

## **Information about the National Association for Special Educational Needs (nasen) Early Years SENCO Awards**

This is an accredited Early Years SENCO Award funded by the DfE, run by nasen and developed by School Improvement Liverpool, which will run in West Sussex between October 2021 and March 2022.

The intention of this programme and qualification, in its design and planning, is to develop the knowledge, understanding and skills of Early Years SENCOs in performing their role effectively. The programme includes twelve sessions, with some time built in for the trainer to give individual or small group support as required.

### **Qualification Outline**

As part of this programme delegates will gain NCFE Cache L3 Award for Special Educational Needs Coordinator in Early Years Settings. They will also be awarded with one Level 4 module: Coordinate Special Educational Needs Provision, this is a further CPD module that encourages qualification progression.

### **Who Should Attend and Why?**

This programme is for SENCos wanting to gain a qualification and recognition for their role as an Early Years SENCo. This award will evidence the settings' commitment to supporting children with SEND. It will provide the SENCo with the skills to lead and coordinate Special Educational Needs and Disabilities within their Early Years Setting.

To fulfil the requirements of this essential role it is important that the SENCos working with children under five are capable and confident to effectively support the children, families and colleagues with whom they work.

On completion of the award the SENCo will have developed strategies, practices and policy to ensure children with SEND are able to make progress and meet their potential across the EYFS curriculum.

### **Planned Training Dates**

All sessions will be whole days and practitioners must commit to attending for the whole day. The setting managers need to commit to providing the whole day for their practitioners to attend and focus on the training. Practitioners should not be expected to pick up work from the setting during the day or go into work after the session has finished.

<b>Monday 11<sup>th</sup> October</b>	Session 1
<b>Monday 18<sup>th</sup> October</b>	Session 2
<b>Tuesday 2<sup>nd</sup> November</b>	Session 3
<b>Monday 15<sup>th</sup> November</b>	Session 4



**Monday 22<sup>nd</sup> November** Session 5

Session 5 will be an opportunity for visiting each other's settings in groups

**Monday 6<sup>th</sup> December** Session 6

Session 6 will be a reflection on the learning from the visits

**Monday 13<sup>th</sup> December** Session 7

**Thursday 6<sup>th</sup> January** Session 8

**Monday 17<sup>th</sup> January** Session 9

**Monday 31<sup>st</sup> January** Session 10

**Monday 7<sup>th</sup> February** Session 11

Session 11 will be a visit to a SEND specialist provision in West Sussex

**Monday 21<sup>st</sup> February** Session 12

**Wednesday 16<sup>th</sup> March** Celebration Event

The celebration event will include group presentations as part of the course

### **Commitment from Early Years Practitioners taking part**

Practitioners must commit to attending all training sessions for the whole day. This includes making arrangements for activities such as school drop off and pick up to avoid arriving late or needing to leave early.

Practitioners must make their own arrangements to access each session whether online or to travel to a specified venue.

Practitioners are expected to engage in all learning activities and to complete three written assignments. They will also share their learning at the final celebration event.

Practitioners must engage with site visits by supporting practitioners to visit their setting and to visiting other allocated settings. There will be visits to each other's settings, in small groups, and a visit to a SEND specialist provision in West Sussex.

Practitioners who access this training will be expected to continue to engage with the local authority and to offer peer support to practitioners within West Sussex.

As the training will be delivered on-line, practitioners must have access to reliable WIFI, have the IT skills to engage in on-line learning and a quiet place to work in order to engage effectively with the training.



## **Commitment from the practitioner's early years setting**

Each setting must commit to release the member of staff to attend all sessions. Sessions last for the whole day and require a high level of engagement and concentration so staff should not be expected to engage in work related issues during the day or to work in the setting on a training day, before or after the session.

The settings must engage with site visits allowing the allocated practitioners to spend time in the setting for the purposes of the programme.

## **Which practitioners can take part?**

Practitioners need to currently be working as a SENCO in a setting and qualified to at least level 3. Only one person per setting can attend. If you are part of a chain of setting, one per setting can still apply to take part.

## **What is the cost of the training?**

The training is funded by the DfE, but settings will need to cover the cost of staff cover and any additional expenses related to attending the training – for example, travel.

## **How do we sign up to take part?**

At this point, we are looking for Expressions of Interest from practitioners. If you are interested in taking part and are able to commit to the programme in full, please complete the Expression of Interest form and return to [FISInclusionTeam@westsussex.gov.uk](mailto:FISInclusionTeam@westsussex.gov.uk) by 1<sup>st</sup> October 2021. All Expressions of Interest will be reviewed, and successful applicants will be contacted with a copy of an agreement to sign and return before the start of the training. We will select 17 practitioners to take part in the programme and have two reserves in case anyone has to pull out at the start of the programme.

## **How will West Sussex select practitioners select the practitioners to take part on the programme?**

All Expressions of Interest will be reviewed to understand the commitment the practitioner and their setting are able to make to the programme and their long-term commitment to supporting other practitioners. We will also consider the locations of practitioners around the county to ensure we have as much coverage as possible.

All those who return an expression of interest will be informed of the decision by 8<sup>th</sup> October 2021. We will retain all expressions of interest and contact anyone who has previously expressed an interest, but not been able to attend, if we are able to offer the training again in the future.

