



# Childcare and Early Years Training Directory

January 2020

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## INTRODUCTION

Dear Participant,

This Training Directory is a comprehensive guide to the Early Years and Childhood training offered by the Government of Jersey teams and associated colleagues. Included in this document are details to those courses and links to external training providers.

These Continuing Professional Development (CPD) opportunities are provided to support quality development and maintaining compliance with Statutory Requirements. We hope that by bringing the offer together, it will assist your planning for staff development and fulfil your requirements as a registered provider.

## ICONS

Any mandatory training will be identified with the Mandatory icon.



Fully booked training will be identified with this icon.  
You can request to be put on the waiting list.

**Fully Booked**

## BOOKINGS & CANCELLATION

To secure bookings, send the Booking Form below with your details to the Enrolment Contact detailed on each course. When Settings Managers are enrolling staff members, it is the staff member's email address that is to be provided.

### Booking Form

Training name:	
Session Date & Time:	
Attendee(s) name:	
School / setting name (if applicable):	
Attendee(s) email address:	

Once booking requests have been received and processed, the relevant course provider / organisation will send an email confirming your place. Make sure to note the training details in your calendar as reminders are **NOT** necessarily sent out.

Note that the Early Years Inclusion Team ([INCLUSION@gov.ie](mailto:INCLUSION@gov.ie)) works primarily with private and states settings so places on training are prioritised for them, however they are very happy to welcome any other professionals if there are spaces.

### Waiting List

If a course is full, you can request to be put on a waiting list. You will be contacted should places become available or regarding the next available session.

### Parking Permits

Should parking permits be required, these will be emailed directly to attendees nearer the training date.

### Cancellation & Non-Attendance Fee

If your schedule changes and you cannot keep your booking, please contact the relevant course provider / organisation immediately so they may accommodate those on the waiting list.

If a booking is not cancelled with at least 48 hours notice or an attendee do not attend without prior notification, a £25 Non-Attendance fee will be charged directly to the setting employing the individual or if you are a childminder, it would be invoiced to you.

## NETWORK MEETINGS

\*No booking required but apologies are appreciated

For practitioners working with children...

### BIRTH - 3

Target Audience	Autumn 2019	Spring 2020	Summer 2020
Baby / Toddler room Team Leaders / Deputies & Childminders	23 October 2019 18.30 - 20.30 Education Dept. Committee Room	18 March 2020 18.30 - 20.30 Education Dept. Committee Room	17 June 2020 18.30 - 20.30 Education Dept. Committee Room

### 3 – 5 YEARS OLD

#### EYFS BRIEFING & OPEN CLASSROOM

Target Audience	Autumn 2019	Spring 2020	Summer 2020
Pre-school Team Leaders & School EYFS Leads	17 September 2019 15.30 – 17.00 Grand Vaux	25 February 2020 16.00 – 17.00 Education Dept. Committee Room	21 May 2020 15.30 – 17.00 Trinity School

### CHILDHOOD 3 – 12 YEARS OLD

#### BEFORE / AFTER SCHOOL CLUBS, HOLIDAY CLUBS & ACTIVITY CLUBS

Target Audience	Autumn 2019	Spring 2020	Summer 2020
Team Leaders & Deputies	19 September 2019 9.30 - 11.00 am Education Dept. Committee Room	TBC 2020 9.30 - 11.00 am Education Dept. Committee Room	21 April 2020 9.30 - 11.00 am Education Dept. Committee Room

## OWNERS & MANAGERS MEETINGS

\*No booking required but apologies are appreciated

Target Audience	Autumn 2019	Spring 2020	Summer 2020
Whole Sector Owners & Managers	16 October 2019 9.30 - 11.30 am Education Dept. Committee Room	TBC Education Dept. Committee Room	18 June 2020 9.30 - 11.30 am Education Dept. Committee Room

## HEADTEACHERS BRIEFINGS

\*No booking required but apologies are appreciated

Target Audience	Autumn 2019	Spring 2020	Summer 2020
Primary Headteachers	Paper Update	Paper Update	5 June 2020 9.00 - 10.30 am Education Dept. Committee Room

## CLUSTER MEETINGS (MODERATION)

\*No booking required but apologies are appreciated

These meetings aim to support Reception practitioners with Moderation.

Target Audience	Spring 2020	Summer 2020
Reception Teachers	Eastern Cluster 2 March 2020 16.00 – 17.00 St Luke's Primary School	Eastern Cluster 12 May 2020 16.00 – 17.00 Grouville Primary School
Reception Teachers	Western Cluster 4 March 2020 16.00 – 17.00 La Moye Primary School	Western Cluster 13 May 2020 16.00 – 17.00 Les Landes Primary School

## TRANSITION DATES

Target Audience	Nursery to Reception	Nursery to Nursery
Practitioners working in those settings with children transitioning	3 June 2020 15.30 - Onwards Plat Douet Primary School	1 July 2020 15.30 - Onwards St Peter Primary School

## TRAINING DIRECTORY

### NEW TO EYFS (EARLY YEARS FOUNDATION STAGE)

This training is for teachers and practitioners new to teaching in the EYFS. It involves a commitment to 2 full days training, 2 setting/school visits and a mini project that will be presented and celebrated at the final session. It will include follow up development visits, providing opportunities to see good practice in other schools. The training will be delivered and supported by members of the Early Years Advisory Team (EYAT) to ensure that ongoing CPD is provided.

**Target audience:** Teachers and practitioners new to teaching in the EYFS

**Course leaders:** Julie McAllister (CEYS) & Early Years Advisory Team (EYAT)

**Cost:** Free

**Date, Time & Venue:** See below details

**Enrolment contact:** CEYS – [CEYS@gov.ie](mailto:CEYS@gov.ie)

#### **Induction session - Tuesday 9 July 2019, 15:30 – 16:30, St Saviour’s School**

- Outline of the course
- Preparing for your new cohort – routines and expectations
- Setting up the environment and resources to support effective practice
- Summer reading

#### **Day 1 – Wednesday 2 October 2019, 9:00 – 15:30, PDC Room A**

- an introduction to the EYFS
- using Development Matters
- an introduction into the importance of Well – Being and Involvement in the EYFS

#### **Day 2 – Wednesday 15 January 2020, 9:00 – 15:30, Education Department Committee Room**

- the role of the adult
- the importance of effective interactions
- writing quality observations
- Continuous provision

#### **Presentation & Mini Celebration – Thursday 2 April 2020, 13:00 – 16:00, PDC Room A**

## ATTACHMENT IN THE EARLY YEARS

We will explore Attachment theories and consider the impact of inconsistent patterns of attachment on the holistic development in young children. We also explore helpful approaches that may help the relationship between the young child and their carer/ teacher.

**Target audience:** All practitioners

**Course leaders:** Jane Bravery & Cat Farnon

**Cost:** Free

**Date, Time & Venue:** *\*2 dates available held on either*

Tuesday 14 January 2020, 9:15 - 12:15, Venue TBC

Tuesday 21 January 2020, 17:45 - 20:15, Venue TBC

**Enrolment contact:** [inclusion@gov.ie](mailto:inclusion@gov.ie)

## EYFS CURRICULUM DEVELOPMENT FOR MATHEMATICS

With a moderation focus on Physical Development and Mathematics for 2019-20 this training will focus on Mathematics and the aspects of Number and Shape, space and measure.

The PM session will focus more closely on the Early Learning Goals which will be 'unpicked' and exemplification will further develop an understanding of the expectations.

The twilight session will focus more generally on the expectations in Mathematics for Nursery age children 3-4 year olds.

**Target audience:** PM session: Reception teachers and EYFS Leads

Twilight session: For all EYFS Practitioners and Childminders

**Course leaders:** Julie McAllister

**Cost:** Free

**Date, Time & Venue:**

Thursday 30 January 2020, 13:00 – 15:30, Education Dept. Committee Room

Thursday 30 January 2020, 18:30 – 20:30, Education Dept. Committee Room

**Enrolment contact:** [CEYS@gov.ie](mailto:CEYS@gov.ie)

## SUPERVISOR TRAINING

This training provides an overview of the placement requirements for Highlands College's students and activities they need to carry out to achieve objectives. These students will be studying either the JPQ or the level 3 Diploma in Childcare. Following feedback from the sector, three separate sessions have been identified across the year to link with different terms, provide insight of subjects learnt and share information on the curriculum. To support practitioners' working schedule, early morning and late afternoon sessions are offered.

Highlands College is grateful to all settings releasing staff members responsible for supporting their student's development and learning.

**Target audience:** Practitioners supporting childcare students from Highlands College

**Course leaders:** Lorna Morgan

**Cost:** Free

**Date, Time & Venue:**

Thursday 30 January 2020, 8:30 – 9:00 **OR** 17:00 – 17:30, Highlands College

Thursday 21 May 2020, 8:30 – 9:00 **OR** 17:00 – 17:30, Highlands College

**Enrolment contact:** [Lorna.Morgan@highlands.ac.uk](mailto:Lorna.Morgan@highlands.ac.uk)

## SAFEGUARDING & CHILD PROTECTION



This six hour course is mandatory for those people working in registered settings. The course gives an insight into what safeguarding is and how to recognise the different areas of abuse that children and young people may be at risk from. The course also covers how to manage a disclosure, and where and who to go, if you suspect a child or young person is being abused.

**This mandatory training only needs to be attended once then followed up with annual updates.**

**Target audience:** All practitioners without previous safeguarding certification

**Course leaders:** Alison Goguelin, Teresa Blackburn and Rebecca Roxburgh (CEYS)

**Cost:** Free

**Date, Time & Venue:** *\*3 separate sessions held on either*

Monday 3 February 2020, 9:30 – 16:00, PDC Room B

Wednesday 6 May, 9:30 – 16:00, PDC Room B

Saturday 4 July, 9:30 – 16:00, PDC Room B

**Enrolment contact:** CEYS – [CEYS@gov.ie](mailto:CEYS@gov.ie)

## MAKING IT REAL - MATHS

## Making it REAL

This is a one day training where 'Making it REAL' (Raising Early Achievement in Literacy) will deliver a session around literacy and maths.

**Target audience:** All practitioners working in schools, registered settings and childminders

**Course leaders:** Cathy Hamer

**Cost:** Free

**Date, Time & Venue:** Thursday 13 February 2020, St Paul's Centre

**Enrolment contact:** Kate Elston - [kate@icct.org.je](mailto:kate@icct.org.je)

## FACILITATING GOOD PRACTICE IN THE 0-2 AGE RANGE

This course will be focused on identifying needs, facilitating good practice and the prime areas of learning and development in the 0-2 age range as these are fundamental to all areas of learning and development. It will help you consider the unique child in your positive interactions and to reflect on how to use the environment to enable children to Explore, Engage with and Experience in order to maximise their involvement and wellbeing. It should also support you in recognising children that may need additional professional input. In order to support your learning we will examine typical development through the use of videos, case studies and observations. We would like you to use your knowledge gained in the first three sessions to complete a reflective task in your setting to share with other practitioners during session four.

*This is a 4 session commitment of 2 hours per session therefore it does require investment from the individual interested in attending.*

All sessions need to be attended in order to receive a certificate of attendance. The sessions are as follows:

- Session one - Communication and Language
- Session two - Physical development and sensory needs
- Session three - Personal, social and emotional development
- Session four - Sharing the impact of your learning on your everyday practice

**Target audience:** Early Years practitioners working within the 0-2 range \*Limited number to two practitioners per setting

**Course leaders:** Jane Bravery & Cat Farnon (EYIT), Julie McAllister (CEYS), Jennifer McDonald (SaLT), Kirstin Davies & Sharon Bull (Health)

**Cost:** Free

**Date, Time & Venue:** *This training consists of 4 sessions with all to be attended*

Wednesday 26 February 2020, 18:00 - 20:00, PDC Room A

Wednesday 11 March 2020, 18:00 - 20:00, Child development centre at Overdale

Wednesday 25 March 2020, 18:00 - 20:00, PDC Room A

Wednesday 22 April 2020, 18:00 - 20:00, Child development centre at Overdale

**Enrolment contact:** [inclusion@gov.je](mailto:inclusion@gov.je)

## INTRODUCTION TO PLAYWORK

The aim of this training is to increase the knowledge and understanding of “what play is” and also how to support it.

Objectives:

- Understanding play
- Putting theory into practice within your role
- Knowledge and understanding of Play theories
- Explore the Play cycle and its “mechanics”
- How to manage behaviour (positive interactions) appropriately and consistently
- Knowing yourself as a practitioner
- Knowing your role in Health and Safety

**Target audience:** Existing unqualified staff or practitioners new to working with children in a play based setting

**Course leaders:** Alison Goguelin

**Cost:** Free

**Date, Time & Venue:** *\*This training consists of 3 sessions and all need to be attended*

Tuesday 3 March 2020, 18:30 – 20:30, PDC A

Tuesday 17 March 2020, 18:30 – 20:30, PDC A

Saturday 28 March 2020, from 9:30– 13:30, PDC B

**Enrolment contact:** [CEYS@gov.ie](mailto:CEYS@gov.ie)

## DESIGNATED SAFEGUARDING LEADS

These termly updates are essential for all Designated Safeguarding Leads in registered settings to ensure knowledge and understanding is maintained.

**Target audience:** All Designated Safeguarding Leads in registered settings

**Course leaders:** Alison Goguelin (CEYS) & Shirley Dimaro (Education Safeguarding Lead)

**Cost:** Free

**Date, Time & Venue:** *\*2 separate sessions, each held respectively in spring and summer*

Thursday 5 March 2020, 15:30 – 17:00, Education Dept. Committee Room

Thursday 2 July 2020, 15:30 – 17:00, Education Dept. Committee Room

**Enrolment contact:** [CEYS@gov.ie](mailto:CEYS@gov.ie)

## FOREST SCHOOL - FOUNDATION AWARD TRAINING

The course is run over 3 days with the mornings spent in the classroom and the afternoons outside doing practical activities. You will learn to plan appropriate activities and lessons aimed to promote self-esteem, learning and development. You will learn to plan these within the constraints of your setting, taking into account the safety issues and the needs of peers, children, carers and staff. You will learn a wide range of practical skills. These will include the safe use of tools, basic fires and conservation issues. You will be assessed over the 3 days through your knowledge, understanding and through completion of a diary and lesson plan book and participation in outdoor activities. Upon successful completion you will receive a Foundation Award in Forest School Skills Certificate.

**Target audience:** If you are interested in running Forest School activities in your home, playground, garden or school field with children or support Forest School within your setting

**Course leaders:** John Blaney

**Cost:** £300 (Should you wish to attend more than one course, discounted price can be offered)

**Date, Time & Venue:** Monday 23 March to Wednesday 25 March 2020, whole day, venue TBC

**Enrolment contact:** John Blaney on 07768 813477 or [jblaneyforestschool@gmail.com](mailto:jblaneyforestschool@gmail.com)

## FOREST SCHOOL - 5 DAY ADVANCED TRAINING

The course is run over 3 days with the mornings spent in the classroom and the afternoons outside doing practical activities, followed by 2 full days outdoors learning further activities. All 5 days must be completed in order to obtain an Advance Skills Certificate.

The course will cover the following units:

1. Ethos and Aims of Forest School
2. Health and Safety outdoors and good Forest School Practices
3. Self Esteem
4. Effective planning using schemas and learning styles
5. Behaviour

You will learn to plan appropriate activities and lessons aimed to promote self-esteem, learning and development. You will learn to plan these within the constraints of your setting, taking into account the safety issues and the needs of peers, children and staff. You will learn a wide range of practical skills, these will include the safe use of tools, basic fires and conservation issues.

You will be assessed over the 5 days through your knowledge, understanding and through completion of a diary and lesson plan book and participation in outdoor activities which is done while you are on the course. Once you have completed the 5 days you will need to complete a 500 word reflective piece of writing on 'How Forest School will have a positive impact on your practice' This needs to be e-mailed within 2 weeks of finishing the 5 days. This is the only piece of work you have to complete outside of the course hours – all other work is completed while you are doing the training. Upon successful completion you will receive an Advanced Forest School Skills course certificate.

If you have already completed the Foundation Award in Forest School Skills or Level 1 Forest School and wish to learn more skills then you attend for the last 3 days of the course (25th – 27th March 2020) and obtain an Advanced Forest School Skills certificate. The cost to upgrade is £300.00

**Target audience:** Childminders

**Course leaders:** John Blaney

**Cost:** £550 (Should you wish to attend more than one course, discounted price can be offered)

**Date, Time & Venue:** Monday 23 March to Friday 27 March 2020, whole day, venue TBC

**Enrolment contact:** John Blaney on 07768 813477 or [jblaneyforestschool@gmail.com](mailto:jblaneyforestschool@gmail.com)

## WHAT IS SELF-ESTEEM?

A unique look at how self-esteem works and our role as teachers, practitioners, carers and parents. John Blaney a Forest School trainer and behaviour specialist has been a visitor to Jersey for many years and this is a unique chance to hear his explanation on self-esteem. Covering personal experiences, what the Theorists say also the environments that create both high and low self-esteem.

**Target audience:** Anyone who facilitates children's educational, social emotional wellbeing.

**Course leaders:** John Blaney

**Cost:** £15

**Date, Time & Venue:** Thursday 26 March 2020, 18:30 – 20:30, Highlands College

**Enrolment contact:** John Blaney on 07768 813477 or [jblaneyforestschool@gmail.com](mailto:jblaneyforestschool@gmail.com)

## FOREST SCHOOL TRAINING - CHILDMINDER DAY

This one day training will look at what is Forest School, its aims and objectives. Subjects covered will be Health & Safety at Forest School, range of low level activities that can be delivered in any area, intermediate activities using the environment as the third educator and tool use; introduction to wood work for all ages. (Programme may differ slightly from above depending on weather conditions.)

**Target audience:** Childminders

**Course leaders:** John Blaney

**Cost:** £45

**Date, Time & Venue:** Saturday 28 March 2020, 8:30 – 16:00, venue TBC

**Enrolment contact:** John Blaney on 07768 813477 or [jblaneyforestschool@gmail.com](mailto:jblaneyforestschool@gmail.com)

## PLANNING IN THE MOMENT TRAINING

Powerful teaching and learning takes place when children are focussed and motivated, in the moment that it is relevant to the children in a real situation. Next steps are carried out immediately when working in this way and children make progress in a very short space of time. This training will provide guidance to you and your team to be effective and responsive to the developmental needs and interests of the children in your setting, 'in the moment'.

**Target audience:** All practitioners

**Course leaders:** Julie McAllister and The Early Years Advisory Team (EYAT)

**Cost:** Free

**Date, Time & Venue:** *\*2 separate sessions held on either*

Thursday 23 April 2020, 13:00 – 15:30, Education Dept. Committee Room

Thursday 23 April 2020, 18:30 – 20:30, Education Dept. Committee Room - **Fully Booked**

Tuesday 28 April 2020, 18:30 – 20:30, Education Dept. Committee Room

**Enrolment contact:** [Ceys@gov.ie](mailto:Ceys@gov.ie)

## FOREST SCHOOL AT THE BEACH

This style of training is offered over 2 days in a beach location on Jersey. You will learn: Health & Safety for groups in a coastal environment, behaviour management, maintaining the balance between conservation and education, cross curricular planning, techniques on how to use the natural environment and good practice to promote self-esteem. You will be assessed through your knowledge and completion of a workbook. Upon successful completion you will receive a Forest School at the Beach Certificate.

**Target audience:** This training is for practitioners, teachers, play workers and others working in inclusive school environments who wish to gain the skills and confidence in leading Forest School at the Beach sessions for children. This course is available for any student that holds or is working towards a Level 3 Forest School qualification or has completed a Level 1 Forest School course.

**Course leaders:** John Blaney

**Cost:** £235 (Should you wish to attend more than one course, discounted price can be offered)

**Date, Time & Venue:** Thursday 25 June and Friday 26 June 2020, whole day, venue TBC

**Enrolment contact:** John Blaney on 07768 813477 or [jblaneyforestschool@gmail.com](mailto:jblaneyforestschool@gmail.com)

## SAVE THE DATE - SATURDAY 12 SEPTEMBER 2020 CHILDHOOD AND EARLY YEARS CONFERENCE

'Playful Practitioners' is a one-day event for the children's workforce. This is a fantastic opportunity to come and hear from renowned professionals in Childhood and Early Years. Confirmed speakers include Dame Floella Benjamin, Pete Moorhouse, Greg Bottrill and Ben Kingston-Hughes. Look out for more details!



### NEW DATES COMING SOON



### VIRTUAL COLLEGE



Virtual College provides online training and learning management software.

**Target audience:** All practitioners

**Course leaders:** E-Learning (online training)

**Cost:** Various

**Date, Time & Venue:** Online

**Enrolment contact:** <http://www.virtual-college.co.uk/> & [A.Lewis2@gov.je](mailto:A.Lewis2@gov.je) via the booking instructions below:

- 1- Go to <http://www.virtual-college.co.uk/>
- 2- Choose course
- 3- Email Alison Lewis ([A.Lewis2@gov.je](mailto:A.Lewis2@gov.je)) and provide the following information:
  - Course Name
  - Name of attendee
  - Position (either Childminder or role within the setting)
  - Name & address of setting / Childminder address
  - Manager name (if applicable)
  - Manager / Childminder email address

**Notes:**

- Individual members of staff cannot book their own training.
- Setting Managers/Childminders are responsible for bookings and any communication regarding online training will be sent to them including invoices which will be provided on a quarterly basis for payment to be arranged.
- Most courses are priced online at £15 or £30 but would be charged at a cost of around £8. This is due to the Education Department negotiating a discounted rate. There are however some exceptions, one being the Food Hygiene Level 2 which shows as £15 but would be charged at £13.50 because it is City and Guilds accredited.
- Should you like to book courses from the £15.00 - £30.00 price bracket, contact Gail in the first instance a discounted rate may be negotiable with Virtual College.

## USEFUL LINKS

Mandatory and Quality Development training available through other agencies:

<p>A2E – Emergency Response Training Services  <a href="http://www.a2e.ie/">http://www.a2e.ie/</a></p>	
<p>First Response –  <a href="http://www.firstresponsejersey.com/">http://www.firstresponsejersey.com/</a></p>	
<p>Jersey Child Care Trust  <a href="https://www.jcct.org.ie/">https://www.jcct.org.ie/</a></p>	
<p>Jersey Safeguarding Partnership Board  <a href="https://safeguarding.ie/">https://safeguarding.ie/</a></p>	
<p>Le Mourier Swim School  <a href="http://lemourier.co.uk/save/">http://lemourier.co.uk/save/</a></p>	
<p>Enjoy2train  <a href="http://www.enjoy2train.ie/">http://www.enjoy2train.ie/</a>  <a href="https://www.facebook.com/enjoy2train/?ref=bookmarks">https://www.facebook.com/enjoy2train/?ref=bookmarks</a></p>	
<p>NSPCC Learning  <a href="https://learning.nspcc.org.uk/">https://learning.nspcc.org.uk/</a></p>	
<p>Research in Practice  <a href="https://www.rip.org.uk/">https://www.rip.org.uk/</a></p>	
<p>St John's Ambulance  <a href="http://www.stjohnambulancejersey.com">http://www.stjohnambulancejersey.com</a></p>	