INCLUSION
TRAINING DIRECTORY
2019
## COURSE INDEX

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**Booking Information**

To book a place on any of the courses listed in this Directory please contact CPD:

**Email:** cpd@pembrokeshire.gov.uk  
**Phone:** 01437 775091 or 770077 (ext: 7777) or 775201.  
**Post:** CPD Section, Pembrokeshire Archives, Prendergast, Haverfordwest, SA61 2PE
ALNCO FORUMS

ALNCO Schools Forum
02/05/2019
3.00pm-5.00pm
Pembrokeshire Archives, Prendergast, Haverfordwest

ALNCO Secondary Forum
11/06/2019
3.00pm-5.00pm
Pembrokeshire Archives, Prendergast, Haverfordwest

Early Years Forum
05/06/2019
4:30pm–6:00pm
Pembrokeshire Archives, Prendergast, Haverfordwest

TARGET GROUP: Primary and Secondary ALNCOs, Inclusion Team, Educational Psychologists, Early Years Providers and Settings.
Mental Health and Suicide Prevention Training (SPAT)

**Choice of dates**

24/05/2019 | 9:30am – 1.00pm  
Argyle Street Centre, Pembroke Dock, SA72 6HL

or

13/06/2019 | 9:30am – 1.00pm  
Pembrokeshire Archives, Prendergast, Haverfordwest

or

18/06/2019 | 9:30am – 1.00pm  
Ysgol Bro Gwaun, Fishguard

**Provider:**  
Rebecca Thomas – Primary Mental Health Nurse, CAMHS, Hywel Dda Health Board

**Aims**
To support staff working with children and young people who are in distress by providing a safe locally agreed framework within which to help.

**Learn how to:**
- Recognise the signs of emotional health distress in children and young people and how to respond;
- risk assess within a safe framework;
- refer to local specialist services

**Included in the training:**
- Session materials;
- SPAT Tool - a local suicide prevention referral pathway for children and young people under 18 in Pembrokeshire
Emotional Literacy Support Assistant (ELSA) Training

07/05/2019
22/05/2019
04/06/2019
20/06/2019
01/07/2019
15/07/2019

9:30am – 3:30pm
Pembrokeshire Archives, Prendergast, Haverfordwest

Aims
To build on schools’ capacity to provide effective support to vulnerable children and young people through facilitating an increased psychological understanding of emotional skills and behaviour. Following training it is expected that schools will have increased confidence in managing behavioural challenges from within and be in a position to provide prompt access to support for pupils in need.

Training takes place over six full days and modules include:
- Emotional literacy in schools; self-concept and self-esteem
- Building resilience and self-esteem
- Managing emotions
- Social and friendship skills; using therapeutic stories; using social stories
- Active listening and reflective conversations
- Bereavement and loss

Prior to training, schools are asked to sign a contract with the Educational Psychology Service which confirms the commitment made by the school and the EPs to the training, support and ongoing clinical supervision of the ELSA.

Aims of Course

ELSAs are Emotional Literacy Support Assistants who work in schools to help children recognise, understand and manage their emotions. ELSAs receive training and supervision from Educational Psychologists which supports them to plan and deliver individual and small-group programming.

<table>
<thead>
<tr>
<th>Target Group</th>
<th>Support staff in a position to develop and deliver 1:1 and small group programming.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provider</td>
<td>Educational Psychology Service</td>
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</table>
If you can get the inside right, the outside will fall into place – Eckhart Tolle

RESILIENCE AND WELLBEING 2019

UNDERSTANDING EMOTIONAL INTELLIGENCE

1-day programme: wellbeing within the workplace + follow up executive coaching sessions

Resilience is key to building and maintaining workplace wellbeing. It is the fuel of healthy high performance within teams.

In any working environment where employees are vulnerable or feel overwhelmed, a resilient workplace is instrumental in preventing pressures and demands from building up to breaking point.

Our programme gives you the tools to manage this and develop your resilience to create daily sustainability. We ensure you are equipped with many tools to maintain peak performance each and every day.

“If you can get the inside right, the outside will fall into place” – Eckhart Tolle
Headteacher Resilience and Wellbeing

1 Day Course: Wellbeing within the Workplace + follow up executive coaching sessions

Places per Cohort - Up to 6 Headteachers

Choice of dates

Summer Term 2019
11/06/2019
9:00am -3:30pm
Pembrokeshire Archives

Coaching 1: 17/06/19 (school based)
Coaching 2: 01/07/19 (school based)
Coaching 3: 15/07/19 (school based)

Autumn Term 2019
17/09/2019
9:00am -3:30pm
Pembrokeshire Archives

Coaching 1: 23/09/19 (school based)
Coaching 2: 08/10/19 (school based)
Coaching 3: 05/11/19 (school based)

Spring Term 2020
08/01/2020
9:00am -3:30pm
Pembrokeshire Archives

Coaching 1: 15/01/20 (school based)
Coaching 2: 29/01/20 (school based)
Coaching 3: 12/02/20 (school based)

What is covered?

- What are our Emotional habits?
- Clarity of our inner dialogue
- Impact our inner dialogue has on our emotions
- Explore our core values
- Handling emotions in the workplace
- Gaining awareness of our emotional resilience
- Self-regulation
- Self-awareness
- Understanding Emotional Intelligence in supporting others
- Understanding relationships in work: Identifying who we relate to, self-awareness, understanding others

Aims of the Programme

- Investigate the process for improving one’s emotional intelligence
- Learn to recognise and pay attention to all our emotions
- Understand our own core values and the impact this has on our day-to-day lives
- Learn how to change emotional habits
- Incorporate productive emotions in your decision-making process
- Be aware of the non-verbal messages you send others
- Learn to use humour to relieve stress
- Changing our internal dialogue to support our resilience
- How to replace negative internal habits
1 Day Course: Wellbeing within the Workplace + follow up executive coaching sessions for the first 6 booked on the course.

Each Cohort has 20 places available

### Choice of dates

**Summer Term 2019**  
10/06/2019  
9:00am - 3:30pm  
Pembrokeshire Archives  
Coaching 1: 18/06/19 (school based)  
Coaching 2: 02/07/19 (school based)  
Coaching 3: 17/07/19 (school based)

**Autumn Term 2019**  
18/09/2019  
9:00am - 3:30pm  
Pembrokeshire Archives  
Coaching 1: 26/09/19 (school based)  
Coaching 2: 09/10/19 (school based)  
Coaching 3: 06/11/19 (school based)

**Spring Term 2020**  
09/01/2020  
9:00am - 3:30pm  
Pembrokeshire Archives  
Coaching 1: 16/01/20 (school based)  
Coaching 2: 30/01/20 (school based)  
Coaching 3: 13/02/20 (school based)

### What is covered?

- What are our Emotional Habits?  
- Clarity of our inner dialogue  
- Impact our inner dialogue has on our emotions  
- Explore our core values  
- Handling emotions in the workplace  
- Gaining awareness of our emotional resilience  
- Self-regulation  
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- Understanding Emotional Intelligence in supporting others  
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- Investigate the process for improving one's emotional intelligence  
- Learn to recognise and pay attention to all our emotions  
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- Be aware of the non-verbal messages you send others  
- Learn to use humour to relieve stress  
- Changing our internal dialogue to support our resilience  
- How to replace negative internal habits
Aims of Networking Sessions

- These sessions offer the opportunity to discuss screening results with Speech and Language Therapists or the Specialist Teacher for SpLD
- Training and resources are also provided at these sessions
- The training for DEST 2 sessions for Summer Term 2019 will be regarding visual perception and visual motor integration
- A quick and simple presentation will be given by the Speech and Language Therapist for ideas on how to link visual motor and visual perception activities to the development of language at the level of 1 to 3 Information carrying words. This will link to ideas worked on for DEST 2 session.

Summer Term 2019

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<th>Date</th>
<th>Timing</th>
<th>Venue</th>
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<td>17/06/19</td>
<td>1:15pm-2:30pm Nursery Communication Screen 2:30pm-4:00pm DEST 2</td>
<td>Pembroke Dock Community School</td>
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<tr>
<td>20/06/19</td>
<td>9:15am-10:30pm Nursery Communication Screen 10:30am-12:00pm DEST 2</td>
<td>St Francis RC School</td>
</tr>
<tr>
<td>21/06/19</td>
<td>9:15am-10:30pm Nursery Communication Screen 10:30am-12:00pm DEST 2</td>
<td>Ysgol Caer Elen, Haverfordwest</td>
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<tr>
<td>21/06/19</td>
<td>1:15pm-2:30pm Nursery Communication Screen 2:30pm-4:00pm DEST 2</td>
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You can attend whichever meeting is most convenient.
There is no need to book onto these sessions.

Please contact Olga Phelps for further information: Olga.phelps@pembrokeshire.gov.uk
Course Aims:

This course is aimed at ALNCos, as well as teaching and support staff and PE instructors working with children to improve physical development including motor skills and co-ordination up to KS2.

It will cover the following:

- An overview of the SMART Moves Programme
- Importance of early screening and monitoring
- How to use SMART Moves
- When to use it
- How to create a Movement Abilities Profile (MAP)
- Tips when carrying out observations
- A working model of how the programme can be used in schools to support and monitor progress
- Resources available

10/06/2019
10:00am – 12.00pm
Pembrokeshire Archives,
Prendergast, Haverfordwest

Target Group:
Teaching and support staff; PE instructors

Providers:
Emma Wilson, Specialist Teacher for SpLD;
Melanie Ferrier, Children’s Occupational Therapist
Supporting the Management of Traumatic Events in Schools

10/06/2019
9:00am – 12.00pm

Venue:
NEYLAND PROFESSIONAL LEARNING CENTRE (PLC), Off High Street, Neyland, SA73 1TF

Target Group:
School leaders, other than head teachers

Providers:
Janet Mycroft
Lucy Harrold
Educational Psychology Service

Course Aims:

- To build the capacity of schools to respond to traumatic events and other sad events in a way that minimises the negative impact on children and adults
- To enable schools to explore their own resilience and vulnerability as a setting
- To develop an understanding of the ways in which children respond to traumatic events and other sad events
- To give schools a working knowledge of the local authority guidance on responding to traumatic events

TRAUMATIC EVENTS COORDINATORS

Pembrokeshire County Council guidelines recommend that schools identify a Traumatic Events Coordinator (TEC) who can become familiar with the contents and rationale of the guidance document and coordinate the school’s response to both traumatic events and other sad events in school.

Ideally this person should not be the head teacher as the role covers a range of tasks that can usefully be delegated to allow the head teacher to focus, for example, on communication.

In larger schools, it might be appropriate to have two trained TECs.
2-Day Team Teach Accredited Basic Course
Risk and Restraint Reduction

**Target Audience:** School staff who work around children with challenging behaviour – particularly those pupils with Positive Holding Plans, and staff working in specialist settings.

**Core Aims:** Through the promotion of de-escalation strategies, and the reduction of risk and restraint, to support teaching, learning and caring by increasing staff confidence and competence in responding to behaviours that challenge, whilst promoting and protecting positive relationships. The course entwines a holistic approach to behaviour management, with physical techniques for managing aggressive behaviour.

Examples of course theory content are:

- Behaviours that challenge;
- Stages of a crisis;
- De-escalation;
- Law and guidance;
- How values link in;
- Paperwork and policy guidance;
- Effective record keeping.

**Choice of dates**

- 06+07/06/2019
- 24+25/09/2019
- 13+14/11/2019
- 22+23/01/2020
- 23+24/04/2020
- 08+09/07/2020

9.00am-3.00pm
Pembrokeshire Archives, Prendergast, Haverfordwest

**Providers:**
James Parsons; Sarah Starling; Julie Fudge

**Course Cost:**
£50 per person

Participants will receive a Course Workbook and Certificate.  
*Certification for this course is valid for 24 months.*
1-Day Team Teach Accredited REFRESHER Course

Risk and Restraint Reduction

Target Audience
Previous attendees of the 2-day Team Teach Course or Refresher within the previous 24 months (if more than 24 months, you will be required to re-attend the full course)

Refresher of original 2-day Team Teach Course

Core Aims: Through the promotion of de-escalation strategies, and the reduction of risk and restraint, to support teaching, learning and caring by increasing staff confidence and competence in responding to behaviours that challenge, whilst promoting and protecting positive relationships. The course entwines a holistic approach to behaviour management, with physical techniques for managing aggressive behaviour.

Team Teach Refreshers - Strict deadline on re-training
Team Teach trained staff are required to attend a refresher within 24 months of previous attendance.

Please note that this is a very strict deadline.

Choice of dates
24/06/2019
16/10/2019
12/12/2019
14/02/2020
30/03/2020
14/05/2020
30/06/2020

9.00am-3.00pm
Pembrokeshire Archives,
Prendergast, Haverfordwest

Providers:
James Parsons; Sarah Starling; Julie Fudge

Course Cost:
£25 per person
Supporting Learners with Healthcare Needs

Aims of Course:
This course has been developed in order to provide school staff with practical help and guidance for supporting children with medical needs.

Programme

Introduction and Welcome
(Dr Alice Setti)

Overview of medical guidance, including:
- School’s Healthcare Policy
  (Sue Evans/Annette Thomas)
- Writing and maintaining Healthcare Plans
  (Sue Evans/Annette Thomas)
- Safe Storage of medicines
  (Maureen Osborne, School Nurse Team Leader)

Supporting Children & Young People with:
- Asthma
  (Maureen Osborne, School Nurse Team Leader)
- Anaphylaxis and the use of an epipen
  (Maureen Osborne, School Nurse Team Leader)
- Introduction to Epilepsy
  (Kate Rastall, Epilepsy Action)
- Introduction to Diabetes
  (Crystle Gunning, Paediatric Diabetes Specialist Nurse)

Details to follow

Date: TBC
Time: TBC
Venue: TBC

A WAITING LIST is in operation for this course for when new dates are arranged

The course is delivered termly and every school will need to send at least one representative on the course annually.
Early Identification and Intervention of ALN: Best Practice seminar for:
Foundation Phase Leaders & Reception Teachers

19th September 2019
9:00am – 12:30pm
Pembrokeshire Archives, Prendergast, Haverfordwest

With
Emeritus Professor Angela Fawcett

This half day Seminar will provide leaders and classroom practitioners with an overview to share the impact of the early identification and intervention approaches used for children with a specific learning difference. Professor Angela Fawcett will provide an overview of the impact and practitioners will share case studies of their work in the classroom.

Programme

8:45am  Registration and Coffee
9:00am  Introduction and Welcome
  Nichola Jones, Head of Inclusion, Wellbeing and Disability
9:10am  About the ‘Hands on Literacy Approach’
  Emma Wilson, Specialist Teacher and Sally Abadioru, Advisor for Early Years
9:20am  Measuring the Impact
  Emeritus Professor Angela Fawcett, Swansea University
10:00  Best Practice Case – Study 1
  Pembroke Dock Primary School
10:30  Coffee
11:00  Best Practice Case – Study 2
  Milford Haven Primary School
11:30  ‘Hands on Communication’ Update
12:00  Next Steps
12:30  Close
Aims of the Course

Emeritus Professor Angela Fawcett is the mother of a dyslexic child herself, as well as being the Vice Chancellor of the British Dyslexia Association and Special Envoy for Dyslexia International. She has published numerous theories on dyslexia and written various screening tests for the identification of dyslexia, from early years to adult, including the Dyslexia Early Screening Test (DEST).

The DEST is now widely used in Pembrokeshire schools in order to identify children in the Foundation Phase, who may be at risk of having difficulties with literacy, as part of the Early Identification and Intervention Programme. The DEST is used alongside the ‘Hands on Literacy’ intervention, which is a multi-sensory activity programme designed to develop the skills children need for learning to read and write, through play.

Angela is holding an afternoon for parents of dyslexic children, to talk about the success of the Early Identification and Intervention Programme within Pembrokeshire schools, as well as providing parents of children of all ages, with advice on how they can support their child’s learning at home.

Angela will also be available for a question and answer session with parents.