



## **Support for Play and Early Learning in Lanarkshire** **Training Programme** **Autumn Term 2019**

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. Introduction to Autism**
- 2. Personal, Social & Emotional Development**
- 3. Paediatric First Aid**
- 4. Emergency First Aid Training for Parents & Carers**

### **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

SPELL, The Cottage, Beckford Primary School, Auchinraith Avenue, Hamilton, ML3 0JQ  
Tel no: 01698 768933/768944 email: [spell.org@btopenworld.com](mailto:spell.org@btopenworld.com)  
Website: [www.spell-lanarkshire.webs.com](http://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.Introduction to Autism**

**Trainer: Scottish Autism**

**Course Duration: 1 Day**

This course is designed for practitioners new to the field of autism. Participants will be introduced to basic concepts and theories relating to autism. The notion of autism as a spectrum condition will be explored along with behavioural, psychological and sensory aspects of the condition. The training will be presented by an experienced practitioner who will present “real life” experiences alongside theoretical principles.

Key Topics:

- What is autism, autism at developmental level
- Key characteristics of autism
- Different ways of thinking
- Impact on senses

The day will be interactive with opportunities for comments, questions and discussion.

Date and Location:

<b>Date</b>	<b>Times</b>	<b>Location</b>
Thursday 3 <sup>rd</sup> October 2019	9.30am – 4.30pm	The Village Centre, 12 Maxwell Drive, East Kilbride, G74 4HG

## **2.Personal, Social & Emotional Development**

**Trainer: National Day Nursery Association**

**Course Duration: 3 Hours**

This NDNA childcare course will help practitioners understand the importance of personal, social and emotional development (PSED) as a key area of learning in young children and how this builds invaluable foundations for future learning and development.

**Key topics**

- Stages of Personal, Social and Emotional Development
- Support PSED in each child through observation, assessment and planning
- The importance of the role of the adult in supporting PSED of young children
- The importance of the environment in PSED of young children
- Supporting guidance documents.

Date and Location:

<b>Date</b>	<b>Times</b>	<b>Location</b>
Tuesday 12 <sup>th</sup> November 2019	9.30am – 12.30pm	The Village Centre, 12 Maxwell Drive, East Kilbride, G74 4HG

### **3. 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:

<b>Date</b>	<b>Times</b>	<b>Location</b>
Tuesday 22 <sup>nd</sup> October & Tuesday 29 <sup>th</sup> October 2019	9.30am - 3.30pm	Whitehill Neighbourhood Centre, 9 Hunter Road, Hamilton, ML3 0LH

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

### **4. Emergency First Aid Training for Parents & Carers**

**Trainer: Stewart First Aid**

**Course Duration: 3 Hours**

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

**Key Topics:**

**Personal Danger  
CPR for Children  
Wound, Bleeding & Burns  
Sprains & Strains**

**Recovery Position  
Choking  
Fractures  
Major Illness**

Date and Location:

<b>Date</b>	<b>Times</b>	<b>Location</b>
Monday 7 <sup>th</sup> October 2019	10am - 1pm	Lanark Horticultural Centre, The Old Sawmill, St Patrick's Road, Lanark, ML11 9EG
Saturday 9 <sup>th</sup> November 2019	10am - 1pm	Hillhouse & Earnock Community Centre, 121 Hillhouse Road, Hillhouse, Hamilton, ML3 9TX



Support for Play and Early Learning in Lanarkshire  
**Course Booking Form**

Name: \_\_\_\_\_

Group: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Should you require any special assistance during the course please notify the SPELL office.

**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](mailto:spell.org@btopenworld.com)