Early Years and Childcare Training Guide
2015 – 2016
More courses and future dates will be added to the programme throughout the year, for the latest most up to date information please check our online booking system at www.learningtrust.com
Contents

Core Training
A Quick Guide to Child Development ................................................................. 6
All Together Now - Inclusion Workshop ............................................................... 7
Cultural Diversity in Action .................................................................................. 8
Everything You Need to Know About Observations and the EYFS ...................... 9
First Steps in the EYFS - for those new to the childcare workforce ................... 10
Manual Handling for Childcare Settings ............................................................. 11
Paediatric First Aid ............................................................................................... 12-13
Safeguarding Children for all ............................................................................. 14-15
Safeguarding Children for the Designated Officer ........................................... 16
Supporting Children’s Behaviour in the Early Years ........................................... 17
Understanding and Promoting Positive Behaviour - Introductory Level ............ 18

Early Years Foundation Stage Courses
Autism Education Trust (AET) Tier 2 training:
'Developing Good Autism Practice’ ..................................................................... 20
Boys, Girls, Dens and a Spaceship to Mars ......................................................... 21
Childminders - Can I just have a word? Having difficult conversations .......... 22
Creating Outstanding Adult led Activities for 2-5 Year Olds in the EYFS ........... 23
Creating the Best Provision for Two Year Olds ................................................. 24
Creative Play and Maths ...................................................................................... 25
Eat Better Start Better ......................................................................................... 26
Fresh Ideas for Creative Play ............................................................................. 27
Makaton Foundation Course .............................................................................. 28
Making Accurate Assessments ......................................................................... 29
Making Effective use of the Early Years Pupil Premium .................................. 30
Monday Stickle Bricks, Tuesday Duplo: Choice, Accessibility and Imagination in the EYFS .......................................................... 31
New for Childminders: The NEW Ofsted Framework and British Values .......... 32
Play and Learn the Portage Way ....................................................................... 33
Playing and Learning to Socialise (PALS). ....................................................... 34
Playing and Learning to Socialise (PALS) Refresher ......................................... 35
Preparing for Ofsted for Childminders .............................................................. 36
Promoting Literacy - A Whole Setting Approach ............................................ 37
SEN Support - My Role in the Setting .............................................................. 38
SEND for all - I'm not the SENCO, what should I be doing? ......................... 39
Supporting Children and Parents with English as an Additional Language in the EYFS .......................................................... 40
Teaching British Values: How to Successfully Promote Key Values in an EYFS Setting .................................................................................. 41
Teaching Phonics in Pre-School and Nursery: Phase 1 Letters and Sounds ...... 42
The Sensory Friendly EYFS Setting ................................................................... 43
Where is the Maths? ......................................................................................... 44
Working with Occupational Therapists in your Setting ................................. 45
Working with Speech & Language and Occupational Therapists in your Setting .............................................................................. 46
Leadership & Management Courses

Autism Education Trust (AET) Tier 3 training 'Taking a Lead in Autism' ........................................ 48
EYFS NEW SENCO Training ........................................................................................................... 49
How to be brilliant at....Dealing with the performance of your team and Encouraging your team to cope with change ................................................................................. 50
How to be brilliant at Developing a learning organisation and Making policies stick .................................................................................................................................................. 51
Influencing the Home Learning Environment in the EYFS ............................................................. 52
Leading and Managing a Team ....................................................................................................... 53
Leading Behaviour Management in your Setting ........................................................................... 54
Leading Learning in the EYFS ....................................................................................................... 55
Outstanding EYFS Training Programme ....................................................................................... 56
Safer Recruitment for Early Years Settings ................................................................................... 57
SENCO Training - refreshing your skills ....................................................................................... 58
The Characteristics of Effective Learning ....................................................................................... 59
The New Common Inspection Framework: What it Means for the EYFS ................................. 60

Map of training venues .................................................................................................................. 61
Online Courses ............................................................................................................................. 62

Please note that all prices listed in this training guide have been subsidised for Early Years Settings and Childminders, to view the course prices applicable to schools and other organisations please visit www.learningtrust.com

All details correct at the time of going to print on 09.09.2015
Core Training
Suitable for all staff and as a refresher
A Quick Guide to Child Development

Course Description
Understanding child development is essential for helping to provide the best environment for the children in our care and be clear about the role of the adult. This course will give you an overview of what is important and provide you with invaluable tips and ideas.

Learning objectives
- To explore the areas of development, through key milestones and the developmental journey.
- To identify key influences on development and what they can mean for the child.
- To reflect on how we can support each child in reaching their potential.

This course is for all Early Years practitioners new to the EYFS or those who would like to enhance their understanding of child development.

Learning Outcomes
Have a greater understanding and awareness of child development.

Be confident in identifying developmental needs of your key children and ways to support them in their learning journey.

Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Price (Early Years Setting):
£25

Tutor (s):
Jenny Barber

Admin Contact:
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
All Together Now! Inclusion Workshop

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Childminder / Early Years Practitioner / Foster Carer / Nursery Nurse / Other / Parent / Playworker

**Key Stage:**
EYFS

**Event Code:**
EYFS/16/013
EYFS/16/019

**Date:**
Monday 18 January 2016
Thursday 25 February 2016

**Time:**
09:30 - 12:30
18:30 - 21:30

**Venue:**
Hazlemere Golf Club
ALF Green Park Centre

**Price (Early Years Setting):**
£25

**Tutor(s):**
Noel Quinn Limited

**Admin Contact:**
cpd@learningtrust.net

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**Course Description**
The aim of the session is to equip participants with an understanding of inclusion and developing and implementing inclusive services for young children and their families.

This workshop is for anyone working with children and families in the Early Years.

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**Learning Outcomes**
As a result of this course, participants will:

- Have a basic understanding of the legislation and guidance relating to inclusion.
- Understand the difference between integration and inclusion.
- Define inclusion and what it means in reality in early years settings.
- Understand the impact of the attitudes of children and their families on inclusion in early years.
- Have an understanding of groups that may experience discrimination and/ or exclusion.
- Understand the role of the practitioner both at policy and practice level with regards inclusion.
- Identify challenges within their settings and start to develop strategies for dealing with this.

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For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Cultural Diversity in Action

Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Event Codes:
EYFS/15/190
EYFS/16/023

Dates:
Wednesday 18 November 2015
Monday 29 February 2016

Times:
09:15 - 12:30
19:00 - 21:30

Venues:
The Gateway Conference Centre
Hazlemere Golf Club

Price (Early Years Setting):
£25

Tutor(s):
Helen Warrington

Admin Contact:
cpd@learningtrust.net

Course Description
We want children to grow up with positive attitudes to diversity and difference. We want them to recognise that we are all different, all similar and all equal. In the EYFS this is done through fun, play-based resources and activities such as stories, role-play and finding out about celebrations in a practical way. This course will equip practitioners with a wealth of age-appropriate ideas for actively promoting the Fundamental British Values of mutual respect and tolerance of those with different faiths and beliefs. It will help ensure that your school or setting is accurately and non-stereotypically reflecting and valuing the different ethnicities, cultures and faiths that make up our society.

This course is for all EYFS practitioners working with children aged 3-5 years (suitable for schools and Early Years settings, including Children’s Centres and childminders)

Please Note - Some of the content of this course is the same as that of a previous course on cultural diversity – ‘Start With A Story’

Learning Outcomes
By the end of this course practitioners will have:

A range of fun, practical, age-appropriate ideas for opening children’s eyes to different ethnicities, cultures and faiths.

Heard about many examples of good EYFS practice in Buckinghamshire schools and settings

Viewed the range of resources to loan from the Resource Centre.

Discussed what the Fundamental British Values of mutual respect and tolerance of those with different faiths and beliefs looks like in practice.

Widened their own knowledge of cultures, religions and festivals.

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Everything You Need to Know About Observations and the EYFS

Course Description

The EYFS requires us to ‘observe children to understand their level of achievement, interests and learning styles, and to then shape learning experiences for each child reflecting those observations’, Statutory Framework for the EYFS p15.

This course will support you in achieving this and is a great way to increase your confidence.

This course is suitable for all EYFS practitioners with responsibility for observation and planning.

Learning Outcomes

As a result of attending this course you will:

Understand what makes a good observation.

Know how to observe children effectively.

Understand how to use information from observations effectively to support children’s learning and development, including pointers for the 2 year old progress check.
First Steps in the EYFS - for those new to the childcare workforce

Course Description
This half day course is for new childcare practitioners and provides a good introduction to the EYFS framework. There will be an opportunity to discuss and reflect on how to promote the main characteristics of effective early learning.

This course is suitable for those new to early years or childcare and childminders.

Important information: Please bring a copy of the EYFS Framework, if available.

Learning Outcomes
After this course learners will be able to:

- Understand the main themes of the EYFS in terms of content and application for early years settings;
- Discuss role play and exploration, active learning, creativity and critical thinking;
- Gain practical ideas to support and develop these effectively in their early years setting;
- Demonstrate increased knowledge of the characteristics of effective early learning;
- Learners will leave the course with confidence and practical ideas to implement in their settings.

Subject Areas:
Early Years Foundation Stage

Target Audience:
Childminder / Early Years Practitioner / Nursery Nurse / Playworker

Key Stage:
EYFS

Price (Early Years Setting):
£25

Tutor (s):
CJ Associates

Admin Contact:
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Manual Handling in Childcare Settings

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Childminder / Early Years Practitioner / Nursery Nurse / Playworker

**Key Stage:**
EYFS

**Event Code:**
EYFS/15/157

**Date:**
Saturday 28 November 2015

**Time:**
09:30 - 12:30

**Venue:**
Hazlemere Golf Club

**Price (Early Years Setting):**
£25

**Tutor(s):**
CJ Associates

**Admin Contact:**
cpd@learningtrust.net

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**Course Description**

This course is suitable for anyone working with the under 5's. This course provides essential information on safe manual handling, carrying out basic manual handling risk assessments and obligations under law.

Please wear loose fitting, comfortable clothing and flat shoes as you will be required to practice correct manual handling techniques. (This course does not cover moving and handling for over 5's or those with medical / mobility issues).

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**Learning Outcomes**

As a result of attending this course you will:

- Understand the potential for injuries due to incorrect lifting techniques in the childcare setting;
- Understand current legislation;
- Practice the correct technique;
- Apply this technique to your workplace;
- Understand when not to lift children;
- Understand why we do not lift children and to consider alternative ways of moving children.

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For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Paediatric First Aid Courses

Course Description
This 2 day course will provide Paediatric First Aid training for Early Years and Childcare Practitioners to meet Early Years Foundation Stage requirements as required by OFSTED.

Important Information
The same person MUST attend both sessions to achieve a certificate. It is a LEGAL REQUIREMENT of the EYFS that 'at least one person who has a current Paediatric first aid certificate must be on the premises at all times when children are present' (Statutory Framework for the EYFS, Page 26.)

This course meets the welfare requirements of the Early Years Foundation Stage as stated on page 23 in the Practice Guidance for the Early Years Foundation Stage.

Due to the practical aspects of this course e.g. practicing CPR it is recommended that learners wear trousers and comfortable clothing. A text book is provided for each learner on this course.

PLEASE NOTE – LUNCH IS NOT PROVIDED so please bring a suitable packed lunch. Tea, Coffee and Water will be provided.

Learning Outcomes
Incident management
Child & baby resuscitation
Child & baby choking
Control of bleeding
Shock management
Burns
Eppipen
Skeletal injuries
Head injuries
First Aid box equipment Minor injuries
Sickle cell anaemia
Meningitis

More course dates on next page, all of our two day first aid courses are from 09:30 - 16:00 and cost £80

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Paediatric First Aid Courses

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This 2 day course will provide Paediatric First Aid training for Early Years and Childcare Practitioners to meet Early Years Foundation Stage requirements as required by OFSTED.

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This course meets the welfare requirements of the Early Years Foundation Stage as stated on page 23 in the Practice Guidance for the Early Years Foundation Stage.

Due to the practical aspects of this course e.g. practicing CPR it is recommended that learners wear trousers and comfortable clothing. A textbook is provided for each learner on this course.

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Learning Outcomes
Incident management
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Head injuries
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Minor injuries
Sickle cell anaemia
Meningitis

All of our two day first aid courses are from 09:30 - 16:00 and cost £80

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Safeguarding Children for All

Course Description

This course is for all those working in Early Years and Childcare settings, and Childminders. The course will help you to develop an understanding of your role and responsibilities in safeguarding children; and increase your knowledge and confidence in working with relevant policies and procedures.

Learning Outcomes

By the end of course you will:

- Have knowledge of the relevant legislation regarding safeguarding;
- Have a better understanding of your safeguarding duties and responsibilities;
- Have become aware of and recognise the possible signs and symptoms of child abuse and neglect;
- Have the knowledge to enable you to follow the appropriate policy and procedures if you believe abuse or neglect is taking place;
- Be enabled to use this knowledge to ensure effective intervention, if and when the need arises, to take steps to protect a child and make a referral.

Target Audience:
Childminder / Early Years Practitioner / Nursery Nurse/ Play worker

Key Stage:
EYFS

Price (Early Years Setting):
£25

Tutor(s):
Hempsall Consultancies

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Course Description

This course is for all those working in Early Years and Childcare settings, and Childminders. The course will help you to develop an understanding of your role and responsibilities in safeguarding children; and increase your knowledge and confidence in working with relevant policies and procedures.

Learning Outcomes

By the end of course you will:

- Have knowledge of the relevant legislation regarding safeguarding; Have a better understanding of your safeguarding duties and responsibilities;
- Have become aware of and recognise the possible signs and symptoms of child abuse and neglect;
- Have the knowledge to enable you to follow the appropriate policy and procedures if you believe abuse or neglect is taking place;
- Be enabled to use this knowledge to ensure effective intervention, if and when the need arises, to take steps to protect a child and make a referral.

Target Audience:

Childminder / Early Years Practitioner / Nursery Nurse/ Play worker

Key Stage:

EYFS

Price (Early Years Setting):

£25

Tutor (s):

Hempsall Consultancies

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Safeguarding Children for the Designated Officer

Course Description

This course is only suitable for those in Early Years & Childcare settings in a designated safeguarding role, or new to the role, and childminders who employ assistants. The course will help you to understand what is required, increase your knowledge and help you to support other staff to safeguard and promote children’s welfare.

Important information

This course is NOT suitable for Schools

Practitioners should have attended the ‘Safeguarding for all’ workshop prior to attending this course.

Learning Outcomes

Learners will:

- Be aware of the expected role of the designated person
- Be up-to-date with Buckinghamshire policies, procedures and protocols.
- Have developed skills and knowledge to put the role of the designated person into practice.
- Have considered skills to better share information and develop multi-agency working.

Event Code | Date | Venue
--- | --- | ---
EYFS/15/156 | Tuesday 15 September 2015 | The Gateway
EYFS/15/208 | Wednesday 23 September 2015 | Missenden Abbey
EYFS/15/161 | Saturday 3 October 2015 | Hazlemere Golf Club
EYFS/15/162 | Monday 5 October 2015 | Burnham Park Hall
EYFS/15/168 | Saturday 14 November 2015 | Chartridge Lodge
EYFS/15/199 | Wednesday 18 November 2015 | The Leadership and Training Centre
EYFS/15/171 | Thursday 3 December 2015 | The Gateway
EYFS/16/004 | Tuesday 19 January 2016 | The Leadership and Training Centre
EYFS/16/008 | Saturday 30 January 2016 | ALF Green Park Centre
EYFS/16/011 | Wednesday 3 February 2016 | Clare Charity Centre
EYFS/16/027 | Tuesday 8 March 2016 | Burnham Park Hall
EYFS/16/032 | Wednesday 16 March 2016 | The Gateway
EYFS/16/034 | Tuesday 19 April 2016 | Clare Charity Centre
EYFS/16/043 | Wednesday 11 May 2016 | The Leadership and Training Centre
EYFS/16/049 | Monday 13 June 2016 | Burnham Park Hall
EYFS/16/055 | Saturday 25 June 2016 | Hazlemere Golf Club
EYFS/16/057 | Tuesday 5 July 2016 | ALF Green Park Centre

All Safeguarding Children for the Designated Officer courses are from 09:30 – 15:30 and cost £35 for Early Years Settings

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Supporting Children's Behaviour in the Early Years

Course Description
A half day training session for EYFS practitioners to consider effective strategies for supporting children’s development and management of behaviour based around the principles of the EYFS Inclusion Development Programme.

<table>
<thead>
<tr>
<th>Event Code</th>
<th>Date</th>
<th>Time</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>EYFS/15/173</td>
<td>Tuesday 10 November 2015</td>
<td>09:30 - 12:30</td>
<td>The Gateway</td>
</tr>
<tr>
<td>EYFS/16/020</td>
<td>Thursday 25 February 2016</td>
<td>09:30 - 12:30</td>
<td>Chartridge Lodge</td>
</tr>
<tr>
<td>EYFS/16/051</td>
<td>Wednesday 15 June 2016</td>
<td>09:30 - 12:30</td>
<td>The Gateway</td>
</tr>
</tbody>
</table>

Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Price (Early Years Setting):
£25

Admin Contact:
cpd@learningtrust.net

Learning Outcomes
To understand the needs of children for positive social and emotional development.
To be able to develop good behaviour management strategies.
To consider ways of ensuring strategies are implemented consistently throughout the setting.

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Understanding and Promoting Positive Behaviour - Introductory Level

Course Description
To support learners in increasing their skills and confidence in effectively promoting positive behaviour in the early years whilst ensuring the development of children’s self-esteem.

This course is for all practitioners who work with children in Early Years settings and Childminders

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

Engage in discussion about current practice and identify opportunities of strength as well as considering areas for development.

Discuss effective strategies for promoting children’s positive behaviour and ensuring consistency within the team.

Discuss effective and meaningful strategies for rewarding positive behaviour.

Consider the importance of partnership working with parents with regards to promoting positive behaviour and ensuring consistency.

Discuss the emotional wellbeing of children and how this can impact on their behaviour.

Consider appropriateness of consequences and reward systems with regard to children’s age and stage of development.

Consider how the routine, environment and resources can impact on children’s behaviour.

Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Event Codes:
EYFS/15/204
EYFS/16/041

Dates:
Thursday 10 December 2015
Friday 29 January 2016

Times:
18:30 - 21:30
09:30 - 12:30

Venues:
ALF Green Park Centre
Hazlemere Golf Club

Price (Early Years Setting):
£25

Tutor (s):
Noel Quinn Limited

Admin Contact:
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Early Years Foundation Stage Courses
Autism Education Trust (AET) Tier 2 training 'Developing Good Autism Practice'

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Early Years Practitioner

**Key Stage:**
EYFS

**Event Codes:**
EYFS/15/186
EYFS/16/001

**Dates:**
Tuesday 22 & 29 September 2015
Tuesday 19 & 26 January 2016

**Time:**
09:30 - 15:30

**Venues:**
Exeter Hall – for Oxfordshire settings
The Gateway Conference Centre

**Price (Early Years Setting):**
Please check [www.learningtrust.com](http://www.learningtrust.com)

**Tutor(s):**
Pam Parsons / Alex Stanyer
Hayley Abel

**Admin Contact:**
cpd@learningtrust.net

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**Course Description**
This is a 2 day course aimed at providing EYFS practitioners with knowledge and skills to meet the needs of children with autistic spectrum disorders.

This course is for EYFS practitioners working with children with autism.

Please Note: This is a 2 part course and the same participant MUST attend both sessions.

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**Learning Outcomes**
To develop knowledge and understanding of good autism practice.

To have a greater awareness of guidelines and activities to improve practice.

To self-evaluate using the AET early years autism competency framework.

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For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Boys, Girls, Dens and a Spaceship to Mars

Course Description

This course will explore the provision of the home corner, role play and imaginative play in the early years setting.

The aim of this course is to increase delegates' understanding of the importance of effective provision in this area of play for all children.

Through photos and practical examples delegates will consider effective practice in this area of provision for all children. There will be an opportunity to reflect on the different aspects of the provision home corner, role, play and imaginative play. You will develop awareness of appropriate resources for this type of play and understand the role of the adult.

This course is ideal for all practitioners working with children from 2 – 5 years who wish to learn more about this area.

Learning Outcomes

You will:

- Have a clearer understanding of the provision of this type of play, including resourcing and adult role.
- Be able to identify how to reflect children's interests and needs through the provision.
- Be able to provide greatly enhanced experiences for the children in the setting.

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Childminders - Can I just have a word? Having difficult conversations

Subject Areas:
Early Years Foundation Stage

Target Audience:
Childminder / Early Years Practitioner / Nursery Nurse / Other / Parent / Playworker

Key Stage:
EYFS

Event Code:
EYFS/15/200

Date:
Thursday 24 September 2015

Time:
19:00 - 21:30

Venue:
Hazlemere Golf Club

Price (Childminders):
£15

Tutor (s):
Noel Quinn Limited

Admin Contact:
cpd@learningtrust.net

Course Description
The aim of this course is to give confidence to professionals who would like to improve their communication with Ofsted, parents and colleagues. Aimed at Childminders, this course will support you to increase your skills and confidence in preparing for, and having difficult conversations.

Learning Outcomes
By the end of the session participants will:

Identify those conversations they need to have, but find hard to have, when:

Talking to the Ofsted inspector; Raising concerns with parents; Dealing with unpaid bills; Really putting children and their needs, rather than the needs and feelings of adult, at the heart of what we all do

Be able to prepare for a range of difficult conversations

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Creating Outstanding Adult led Activities for 2-5 Year Olds in the EYFS

Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Event Codes:
EYFS/15/212
EYFS/16/083

Dates:
Friday 20 November 2015
Thursday 17 March 2016

Time:
09:30 - 15:30

Venue:
The Gateway Conference Centre
Hazlemere Golf Club

Price (Early Years Setting):
£35

Tutor(s):
Penny Tassoni

Admin Contact:
cpd@learningtrust.net

Course Description
Children gain a range of skills and knowledge from being with adults. The EYFS states that a mix of adult led and child initiated activities are provided in early years settings. In this course led by Penny Tassoni we will think about the benefits of adult led activities and how these might be used to further children’s development especially in relation to the specific areas of the EYFS. In this session we will also consider how to plan activities so that they are playful, enjoyable and also how to evaluate activities.

Please Note - This course is NOT suitable for those working in reception classes in schools.

Learning Outcomes
By the end of this session you should have plenty of ideas for activities in each of the areas of development, but also an understanding of how to create your own.
Creating the Best Provision for Two Year Olds

Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Event Codes:
EYFS/15/211
EYFS/16/082

Dates:
Thursday 19 November 2015
Wednesday 3 February 2016

Time:
09:30 - 15:30

Venues:
Clare Charity Centre
Hazlemere Golf Club

Price (Early Years Setting):
£35

Tutor (s):
Penny Tassoni

Admin Contact:
cpd@learningtrust.net

Course Description
Two year olds are special! Their needs and interests are different from other age groups. In this course we will consider the usual patterns of development of two year olds including their behaviour. We will examine the typical play patterns and interests that most two year olds show and how we might best provide for them especially where two year olds are in mixed provision with older children. As well as play, we will also look at the care needs of this age group.

Learning Outcomes
By the end of the workshop, you will have gained practical strategies and ideas for working with two year olds, but also more knowledge about their development and needs.

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Creative Play and Maths

Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Event Codes:
EYFS/15/210
EYFS/15/207

Dates:
Thursday 8 October 2015
Saturday 21 November 2015

Times:
19:00 - 21:30
09:30 - 12:00

Venue:
Hazlemere Golf Club
ALF Green Park Centre

Price (Early Years Setting):
£25

Tutor(s):
Noel Quinn Limited

Admin Contact:
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com

Course Description

The aim of the course is to;

• Share with practitioners, case studies and practical examples of excellent practice with regards to creative approaches to mathematics.

• Provide an opportunity to critically evaluate how experiences for number and shape, space and measure are currently planned and implemented in the setting.

• Identify areas for improvement and development with regards to staff competence and confidence.

• Look at a range of stimulating resources and also the physical environment.

This course is for Early Years Practitioners in settings and Childminders

Learning Outcomes

By the end of the session practitioners will be able to:
Understand the threads of mathematics across all areas of learning and development
Develop creative resources for mathematics that can form part of the enabling environment and underpin children’s curiosity in terms of problem solving
Work with other staff members on creating collections that can be used in a number of ways to develop use of mathematical language and concepts
Role model excellent practice with regards to weaving mathematical opportunities across the curriculum
Ensure that mathematical opportunities accurately reflect children’s experiences rather than being tokenistic
Ensure both indoor and outdoor environments are number and mathematically rich and diverse
Involve children in the planning and resourcing of the environment with regards to number, shape, volume, size etc
Involve parents and carers in keeping maths at the top of the agenda
Eat Better Start Better

Course Description

This ½ day course introduces those working in early years to Eat Better Start Better, a Children’s Food Trust programme supporting settings to meet EYFS welfare requirements for healthy food and drink provision.

Participants will receive a handbook and practical resources to;
• help settings instil an ethos of healthy eating,
• empower staff to help children learn how to make healthy food choices,
• plan and evaluate menus.

This course is for all Early Years Practitioners

Learning Outcomes

Understand the importance of nutrition for young children.
Learn about the national, voluntary food and drink guidelines for early years and how they apply to settings.
Support staff in settings to demonstrate compliance with welfare requirements for food and drink.
Support staff in settings to develop healthy eating behaviours and activities that encourage children to eat well.
Increased knowledge of types of food to provide.
Improved understanding of appropriate portion sizes for one to five-year-olds
Increased confidence with interpreting food labels
Planning and evaluating menus
Increased confidence in communicating with parents about healthy eating

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Fresh Ideas for Creative Play

Course Description
This practical course will explore a variety of creative experiences for children both indoors and outdoors and increase your knowledge and understanding.

Learning objectives
• To consider the importance of creativity for children.
• To experience a variety of painting activities.
• To make a range of play dough.
• To reflect on this aspect of provision in the Expressive Arts and Design Area of Learning and Development.

This course is for anyone working with children 0-5 years and new staff who want to gain confidence and fresh ideas.

Please note – this is a practical hands on course using paints and other fun messy stuff! Please wear suitable clothing.

Learning Outcomes
By the end of the course practitioners will:

Have ideas for presenting painting activities to children which promote freedom of expression.

Have explored how to experiment with playdough in a variety of ways with the children.

Have reflected on current provision of the Expressive Arts and Design Specific Area and links with the characteristics of effective learning.

Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Price (Early Years Setting):
£35

Tutor (s):
Jenny Barber

Admin Contact:
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Makaton Foundation Course

Subject Areas:
Early Years Foundation Stage / SEND

Target Audience:
Childminder / Early Years Practitioner / Foster Carer / Nursery Nurse / Playworker / SENDCO / Teaching Assistant / Youth Worker

Key Stage:
EYFS / KS1 / KS2 / KS3 / KS4

Event Code:
EYFS/15/203

Date:
Wednesday 23 & 30 September 2015

Time:
09:15 - 15:30

Venue:
Wycombe Hospital

Price (Early Years Setting):
£80

Admin Contact:
cpd@learningtrust.net

Course Description
This course is only for those currently working with children and young people who need to use Makaton in their work. The course covers sign/symbol concepts, theory and practice.

This is a 2 Day course and the same participant MUST attend both days. This course is delivered by a Speech and Language Therapist.

All participants will receive:

Manuals
Pocket Book of Signs and Symbols
Certificate of attendance

PLEASE NOTE: - No Lunch or refreshments are provided, you will need to bring your lunch. Tea and coffee can be purchased in a public canteen. Need to use local Pay and Display car parks as there is restricted parking at the venue.

Learning Outcomes
Learn signs and symbols from the Core Vocabulary Stages 1-4 and Additional.

Cover research into sign and symbol use.

Look at symbol design themes.

Gain an overview of alternative systems of communication.

Gain confidence in using Makaton.

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Event Codes:
EYFS/15/185
EYFS/16/038

Dates:
Wednesday 25 November 2015
Thursday 28 April 2016

Time:
09:30 - 12:30

Venues:
The Gateway
Clare Charity Centre

Price (Early Years Setting):
£25

Tutor (s):
Wendy Kilgallen

Admin Contact:
cpd@learningtrust.net

Course Description
This is a session for practitioners working in the Early Years to support with making accurate assessments in the EYFS. It will provide an opportunity to discuss children's attainment and progress with colleagues, look at different types of evidence and compare to development bands to ensure accurate and consistent assessments are made across the county.

Please Note: Attendees are required to bring a copy of development matters and samples of children's evidence, such as a learning journal or record of achievement.

Not suitable for Schools

Learning Outcomes
Practitioners will feel more confident when making assessments of children's attainment.
Making Effective use of the Early Years Pupil Premium

Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Event Codes:
EYFS/15/181
EYFS/16/009

Dates:
Wednesday 23 September 2015
Tuesday 9 February 2016

Time:
09:30 - 15:30

Venues:
The Gateway
Burnham Park Hall

Price (Early Years Setting):
£35

Tutor (s):
Jo Hobbs / Wendy Kilgallen

Admin Contact:
cpd@learningtrust.net

Course Description
From April 2015, settings have had access to the Early Years Pupil Premium (EYPP) to support disadvantaged 3 and 4 year olds. Although the government is not specifying how this should be used, settings will need to be able to demonstrate to Ofsted that they are using it to help close the gap between the attainment of the most disadvantaged children and their peers. This course will help you make the best possible use of the EY Pupil Premium to extend and develop practice to improve outcomes for children who are in receipt of this funding.

During the course we will:
• Consider the needs of children from lower income/more disadvantaged backgrounds
• Evaluate your current provision, decide what needs to be developed to improve outcomes for these children and how best to use the funding
• Consider a range of evidence based strategies which are known to have a positive impact on outcomes for children e.g. working with parents
• Discuss how to measure the impact on children’s progress and demonstrate this to Ofsted

This course is for EYFS leaders, managers and senior staff members

Learning Outcomes
Gain practical knowledge about strategies which work to support disadvantaged children and their families.

Discuss effective ways to build children’s confidence, communication and social skills.

A deeper understanding of how to track children’s progress as a way to evaluate impact of the funding.

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Monday Stickle Bricks, Tuesday Duplo: Choice, Accessibility and Imagination in the EYFS

Course Description
This course will enable you to reassess your provision, take a fresh look and gain new ideas to help you improve the EYFS environment.

Participants will:
• Review their current provision and gain fresh ideas to develop an enabling environment
• Explore ways to plan an effective environment for children that supports child initiated play.
• Consider how best to provide choice, accessibility and an interesting and stimulating environment for children
• Understand how children learn and reflect this in your provision both inside and outside, including where space is limited.

This course is for all Early Years Practitioners.

Learning Outcomes
You will:
• Have a clearer understanding of how to provide an enabling environment that promotes choice for children.
• Understand how to provide for the different ways in which children learn through the enabling environment.
• Gain new ideas for your setting and tips for good practice.

Event Code | Date | Time | Venue
--- | --- | --- | ---
EYFS/15/216 | Tuesday 17 November 2015 | 09:30 - 12:30 | Hazlemere Golf Club
EYFS/16/092 | Wednesday 2 March 2016 | 09:30 - 12:30 | The Gateway
EYFS/16/094 | Monday 9 May 2016 | 19:00 - 21:30 | Hazlemere Golf Club

Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Price (Early Years Setting):
£25

Tutor (s):
Jenny Barber

Admin Contact:
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
New for Childminders: The NEW Ofsted Framework and British Values

Course Description
This essential training has been designed for Childminders to increase understanding of the New Ofsted Common Inspection Framework which will be introduced in September 2015. We will also look at how childminders can meet the legal requirement to teach British Values as set out in the Government’s Prevent Strategy.

This is a great way to find out how these areas can be reflected in everyday practice, helping to ensure that you feel confident and knowledgeable.

During this course you will:
Explore and discuss the revised outcomes for inspection.
Reflect on British Values and what this means in the context of the EYFS
Consider best practice regarding British Values

Learning Outcomes
Feel confident about the new inspection framework
Understand how to promote British Values within the EYFS.
Have a clear understanding of your responsibilities regarding The Prevent Duty

Subject Areas:
Early Years Foundation Stage

Target Audience:
Teacher

Key Stage:
EYFS

Event Code:
EYFS/15/218

Date:
Saturday 10 October 2015

Time:
09:30 - 12:30

Venue:
The Gateway Conference Centre

Price (Early Years Setting):
£15

Tutor (s):
Jenny Barber

Admin Contact:
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
**Course Description**

Portage is a home visiting educational service for pre-school children with additional support needs and their families. It offers a framework of support with regular home visits, generally weekly or fortnightly, by a trained Portage Home Visitor.

During this practical you will:

- Learn about the Portage Education Programme
- Explore some teaching techniques and strategies to enable you to break down tasks when working or playing with a child
- Celebrate their developmental progress / steps

This workshop is suitable for anyone working directly with children under 5 years old with additional needs, who may have a key child receiving Portage Home Visiting or who has done so in the past.

For more information on Portage, please see www.portage.org.uk.

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**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Early Years Practitioner

**Key Stage:**
EYFS

**Event Code:**
EYFS/15/220

**Date:**
Thursday 26 November 2015

**Time:**
9.30 – 12.00

**Venue:**
AFL Green Park Centre

**Price (Early Years Setting):**
£25

**Tutor (s):**
Ella Hay

**Admin Contact:**
cpd@learningtrust.net

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**Learning Outcomes**

By the end of this course you will have a deeper understanding of the Portage Educational Programme and increase your own knowledge and confidence when supporting children with additional needs in your setting.
Playing and Learning to Socialise (PALS)

**Course Description**

This training session will equip practitioners with the knowledge and tools to deliver PALS Programme in their setting. This programme consists of 10 sessions which are delivered to groups of 4 - 6 children. The same group meets each week and each session focusses on developing a particular skill such as greeting others, taking turns, sharing, how to ask for help and identifying feelings.

**Please Note:** This course is for practitioners working with 3 - 6 year-olds. Two practitioners from each setting may attend the programme.

**Learning Outcomes**

To see how children are taught ways to solve problems that arise in social situations.

To use role play activities, songs and pictures to engage children.

To feel prepared to deliver the programme in their setting to support personal, social and emotional development (PALS).

To use PALS materials to engage parents in children's progress in PSED.

**Subject Areas:**

Early Years Foundation Stage

**Target Audience:**

Early Years Practitioner

**Key Stage:**

EYFS

**Event Code:**

EYFS/15/175
EYFS/16/015

**Date:**

Wednesday 21 October 2015
Thursday 4 February 2016

**Time:**

13:00 - 15:30

**Venue:**

Hazlemere Golf Club
The Gateway

**Price (Early Years Setting):**

£25

**Tutor(s):**

Hayley Abel

**Admin Contact:**

cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Playing and Learning to Socialise (PALS) Refresher

**Course Description**

This session is for practitioners working in settings who already have a PALS pack and need to train additional staff or require a ‘refresher’ session as the programme has not been carried out for some time.

**Please Note: This course is for practitioners working with children aged 3-6 years in settings who already (or previously) deliver(ed) the PALS Programme.**

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Early Years Practitioner

**Key Stage:**
EYFS

**Event Code:**
EYFS/15/174

**Date:**
Wednesday 21 October 2015

**Time:**
09:30 - 12:00

**Venue:**
Hazlemere Golf Club

**Price (Early Years Setting):**
£25

**Tutor (s):**
Hayley Abel

**Admin Contact:**
cpd@learningtrust.net

**Learning Outcomes**

To see how children are taught ways to solve problems that arise in social situations.

To use role play activities, songs and pictures to engage children.

To feel prepared to deliver the programme in their setting to support personal, social and emotional development (PSED).

To use PALS materials to engage parents in children’s progress in PSED.

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For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Preparing for Ofsted for Childminders

Course Description

This course is for Childminders Only

The aim of this course is to ensure childminders are confident in their preparation for an OFSTED inspection with regards to documentation, policy and practice. This also includes effective communication with the inspector during the inspection.

Learning Outcomes

By the end of the session learners will:

- Have clear understanding of the necessary and relevant documentation that needs to be ready and available for an inspection.
- Be clear about the expectations of childminders with regard to the new 2 year old development check.
- Be familiar with the way that inspections will be carried out and how inspectors will spend their time whilst in the setting.
- Understand the criterion that inspectors will use to make judgements about childminders and the elements of practice that they will focus on during their time with you.
- Understand how self-evaluation of practice can impact on their inspection outcome.
- Have the opportunity to identify areas of strength as well as areas for development with regards to preparation for inspection.
- Have the opportunity to consider action that can be taken to ensure a confident and competent approach to inspection.
- Consider how best to ensure input and involvement of parents in the process and what you can do to prepare for this.
- Have an awareness of the relevant documents with regard to inspection e.g. Are you ready for your inspection, Evaluation schedule for Inspection of Early Years provision, Conducting Early Years Inspections.
- Have the opportunity to ensure their practice and policies comply with the revised EYFS (2012).

Subject Areas:
Early Years Foundation Stage

Target Audience:
Childminder

Key Stage:
EYFS

Event Code:
EYFS/15/195

Date:
Wednesday 16 September 2015

Time:
19:00 - 21:30

Venue:
ALF Green Park Centre

Price (Childminder):
£15

Tutor (s):
Noel Quinn Limited

Admin Contact:
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Promoting Literacy - A Whole Setting Approach

**Course Description**
Learning to read and write requires a range of skills that children should be acquiring in early childhood. This course, led by Penny Tassoni, is particularly aimed at those with responsibility for literacy in their provision or who have a managerial role.

During the course we explore the role of adults in EYFS settings in promoting literacy, including engaging parents. We also consider a range of activities for different ages of children that will build the skills needed to allow children to be ready for formal literacy teaching when they enter school, including phonological awareness. We also look at the importance of careful assessment and planning in providing a range of opportunities for literacy.

**Learning Outcomes**
By the end of the course you will have gained:
- Increased confidence in planning and delivering literacy in the EYFS.
- New ideas for activities that are effective in engaging children and supporting their development.

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Early Years Practitioner

**Key Stage:**
EYFS

**Event Codes:**
EYFS/16/080
EYFS/16/081

**Dates:**
Tuesday 2 February 2016
Wednesday 16 March 2016

**Time:**
09:30 - 15:30

**Venues:**
The Gateway Conference Centre
Hazlemere Golf Club

**Price (Early Years Setting):**
£35

**Tutor(s):**
Penny Tassoni

**Admin Contact:**
cpd@learningtrust.net
SEN Support - My Role in the Setting

**Course Description**

This half day training will provide EYFS practitioners with practical information about implementing the SEND Code of Practice focusing on managing and developing SEN Support Plans.

**Learning Outcomes**

To understand which children require an SEN Support Plan.

To feel more confident about producing an SEN Support Plan.

To have ideas to implement in the setting - how to get started with a plan, recording information including existing information and liaising with other agencies.

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Teacher

**Key Stage:**
EYFS

**Event Codes:**
EYFS/15/172
EYFS/16/039

**Dates:**
Wednesday 9 December 2015
Thursday 28 April 2016

**Time:**
09:30 - 12:30

**Venues:**
The Gateway
Hazlemere Golf Club

**Price (Early Years Setting):**
£25

**Tutor(s):**
Hayley Abel

**Admin Contact:**
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
SEND for all - I'm not the SENCO, what should I be doing?

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Childminder / Early Years Practitioner / Nursery Nurse / Playworker

**Key Stage:**
EYFS

**Event Code:**
EYFS/16/017
EYFS/16/044

**Date:**
Wednesday 10 February 2016
Thursday 12 May 2016

**Time:**
09:30 - 12:30

**Venue:**
The Gateway
Clare Charity Centre

**Price (Early Years Setting):**
£25

**Tutor (s):**
Charlotte James / Caroline Kirkup

**Admin Contact:**
cpd@learningtrust.net

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**Course Description**

This course will enable EYFS practitioners to understand how the new SEND Code of Practice applies to them and to learn strategies to effectively carry out the Key Person role for children with SEND.

This course is suitable for all EYFS practitioners. **THIS COURSE IS NOT SUITABLE FOR SENCOs.**

Trainers - Caroline Kirkup and Charlotte James, Early Years SEND Advisers

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**Learning Outcomes**

At the end of the session participants will:

- Understand the role of all practitioners in supporting children with SEND;
- Understand the categories of SEND and how children should be included in setting routines and the EYFS;
- Be able to set SMART targets and develop clear SEN Support Plans;
- See how differentiation can impact on children's learning and progress;
- Be familiar with how the 'Development Matters' materials can be used to record progress of all children.

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For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Supporting Children and Parents with English as an Additional Language in the EYFS

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Early Years Practitioner

**Key Stage:**
EYFS

**Event Code:**
EYFS/15/189

**Date:**
Wednesday 4 November 2015

**Time:**
09:30 - 15:30

**Venue:**
The Gateway

**Price (Early Years Setting):**
£35

**Tutor (s):**
Helen Warrington

**Admin Contact:**
cpd@learningtrust.net

### Course Description
This course will make practitioners aware of the language needs of children and parents with no/little English and provide a wealth of strategies for meeting those needs.

This course is suitable for all EYFS practitioners working with children aged 2-5 years (suitable for schools and Early Years settings, including Children’s Centres and childminders)

### Learning Outcomes
By the end of this course practitioners will have:

- A range of strategies for developing the English language of early bilingual learners in the EYFS.
- Considered ways of maintaining and valuing home languages in the school/setting.
- Gained strategies for communicating and engaging with parents with EAL.
- Widened their understanding of language issues.
Teaching British Values: How to Successfully Promote Key Values in an EYFS Setting

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Early Years Practitioner

**Key Stage:**
EYFS

**Event Code:**
EYFS/15/180
EYFS/16/028

**Date:**
Thursday 19 November 2015
Thursday 10 March 2016

**Time:**
09:30 - 12:30

**Venue:**
The Gateway
Chartridge Lodge

**Price (Early Years Setting):**
£25

**Tutor (s):**
Sue Bayliss

**Admin Contact:**
cpd@learningtrust.net

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**Course Description**
A course aimed at looking at the legal requirements to teach British Values in the EYFS: What does it mean to your school or setting.

This course is for managers or deputy managers of private and voluntary sector, EYFS leads or class teachers in schools and will increase knowledge and confidence in this area.

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**Learning Outcomes**
By attending this course you will understand:
The duties of the prevent agenda for Early Years.

How to successfully promote British Values within our diverse society and ensure that you can evidence how you are working within the EYFS in your setting or school.

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For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Teaching Phonics in Pre-School and Nursery: Phase 1 Letters and Sounds

Course Description
Children’s Literacy skills in school are greatly influenced by their earlier experiences. Adults working with younger children can support them to develop a strong foundation from which to learn the specific skills needed to be successful readers and writers.

This half-day course will explore ideas for developing children’s early phonics skills through:

- Adult-led activities
- Child-initiated activities
- Continuous provision

This course is only for EYFS practitioners/Teachers working with pre-school groups or nursery classes.

Learning Outcomes
As a result of attending this course you will:

- Gain an overview of ‘Letters and Sounds’ Phase 1
- Consider how adult-led phonics teaching links to all areas of learning
- Consider opportunities for children to apply their phonics learning
- Gain a tool to audit your provision

Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Event Codes:
EYFS/15/184
EYFS/16/021
EYFS/16/048

Dates:
Wednesday 11 November 2015
Thursday 25 February 2016
Thursday 9 June 2016

Time:
09:30 - 12:30

Venues:
Burnham Park Hall
Clare Charity Centre
ALF Green Park Centre

Price (Early Years Setting):
£25

Tutor(s):
Sophie Green

Admin Contact:
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
The Sensory Friendly EYFS Setting

**Course Description**
To develop an understanding of the impact of Physical Difficulties/Visual Impairment and Multi-Sensory Impairment, how to provide practical support and prepare resources to support children in the Pre-School, Nursery and Early Years settings.

Specialist teachers will give delegates ideas on how to make practical changes to the environment and organise resources to support children to access the learning. This course is for all Early Years practitioners. Please note that Multi-sensory impairment means Visual Impairment and Hearing Impairment, not sensory processing difficulties.

**Learning Outcomes**
You will gain a better understanding of how children with physical difficulties (PD), Visual and multi-sensory difficulties are challenged by their environment and how to implement changes to support them.

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Early Years Practitioner

**Key Stage:**
EYFS

**Event Code:**
EYFS/15/192

**Date:**
Thursday 3 December 2015

**Time:**
09:30 - 11:30

**Venue:**
Clare Charity Centre

**Price (Early Years Setting):**
£25

**Tutor (s):**
Specialist Teaching Service

**Admin Contact:**
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Where is the Maths?

Subject Areas:
Early Years Foundation Stage / Maths and Numeracy

Target Audience:
Childminder / Early Years Practitioner / Learning Support Assistant / Newly Qualified Teacher / Playworker / Subject Leader / Teacher / Teaching Assistant

Key Stage:
EYFS

Event Codes:
EYFS/16/006
EYFS/16/052

Dates:
Wednesday 20 January 2016
Thursday 16 June 2016

Time:
09:30 - 12:30

Venues:
Burnham Park Hall
Clare Charity Centre

Price (Early Years Setting):
£25

Tutor(s):
Wendy Kilgallen

Admin Contact:
cpd@learningtrust.net

Course Description
For many practitioners mathematics generates the least observations. This course will help practitioners to identify when and where mathematical learning is taking place in the continuous provision. This is a practical course designed to provide a range of ideas to support mathematical development in the Early Years Foundation Stage.

This course is for Early Years Teachers and practitioners

Learning Outcomes
As a result of attending this course you will be able to:

Understand 'why it’s maths'

Identify when and where mathematical learning is taking place

Move children forward in their mathematical thinking.

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Working with Occupational Therapists in your Setting

Course Description
A half day training session to learn about the role of the Occupational Therapist (OT). Advice will be given about incorporating OT recommendations into day to day practice and considering how to reflect this in SEN Support Plans to show the involvement of outside agencies.

Important Information - This course is only suitable for those that HAVE NOT attended ‘Working With Speech & Language and Occupational Therapists In Your Setting’ as the course content is the same.

Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Price (Early Years Setting):
£25

Tutor(s):
Charlotte James

Admin Contact:
cpd@learningtrust.net

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<thead>
<tr>
<th>Event Code</th>
<th>Date</th>
<th>Time</th>
<th>Venue</th>
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<tbody>
<tr>
<td>EYFS/15/215</td>
<td>Wednesday 4 November 2015</td>
<td>09:30 - 12:30</td>
<td>Hazlemere Golf Club</td>
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<tr>
<td>EYFS/16/084</td>
<td>Tuesday 22 March 2016</td>
<td>09:30 - 12:30</td>
<td>The Gateway</td>
</tr>
<tr>
<td>EYFS/16/085</td>
<td>Thursday 9 June 2016</td>
<td>09:30 - 12:30</td>
<td>Clare Charity Centre</td>
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Learning Outcomes
To understand the role of OTs in supporting children in the EYFS.
To be knowledgeable about how and when to request involvement of OTs.
To know where to access information and activities to support children with a range of needs.
To have additional strategies to use practically on a day to day basis.
To be able to set SMART outcomes which reflect work being carried out by OTs.

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Working with Speech & Language and Occupational Therapists in your Setting

Course Description
A whole day training session to learn about the Speech & Language Therapists (SLTs) new ways of working and the role of the Occupational Therapist (OT). Advice will be given about incorporating SLT and OT recommendations into day to day practice and producing SEN Support Plans which reflect the involvement of outside agencies.

This course is for EYFS practitioners new to working with therapists.

Learning Outcomes
Understand the role of SLTs and OTs in supporting the EYFS.

Be knowledgeable about how and when to request involvement of SLTs and OTs.

Know where to access information and activities to support children with a range of needs.

Have additional strategies to use practically on a day to day basis.

Be able to set SMART outcomes and develop SEN Support Plans which reflect work being carried out by SLTs and OTs.

Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Price (Early Years Setting):
£35

Tutor (s):
Hayley Abel

Admin Contact:
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Leadership and management courses
Autism Education Trust (AET) Tier 3 training 'Taking a Lead in Autism'

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Early Years Practitioner

**Key Stage:**
EYFS

**Event Code:**
EYFS/15/176

**Date:**
Thursday 12 November 2015

**Time:**
09:30 - 15:00

**Venue:**
The Gateway

**Price (Early Years Setting):**
£35

**Tutor(s):**
Hayley Abel

**Admin Contact:**
cpd@learningtrust.net

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**Course Description**

A 1 day course to give participants the knowledge, understanding, skills, tools and resources to take a lead in development of good autism practice in relation to the whole setting.

**Please Note:** This course is for EYFS Leaders, Managers and SENCOs

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**Learning Outcomes**

To enable practitioners to take the lead in ensuring that the whole setting works together to meet the needs of children with autism.

To have the knowledge and tools to draw up a setting action plan using the AET early years autism standards.

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For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
**Course Description**

This 2 day training will explain the requirements of the SEND Code of Practice and support NEW EYFS SENCOs to develop an understanding of identification and support of children with SEND. Information will be provided about new processes in the Code including producing a SEN Support Plan, requesting an assessment for an Education Health and Care Plan and producing information for the Local Offer.

**Please Note - This course is ONLY for EYFS SENCOs NEW to the role. The same participant must attend both days.**

**Learning Outcomes**

At the end of the session participants will:

- Have knowledge of the new SEND Code of Practice and its implications for Early Years Providers;
- Have learned about the categories of SEN, early identification and assessment;
- Be aware of other support agencies and the importance of working with parents.

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### Subject Areas:
Early Years Foundation Stage / SEND

### Target Audience:
Early Years Practitioner

### Key Stage:
EYFS

### Price (Early Years Setting):
£35

### Tutor (s):
Hayley Abel

### Admin Contact:
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at [http://www.learningtrust.com](http://www.learningtrust.com)
How to be brilliant at....Dealing with the performance of your team and Encouraging your team to cope with change

Subject Areas:
Early Years Foundation Stage / Leadership and Management

Target Audience:
Early Years Practitioner / Nursery Nurse / Other / Playworker

Key Stage:
EYFS

Event Code:
EYFS/16/014

Date:
Monday 1 February 2016

Time:
09:30 - 15:30

Venue:
Hazlemere Golf Club

Price (Early Years Setting):
£25

Tutor(s):
Noel Quinn Limited

Admin Contact:
cpd@learningtrust.net

Course Description
We have developed a fantastic NEW programme ‘How to be Brilliant at’ supporting leaders and managers in the EYFS. As an introductory promotion, we are offering this FULL DAY course at just £25 for Early Years Settings and £50 for schools.

Morning Session: How to be brilliant at...Dealing with the performance of your team
This course will help you manage your team with increased confidence. The aim of this session is to tackle the challenges faced by the leader who is dealing with those who won’t or can’t embrace change, or do what we need them to do, or those whose attendance, behaviour or attitude is perhaps not giving the children in the setting the best possible experience.

Afternoon Session: How to be brilliant at...Encouraging your team to cope with change
The feeling of pushing and pulling people through change is perhaps one of the most common issues that an early years leader struggles with. Managing change effectively is often helped by understanding some basic psychology!

Learning Outcomes
At the end of session 1 learners will have had the chance to:
Consider what they want to change
Reflect on what is acceptable performance
Reflect on their current approaches to managing others and to assess what is working well, and what needs to change
Formulate options within the group for changed behaviours to achieve outcomes
Create an action plan for what they will do differently when they return to the setting.

At the end of session 2 learners will have had the chance to:
Consider the behaviours, attitudes and approaches of the team towards change
Reflect on what concerns the team has about change and how to address them in the workplace.
Consider their current behaviours when communicating change to others and assess what is working well, and what needs to change
Formulate options within the group for changed approaches to achieve outcomes
Create an action plan for when they return to the setting.

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
How to be brilliant at Developing a learning organisation and Making policies stick

Course Description

**Morning Session - Developing a learning organisation**
In our day-to-day work we recognise that learning is shared across all children's experiences, yet when it comes to the staff, we only usually focus on training courses, missing all the learning that happens every day. Learning and development is more than just going on a course, and while this has its place there are many other opportunities to help the team develop.

**Afternoon Session - Making policies stick**
"I get them to read the policies and then sign to say they have read them and understood them" is the fall-back position of most settings, but the issue of "understanding" goes much deeper than just being able to read a policy! Ofsted will expect the weakest link in the team to be able to describe policy – and therefore practice – and there are ways in which a manager can encourage sticky ideas to make the understanding broader, deeper and more wide ranging. These courses require learners to reflect on their current issues, share those with the rest of the group, and support each other with formulating options. The sessions will be structured around the Goal, Reality, Obstacles, Way Forward (GROW) coaching model. There is no requirement for learners to have had experience of this before attending the sessions. The intention of using GROW is to encourage learners to adopt this model in other areas when managing and leading others.

**Learning Outcomes**

**By the end of the morning session, participants will be able to:**
Understand how the GROW model can work in this and other contexts.
Recognise how we learn and how we identify the learning needs of our team.
Communicate the benefits of learning to team members and change their thinking about going on a course.
Recognise the pitfalls of relying on courses! Understand how to cascade the knowledge when learning has taken place.
What the benefits are of developing an organisation that is always learning, developing and therefore changing and improving.
Action plan what you will do, when, who will be involved, how you will do it.

**By the end of the afternoon session participants will be able to:**
Understand how the GROW model can work in this and other contexts.
Recognise the mis-match between policy and practice.
Find out what Ofsted are saying about their experiences during inspection.
Set clear goals about what they want to happen that isn't happening now in relation to making policies stick.
Explore the current reality and what's getting in the way of deeper awareness and understanding.
Investigate options and solutions that they can use when they return to the setting.
Action plan what they will do, when, who will be involved and how they will do it.

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Influencing the Home Learning Environment in the EYFS

**Course Description**

The influence of the parent is the single most significant factor in a child’s life. Research suggests that children’s achievement is influenced 80% by family and community and 20% by schools. The Statutory Framework for the EYFS 2014 states that providers must inform parents and/or carers as to how they can share learning at home.

This course aims to equip EYFS staff with a range of strategies to engage with parents and involve them in their children’s learning, both in the school/setting and in the home. Many of these strategies are based on examples of good practice in Buckinghamshire schools and settings.

Influencing the home learning environment is an effective way of using Pupil Premium to close the achievement gap in the EYFS: ‘Research shows that if parents engage with their child’s education, the attainment of the child will increase by 15% no matter what the social background of the family... Even where families live in poverty, children can achieve well if parents are helped to be involved in and committed to their child’s education.’ (‘The Pupil Premium – Making it work in your school’ OUP).

This course is for all EYFS practitioners working with children aged 3-5 years (suitable for schools and Early Years settings)

**Learning Outcomes**

By the end of this course practitioners will have:
A range of strategies for engaging with parents and empowering them with the knowledge, ideas and confidence to support their children's learning in the home.
Considered ways of engaging parents who are hard to reach.
Discussed strategies for enabling parents with no or little English to engage in their children’s learning.
Identified ways of using Pupil Premium to good effect in the EYFS.

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Early Years Practitioner

**Key Stage:**
EYFS

**Event Code:**
EYFS/15/191

**Date:**
Wednesday 20 January 2016

**Time:**
09:15 - 12:30

**Venue:**
The Gateway

**Price (Early Years Setting):**
£25

**Tutor (s):**
Helen Warrington

**Admin Contact:**
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Leading and Managing a Team

**Subject Areas:**
Early Years Foundation Stage / Leadership and Management

**Target Audience:**
Early Years Practitioner / Nursery Nurse / Other / Playworker

**Key Stage:**
EYFS

**Event Codes:**
EYFS/15/202
EYFS/16/024

**Dates:**
Thursday 24 September 2015
Monday 29 February 2016

**Time:**
09:30 - 15:00

**Venues:**
Hazlemere Golf Club
ALF Green Park Centre

**Price (Early Years Setting):**
£35

**Tutor (s):**
Noel Quinn Limited

**Admin Contact:**
cpd@learningtrust.net

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**Course Description**
This course is one module taken from the ILM Level 3 Award in Leadership and Management and focuses on building the team. Participants will examine their leadership style, and discover how to understand their team, how people work, how they change, and how to make them more effective through development opportunities and communication strategies.

Leading an Early Years setting brings with it significant challenges and often Managers have to be both a manager and practitioner themselves. Many are often promoted from within their team and find themselves managing their friends; they often have little line management and support themselves. This course will help you understand your team and how to encourage them to achieve.

PLEASE NOTE: - Learners who have already undertaken the ILM Level 3 Award in Leadership and Management with Noel Quinn Limited should not attend this course.

**Learning Outcomes**
At the end of this course participants will:

Have acquired relevant knowledge in understanding the team

Be able to describe their own management and leadership style and how this can be adapted

Recognise the personality types of their team members and how to use this information to get the best out of the team

Understand how to develop the team and how to communicate to create independence and high performance

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Leading Behaviour Management in your Setting

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Teacher

**Key Stage:**
EYFS

**Event Codes:**
EYFS/15/164
EYFS/16/040

**Dates:**
Thursday 8 October 2015
Wednesday 4 May 2016

**Time:**
09:30 - 15:00

**Venues:**
Hazlemere Golf Club
ALF Green Park Centre

**Price (Early Years Setting):**
£35

**Tutor(s):**
Hayley Abel

**Admin Contact:**
cpd@learningtrust.net

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**Course Description**

The aim of this course is to develop behaviour management principles, processes and support into everyday practice. Delegates will gain a clear understanding on how managers, SENCOs and committee members should influence practitioners in the setting.

At the end of the session participants will:

- be able to develop good behaviour management strategies;
- understand the principles of behaviour management and consider ways of ensuring its implementation is embedded throughout the setting;
- understand how to use observation and appraisal to ensure consistency of approach.

This course is suitable for senior managers including SENCOs and committee members who have some responsibility for leading good practice.

**Learning Outcomes**

This course will enable you to reflect on how effective behaviour management is in your setting and how to implement successful strategies.

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Leading Learning in the EYFS

Subject Areas:
Early Years Foundation Stage

Target Audience:
Deputy Headteacher / Assistant Headteacher / Senior Teacher / Early Years Practitioner / Key Stage Coordinator / Subject Leader / Teacher

Key Stage:
EYFS

Event Code:
EYFS/15/167

Date:
Thursday 12 November 2015

Time:
09:30 - 15:00

Venue:
Chartridge Lodge

Price (Early Years Setting):
£35

Tutor(s):
Wendy Kilgallen

Admin Contact:
cpd@learningtrust.net

Course Description
This full day course is for practitioners with management responsibility in the EYFS and will help them to develop their role as a Leader of Learning. During the course we will:

- Look at the importance of self-evaluation, how to identify areas for development and ways to monitor the quality of learning and teaching on a day to day basis.
- Review a range of systems/tools used to monitor and maintain high quality EYFS provision. One of the tools we will look at will enable practitioners to identify when deep level learning is taking place.
- Look at how findings from these should inform self-evaluation and action planning.
- Give focus to the importance of adult engagement - a crucial element in high quality settings.
- Watch video clips providing practical opportunities to identify clearly when high level learning and teaching is taking place. We will then look at ways to analyse findings, which will help identify areas for development.

This course is for EYFS teachers and practitioners

Learning Outcomes
To develop a robust system for monitoring the quality of learning and teaching to ensure the needs of all children are met everyday.

To understand how to identify when deep level learning and high levels of engagement are taking place as a way to assess quality.

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
⇒ Have you regularly been judged by Ofsted as good or outstanding?
⇒ Do you aspire to be outstanding or need fresh inspiration to maintain that elusive outstanding judgement at your next inspection?

If you have answered yes to any of these questions then this new series of courses could be just what you need to re-ignite your enthusiasm and help you look beyond your usual day to day practice. They have been specifically designed to support aspirational practice and developing outstanding provision, closely aligned with Ofsted's new Common Inspection Framework.

Participating in this new series of courses will provide you with valuable opportunities for discussion with like-minded colleagues who aspire to develop their practice. You will need to be prepared to try out new ideas in-between each session and share outcomes and findings with colleagues.

You will need to be prepared to try out new ideas in between each session then come back and share outcomes and findings. They will also provide participants with valuable opportunities for discussion with colleagues.

These courses are for EYFS practitioners in good to outstanding schools and settings. Each course is made up of three half day sessions, the same delegate must attend each session of the course

### Outstanding EYFS - Sharply Focussed Assessment with Fran Keavy, £75 for EYFS settings, £150 for schools, EYFS/15/182

- **Part one:** "High quality observations to inform a thorough understanding of individual children's needs", Thursday 1 October 2015, 9.30 to 12.30 at The Gateway in Aylesbury
- **Part two:** "Precise tracking of children's progress", Thursday 5 November 2015, 9.30 to 12.30 at The Gateway in Aylesbury
- **Part three:** "Planning exceptional programmes for children's learning", Thursday 26 November 2015, 9.30 to 12.30 at The Gateway in Aylesbury

### Outstanding EYFS - Creating a Highly Stimulating Environment with Sue Bayliss, £75 for EYFS settings, £150 for schools, EYFS/16/002

- **Part one:** "Managing a constantly changing environment which enables all children to flourish", Thursday 28 January 2016, 9.30 to 12.30 at The Gateway in Aylesbury
- **Part two:** "Adult directed and child initiated learning, the role of the adult and getting the balance right", Thursday 25 February 2016, 9.30 to 12.30 at The Gateway in Aylesbury
- **Part three:** "Is your environment worthy of dissemination to others. Do children experience an irresistible environment every day?", Thursday 17 March 2016, 9.30 to 12.30 at The Gateway in Aylesbury

### Outstanding EYFS - Leading a Highly Stimulating Learning Environment with Wendy Kilgallon, £75 for EYFS settings, £150 for schools, EYFS/16/003

- **Part one:** “Monitoring, evaluation and self-reflective practice”, Wednesday 20 April 2016, 9.30 to 12.30 at The Gateway in Aylesbury
- **Part two:** “Continuous quality improvement and striving for excellence everyday”, Wednesday 11 May 2016, 9.30 to 12.30 at The Gateway in Aylesbury
- **Part three:** “Using action research and innovative projects to engage and inspire every learner.” Wednesday 8 June 2016, 9.30 to 12.30 at The Gateway in Aylesbury

For further information, or to book a place on any of these courses please visit [www.learningtrust.net](http://www.learningtrust.net)

If you have any queries relating to training please contact us at cpd@learningtrust.net
Safer Recruitment for Early Years Settings

**Course Description**
This course aims to help settings focus on the recruitment process from a safeguarding perspective, and to help managers recruit “safer people” to work with children.

The session will bring together both national and local frameworks and good practice, and will draw on the Buckinghamshire Safeguarding Children’s Board Toolkit.

**This course is for Managers of settings and anyone involved in recruitment, Committee members and trustees.**

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Early Years Practitioner

**Key Stage:**
EYFS

**Event Codes:**
EYFS/15/205
EYFS/15/206

**Dates:**
Tuesday 8 December 2015
Monday 19 October 2015

**Times:**
18:30 - 21:30
09:30 - 12:30

**Venues:**
Hazlemere Golf Club
ALF Green Park Centre

**Price (Early Years Setting):**
£25

**Tutor(s):**
Noel Quinn Limited

**Admin Contact:**
cpd@learningtrust.net

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
SENCO Training - refreshing your skills

Subject Areas:
Early Years Foundation Stage / SEND

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Event Codes:
EYFS/16/016
EYFS/16/046

Dates:
Tuesday 9 February 2016
Thursday 19 May 2016

Time:
09:30 - 12:30

Venues:
Clare Charity Centre
The Gateway

Price (Early Years Setting):
£25

Tutor(s):
Hayley Abel

Admin Contact:
cpd@learningtrust.net

Course Description
This training will enhance the skills of EYFS SENCOs who have been in post for some time but would benefit from exploring the requirements of the 2015 SEND Code of Practice and understanding new processes including producing an SEN Support Plan, requesting an assessment for an Education Health and Care Plan and producing information for the Local Offer.

This course is for established SENCOs only.

Learning Outcomes
To have knowledge of the SEND Code of Practice and its implications for Early Years Providers.

To be confident to develop the setting’s Local Offer

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Subject Areas:
Early Years Foundation Stage

Target Audience:
Early Years Practitioner

Key Stage:
EYFS

Event Codes:
EYFS/15/183
EYFS/16/031

Dates:
Tuesday 10 November 2015
Tuesday 15 March 2016

Time:
09:30 - 15:00

Venue:
The Gateway

Price (Early Years Setting):
£35

Tutor(s):
Fran Keavy / Linda Sheldon

Admin Contact:
cpd@learningtrust.net

Course Description
This course is for EYFS teachers and practitioners in schools and settings and is designed to enhance understanding of how young children learn through:

Active learning;
Playing and exploring;
Creating and thinking critically.

The Statutory Framework for the EYFS makes it mandatory to respond to how children learn as well as considering what they are learning. This emphasis on how children learn has huge potential to empower children as confident, creative, lifelong learners.

Research demonstrates that these characteristics can be supported or hampered by the experiences children encounter.

In the best EYFS provision, children are encouraged to follow their interests, make independent choices about their learning and are supported to develop their thinking skills through skilful adult interactions. Children, who develop as active learners, will later surpass children who have experienced provision that is more formal and subject knowledge based.

This course will enable participants to develop a deeper understanding of the characteristics of effective learning and includes practical ideas to enhance provision.

Learning Outcomes
By the end of the course participants will have developed a further understanding of:

How the characteristics of effective learning link together to underpin children's learning and development.

How focusing on the characteristics of effective learning can support children in developing life-long learning skills.

How to enhance the learning environment to foster the characteristics of effective learning.

For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
The New Common Inspection Framework: What it Means for the EYFS

**Subject Areas:**
Early Years Foundation Stage

**Target Audience:**
Early Years Practitioner

**Key Stage:**
EYFS

**Event Codes:**
EYFS/15/178
EYFS/15/179

**Dates:**
Wednesday 7 October 2015
Wednesday 4 November 2015

**Time:**
09:30 - 12:30

**Venue:**
Chartridge Lodge
The Gateway

**Price (Early Years Setting):**
£25

**Tutor(s):**
Sue Bayliss

**Admin Contact:**
cpd@learningtrust.net

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**Course Description**
A NEW course aimed at looking at the changes to the inspection framework for the EYFS and what it means for schools and settings.

**This course is for managers or deputy managers in the Private Voluntary and Independent sector, EYFS leads or class teachers in schools.**

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**Learning Outcomes**
By attending this course you will understand:
The changes in the inspection framework from September 2015.
How Ofsted will inspect using the new Common Inspection Framework.
The new areas of judgement and what that means to your setting.

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For full event details logon to Buckinghamshire Learning Trust BLT Online at http://www.learningtrust.com
Online Courses

We are also offering a range of very competitively priced online training courses including safeguarding, food safety and leadership courses. For more information please visit www.learningtrust.com and follow the below instructions:

From the home page click through to “Training and Professional Development”

Click here to download our flyer with further details and links to all online courses available.

Don’t forget to read the full instructions listed at the bottom of the flyer before buying any courses – that way you won’t miss out on our reduced rates!