

Coventry Early Years Training Programme

Autumn term 2023



Coventry City Council

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Introduction

Welcome to the Autumn term 2023 Early Years Training programme which outlines a selection of training opportunities for the early years and childcare workforce.

To support practitioners in providing children with high quality care and education, our training programme offers a variety of courses covering a range of subject matters, which are aimed at differing skill levels, for professionals across the workforce.

Kind regards
The Early Years Service

Coventry Early Years Training Programme Terms and Conditions Autumn Term 2023

The following information constitutes the terms and conditions you have agreed to comply with on your booking form.

Bookings

- All bookings must be made online. Please use the following link <https://bookwhen.com/eycoursebooking>
- When you have booked your place/s you will receive an automated booking reference for your chosen course
- Confirmation of a place on your chosen course(s) or briefing will be generated once full payment has been received (unless the course or briefing has been marketed as 'free')
- Once you book your training course, we will require payment within three working days by credit/debit card (applicable to chargeable courses)



Payments

- It is important that we receive payment for your course within three working days of the course booking (applies to chargeable courses)
- If we do not receive payment within three working days of your booking/s, we reserve the right to cancel your place/s
- Payments can be made on-line or via telephone only

For payments online

www.coventry.gov.uk/onlinepayments

Or visit www.coventry.gov.uk and locate the “pay for it now button” which will be on the front page of the Coventry City Council website.

- Select “Other Payments”
- Select - Schools, Libraries and Learning
- Select - Early Years and Childcare course fees
- Name of course – input name of your chosen course/s and date (if the course is more than one day/session submit the first date only)
- Amount – submit the amount of the course or if booking and paying for several courses, the total amount of all courses being booked

How to make a telephone payment

Once you have completed your booking form, we can then process a telephone payment for your course/s. Calls can be made by telephone on **024 76 97 5451 – calls can be made Monday to Thursday 8.30am – 5pm or Friday 8.30am – 4.30pm (excluding bank holidays)**

How to amend your booking

If you wish to change the name of the person attending a course - please e-mail: eytraining@coventry.gov.uk Confirmation of changes will be confirmed by e-mail.

Course reminders

Automated course reminders from the Book When booking system will be sent to the email address submitted at the time of booking. All course reminders are sent out three days before the training/event date. This reminder does not contain the virtual joining link (see below).

Virtual (online) training joining links

For all courses that are offered virtually the online joining link/s will be sent via email to the email address submitted at the time of booking.

It is the responsibility of the course candidate (or person booked on their behalf) to check they have received their virtual joining link before the date/time of the training course (please check junk/spam boxes). Please contact us on the email or telephone number stated at the bottom of page 6. However, it is important to note that we may be unable to assist you if you leave this until 10/15 mins before the actual session.

If we cancel a course

We reserve the right to cancel or postpone any course due to unforeseen operational difficulties, inclement weather conditions, venue issues, insufficient delegate numbers or issues affecting the trainer such as sickness. We will inform you as soon as possible using the contact details provided on the booking form.

- An alternative date will be offered where possible; otherwise, a refund will be issued back to the original card holder

Cancellation charges

Cancellation fees will be charged to all persons or agencies in the event of a delegate not **attending or not identifying a substitute delegate** to attend on the course date booked.

With reference to bookings made for Paediatric First Aid courses, the nomination of a substitute delegate **may be subject to an additional licence charge. Schools that are invoiced will be subject to payment of half the course fee if the cancelled delegate has accessed their online module.**

Cancellation notice periods

- Where a delegate notifies us of their intention to cancel their place on a course and no substitute delegate is nominated, we will issue a 50% refund if we have received this notification **more than 7 days** before the course date
- Where a delegate notifies us of their intention to cancel their place on a course and no substitute delegate is nominated, no refund will be made if we have received this notification **less than 7 days** before the course date

Failure to attend a free course/briefing

- No charge will be made for a free session/ briefing except where a delegate fails to attend without providing prior notice to Coventry Early Years Training team. Where a delegate is unable to attend or send a delegate representative, they should inform the Early Years Training team no later than one day prior to the start of the session. Where this is not the case, a charge of £10 per delegate will be issued. Details on how to contact the Early Years Training team are shown below.

Please note: It is your responsibility to confirm any cancellation, as soon as possible, by emailing us at eytraining@coventry.gov.uk

Attendance at a course

Course participants will be asked to sign in at the start of each session/day of the course/session, providing delegate name.

- For venue-based courses this will be completed via a paper register
- For virtual courses this will be completed via the 'chat box' function
- Please enter your full name and the name of your setting or school
- If you are a childminder, please indicate that you are a childminder next to your name in the chat box

If you are unable to access the chat function, you must inform the trainer verbally. Any delegate who does not formally sign in will not receive their certificate.

Paediatric First Aid practical sessions require delegates to sign **in and out** to enable us to confirm attendance for certification purposes.

For virtual online courses or briefings candidates must be able to view the trainer's presentation slides on the device they are accessing the session and to assist with discussions and activities during the session we ask cameras are switched on and your microphone needs to be working.

Conduct

There is an expectation that delegates will fully and professionally engage with trainers during any courses.

Attendees must follow Coventry City Council Communications Protocol

<https://www.coventry.gov.uk/commsprotocol>

Certificate of Attendance

- Participants are expected to attend the full duration of the course/sessions
- Certificates will only be issued after full attendance has been verified and clearance of payments
- Certificates will be sent via email to the email address submitted on the course booking form
- In line with Coventry City Council's aim of a paperless organisation, all certificates will now go out via e-mail to the e-mail address submitted on your course booking form

Replacement certificates

Where a delegate loses or damages their course certificate a replacement can be issued. A charge of £20 will be made for this service. For a replacement certificate please contact **eytraining@coventry.gov.uk** stating delegates full name, course title and date of course.

Data Protection/General Data Protection Regulation (GDPR)

Under Data Protection and GDPR we are required to tell you about the information we hold on you. Coventry City Council will use your personal information to provide services in relation to your request to access training and development opportunities commissioned by us, with both internal and external training providers. We will share your information, with training providers to ensure you are able to access the session/s you have requested.

In addition, we may also share your information with other internal Council departments to process financial transactions in relation to training bookings. More details about how we use information about you can be found in our full Privacy Notice: **<https://www.coventry.gov.uk/eyprivacynotice>**

Coventry Early Years Training

E. eytraining@coventry.gov.uk

T. 024 7697 5451

Office hours: Monday – Thursday 8.30am – 5pm and Friday 8.30am – 4.30pm



Business and Sufficiency >>>

Schools and Early Years Portal Training

Session content:

- How to add parent/carer information
- Claims for Early Years Pupil Premium
- How to run a 30-hour code and what to look out for
- How to check 2-year-old codes
- How to apply for Disability Access Fund
- The new Late Starter process
- Where to find task opening dates
- Overview of key areas used by School's (schools session only)

This training will be delivered by Coventry City Council Data Team and the Business, Sufficiency and Funding Team

	Date	Time	Delivery method
Schools session only This training is aimed at school staff who work on the Coventry Schools and Early Years Portal	Monday 2 October	10am - 11am	Virtual – via Microsoft Teams
PVI Session PVI Nurseries, Pre-Schools and Childminder session only	Monday 2 October	7pm - 8pm	Virtual – via Microsoft Teams

Free of charge

No charge will be made for this session, except where a delegate fails to attend without providing notice to Coventry Early Years Training team before the start of the session. In this event a charge of £10 per delegate will be issued – please see our Terms and Conditions for further information.

Business Support for Childcare Providers

Minding your own business

As the cost-of-living crisis builds momentum businesses, as well as individual families are feeling the pinch. It is more important than ever that business owners remain tuned in to the needs of their business and respond quickly to ensure on-going financial health. The Business, Sufficiency and Funding team offer a range of support both in person and through the provision of resources and tools via our website. For example: Budget forecasting sheet, breakeven calculator, and business plan template. Our handbooks for Providers and Schools: Coventry Childcare Provider/Schools Funding Handbook for Early Education Entitlement provides examples of operational models to support on-going financial viability. For more information please visit our web page on

<https://www.coventry.gov.uk/early-years-childcare/business-support-documents-providers>

or call your Early Years Advisors for more information on 024 7697 5451.

Business Health Check visits

The termly vacancy calculator helps us to identify which providers may be at risk due to low occupancy and helps us to meet our duty in managing places across Coventry's childcare market. This term colleagues from the Business, Sufficiency and Funding Team will make contact with providers to arrange a 'Business Health Check' visit. Priority for these visits will be given to those providers most at risk due to low occupancy. The aim of the business health check visit will be to look at strategies to build and strengthen existing practice and ensure longer term sustainability.

Coventry Childcare Provider Funding Handbook for Early Education Entitlement and Coventry Schools Funding Handbook for Early Education Entitlement

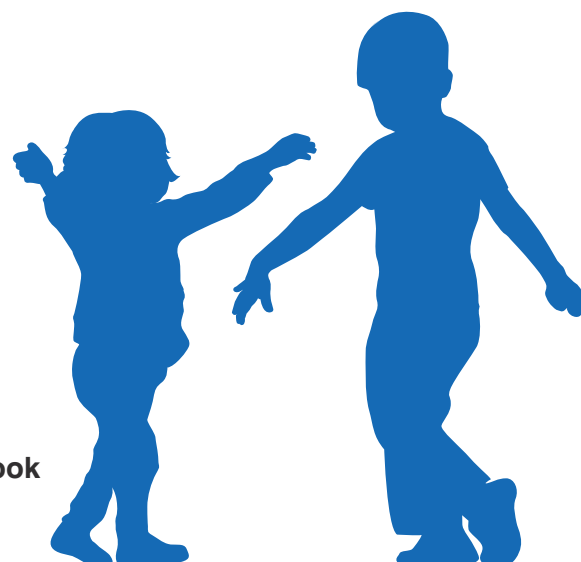
These handbooks were developed to support providers to deliver the funding entitlements in line with Department for Education and Coventry City Council Funding Agreement requirements. The handbooks were created following contact from parents who, following the take up of funded hours for children, were scrutinising childcare bills and invoices to identify where financial savings might be made. Some parental concerns were valid and where this was the case the local authority worked with individual providers to address issues. For example, the implementation of a registration fee for children accessing funded hours only.

Providers and Schools should use the handbook to ensure compliance against the funding requirements. The handbook will also support providers in developing sound business practices. For example; many providers did not realise that they are able to request a refundable deposit from parents whose children access a 3 or 4-year-old funded place. This deposit does not need to be refunded if the child leaves the provision before headcount to attend another setting. We hope you find the handbook useful.

Copies of this handbook can be found at

PVI version <https://www.coventry.gov.uk/providereefhandbook>

Schools version <https://www.coventry.gov.uk/schoolseeefhandbook>



Qualifications Briefing

Want to find out more about the latest Early Years and Childcare qualifications?

Then why not attend our informative qualification briefing, where we will be looking at the latest qualification news and developments within the Early Years and Childcare sector

This session will cover:

- What are Early Years T Levels?
- Apprenticeships in Early Years - and how settings can provide opportunities for apprentices
- Level 2 and 3 Qualifications
- What's new and emerging with Early Years and Childcare qualifications?
- Early Years - Level 3 criteria from Sept 2024
- Employer Guide
- Opportunity to ask questions

This session will be delivered by NCFE (Formerly CACHE) who are one of the biggest technical and vocational awarding organisations and a market leader for Early Years and Childcare Qualifications

Date	Time/s	Delivery method
Tuesday 24 October	6.45pm – 8.15pm	Virtual – via Microsoft Teams

Free of charge

No charge will be made for this session, except where a delegate fails to attend without providing notice to Coventry Early Years Training team before the start of the session. In this event a charge of £10 per delegate will be issued – please see our Terms and Conditions for further information.

Have you considered becoming a registered Childminder in Coventry?

Childminding provides you with the opportunity to:

- Be someone who makes a difference
- Choose your own hours
- Work hours which suit your family needs
- Self employed
- Work from home
- Help children learn and have fun

Further information on becoming a registered childminder in Coventry can be found on the link <https://www.coventry.gov.uk/childminding>





Learning and Development >>>

(Early Education Providers include all those delivering the EYFS to children aged birth to five years)

Sharing Stories and Songs – how to build early literacy in your setting

Aimed at: Early Education practitioners and Childminders

Aim and objectives

This session will explore the importance of stories, songs and rhymes in the Early Years Foundation Stage (EYFS) along with practical ideas to use in your setting.

- Consider the role of stories, songs and rhymes in the Early Years
- Reflect on current research around early literacy skills
- Gain an understanding of why stories, songs and rhymes are crucial when developing early literacy skills
- Gain an understanding of practical ideas which can be used to build a love of stories and songs, as well as supporting early literacy skills
- Identify next steps for your setting and further sources of information

Date	Time/s	Trainer/s	Delivery method
Wednesday 25 October	6.30pm – 8.30pm	Early Years Quality, Improvement and Standards Team – Coventry City Council	Online via Microsoft Teams

£40.00

The Power of Effective Interaction

Aimed at: Early Education practitioners and Childminders

Aims and objectives

Language development and research-based approaches to support high quality interactions.

- Reflect on the role of interactions within the Early Years
- Consider current research and the impact of the COVID-19 pandemic, reflecting on your own experiences at your setting
- Consider the quality of interactions within your own setting
- Gain an understanding of different approaches which will support high quality interactions, including the ShREC approach and Sustained Shared Thinking
- Consider how to promote language and conversation within your setting

Date	Time/s	Trainer/s	Delivery method
Wednesday 11 October	6.30pm – 8.30pm	Early Years Quality, Improvement and Standards Team – Coventry City Council	Online via Microsoft Teams

£40.00



Phase 1 Phonics

Aimed at: Early Education practitioners and Childminders

Aims and objectives

This training will take a in-depth look at each aspect of Phase 1 phonics

- Exciting and engaging activities for each aspect and for you to take back to your classroom or setting
- Theory mixed with practical activities, so early years practitioners understand why we teach phase 1
- Support in assessing children and knowing when to move them on

This course is VERY INTERACTIVE. You will return to your setting with a wide range of activities to put into practice immediately.

Post course - all delegates will receive access to a parent-friendly version of this course which can be shared with families.

Date	Time/s	Trainer/s	Delivery method
Thursday 19 October	4pm – 6pm	James Tunnell	Frederick Bird School 361 Swan Lane, Coventry CV2 4QQ

£40.00

Mathtastic Maths as part of a child's world

Aimed at: Early Education practitioners and Childminders

Aims and objectives

This innovative training course takes a fresh look at maths in early years and highlights a range of strategies to bring the magic back to maths. By examining the neuroscience of how children learn maths, this course enables early years practitioners to provide the optimum enriched environments for children to explore their mathematical potential. The course also highlights mathematical progression and how we can support maths not as artificial construct imposed by adults, but as an intrinsic part of the child's world as they continually assess, quantify and experiment within their early year's environment.

Finally, the course looks at the anxiety sometimes associated with maths and how we can prevent this in our children and overcome it ourselves!

This course is ideal for anyone wanting to improve outcomes for children and includes maths-based learning in settings and is particularly useful for early years practitioners who feel anxious about maths or are not sure how to inspire their children.

This course meets the following:

- Early Years Foundation Stage - areas of learning and development – Mathematics, Personal, Social and Emotional Development, Communication and Language, Understanding the world
- Characteristics of Effective Learning – Playing and Exploring, Active Learning, Creating and Thinking Critically

Date	Time/s	Trainer/s	Delivery method
Tuesday 21 November	6pm – 8.30pm	Inspired Children Training	Online via Zoom

£40.00

Early Years PVI Provider Briefings

Aimed at: Early Years PVI Nurseries, Pre-Schools, Childminders

This session will include:

- Local and national updates
- Overview of Early Help in Coventry
- Overview of Early Years SEND in Coventry
- Safeguarding updates
- Top tips for the new term

Date	Time/s	Trainer/s	Delivery method
Wednesday 13 September	1pm – 2.30pm OR 6.30pm – 8pm	Early Years Quality, Improvement and Standards Team – Coventry City Council	Online via Microsoft Teams

Free of charge

No charge will be made for this session, except where a delegate fails to attend without providing notice to Coventry Early Years Training team before the start of the session. In this event a charge of £10 per delegate will be issued – please see our Terms and Conditions for further information.



Coventry Schools Early Years Leads Briefings

Aimed at: School Based Early Years Leads

These briefings will be presented by Amanda King, Liz Bale and Jeanette Hiatt from Early Years, Coventry City Council and these sessions will include information on:

- National and local updates
- Focus on Communication and Language
- Sharing your views
- Networking opportunities

Date	Time/s	Venue
Thursday 12 October	1.30pm – 3pm Or 4pm – 5.30pm	Committee Room 3, Council House, Earl Street, Coventry CV1 5RR

Free of charge

No charge will be made for this session, except where a delegate fails to attend without providing notice to Coventry Early Years Training team before the start of the session. In this event a charge of £10 per delegate will be issued – please see our Terms and Conditions for further information.





Safeguarding and Welfare >>>

Paediatric First Aid - Blended Learning (6-hour online learning and 6-hour practical)

Aimed at:

This Paediatric First Aid qualification is for people who work with infants and children up to puberty. This course also includes training in the safe use of Adrenaline Auto-Injectors.

Part one:

Consists of a 6-hour online learning module.

The eLearning module also provides access to an online Paediatric First Aid training manual, which is a valuable resource. This manual will automatically update and include amendments to the first aid protocols. This manual is available during the course and after completion of the course.

Part two:

This is a 6-hour practical session which is led by fully qualified and professional trainers.

All our Paediatric First Aid (PFA) courses comply with the Early Years Foundation Stage/Ofsted requirements and the PFA training provider is a member of The First Aid Industry Body (FAIB) who approve, monitor, regulate and quality assure. Certification is valid for 3 years.

All courses have revised training techniques which allow delegates to carry out all the practical skills safely. All delegates must demonstrate that they can undertake cardiopulmonary resuscitation (CPR) techniques, including effective mouth to mouth and demonstrating to the instructor that they can perform this.

Face shields are provided to each delegate. These provide a physical barrier between the course delegate and the dummies to ensure course delegates are completely safe.

Course content

- The roles and responsibilities of an emergency paediatric first aider
- Appropriate contents of a first aid box and the need for recording
- Accidents and incidents
- Assessing an emergency and prioritise what action to take
- Dealing with an unresponsive infant or child who is both breathing normally and not breathing normally
- Choking
- External bleeding
- Hypovolemic shock
- Anaphylactic shock
- Electric shock
- Burns or scalds
- Suspected fracture
- Head, neck, and back injuries
- Suspected poisoning
- Foreign body in eyes, ears or nose
- Sepsis
- Bites and stings
- Extreme heat or cold
- Diabetic/Asthma attack/allergic reaction
- Meningitis
- Febrile convulsions
- Recovery Position
- Cardiopulmonary Resuscitation (CPR)

Course	Date/s of practical session	
PFA 1	Thursday 28 September	9.30am – 4pm
PFA 2	Tuesday 10 October	9.30am – 4pm
PFA 3	Saturday 21 October (Please note: this will be the only Saturday course offered until Summer Term)	9.30am – 4pm
PFA 4	Wednesday 25 October	9.30am – 4pm
PFA 5	Monday 20 November	9.30am – 4pm
PFA 6	Thursday 7 December	9.30am – 4pm

Venue: Willenhall Education, Employment and Training Centre

239 Robin Hood Road Coventry CV3 3AN (FREE parking)

Cost:

Early Bird Rate

Coventry Ofsted registered early years and childcare providers, including schools and childminders

£75

(place/s need to be booked two weeks prior to the course date to qualify for the Early Bird Rate)

Coventry Ofsted registered early years and childcare providers/schools/childminders

£80

(Bookings made less than two weeks before course date)

Other Individual or Organisations

This course can be booked by individuals and organisations who are not childcare providers or are providers/organisations based outside the Coventry area

£85

Designated Safeguarding Initial Lead training (DSL)

Aimed at:

Early Years Practitioners from a Childminder setting, Private, Voluntary, Independent (PVI) Nurseries and Pre-Schools who have previously completed a Level 1 safeguarding course.

This course is open to Coventry Early Years PVI providers only, including Childminders

This course is suitable for safeguarding leads in a variety of early years' settings. It is a statutory requirement of the Early Years Foundation Stage (EYFS) that there is a practitioner designated to take lead responsibility for safeguarding children in every setting. Childminders must take the lead responsibility for safeguarding in their setting. The lead practitioner is required to attend training, to enable them to provide ongoing support and advice to other staff within their setting, for example: early years' practitioners, and childminders assistants, volunteers, cooks, and cleaners and to understand how to liaise with other professional agencies when concerns are raised. This course will satisfy all statutory requirements and equip you with the skills to effectively safeguard children in your care.

Aim and objectives

- What is a DSL?
- What are the roles and responsibilities of a DSL?
- What is the difference between safeguarding and child protection?
- How to recognise signs and symptoms of abuse
- What to do if you think a child is being abused
- Understanding specific types of abuse more clearly
- How to support children if they make a disclosure of abuse
- How to support families when you have identified early concerns
- How to keep children safe in your setting
- What is contextual safeguarding?
- How to write and implement successful policies to keep children safe
- Ensuring procedures are in place for safer recruitment of staff, including childminding assistants

Date	Time/s	Trainer/s	Delivery method
Tuesday 10 and 17 October This is a two-part course and course candidates must be able to attend both session.	6.45pm – 9pm Session will open at 6.45pm for registration for 7pm prompt start.	Early Years Service – Coventry City Council	Online via Microsoft Teams

This course is for PVI early years providers only. Practitioners who work in a school setting should email Charlotte.Hegarty@coventry.gov.uk for further information on training available for schools.

Cost: £50

Designated Safeguarding Lead REFRESHER training (DSL)

Aimed at:

Early years safeguarding lead practitioners from a Childminder setting, Private, Voluntary, Independent (PVI) Nurseries and Pre-Schools who have previously completed an initial DSL training course

This course is open to Coventry Early Years PVI providers only, including Childminders

It is statutory requirement for childminders and early year's settings to refresh their safeguarding training every two years. This course will satisfy all statutory requirements, update knowledge and further develop practitioner competence and confidence in carrying out the lead safeguarding role. Delegates will be equipped with the skills to effectively safeguard children in their care.

Aim and objectives

- Explanation of why is there a need for a refresher course?
- What is the difference between safeguarding and child protection?
- The role of the DSL
- How to recognise signs and symptoms of abuse
- Key issues, including the types of abuse considered most prevalent in Coventry
- Online Safety
- What to do if you think a child is being abused
- Contextual safeguarding
- Golden Rules: key tips on how to conduct your own behaviour as a safeguarding lead
- Ensuring procedures are in place for safer recruitment of staff, including childminding assistants

Date	Time/s	Trainer/s	Delivery method
Monday 6 and 13 November This is a two-part course and course candidates must be able to attend both session.	6.45pm – 9pm Virtual session will open at 6.45pm for registration for 7pm prompt start	Early Years Service – Coventry City Council	Online via Microsoft Teams

Course candidates must attend both sessions and have previously completed an Initial DSL training course

This course is for PVI early years providers only. Practitioners who work in a school setting should email

Charlotte.Hegarty@coventry.gov.uk for further information on training available for schools.

Cost: £50

Effective Supervision and Appraisal

Aimed at:

Early Years PVI Nurseries, Pre-Schools owners, managers and those responsible for supervision and appraisals in their setting and those practitioners considering a role in leadership and management. Childminders who work with assistants.

Aims and Objectives

The aim of the session is to support leaders to reflect on the effectiveness of current arrangements for supervision and performance management and to identify areas where practice can be developed to drive improvement across the provision.

By the end of the session learners will have had the opportunity to:

- Consider the statutory requirements for supporting staff well-being and managing performance
- Reflect on and share the current arrangements for managing staff performance and consider the impact of these across provision
- Develop their understanding of the purpose and importance of supervision and appraisal with regards to the service on offer to children and families
- Consider the importance and impact of timely and well-planned professional learning and development discussions in supervision
- Discuss models of supervision and consider the need for differentiation with regards to their staff team
- Understand the importance of appraisals in driving improvement with regards to staff retention, managing their workload and ensuring staff well-being

Date	Time/s	Trainer/s	Delivery method
Wednesday 8 November	6.30pm – 8.30pm	Lisa Gadsby	Online Via Zoom

Cost: £40



Prevent and British Values

Aimed at:

Early Years PVI Providers – Nurseries, Pre-Schools and Childminders (non-school settings)

The Prevent Duty came into force on 1st July 2015. The duty requires all childcare providers to “have due regard to the need to prevent people from being drawn into terrorism”.

This course will identify:

- What is expected of early education childcare providers in relation to the duty
- Build knowledge around the areas of extremism and radicalisation
- Identify action that should be taken if you have a concern about a child, young person, or adult
- The importance of British Values, democracy, rule of law, mutual tolerance, individual liberty

Aims and Objectives

- Understand the government’s counter-terrorism strategy and the Prevent Duty
- Identify what is extremism and radicalisation, who may be at risk and how to support them.
- Identify characteristics that may indicate a person is susceptible to radicalisation
- Identify the role of those in leadership positions in an early education environment.
- Understand what providers must do to comply to meet Ofsted requirements of the Prevent Duty
- Understand what to do if you have a concern
- Relevance of Equality Diversity and Inclusion in relation to British Values

This course is for PVI early years providers only. Practitioners who work in a school setting should email **Viv.Brosnahan@coventry.gov.uk** for further information regarding Prevent training available for schools.

Date	Time/s	Trainer/s	Delivery method
Wednesday 15 November	(6.55pm for a prompt 7pm start) 7pm – 8.30pm	Prevent Team Coventry City Council	Online via Microsoft Teams

Cost: £10

Training offered by partner organisations

Training delivered by Coventry Children's Speech and Language Service

Coventry Speech and Language Service offer a range of training courses to support children's speech, language and communication in the early years – training is delivered online for up to two practitioners per setting or courses can be delivered at your setting.

Full details and how to book can be found on the link below

<https://www.coventrychildrensslit.co.uk/professionals/training/>

Coventry and Central Warwickshire Teaching School Hub

Coventry and Central Warwickshire Teaching School Hub is a Department for Education appointed organisation. Our remit is to provide high-quality professional development to teachers at all stages of their careers. Please do look through offerings from our key partners on our web site.

www.tshub.co.uk

Coventry Safeguarding Children Partnership (CSCP) – Training

CSCP offer a wide range of multi-agency Safeguarding courses.

Details of further CSCP courses available and how to book can be found on the link below

www.coventry.gov.uk/cscptraining





Coventry Safeguarding Children Partnership Training (CSCP)

The Role of the Local Authority Designated Officer (LADO) in managing allegations against adults who work with children and the statutory requirements of the EYFS.

This session will be delivered by the Coventry Safeguarding Children Partnership LADO and an Adviser from the Early Years' Service Quality Team.

Thursday 28 September 2023, 6.30pm – 8:30pm

Please note this training is for: Registered Persons, Owners, Managers, Safeguarding Lead Practitioners and DSL's.

This course is only open to Coventry providers only.

Private, Voluntary, Independent (PVI) Nurseries and Pre-Schools, Childminders, Ofsted Registered Out of School Provision.

Course Overview:

- Key Legislation, Policy, Guidance and the EYFS
- Role of the LADO
- Exploring the Allegations Threshold/Criteria
- What action you should take, including your roles and responsibilities
- The involvement of other key safeguarding agencies including Ofsted notification
- The importance of following the correct safeguarding procedures
- Process, procedures, and timescales
- What is and what happens at a 'Position of Trust' Meeting
- Support for the child, family, employee, childminder,
- Outcomes and actions
- Creating a culture of ongoing vigilance
- Safer Recruitment

To book a place on this training, email cscptraining@coventry.gov.uk

Please ensure you include in the email: the name of the person attending, their job role and the name of your setting.

A link will then be sent to you via email to the email you have provided. All attendees will receive a certificate of attendance. There is no charge to attend this training – charges will apply for non-attendance. To avoid any charges, you must attend the whole session.



Coventry Safeguarding Children Partnership Training (CSCP)

Level 1 Safeguarding e-learning module

Coventry Safeguarding Children Partnership (CSCP) has devised a new Level 1 Safeguarding e-learning module. The course is online and only takes around 30 minutes and can be completed at any time. Successful completion of a short quiz at the end of the training generates a certificate.

This training is beneficial for any new staff - early years practitioners, apprentices, volunteers, cooks, cleaners and the wider staff team for example administration staff or gardeners who require a general introduction to Safeguarding.

This training has a multi-agency focus and guides staff to think about potential safeguarding situations, policies and procedures in their individual workplace.

To access this training, you will be required to email cscptraining@coventry.gov.uk a link will then be sent to you via email to enable you complete this training module.

Coventry Oral Health Award in Early Years Setting



An award has been created by Coventry and Warwickshire Partnership Trust in partnership with Coventry City Council, to encourage Early Years staff to undertake a free Oral Health e-learning training session and to put this learning into practice. The award requires staff to embark on their own oral health promotional activities with the children and parents of their settings.

What are the benefits to getting involved?

- The knowledge to set up and carry out your own oral health programmes
- Downloadable resources and session plans to carry out your own activities
- A Healthy Eating Policy and the authority to implement positive changes within your setting
- Literature for parents, including information leaflets, flyers, posters and an NHS dentist list
- The confidence to offer oral health advice to parents and carers
- A certificate for the 'Coventry Oral Health Award in Early Years Settings'
- 'Well Done' certificates for all the children who took part in your activities
- A Coventry Oral Health Award logo for use on your website and correspondence

Criteria for the Award

- Complete the 35-minute Oral Health e-learning course
- Display a Healthy Eating Policy within your setting
- Undertake an Oral Health Week, including a healthy eating activity
- Carry out a 'Little Trip to the Dentist' campaign/display
- Distribute the Coventry NHS dentist list to parents and carers

Everything you need can be found in the Resource Pack from the e-learning.

This award will demonstrate your commitment to the health of your children and that you are taking an active role in promoting and implementing healthy practices within your setting.

Please register via the email address below

Oral.HealthTeam@covwarkpt.nhs.uk

Trainers profiles

Commissioned by Coventry Early Years team

James Tunnell

James specialises in supporting adults to create provision that is purposeful and creative. James delivers training around the world specialising around the theme of 'open-ended.' James works with practitioners at all levels to ensure their provision reflects their culture and is the best it possibly can for their children.

Blithfield Safety Training

Blithfield have been delivering First Aid training in the early years and education childcare sector since 2003. We are a member of the First Aid Industry Body who are responsible for the monitoring and regulation of First Aid training providers. All our First Aid courses meet Ofsted/Early Years Foundation Stage requirements and are delivered by qualified and experienced trainers with a comprehensive understanding of the Early Years and Education sectors.

Blithfield Safety have always kept to their principles of delivering first class First Aid training in a unique way, as the company believe the training should meet the required learning requirements, but also ensuring that the training is interesting, enjoyable, and centered around the needs of the individual delegate. We believe that everyone learns in a different way and First Aid training is not a 'one size fits all' experience. Our courses are delivered by experienced and qualified trainers that receive continued professional development and we pride ourselves that we continue to receive outstanding reviews every term.

Inspired Children

Inspired Childcare was started in 2011 by Ben and Karen Kingston-Hughes to provide training for anyone working with children. Both Ben and Karen work both within the UK and internationally, delivering unique and exceptional training for nurseries, childminders, schools, out of school provision and for national charities. The company have appeared on both ITV and Channel 4 TV stations and have been finalists and a winner of several national awards.

Violence Reduction Partnership – The Ask Series

The Ask Series

The Ask Series is a joint project between the Violence Reduction Partnership (VRP) and the Dog, Duck and Cat Trust. The resources are completely free to professionals, parents and carers.

There are four stories to help 3 to 6-year-olds learn about being equal, being confident, understanding consent, gender stereotyping, understanding their right to say no to certain things and staying safe. Alongside each story is a spoon puppets activity sheet to support in delivery of the story, and also to make reading the stories more interactive.

The Ask Series www.dogduckandcat.co.uk

The Teachers and Professionals (T&P) link is here:

<https://www.dogduckandcat.co.uk/teachers-professionals>

The Parents, Carers and Guardians (PCG) link is here:

<https://www.dogduckandcat.co.uk/parent-carer-guardian>

Five to Thrive training for Early Years and childcare staff

This course will be delivered by KCA trainer Barry Golten

Five to Thrive is the power of connected relationships in recovering from collective trauma. The 5 to thrive building blocks are a great resource for supporting parents to understand their children's needs and how to use these to develop inform and respond to their children.

Five to Thrive is a framework that takes complex neuroscience and converts it into five simple things that parents, and others can do to support healthy brain development in children and young people

Central to the five to thrive approach is this set of five key activities:

Respond • **Engage** • **Relax** • **Play** • **Talk**

These are our 'building blocks for a 'healthy brain'. They are drawn from research into the key processes of attachment and attunement that forge bonds between young children and their carers and literally build good emotional health. Five to Thrive emphasises the importance of connected relationships in recovering from collective trauma.

Course content

- To provide a consistent understanding of toxic stress and trauma
- To explain why people, need people to recover and build resilience through the five to thrive model
- To explore what we mean by trauma and its impact on how we see behaviour

We see the building blocks as a very good tool to support parents to help to care for and understand their children's needs to be thinking about the 5 steps in the model.

We are looking to develop with other staff a short course for parents with young children to be delivered in stay and plays, to have around in your settings to support parents, you could do these blocks in the setting to model the 5 areas.

The staff who work in Early years and childcare settings are vital at supporting this message to parents, other professionals and colleagues.

Once you have completed the course you get access to resources that will support your work with families and parenting will be offering regular peer support sessions to support the approach and to listen to your ideas around how to embed this work.

We have virtual training sessions for Early years staff

To book your place please email cscptraining@coventry.gov.uk

Date	Time/s	Venue
Tuesday 27 November and 4 December (You need to attend both sessions)	7pm - 9pm	Online
Wednesday 21 and 28 February 2024 (You need to attend both sessions)	6pm - 8pm	Online

