

101 THINGS TO DO WITH A CEMENT TRAY	
Course Code	CEM/017 07
Venue	Brooklands Childcare - Market Street (Lunch not Provided)
Course Sessions & Time	15/09/2007 Start Time 0915 - End Time 1200
Target Audience	Child Minder
Course Aims	<ul style="list-style-type: none"> - To explore the potential of cement trays within continuous provisions - To consider the implications of provision and practice - To highlight links to planning and Birth to Three Matters
Every Child Matters Outcome(s)	Enjoy and Achieve
Common Core	Child and Young Person Development.
Course Tutor(s)	Ms Adele Oldbury
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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101 THINGS TO DO WITH A CEMENT TRAY

101 THINGS TO DO WITH A CEMENT TRAY	
Course Code	CEM/018 07
Venue	Douglas Valley Children's Centre (Lunch not Provided)
Course Sessions & Time	22/10/2007 Start Time 0915 - End Time 1600
Target Audience	Early Years Practitioners
Course Aims	<ul style="list-style-type: none"> - To explore the potential of cement trays within continuous provisions - To consider the implications of provision and practice - To highlight links to planning and Birth to Three Matters
Every Child Matters Outcome(s)	Enjoy and Achieve
Common Core	Child and Young Person Development
Course Tutor(s)	Ms Adele Oldbury
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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101 THINGS TO DO WITH A CEMENT TRAY

BIRTH TO THREE TRAINING FOR CHILDMINDERS	
Course Code	BTTT/001 07
Venue	Greyhound Hotel - Leigh (Lunch not Provided)
Course Sessions & Time	06/10/2007 Start Time 1000 - End Time 1500
Target Audience	Child Minder
Course Aims	This course is aimed at those who are due to be inspected between now and September 2008. For childminders who have little or no experience in the observation of children and the documentation and planning process.
Every Child Matters Outcome(s)	Enjoy and Achieve, Be Healthy Stay Safe, Achieve Economic Well-being Make a Positive Contribution
Common Core	Child & Young Person Development
Course Tutor(s)	Ms Rachel Salmon
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	

BIRTH TO THREE TRAINING FOR CHILDMINDERS

BIRTH TO THREE TRAINING FOR CHILDMINDERS	
Course Code	BTTT/002 07
Venue	Tyldesley Community College (Lunch not Provided)
Course Sessions & Time	17/11/2007 Start Time 1000 - End Time 1500
Target Audience	Child Minder
Course Aims	This course is aimed at those who are due to be inspected between now and September 2008. For childminders who have little or no experience in the observation of children and the documentation and planning process.
Every Child Matters Outcome(s)	Enjoy and Achieve, Be Healthy Stay Safe, Achieve Economic Well-being Make a Positive Contribution
Common Core	Child & Young Person Development
Course Tutor(s)	Ms Rachel Salmon
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	

BIRTH TO THREE TRAINING FOR CHILDMINDERS

BIRTH TO THREE TRAINING FOR CHILDMINDERS	
Course Code	BTTT/003 08
Venue	Douglas Valley Children's Centre (Lunch not Provided)
Course Sessions & Time	12/01/2008 Start Time 1000 - End Time 1500
Target Audience	Child Minder
Course Aims	This course is aimed at those who are due to be inspected between now and September 2008. For childminders who have little or no experience in the observation of children and the documentation and planning process.
Every Child Matters Outcome(s)	Enjoy and Achieve, Be Healthy Stay Safe, Achieve Economic Well-being Make a Positive Contribution
Common Core	Child & Young Person Development
Course Tutor(s)	Ms Rachel Salmon
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	

BIRTH TO THREE TRAINING FOR CHILDMINDERS

COMPLETING YOUR SELF-EVALUATION FORM (SEF)	
Course Code	SEF/003 08
Venue	Tyldesley Children's Centre (Lunch not Provided)
Course Sessions & Time	18/01/2008 Start Time 0915 - End Time 1500
Target Audience	Early Yrs Workers/Managers
Course Aims	To support practitioners in the completion of the SEF: <ul style="list-style-type: none"> - To outline what OfSTED will be looking for in relation to the outcomes of Every Child Matters - To support practitioners in compiling relevant evidence for these outcomes - To encourage practitioners to evaluate their practice.
Every Child Matters Outcome(s)	Enjoy and Achieve. Be Healthy. Stay Safe. Achieve Economic Well-being. Make a Positive Contribution.
Common Core	Sharing Information Multi-agency Working Supporting Transitions
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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COMPLETING YOUR SELF-EVALUATION FORM (SEF)

CONTINUOUS PROVISION (1) SETTING UP & USING YOUR ROLE PLAY AREA	
Course Code	CPR/001SH 07
Venue	Westfield Community School (Lunch not Provided)
Course Sessions & Time	11/10/2007 Start Time 1600 - End Time 1730
Target Audience	Early Years Practitioners
Course Aims	<p>This course is the first in a series of 12 focussing on Continuous Provision and includes practical ideas on how to set up this area and recognise the learning potential within the area.</p> <p>Practitioners will be able to:</p> <ul style="list-style-type: none"> - Set up and develop an interactive play area - Identify and explore the potential for learning that exists within these areas <p>This is a shared course and therefore places are limited, please book early to avoid disappointment.</p>
Every Child Matters Outcome(s)	Enjoy and Achieve
Common Core	Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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CONTINUOUS PROVISION (1) SETTING UP & USING YOUR ROLE PLAY AREA

CONTINUOUS PROVISION (2) SETTING UP & USING A MARK MAKING AREA	
Course Code	CPR/002SH 07
Venue	Aspull Church Primary School (Lunch not Provided)
Course Sessions & Time	06/11/2007 Start Time 1600 - End Time 1730
Target Audience	Early Years Practitioners
Course Aims	<p>This course is the second in a series of 12 focussing on Continuous Provision and includes practical ideas on how to set up this area and recognise the learning potential with the area.</p> <p>Practitioners will be able to:</p> <ul style="list-style-type: none"> - Set up and develop an interactive mark making area - Identify and explore the potential for learning that exists within these areas <p>This is a shared course and therefore places are limited, please book early to avoid disappointment.</p>
Every Child Matters Outcome(s)	Enjoy & Achieve
Common Core	Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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CONTINUOUS PROVISION (2) SETTING UP & USING A MARK MAKING AREA

CONTINUOUS PROVISION (3) USING A CONSTRUCTION AREA

Course Code	CPR/003SH 07
Venue	Winstanley Community Primary School (Lunch not Provided)
Course Sessions & Time	13/11/2007 Start Time 1600 - End Time 1730
Target Audience	Early Years Practitioners
Course Aims	<p>This course is the third in a series of 12 focussing on Continuous Provision.</p> <p>Practitioners will be able to:</p> <ul style="list-style-type: none"> - Consider how to set up and develop a construction area - Explore the potential for learning that exists within this area <p>This is a shared course and therefore places are limited, please book early to avoid disappointment.</p>
Every Child Matters Outcome(s)	Enjoy & Achieve
Common Core	Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan

Applicants must complete all sessions to gain certification

Please Note: Non-attendance will result in a penalty fee of £25 per person

CONTINUOUS PROVISION (3) USING A CONSTRUCTION AREA

CONTINUOUS PROVISION (4) SETTING UP & USING CREATIVE AREAS	
Course Code	CPR/004SH 07
Venue	Douglas Valley Children's Centre (Lunch not Provided)
Course Sessions & Time	04/12/2007 Start Time 1600 - End Time 1730
Target Audience	Early Years Practitioners
Course Aims	<p>This course is fourth in a series of 12 focussing on Continuous Provision. It includes practical tips on how to set up all the creative areas and the learning potential within each of them. Practitioners will learn how to set up the following areas within their provision:</p> <ul style="list-style-type: none"> - Malleable - Painting & Baking - Junk Modelling / Cutting & Sticking - Music <p>This is a shared course and therefore places are limited, please book early to avoid disappointment.</p>
Every Child Matters Outcome(s)	Enjoy & Achieve
Common Core	Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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CONTINUOUS PROVISION (4) SETTING UP & USING CREATIVE AREAS

CONTINUOUS PROVISION (5) SETTING UP & USING YOUR SAND & WATER AREAS	
Course Code	CPR/005SH 08
Venue	Hope Children's Centre (Lunch not Provided)
Course Sessions & Time	15/01/2008 Start Time 1600 - End Time 1730
Target Audience	Early Years Practitioners
Course Aims	<p>This course is the fifth in a series of 12 focussing on Continuous Provision and includes practical tips on how to set up sand and water areas (indoors and out), and the learning potential within these areas.</p> <p>Learning Outcomes: - Practitioners will learn how to set up and develop interactive sand and water areas - Practitioners will explore the potential for learning that exists within these areas</p> <p>This is a shared course and therefore places are limited, please book early to avoid disappointment.</p>
Every Child Matters Outcome(s)	Enjoy & Achieve
Common Core	Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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CONTINUOUS PROVISION (5) SETTING UP & USING YOUR SAND & WATER AREAS

**CONTINUOUS PROVISION (6) SETTING UP & USING
A MALLEABLE MATERIALS AREA**

CONTINUOUS PROVISION (6) SETTING UP & USING A MALLEABLE MATERIALS AREA

Course Code	CPR/006SH 08
Venue	Douglas Valley Children's Centre (Lunch not Provided)
Course Sessions & Time	05/02/2008 Start Time 1600 - End Time 1730
Target Audience	Early Years Practitioners
Course Aims	<p>This course is the sixth in a series of 12 focussing on Continuous Provision and includes practical ideas on how to set up and recognise the learning potential within this area.</p> <p>Learning Outcomes: - Practitioners will learn how to set up and develop interactive malleable areas - Practitioners will explore the potential for learning that exists within this area</p> <p>This is a shared course and therefore places are limited, please book early to avoid disappointment.</p>
Every Child Matters Outcome(s)	Enjoy & Achieve
Common Core	Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan

Applicants must complete all sessions to gain certification

Please Note: Non-attendance will result in a penalty fee of £25 per person

CREATING A QUALITY ENVIRONMENT INDOORS	
Course Code	CQEI/01 08
Venue	Professional Development Centre-Hindley (Lunch not Provided)
Course Sessions & Time	01/02/2008 Start Time 0915 - End Time 1600
Target Audience	Early Years Practitioners
Course Aims	Practitioners will consider what constitutes a good quality environment. The course will help practitioner to develop an awareness of how to use the environment to support learning and teaching. Learning Outcomes: * To gain an understanding of how to create a good quality early years environment. * To evaluate the indoor environment identifying strengths and areas for development.
Every Child Matters Outcome(s)	Enjoy and Achieve Stay Safe Be Healthy
Common Core	Child & Young Person Development
Course Tutor(s)	Early Years Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	

CREATING A QUALITY ENVIRONMENT INDOORS

DEALING WITH CHALLENGING BEHAVIOUR	
Course Code	CB/013 07
Venue	Howe Bridge Sports Centre (Lunch not Provided)
Course Sessions & Time	21/09/2007 Start Time 0930 - End Time 1530
Target Audience	Early Years Practitioners
Course Aims	To consider ways in which workers can cope effectively with challenging behaviour whilst maintaining a positive relationship and working within current legislation and guidelines: <ul style="list-style-type: none"> - Ways to approach the management of difficult behaviour in a systematic way - View the child and their behaviour in context and as a whole - Understand the importance of working as a team with other staff and parents - Identifying skills already gained and those they need to develop further - Links to Standard 11 Ofsted
Every Child Matters Outcome(s)	Enjoy and Achieve. Make a Positive Contribution.
Common Core	Child and Young Person Development. Multi-Agency Working. Effective Communication and Engagement with Children, Young People and Families.
Course Tutor(s)	Ms Alison Taylor
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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DEALING WITH CHALLENGING BEHAVIOUR

DEALING WITH CHALLENGING BEHAVIOUR	
Course Code	CB/015 07
Venue	Hope Children's Centre (Lunch not Provided)
Course Sessions & Time	07/12/2007 Start Time 0930 - End Time 1530
Target Audience	Early Years Practitioners
Course Aims	To consider ways in which workers can cope effectively with challenging behaviour whilst maintaining a positive relationship and working within current legislation and guidelines: <ul style="list-style-type: none"> - Ways to approach the management of difficult behaviour in a systematic way - View the child and their behaviour in context and as a whole - Understand the importance of working as a team with other staff and parents - Identifying skills already gained and those they need to develop further - Links to Standard 11 Ofsted
Every Child Matters Outcome(s)	Enjoy and Achieve. Make a Positive Contribution.
Common Core	Child and Young Person Development. Multi-Agency Working. Effective Communication and Engagement with Children, Young People and Families.
Course Tutor(s)	Ms Alison Taylor
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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DEALING WITH CHALLENGING BEHAVIOUR

DEALING WITH CHALLENGING BEHAVIOUR - CHILDMINDERS	
Course Code	CB/014 07
Venue	Professional Development Centre-Hindley (Lunch not Provided)
Course Sessions & Time	24/11/2007 Start Time 0930 - End Time 1530
Target Audience	Child Minder
Course Aims	To consider ways in which workers can cope effectively with challenging behaviour whilst maintaining a positive relationship and working within current legislation and guidelines: <ul style="list-style-type: none"> - Ways to approach the management of difficult behaviour in a systematic way - View the child and their behaviour in context and as a whole - Understand the importance of working as a team with other staff and parents - Identifying skills already gained and those they need to develop further - Links to Standard 11 Ofsted
Every Child Matters Outcome(s)	Enjoy and Achieve. Make a Positive Contribution.
Common Core	Child and Young Person Development. Multi-Agency Working. Effective Communication and Engagement with Children, Young People and Families.
Course Tutor(s)	Ms Alison Taylor
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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DEALING WITH CHALLENGING BEHAVIOUR - CHILDMINDERS

DEVELOPING LANGUAGE AND THINKING SKILLS	
Course Code	DTS/001SH 07
Venue	Higher Folds Community Centre (Lunch not Provided)
Course Sessions & Time	13/11/2007 Start Time 0915 - End Time 1500
Target Audience	Early Years Practitioners
Course Aims	This course aims to consider strategies that can be used to support the development of children's thinking skills. It also aims to understand the theories behind the strategies that we use to develop children's thinking skills.
Every Child Matters Outcome(s)	Enjoy & Achieve
Common Core	Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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DEVELOPING LANGUAGE AND THINKING SKILLS

EAL - ACHIEVING TOGETHER THROUGH LANGUAGE IN THE EARLY YEARS	
Course Code	EAL/001 08
Venue	Douglas Valley Children's Centre (Lunch not Provided)
Course Sessions & Time	20/02/2008 Start Time 0915 - End Time 1600
Target Audience	Early Years Practitioners
Course Aims	To develop confidence of staff, working in settings, to support children and their families who speak English as an additional language. <ul style="list-style-type: none"> - Develop understanding of EAL issues - Promote understanding of these issues amongst the practitioners in their setting - Create a welcoming and inclusive Early Years environment
Every Child Matters Outcome(s)	Enjoy & Achieve Stay Safe Be Healthy
Common Core	Effective Communication Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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EAL - ACHIEVING TOGETHER THROUGH LANGUAGE IN THE EARLY YEARS

HEURISTIC PLAY	
Course Code	HEU/019 07
Venue	Brooklands Childcare - Market Street (Lunch not Provided)
Course Sessions & Time	08/10/2007 Start Time 1330 - End Time 1600
Target Audience	Early Yrs Workers/Managers
Course Aims	<ul style="list-style-type: none"> - To explore the potential of heuristic play in the early years. - Practitioners will identify knowledge, skills and attitudes that may be developed through the use of heuristic play. - Identify links to the birth to three matters framework.
Every Child Matters Outcome(s)	Enjoy and Achieve.
Common Core	Child and Young Person Development.
Course Tutor(s)	Ms Adele Oldbury
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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HEURISTIC PLAY

HEURISTIC PLAY	
Course Code	HEU/020 08
Venue	Douglas Valley Children's Centre (Lunch not Provided)
Course Sessions & Time	21/01/2008 Start Time 1330 - End Time 1600
Target Audience	Early Yrs Workers/Managers
Course Aims	<ul style="list-style-type: none"> - To explore the potential of heuristic play in the early years. - Practitioners will identify knowledge, skills and attitudes that may be developed through the use of heuristic play. - Identify links to the birth to three matters framework.
Every Child Matters Outcome(s)	Enjoy and Achieve.
Common Core	Child and Young Person Development.
Course Tutor(s)	Ms Adele Oldbury
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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HEURISTIC PLAY

INTRODUCTION TO THE FOUNDATION STAGE	
Course Code	IFS/003 07
Venue	Professional Development Centre-Hindley (Lunch not Provided)
Course Sessions & Time	02/10/2007 Start Time 1315 - End Time 1600
Target Audience	Early Years Practitioners
Course Aims	<ul style="list-style-type: none"> - This course is for practitioners who would like to know more about the Foundation Stage Curriculum. - Practitioners will explore what is meant by a High Quality Curriculum. - Practitioners will consider the importance of the Early Years Environment and the promotion of independence.
Every Child Matters Outcome(s)	Enjoy and Achieve Make a Positive Contribution
Common Core	Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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INTRODUCTION TO THE FOUNDATION STAGE

OBSERVATION AND ASSESSMENT IN THE FOUNDATION STAGE	
Course Code	OAS/003 07
Venue	Professional Development Centre-Hindley (Lunch not Provided)
Course Sessions & Time	16/10/2007 Start Time 1315 - End Time 1600
Target Audience	Early Yrs Workers/Managers
Course Aims	Practitioners will be able to: <ul style="list-style-type: none"> - Carry out effective observations. - Gain an understanding of assessment procedures. - Use observations and assessments to identify learning needs.
Every Child Matters Outcome(s)	Enjoy and Achieve
Common Core	Supporting Transitions Multi-agency Working Sharing Information
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	

OBSERVATION AND ASSESSMENT IN THE FOUNDATION STAGE

READY STEADY OFSTED	
Course Code	RSO/016 07
Venue	Westleigh Children's Centre (Lunch not Provided)
Course Sessions & Time	06/11/2007 Start Time 0915 - End Time 1600
Target Audience	Early Yrs Workers/Managers
Course Aims	<ul style="list-style-type: none"> - The course will help practitioners to understand the expectations of a care and education inspection. Practitioners will look through inspection notebooks and inspection reports. - THE COURSE IS CONSTANTLY UPDATED. - Practitioners will develop understanding about: <ul style="list-style-type: none"> - Care Standards. - Requirements for a successful inspection. - Knowledge of outcomes for day care and education inspection.
Every Child Matters Outcome(s)	Enjoy and Achieve. Be Healthy. Stay Safe. Achieve Economic Well-being. Make a Positive Contribution.
Common Core	Multi-Agency Working.
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	

READY STEADY OFSTED

SENSORY MATHS	
Course Code	SM/003 07
Venue	Higher Folds Community Centre (Lunch not Provided)
Course Sessions & Time	08/11/2007 Start Time 1000 - End Time 1600
Target Audience	Early Years Practitioners
Course Aims	<p>This course will provide opportunities to use everyday objects and familiar resources in promoting early maths skills. This is a workshop with lots of hands on activities. Practitioners will look at all the maths areas making links to birth to three matters and foundation stage.</p> <p>Activities will incorporate songs, rhymes, baking, parachute games, imaginary play areas, sand and water, play dough, mark making, construction, small world and snack time.</p> <p>Examples will be shared of planning and there will be DVD footage of the children in action.</p>
Every Child Matters Outcome(s)	Enjoy and Achieve. Make a Positive Contribution.
Common Core	Child and Young Person Development.
Course Tutor(s)	Mrs Claire Bolus
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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SENSORY MATHS

SENSORY STORY	
Course Code	SSY/003 07
Venue	Hope Children's Centre (Lunch not Provided)
Course Sessions & Time	20/09/2007 Start Time 1000 - End Time 1600
Target Audience	Early Years Practitioners
Course Aims	<p>This will be a practically based workshop with opportunities to create sensory stories from boxes of materials and every day objects. Connections are made with planning for birth to three matters and the foundation stage curriculum.</p> <p>Methods of communication to support children and what to observe when recording progress will be investigated.</p> <p>There will be examples of planning and DVD footage of the children in action.</p>
Every Child Matters Outcome(s)	Enjoy and Achieve. Make a Positive Contribution.
Common Core	Child and Young Person Development.
Course Tutor(s)	Mrs Claire Bolus
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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SENSORY STORY

SENSORY STORY	
Course Code	SSY/004 08
Venue	Westleigh Children's Centre (Lunch not Provided)
Course Sessions & Time	31/01/2008 Start Time 1000 - End Time 1600
Target Audience	Early Years Practitioners
Course Aims	<p>This will be a practically based workshop with opportunities to create sensory stories from boxes of materials and every day objects. Connections are made with planning for birth to three matters and the foundation stage curriculum.</p> <p>Methods of communication to support children and what to observe when recording progress will be investigated.</p> <p>There will be examples of planning and DVD footage of the children in action.</p>
Every Child Matters Outcome(s)	Enjoy and Achieve. Make a Positive Contribution.
Common Core	Child and Young Person Development.
Course Tutor(s)	Mrs Claire Bolus
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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SENSORY STORY

SIGNALONG - BEGINNERS

Course Code	SIGN/011 07
Venue	Hope Children's Centre (Lunch not Provided)
Course Sessions & Time	25/10/2007 Start Time 0930 - End Time 1200
Target Audience	Early Years Practitioners
Course Aims	A workshop covering the alphabet and effective communication. Having a name sign and upto 70 everyday signs that are suitable to use in an early years setting and their practitioners.
Every Child Matters Outcome(s)	Enjoy & Achieve
Common Core	Effective Communication
Course Tutor(s)	Mary Palmer
Cost	Free to all registered settings and childminders in Wigan

Applicants must complete all sessions to gain certification

Please Note: Non-attendance will result in a penalty fee of £25 per person

SIGNALONG - BEGINNERS	
Course Code	SIGN/013 08
Venue	Professional Development Centre-Hindley (Lunch not Provided)
Course Sessions & Time	10/01/2008 Start Time 0930 - End Time 1200
Target Audience	Early Years Practitioners
Course Aims	A workshop covering the alphabet and effective communication. Having a name sign and upto 70 everyday signs that are suitable to use in an early years setting and their practitioners.
Every Child Matters Outcome(s)	Enjoy & Achieve
Common Core	Effective Communication
Course Tutor(s)	Mary Palmer
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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SIGNALONG - BEGINNERS

SIGNALONG - BEGINNERS - CHILDMINDERS	
Course Code	SIGN/009 07
Venue	Professional Development Centre-Hindley (Lunch not Provided)
Course Sessions & Time	06/10/2007 Start Time 0930 - End Time 1200
Target Audience	Child Minder
Course Aims	A workshop covering the alphabet and effective communication. Having a name sign and upto 70 everyday signs that are suitable to use in an early years setting and their practitioners.
Every Child Matters Outcome(s)	Enjoy & Achieve
Common Core	Effective Communication
Course Tutor(s)	Mary Palmer
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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SIGNALONG - BEGINNERS - CHILDMINDERS

SIGNALONG - INTERMEDIATE	
Course Code	SIGN/012 07
Venue	Hope Children's Centre (Lunch not Provided)
Course Sessions & Time	25/10/2007 Start Time 1300 - End Time 1530
Target Audience	Early Years Practitioners
Course Aims	A workshop covering the alphabet and effective communication. Having a name sign and upto 70 everyday signs that are suitable to use in an early years setting and their practitioners. This course is for candidates who have already completed the beginners course.
Every Child Matters Outcome(s)	Enjoy and Achieve.
Common Core	Child and Young Person Development.
Course Tutor(s)	Mary Palmer
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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SIGNALONG - INTERMEDIATE

SIGNALONG - INTERMEDIATE	
Course Code	SIGN/014 08
Venue	Professional Development Centre-Hindley (Lunch not Provided)
Course Sessions & Time	10/01/2008 Start Time 1300 - End Time 1530
Target Audience	Early Years Practitioners
Course Aims	A workshop covering the alphabet and effective communication. Having a name sign and upto 70 everyday signs that are suitable to use in an early years setting and their practitioners. This course is for candidates who have already completed the beginners course.
Every Child Matters Outcome(s)	Enjoy and Achieve.
Common Core	Child and Young Person Development.
Course Tutor(s)	Mary Palmer
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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SIGNALONG - INTERMEDIATE

SIGNALONG - INTERMEDIATE - CHILDMINDERS

Course Code	SIGN/010 07
Venue	Professional Development Centre-Hindley (Lunch not Provided)
Course Sessions & Time	06/10/2007 Start Time 1300 - End Time 1530
Target Audience	Child Minder
Course Aims	A workshop covering the alphabet and effective communication. Having a name sign and upto 70 everyday signs that are suitable to use in an early years setting and their practitioners. This course is for candidates who have already completed the beginners course.
Every Child Matters Outcome(s)	Enjoy and Achieve.
Common Core	Child and Young Person Development.
Course Tutor(s)	Mary Palmer
Cost	Free to all registered settings and childminders in Wigan

Applicants must complete all sessions to gain certification

Please Note: Non-attendance will result in a penalty fee of £25 per person

THE POTENTIAL OF PUPPETS	
Course Code	PP/001 07
Venue	Douglas Valley Children's Centre (Lunch not Provided)
Course Sessions & Time	20/11/2007 Start Time 0915 - End Time 1200
Target Audience	Early Years Practitioners
Course Aims	Practitioners will explore a range of activities using puppets to improve children's speaking and listening skills and will:- <ul style="list-style-type: none"> - Identify ways to help children enjoy and achieve - Identify the importance of speaking and listening and understand how these skills form the foundations of later literacy development - Explore interactive storytelling and circle time - Consider the role of puppets in the promotion of personal, social and emotional development - Develop ideas, confidence and competence when using puppets
Every Child Matters Outcome(s)	Enjoy & Achieve
Common Core	Child & Young Person Development
Course Tutor(s)	Ms Adele Oldbury
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	

THE POTENTIAL OF PUPPETS

WQS - CURRICULUM & ASSESSMENT	
Course Code	WQS/CA/1s 07
Venue	Professional Development Centre-Hindley (Lunch not Provided)
Course Sessions & Time	04/10/2007 Start Time 0915 - End Time 1200
Target Audience	Early Yrs Workers/Managers
Course Aims	The participants will consider the implications of Curriculum guidance in Early Years settings, alongside the principles underpinning effective Early Years Education & Care. There will be an opportunity to begin to complete the relevant audit Learning Outcomes: * To develop a shared understanding about curriculum and assessment in Early Years settings. * To identify ways in which practitioners can plan the Early Years environment, including experiences, activities and routines to promote and support young children's learning and development. This is a shared course
Every Child Matters Outcome(s)	Enjoy and Achieve
Common Core	Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	

WQS - CURRICULUM & ASSESSMENT

WQS - FOUNDATIONS OF GOOD PRACTICE	
Course Code	WQS/FG/1sh07
Venue	Professional Development Centre-Hindley (Lunch not Provided)
Course Sessions & Time	05/12/2007 Start Time 0915 - End Time 1200
Target Audience	Early Years Practitioners
Course Aims	<p>Participants will consider the suitability of the premises and staffing structure alongside the principles underpinning effective Early Years Education and Care. There will be an opportunity to begin to complete the relevant audit. Learning Outcomes:</p> <ul style="list-style-type: none"> * To develop a shared understanding of Early Years provision and practice. * To encourage participants in the role of reflective practitioners in relation to this audit. <p>This is a shared course.</p>
Every Child Matters Outcome(s)	Enjoy and achieve
Common Core	Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	

WQS - FOUNDATIONS OF GOOD PRACTICE

WQS - HEALTH & WELL-BEING	
Course Code	WQS/HW/1s 08
Venue	Professional Development Centre-Hindley (Lunch not Provided)
Course Sessions & Time	16/01/2008 Start Time 0915 - End Time 1200
Target Audience	Early Years Practitioners
Course Aims	Participants will consider how settings can promote and develop children's health and well being alongside the principles underpinning effective Early Years education and care. There will be an opportunity to begin to complete the relevant audit. Learning Outcomes. * To develop a shared understanding of health and well being in the Early Years. * To establish links with other areas of provision. * to encourage participants in the role of reflective practitioners in relation to this audit. This is a shared course.
Every Child Matters Outcome(s)	Enjoy and achieve Be Healthy
Common Core	Child & Young Person Development Safeguarding & Promoting the Welfare of the Child
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	

WQS - HEALTH & WELL-BEING

WQS - WORKING IN PARTNERSHIP	
Course Code	WQS/WP/1s 07
Venue	Douglas Valley Children's Centre (Lunch not Provided)
Course Sessions & Time	28/11/2007 Start Time 0915 - End Time 1200
Target Audience	Early Years Practitioners
Course Aims	<p>During this course participants will consider the need to work in partnership with a range of stakeholders. There will be an opportunity to begin to complete the relevant audit.</p> <p>Learning Outcomes:</p> <ul style="list-style-type: none"> * To develop a shared understanding of effective partnership working in the Early Years. * To encourage participants in the role of reflective practitioners in relation to this audit. <p>This is a shared course.</p>
Every Child Matters Outcome(s)	Enjoy and achieve
Common Core	Multi-agency Working Sharing Information Supporting Transitions
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	

WQS - WORKING IN PARTNERSHIP

**WORKING WITH CHILDREN WITH HEARING
IMPAIRMENT IN THE EARLY YEARS SETTING**

**WORKING WITH CHILDREN WITH HEARING IMPAIRMENT IN THE EARLY YEARS
SETTING**

Course Code	CHI/001SH 07
Venue	Professional Development Centre-Hindley (Lunch not Provided)
Course Sessions & Time	29/11/2007 Start Time 1315 - End Time 1630
Target Audience	Early Years Practitioners
Course Aims	This course will cover general issues around hearing impairment, population, barriers to learning and practical ways to address these in the Early Years setting. Learning Outcomes: - Have an awareness of barriers to learning that hearing impairment may cause - Be aware of simple low cost adaptations that can help to remove these barriers - Be able to carry out a simple access audit for their own setting
Every Child Matters Outcome(s)	Enjoy & Achieve Be Healthy Stay Safe
Common Core	Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan

Applicants must complete all sessions to gain certification

Please Note: Non-attendance will result in a penalty fee of £25 per person

WORKING WITH VISUAL IMPAIRMENT IN THE EARLY YEARS SETTING

Course Code	CVI/001SH 07
Venue	Higher Folds Community Centre (Lunch not Provided)
Course Sessions & Time	04/12/2007 Start Time 0915 - End Time 1200
Target Audience	Early Years Practitioners
Course Aims	This course will cover general issues around visual impairment, population, barriers to learning and practical ways to address these in the Early Years setting. Learning Outcomes: - Have an awareness of barriers to learning that visual impairment may cause - Be aware of simple low cost adaptations that can help to remove these barriers - Be able to carry out a simple access audit for their own setting
Every Child Matters Outcome(s)	Enjoy & Achieve Be Healthy Stay Safe
Common Core	Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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WORKING WITH VISUAL IMPAIRMENT IN THE EARLY YEARS SETTING

WRITING AN INDIVIDUAL EDUCATION PLAN - SETTING TARGETS	
Course Code	IEP/006 07
Venue	Tyldesley Children's Centre (Lunch not Provided)
Course Sessions & Time	26/02/2008 Start Time 0915 - End Time 1200
Target Audience	Early Years Practitioners
Course Aims	Practitioners will develop their understanding of: <ul style="list-style-type: none"> - What is an IEP. - Who is involved in writing one. - The importance of small achievable steps. - Making targets manageable. - Clear strategies and resources for effective implementation. - Monitoring, evaluation and reviews.
Every Child Matters Outcome(s)	Enjoy and Achieve. Making a positive Contribution. Economic Well-being.
Common Core	Child & Young Person Development
Course Tutor(s)	Quality & Inclusion Team Children & Young People's Services
Cost	Free to all registered settings and childminders in Wigan
Applicants must complete all sessions to gain certification	
Please Note: Non-attendance will result in a penalty fee of £25 per person	
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WRITING AN INDIVIDUAL EDUCATION PLAN - SETTING TARGETS