



Support for Play and Early Learning in Lanarkshire **Training Programme February – May 2018**

SPELL's Training Programme is funded by South Lanarkshire Council

SPELL's training programme is open to all parents, committee members, volunteers and childcare staff who work within toddler groups and playgroups in South Lanarkshire.

Courses on offer:

- 1. Basic First Aid Training for Parents**
- 2. Makaton**
- 3. Grief & Bereavement in an Early Years Setting**
- 4. Paediatric First Aid**

Course Bookings

Details of each course including dates and locations are attached to this letter. To book a place on any of the courses please complete the attached booking form and return it to SPELL along with a £10 refundable booking fee. Should you require further information regarding any of the courses on offer please contact the SPELL office on 01698 768944 or email [**spell.org@btopenworld.com**](mailto:spell.org@btopenworld.com)

Cancellations

It is important to telephone the SPELL office as soon as possible to notify us of a cancellation. This will allow us to re-allocate the place to someone on the waiting list. SPELL's cancellation policy states that we require a minimum of 48 hours notice to allow us to re-allocate places on training courses. SPELL will retain the £10 booking fee if insufficient notice of cancellation is given and for non-attendance.

Wendy McPhillie
Training & Development Manager

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Website: www.spell-lanarkshire.webs.com
Scottish Charity no: SC027970 SPELL is a limited company by guarantee no: SC286654
Registered Office: 8 Douglas Street, Hamilton, ML3 0BP

1. Basic First Aid Training for Parents

Trainer: Stewart First Aid

Course Duration: 4 hours

This course is suitable for all parents and grandparents who wish to learn basic first aid procedures for babies and children.

Subjects Covered:

- Personal Danger
- Recovery Position
- CPR for children
- Choking
- Wounds & Bleeding
- Fractures
- Sprains & Strains
- Major Illness (Diabetes, Epilepsy, etc)
- Burns

Date and Location:

| Course | Date | Times | Location |
|-----------------------------|---|--------------|---|
| Basic First Aid for Parents | Saturday 24 th February 2018 | 10am - 2pm | Chalmers Church, Robert Smillie Crescent, Larkhall, ML9 1LE |

2. Makaton Training

Trainer: Catherine Protheroe

Makaton Regional Trainer

Course Duration: 2 Hours

Makaton is a language programme using signs and symbols to help children and adults to communicate. Signs are used, with speech, in spoken word order. This helps provide extra clues about what someone is saying. Using signs can help children and adults who have no speech or whose speech is unclear.

This 2 hour taster session gives a general insight into what Makaton is and who uses it. During this fun, interactive session participants learn approximately 30 signs and symbols that are used in everyday communication. There will also be a discussion on how participants might use Makaton in their setting.

Date and Location:

| Course | Date | Times | Location |
|------------------|--|--------------|--|
| Makaton Training | Tuesday 27 th February 2018 | 1pm – 3pm | Whitehill Neighbourhood Centre, 9 Hunter Road, Whitehill, Hamilton |

3.Grief & Bereavement in Early Years Settings

Trainer: Child Bereavement UK

Course Duration: ½ Day

This workshop aims to enhance your understanding of grieving children and build your confidence in communicating with Early Years children who are affected by the death of someone important to them. Although the focus of the workshop is on loss through bereavement, much of the knowledge gained will transfer out to issues of wider loss and change that young children may encounter.

Learning Outcomes

- To gain an understanding of how a child's age and development influence their understanding of death.
- To gain an understanding of the impact of loss and grief on young children's holistic development.
- To gain an understanding of the theory of loss and mourning in relation to children.
- To explore ideas in how to meet the needs of young children affected by the death of someone important to them.
- To recognise the importance of developing positive relationships with young children and their families affected by grief and bereavement.
- To gain information about Child Bereavement UK and other support organisations and how to consider practical resources to use with young children.

This course is suitable for childcare practitioners in early years settings and for adult volunteers/committee members who run Baby and Toddler Groups.

Date and Location:

| Course | Date | Times | Location |
|---|---------------------------------------|---------------|--|
| Grief & Bereavement in Early Years Settings | Wednesday 21 st March 2018 | 12.45pm – 4pm | The Village Centre, 12 Maxwell Drive, East Kilbride, G74 4HG |

4. Paediatric First Aid - Certificated course valid for 3 years.

Trainer: Stewart First Aid

Course Duration: 2 days

This course is suitable for all childcare practitioners and volunteers who work in a playgroup or toddler group setting. The course is also ideal for parents who have attended the Basic First Aid Course and wish to extend their first aid knowledge.

Dates and Locations:

| Course | Date | Times | Location |
|----------------------|---|-----------------|---|
| Paediatric First Aid | Tuesday 24 th April 2018 Tuesday 1 st May 2018 | 9.30am - 3.30pm | Whitehill Neighbourhood Centre, 9 Hunter Road, Whitehill, Hamilton, ML3 0LH |

Please note that both dates of this course must be attended for candidates to receive their certificate



Support for Play and Early Learning in Lanarkshire
Course Booking Form

Name: _____

Group: _____

Contact Address: _____

Telephone Number: _____

Email: _____

Course Details

Please state the course(s) you wish to attend:

1. _____ Start Date: _____

2. _____ Start Date: _____

3. _____ Start Date: _____

£10 refundable booking fee enclosed: yes/no (please delete as appropriate)

Signed: _____ Date: _____

Please return the completed course booking form to : SPELL, The Cottage, Beckford Primary School, Auchinraith Avenue, Hamilton, ML3 0JQ. Cheques should be made payable to SPELL.

For more information regarding any of the courses please contact Wendy McPhillie on 01698 768944 or email spell.org@btopenworld.com