of assess, plan, do and review
- SEN Support
- Making a request for an EHC Plan assessment

Outcomes:

Setting SENCOs will be confident in knowing what level of evidence is needed in order to make a request for an EHC Plan assessment for a child. They will know what support is available to parents/ carers who undertake the process and what duties are required of them as SENCOs to fulfil the process should the request be successful.

Childminders have priority booking for the evening session on 17th January.



Save the date!

Target audience

Setting SENCOS
(Childminders, Play
Providers)

Thursday, 10th January

South Devon College,
Room 3.134
9am - 12pm

Thursday, 10th January

South Devon College,
Room 3.134
1 - 4pm

Thursday, 17th January

South Devon College,
Room 3.134
6 - 8:30pm

Cost

£30 For Torbay practitioners
£60 For non-Torbay
practitioners

Additional Chargeable Services

Makaton Beginners 1

This is a certificated training course delivered by a Makaton Charity Accredited Trainer.

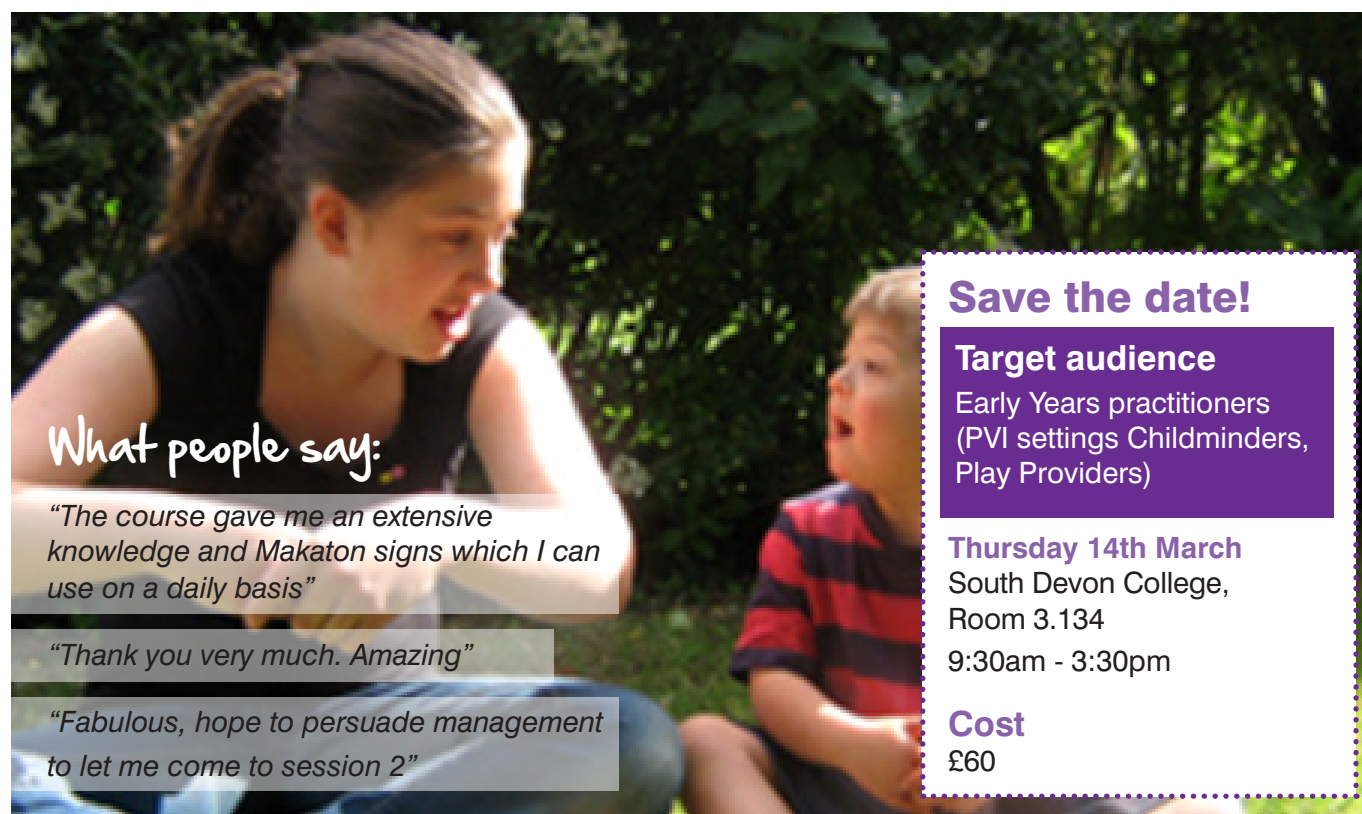
The Makaton Beginners 1 workshop consists of 2 modules. This course is aimed at people who have an interest in communication, who would like to know about Makaton and learn the signs and symbols for Stages 1 and 2 of the Core Vocabulary. You will receive a workshop manual, which includes signs and symbols that you have learned. You will also be given a Certificate of Attendance. Please remember to keep your certificate in case you want to attend further training.

No previous experience of Makaton is required to attend this course.

Intended Outcomes:

Intended Outcomes:

- ✓ Participants will be able to use Makaton signs and symbols to support young children's understanding and use of language.
- ✓ Participants will be able to use Makaton signs and symbols from the Makaton Core Vocabulary Stages 1-2 to support communication skills.
- ✓ Participants will develop an understanding, through practical introduction, of the Makaton language programme
- ✓ Participants will begin to be able to use Makaton within everyday situations at home and at work



What people say:

"The course gave me an extensive knowledge and Makaton signs which I can use on a daily basis"

"Thank you very much. Amazing"

"Fabulous, hope to persuade management to let me come to session 2"

Save the date!

Target audience
Early Years practitioners
(PVI settings Childminders,
Play Providers)

Thursday 14th March
South Devon College,
Room 3.134
9:30am - 3:30pm

Cost
£60

Additional Chargeable Services

Makaton Beginners 2

This is a certificated training course delivered by a Makaton Charity Accredited Trainer.

The Makaton Beginners 2 workshop consists of two modules. You must have completed Makaton Beginners 1 Workshop to progress to Makaton Beginners 2 Workshop. You will learn the signs and symbols for Stages 3 & 4 of the Core Vocabulary and some additional signs. You will receive a workshop manual, which includes signs and symbols that you have learned.

You must bring your certificate of attendance from Makaton Beginners 1 with you.

Intended Outcomes:

- ✓ Participants will be able to use Makaton signs and symbols to support young children's understanding and use of language.
- ✓ Participants will be able to use Makaton signs and symbols from the Makaton Core Vocabulary Stages 3 & 4 and some additional vocabulary to support communication skills.
- ✓ Participants will develop an understanding, through practical introduction, of the Makaton language programme
- ✓ Participants will begin to be able to use Makaton within everyday situations at home and at work



What people say:

"Excellent presented, good pace, can't wait to become Makaton Friendly"

"Thank you very much! I really enjoyed the 2 day course and have taken away lots of information and some new signs too!"

"For those who have experienced the frustration of being unable to communicate meaningfully or effectively, Makaton really can help. Makaton takes away that frustration and enables individuals to connect with other people and the world around them. This opens up all kinds of possibilities" Makaton Charity

"Skeptical at first but it has truly been a turning point in gaining language and confidence for my son.....and now my other children use it to talk to my son too"
Makaton Charity

Save the date!

Target audience
Early Years practitioners
(PVI settings Childminders,
Play Providers)

Thursday 21st March
South Devon College,
Room 3.134
9:30am - 3:30pm

Cost
£60

Additional Chargeable Services

Interpreting Children's Challenging Behaviour

This is a two part course. It is the intention that participants should attend both sessions.

Participants will discuss and identify factors affecting young children's responses and communication. How do you react or respond to young children's behaviour? A practical course using examples and practical tasks that practitioners can apply to their own settings to support their assessment and employ a solution focused approach.

Intended outcomes:

- ✓ To explore the terminology around 'behaviour' and make links to the Code of Practice 2015
- ✓ To be able to identify factors affecting children's responses and communication
- ✓ To be able to identify how adults' interactions and responses can affect children's behaviour and what supportive changes can be made.

"Most children...display lots of challenging behaviour during the 'terrible twos,' but usually this doesn't last because most 2-year olds develop a range of communication and social skills which enable them to get what they want and need more easily. Many children with learning disabilities do not develop these skills and are left with the same needs as other children their age but are much less able to get them met" - Peter McGill, Tizard Centre, University of Kent



Save the date!

Target audience
(PVI settings Childminders, Play Providers, Schools)

Wednesday 7th November
The Beehive Children's Centre

Wednesday 28th November
The Beehive Children's Centre

9am - 12pm

Cost
£60 for the two sessions

What people say:

"I will keep positive and refer back to 'the Cycle of Change' when a challenge is presented"

"Fab, lots of great ideas to think about"

"Extremely useful, nice to have extra ideas and a deeper understanding"

Additional Chargeable Services

Understanding and Supporting Children with ASD

This is a three part course. It is the intention that participants should attend all of the sessions. This course is suitable for early year's practitioners who want to develop their skills in order to meet the needs of young children with social communication and interaction difficulties.

This three-part course, with gap tasks for practitioners, will focus on:

1. Understanding the four key areas of difference: Interacting, sensory processing, communicating and processing information
2. Language and Communication – a Total Communication Approach
3. Sensory Processing

It will be helpful to have looked on the Autism Education Trust website at the Early Years Competency Framework before attending the course www.autismeducationtrust.org.uk Links will be made to this resource throughout the training.

Intended Outcomes:

- ✓ To have an understanding of children with social communication needs or Autism
- ✓ To use the knowledge gained from the sessions to be able to share strategies and practice with colleagues in the work place
- ✓ To feel more confident with assessing and planning for children with social communication needs or Autism
- ✓ To feel more confident with communicating and playing with children with social communication needs or Autism

"Autism is often hard to detect in some children and their needs might go unnoticed as some children may not show their difficulties or distress to staff. Using this competency framework is likely to enable staff to better identify and meet needs"

- Autism Education Trust.

Save the date!

Target audience

(PVI settings Childminders, Play Providers, Schools)

Thursday 18th October
PDC Town Hall

Thursday 1st November
The Beehive Children's Centre

Thursday 6th December
THH 4th Floor South

9am - 12pm

Cost

£90 for the three sessions

What people say:

"I am now going to look at our room transitions and adapt them to the one page profiles making them more personal"

"I feel the observational profile will be really useful with aiding planning and pin pointing areas to work on"



Additional Chargeable Services

Portage Training

This is a certificated training course delivered by National Portage Association Accredited Trainers. You will need to attend all the sessions to meet the standards.

The Portage Workshop is an introduction to the Portage Approach to working with children with additional needs and their families. The workshop is suitable for anyone interested in finding out more about the Portage model, including early years practitioners, therapists and parents. The NPA has set standards for minimum workshop content and length.

Portage is a home education service for pre-school children with special educational needs. This workshop will look at ways in which to support both a child with special educational needs and their family. The principles and strategies discussed are easily transferable to the early years setting. Central to the course are the 'Portage Principles' and the 'Three Circle Model of Portage'.

The course will cover:

- ✓ The Portage partnership model of working with parents and other professionals
- ✓ Portage principles and how they can be applied in the home and in settings with young children who have additional needs
- ✓ Strategies, materials and resources used by Portage that can be used in the home and early years settings
- ✓ The importance of using clear language
- ✓ How to use a small steps approach in teaching children new skills through play
- ✓ Strategies to overcome the barriers to play
- ✓ Approaches to help children generalise skills
- ✓ Basic appropriate responses and approaches to address behaviour
- ✓ Strategies for planning suitable activities, assessing progress and recording children's successes

The course tutors are accredited through the National Portage Association.

As an optional development, the Portage Workshop can lead to:

- ✓ A BTEC Certificate Level 3 in Portage Skills
- ✓ Early Years Settings becoming Portage Approved Settings via the NPA Stamp of Approval Scheme. An award given to early year's settings who have demonstrated they deliver inclusive early years education based upon Portage Principles.

What people say:

"The Portage training has most definitely raised my awareness of celebrating achievement no matter how small. It has enabled me in being clearer when writing targets"

"Portage training has encouraged me and helped me to offer and provide support to a particular child and his family in my childcare setting"

Save the date!

Target audience

All Early Years practitioners (PVI settings Childminders, Play Providers, Schools)

Tuesday 20th November

The Beehive Children's Centre

9am - 3:30pm

Wednesday 21st November

THH 4th Floor South

9am - 3:30pm

Tuesday 11th December

THH 4th Floor South

9am - 1pm

Cost

£150

Additional Chargeable Services



How do I access these services?

In order to request additional visits and in-house training, settings must complete the 'Request for Additional Chargeable Services' form (pages 33-34). Once this has been received by us we will contact you to discuss the specifics of the support you have requested including how best to provide this. The proposed support package will be discussed with you, written into the 'Request for Additional Chargeable Services' form by us and returned to you with the proposed cost. Once you receive the form, which sets out the support package, please sign it and return it to us to confirm your acceptance of the package. At this point we will arrange dates/times to deliver the services agreed. The Additional Chargeable Training Events can be booked on via the Torbay Teaching School Alliance CPD site (www.torbaysacpdonline.co.uk/earlyyears/cpd).

As with the Chargeable Training Events, payment for the Additional Chargeable Services will be invoiced to your setting on a termly basis. The invoice will show a breakdown of the services you have received. All support must be individually requested and a charge will be agreed prior to the commencement of work.

Additional EYCAS visits - Early Years PVI Settings

We recognise the value of face to face contact with you as individual providers. In addition to your free termly visit, you may wish to purchase additional visiting hours. These visits will generally be charged at £25 per hour. The focus of the visit will be selected by you. We will record a visit note identifying your strengths, areas for development and agreed actions.

EYCAS Visits - Schools

Schools can request a visit from a member of the Early Years and Childcare Advisory Service. These visits will be charged at £50 per hour. The focus of the visit will be selected by you. We will record a visit note identifying your strengths, areas for development and agreed actions.

In-House Training

We recognise that some settings would prefer for training to be delivered within their own setting and to a larger group of practitioners. Over the past few years this has worked well as both an alternative model for settings to access training, and in addition to the pre-planned training events to cascade messages to the wider staff group. If you are a smaller setting you may wish to join together with another setting and offer places to Childminders within your area. Training in this format will be charged at £10 per person for two hours, with a maximum of 20 practitioners attending any one session.

Below are some examples of training themes that you may wish to request, however if your training need is not listed then please contact EYCAS to discuss what it is specifically that you would like.

- Observation, assessment and planning
- Tracking children's learning and development
- Speech, language and communication
- Supporting children's emotional health and well-being
- Characteristics of effective teaching and learning
- Maths
- Early literacy and phonics
- Passing on a passion for reading
- The riddles of squiggles (mark making)
- VIPs (vulnerable individual pupils)
- Enabling environments
- Makaton Taster
- Transition
- Safeguarding and welfare requirements
- Partnership with parents

Additional Training

Children's Services

Children's Services provides additional training to that of the EYCAS team, as detailed below.

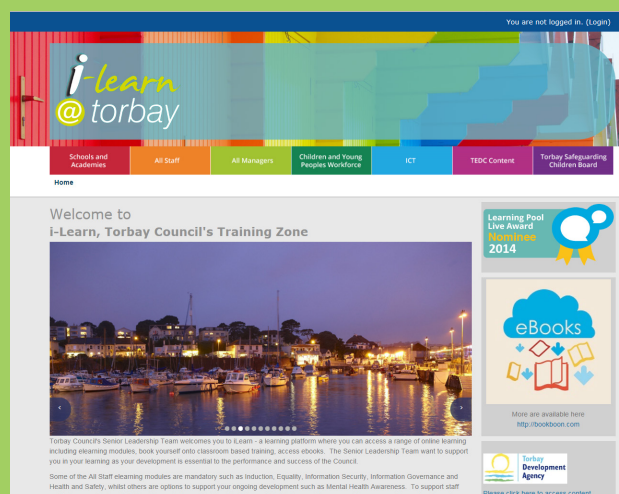
Please note that these training events are not delivered or managed by us (Torbay EYCAS) and are subject to their own terms and conditions.

i-Learn

<http://torbay.learningpool.com/>

A range of learning opportunities are available to members of the Children and Young People's Workforce via i-learn.

Once you have logged onto the site, you will find class based and e-learning opportunities through either the Children and Young People tab (dark green) or the Torbay Safeguarding Children Board tab (purple tab) i.e. Introduction to Child Protection either as an e-learning module or a class based course.



Torbay Safeguarding Children Board

You can access training offered by the Torbay Safeguarding Children Board (TSCB) through i-learn.

The level 3 safeguarding course for Designated Safeguarding Leads and deputies can be booked via the i-learn site; either the 'Safeguarding Children Foundation' for those new to safeguarding or the 'Safeguarding Children Refresher' for those who need to update their training. You can also access specialist courses such as a half day on neglect or a whole day on 'Emotional Abuse and Building Children's Resilience'.

Best Practice Forums are also available and are aimed at all of those in the Children and Young People's Workforce, with a focus on improving safeguarding practice within Torbay. Each Best Practice Forum looks at a range of topics which affect the safeguarding of children and young people in Torbay. The forums are multi-agency and sessions are fully funded by the TSCB.

To find out more about any of the courses, to book your space or to undertake e-learning, log onto <http://torbay.learningpool.com>.

If you require login assistance, please email torbaypdc@torbay.gov.uk or call **01803 208263**.

Early Years and Childcare Advisory Service

Request for Additional Chargeable Services



Name of provider:			
Contact name:			
Position:			
Telephone number:		Email:	

1. Please select the area that you would like support with and provide a brief description of the activity you would like to receive:

<input type="checkbox"/> Observation, Assessment and Planning	<input type="checkbox"/> Speech, Language and Communication	<input type="checkbox"/>
<input type="checkbox"/> Supporting Children's Emotional Health and Well-Being (PSED)	<input type="checkbox"/> Transition	<input type="checkbox"/>
<input type="checkbox"/> Safeguarding and Welfare Requirements	<input type="checkbox"/> Tracking Children's Learning and Development	<input type="checkbox"/>
<input type="checkbox"/> Partnership with Parents	<input type="checkbox"/> Early Literacy and Phonics	<input type="checkbox"/>
<input type="checkbox"/> Enabling Environments	<input type="checkbox"/> Makaton Taster	<input type="checkbox"/>
<input type="checkbox"/> Outdoor Learning	<input type="checkbox"/> Other	

Brief description of the support required:

I would like to receive this through:	<input type="checkbox"/> Purchasing bespoke visits	<input type="checkbox"/> Purchasing bespoke training
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Early Years and Childcare Advisory Service

2. Support to be offered by Early Years and Childcare Service: (To be completed by Torbay EYCAS)
Type of support, how reported back to setting, time involved, cost, outcomes the support package will achieve.

PROVIDER		EYCAS	
Signed		Signed	
Name		Name	
Position in setting		Position in Torbay Council	
Date		Date	

How and why we need information about you

Any personal data you provide on this form will only be used for the purpose of contacting you to arrange support and provide training.

Our lawful basis for processing this information about you is that it is necessary for a task carried out in the exercise of our official authority to support early years settings.

We will not share your personal information with any other third party, unless we have a lawful basis to do, for example for the prevention and detection of crime or if we have your consent. We do not trade or sell personal data for any commercial purpose.

The information we hold for this purpose will be kept for **XX** years, after which time it will be securely destroyed.

At any time you can request to have a copy of the information Torbay Council holds about you, and if you feel the information we process about you is incorrect you can request to have it corrected or deleted. If you wish to exercise any of your rights please contact infocompliance@torbay.gov.uk or see our Information Right's Policy which is available at www.torbay.gov.uk

You can contact our Data Protection Officer by emailing infocompliance@torbay.gov.uk

If you are not happy with the way the Council has handled your personal information, please contact us so that we deal with your complaint. However, you can also raise a complaint with the Information Commissioner's Office, contact details can be found on their website www.ico.org.uk



Early Years and Childcare Advisory Service

c/o Torquay Town Hall, Castle Circus, Torquay TQ1 3DR

Telephone: 01803 207895

This document can be made available in other languages and formats. For more information telephone 01803 208872.