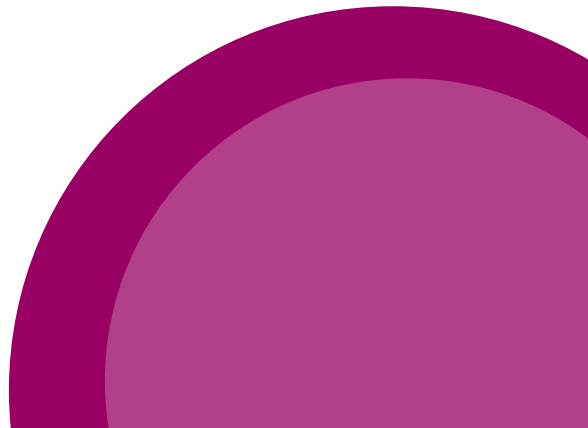


Children's Workforce Spring Term Training Directory

Central Bedfordshire Learning and
Development Centre



Children's Workforce Training Directory

Spring Training Programme and Qualifications 2011 - 2012

Central Bedfordshire Learning and Development Centre are pleased to offer a programme of CPD and qualifications to support the development of the Children's Workforce.

Our aim is to support organisations to achieve the highest possible standards by ensuring that staff are developed as skilled practitioners in their respective roles. Our programme of learning includes a range of generic opportunities for development delivered in both taught sessions and online learning courses.

A summary of the courses available for the Spring term can be located in the following pages. More detailed information on individual course can be downloaded from our website www.centralbedfordshirechildrenstrust.org.uk.

Course booking forms can be located at the back of this programme.

Please do not hesitate to contact the Central Bedfordshire Learning and Development Centre team (details given below), if you wish to discuss any aspect of the Training Directory.

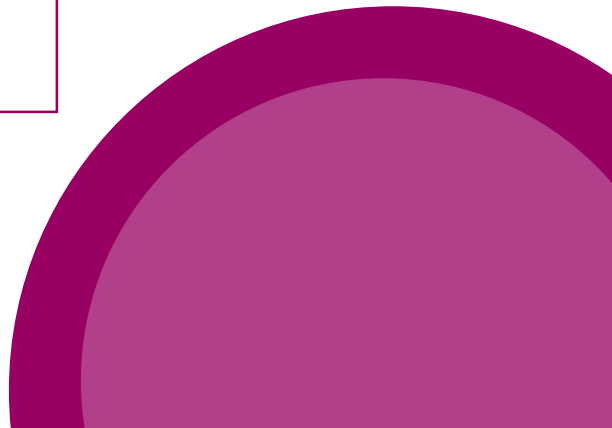
Contact us...

by telephone: 0300 300 8131

by email: CBLDC@centralbedfordshire.gov.uk

on the web: www.centralbedfordshirechildrenstrust.org.uk

Write to **Central Bedfordshire Learning and Development Centre**, Watling House, High Street North, Dunstable, Bedfordshire LU6 1LF



Generic						
Course Title	Booking code	Date (s)	Start Time	End Time	Venue	Course Fee
Assessment Skills Training	GE040211	Tues 24-Jan-12	09.15	16.00	The Forest Centre, Marston Moretaine	No Charge
Common Assessment Framework (CAF) Training	GE010511	Tues 10-Jan-12	09.30	12.30	Priory House, Chicksands	No Charge
Common Assessment Framework (CAF) Training	GE010611	Tues 07-Feb-12	09.30	12.30	Dunstable Fire Station	No Charge
Common Assessment Framework (CAF) Training	GE010711	Mon 05-Mar-12	09.30	12.30	The Rufus Centre, Flitwick	No Charge
Developing World of the Child	CY020311	Thurs 02-Feb-12	09.30	16.15	The Rufus Centre, Flitwick	No Charge
Developing World of the Child	CY020411	Mon 12-Mar-12	09.30	16.15	The Forest Centre, Marston Moretaine	No Charge
Disability Awareness	GE050211	Mon 23-Jan-12	10.00	13.00	Dunstable Fire Station	No Charge
Disability Awareness	GE050311	Tues 23-Mar-12	10.00	13.00	The Rufus Centre, Flitwick	No Charge
Effective Communication	CY030311	Tues 06-Mar-12	18.45	21.45	Priory House, Chicksands	No Charge
Effective Communication	CY030411	Thurs 05-Jan-12	09.30	12.30	The Rufus Centre, Flitwick	No Charge
Engaging in a Positive Way with Fathers	CY110211	Weds 22-Feb-12	13.15	16.00	The Forest Centre, Marston Moretaine	No Charge
Health, Safety & Risk Assessment	CY0770311	Weds 21-Mar-12	09.30	16.15	Priory House, Chicksands	No Charge
Health, Safety & risk Assessment (2 Sessions)	CY070411	Tues 10-Jan-12 Tues 17-Jan-12	18.45	21.45	The Rufus Centre, Flitwick	No Charge
Multi Agency Working	CY060311	Weds 01-Feb-12	09.30	12.30	The Rufus Centre	No Charge
Multi Agency Working	CY060411	Tues 27-Mar-12	18.45	21.45	Priory House, Chicksands	No Charge
Principles, Values & Inclusion	CY040311	Thurs 12-Jan-12	18.45	21.45	Priory House, Chicksands	No Charge
Principles, Values & Inclusion	CY040411	Tues 13-Mar-12	09.30	12.30	Dunstable Fire Station	No Charge
Sharing Information	GE060111	Thurs 23-Feb-12	09.00	12.30	Priory House, Chicksands	No Charge
Supervision Skills	GE080211	Fri 13-Jan-12	09.30	16.00	Dunstable Fire Station	No Charge
Supporting Positive Outcomes (2-Day Course)	CY090411	Tues 17-Jan-12 Tues 24-Jan-12	18.45	21.45	Priory House, Chicksands	No Charge
Supporting Positive Outcomes	CY090311	Tues 28-Feb-12	09.30	16.15	Dunstable Fire Station	No Charge

Generic (continued)

Course Title	Booking code	Date(s)	Start Time	End Time	Venue	Course Fee
Supporting Positive Outcomes	CY090311	Tues 28-Feb-12	09.30	16.15	Dunstable Fire Station	No Charge
Supporting Transitions	GE070111	Mon 05-Mar-12	13.15	16.00	Priory House, Chicksands	No Charge
Team Around the Child (TAC) and Lead Professional Training	GE020611	Tues 10-Jan-12	13.30	16.30	Priory House, Chicksands	No Charge
Team Around the Child (TAC) and Lead Professional Training	GE020711	Tues 07-Feb-12	13.30	16.30	Dunstable Fire Station	No Charge
Team Around the Child (TAC) and Lead Professional Training	GE020511	Mon 05-Mar-12	13.30	16.30	The Rufus Centre, Flitwick	No Charge
Understanding Children's Behaviour	CY050411	Thurs 19-Jan-12	18.45	21.45	Priory House, Chicksands	No Charge
Understanding Children's Behaviour	CY050311	Thurs 02-Feb-12	09.30	12.30	The Forest Centre, Marston Moretaine	No Charge
Understand the needs of Children & Young People who are vulnerable and experiencing poverty and disadvantage	GE100111	Tues 28-Feb-12	09.15	16.30	Priory House, Chicksands	No Charge

Health, Safety and Safeguarding

Course Title	Booking code	Date(s)	Start Time	End Time	Venue	Course Fee
First Aid at Work (3 Day certificate)	HS070711	Weds 4-Jan-12 Thurs 5-Jan-12 Fri 6-Jan-12	09.00	17.00	British Red Cross, Bedford	£204
First Aid at Work (3 Day certificate)	HS070811	Weds 25-Jan-12 Thurs 26-Jan-12 Fri 27-Jan-12	09.00	17.00	British Red Cross, Luton	£204
First Aid at Work (3 Day certificate)	HS070911	Mon 13-Feb-12 Tues 14-Feb-12 Weds 15-Feb-12	09.00	17.00	British Red Cross, Bedford	£204
First Aid at Work (3 Day certificate)	HS071011	Weds 15-Feb-12 Thurs 16-Feb-12 Fri 17-Feb-12	09.00	17.00	British Red Cross, Luton	£204
First Aid at Work (3 Day certificate)	HS071111	Mon 12-Mar-12 Tues 13-Mar-12 Weds 14-Mar-12	09.00	17.00	British Red Cross, Luton	£204

Health, Safety and Safeguarding (continued)

Course Title	Booking code	Date(s)	Start Time	End Time	Venue	Course Fee
First Aid at Work (2 Day Refresher Course)	HS080611	Thurs 12-Jan-12 Fri 13-Jan-12	09.00	17.00	British Red Cross, Luton	£146
First Aid at Work (2 Day Refresher Course)	HS080711	Thurs 18-Jan-12 Fri 19-Jan-12	09.00	17.00	British Red Cross, Bedford	£146
First Aid at Work (2 Day Refresher Course)	HS080811	Thurs 9-Feb-12 Fri 10-Feb-12	09.00	17.00	British Red Cross, Bedford	£146
First Aid at Work (2 Day Refresher Course)	HS080911	Mon 12-Mar-12 Tues 13-Mar-12	09.00	17.00	British Red Cross, Bedford	£146
First Aid at Work (2 Day Refresher Course)	HS081011	Mon 26-Mar-12 Tues 27-Mar-12	09.00	17.00	British Red Cross, Bedford	£146
Paediatric First Aid (2-Day course)	HS010411	Thurs 12-Jan-12 Thurs 19-Jan-12	09.30	16.30	The Rufus Centre, Flitwick	£45
Paediatric First Aid (2-Day course)	HS010511	Sat 04-Feb-12 Sat 11-Feb-12	09.30	16.30	The Rufus Centre, Flitwick	£45
Paediatric First Aid (2-Day course)	HS010611	Thurs 15-Mar-12 Thurs 12-Mar-12	09.30	16.30	The Rufus Centre, Flitwick	£45
Safeguarding Group 2 – Basic Awareness (2 Evening sessions)	CY080611	Tues 21-Feb-12 Tues 28-Feb-12	18.45	21.45	Priory House, Chicksands	No Charge
Safeguarding Group 2 – Basic Awareness	CY080711	Weds 18-Jan-12	09.30	16.15	The Forest Centre, Marston Moretaine	No Charge
Safeguarding Group 2 – Basic Awareness	CY080811	Thurs 09-Feb-12	09.30	16.15	Dunstable Fire Station	No Charge
Safeguarding Group 2 – Basic Awareness	CY080911	Sat 03-Mar-12	09.30	16.15	The Rufus Centre, Flitwick	No Charge
Safeguarding Group 2 – Basic Awareness	CY081011	Mon 19-Mar-12	09.30	16.15	Priory House, Chicksands	No Charge

Qualifications

Course Title	Booking code	Date(s)	Start Time	End Time	Venue	Course Fee
Level 2 Certificate for the Children and Young People's Workforce (QCF)						
Level 3 Diploma for the Children and Young People's Workforce (QCF)						

See course sheet for details on www.centralbedfordshirechildrenstrust.org.uk

Qualifications (continued)

Course Title	Booking code	Date(s)	Start Time	End Time	Venue	Course Fee
Level 2 Award in Playwork (QCF)	EY190111	Seven week course starting Mon 06-Feb-12 End date Mon 26-Mar-12	09.30	15.00	The Rufus Centre, Flitwick	£20
CACHE Level 2 Certificate in Playwork (QCF)	See course sheet for details on www.centralbedfordshirechildrenstrust.org.uk					
CACHE Level 3 Certificate or Award in Playwork (QCF)						
CACHE Level 3 Diploma in Playwork (QCF)						
CACHE Level 2 Award and Certificate in Supporting Teaching and Learning in Schools (QCF)	See course sheet for details on www.centralbedfordshirechildrenstrust.org.uk					
CACHE Level 3 Award and Certificate in Supporting Teaching and Learning in Schools (QCF)						
CACHE Level 3 Diploma in Specialist Support for Teaching and Learning in Schools (QCF)						
CACHE Level 5 Diploma in Leadership for Health and Social Care and Children and Young People's Services (QCF)						

APPLICATION FORM FOR TRAINING 2011/2012

Please complete one form for each candidate. Please print clearly.

Please photocopy if applying for more than one course.



Title*	First Name*	Surname*
Tel: (Home)*		Tel: (Work)*
Job Role*		Your Workplace*
Address for confirmation*		Home Address*
Email address* (for course correspondence)		
*This information is kept confidential and is for essential database purposes only. Please complete all sections.		
Course booking code		Course title
Booking fee Please indicate the appropriate payment method: 1. Cheque enclosed £_____. Please make cheques payable to Central Bedfordshire Council 2. Please arrange for the organisation to be invoiced.		
Course Date 1.		

Please tick if you are: <input type="checkbox"/> Manager <input type="checkbox"/> Designated Safeguarding Children Practitioner <input type="checkbox"/> Equal opportunities Co-ordinator <input type="checkbox"/> Looked after Children Co-ordinator <input type="checkbox"/> Senco <input type="checkbox"/> Health and Safety Rep <input type="checkbox"/> Currently completing CACHE Level 2 Certificate for the Children and Young People's Workforce	SPECIAL INSTRUCTIONS TO ADMINISTRATOR
	FOR ADMINISTRATION PURPOSES ONLY <input type="checkbox"/> Confirmation letter sent <input type="checkbox"/> Waiting letter sent

Completed application forms should be forwarded to:
CBLDC@centralbedfordshire.gov.uk

or send to

Central Bedfordshire Learning and Development Centre,
 Central Bedfordshire Council, Watling House, High Street North, Dunstable, LU6 1LF

Online Learning Opportunities

These free of charge learning opportunities are provided to the entire Children's Workforce, including Early Years, to enable learning to take place at a time convenient to you. There is no cost to apply to do any of the online course, but we do request completion within 6 weeks of access, Failure to complete could result in a retrospective charge being applied.

To access the course below and to download an online application form, please go to www.centralbedfordshirechildrenstrust.org.uk

- An introduction to the Autistic Spectrum
- Basic Awareness Domestic Violence
- Child Accident Prevention
- Childhood Obesity and Henry
- Common Core Skills and Knowledge
- E Safety
- Early Child Development – Foundation
- Equality and Diversity
- Hidden Harm
- Integrated Working (CAF), Info Sharing, Lead Professional
- Short Breaks for Disabled Children
- Supervision and Appraisal in Early Years Settings
- Parental Mental Health





Central Bedfordshire
Children's Trust

E-LEARNER APPLICATION FORM

Please print clearly.

Title*	First Name*	Surname*	Contact Number*
Your Organisation*		Your Department*	
Organisation Address*			
Email Address* (This will be your username)			
<p>*This information must be provided and is for essential database purposes only.</p> <p>Please indicate which of these courses you would be interested in completing.</p> <p>Please note that you are only able to select one course at a time.</p>			
Course Name			
Basic Awareness Domestic Violence			
Child Accident Prevention			
Childhood Obesity and Henry			
Common Core of Skills and Knowledge			
E Safety			
Early Child Development – Foundation			
Equality and Diversity			
Hidden Harm			
Integrated Working (CAF) Info Sharing, Lead Professional			
Short Breaks for Disabled Children			
Supervision and Appraisal in Early Years Settings			
Parental Mental Health			

Please Note: You will need to complete the course within 6 weeks of receiving your login details. If the course is not completed within this timescale your organisation will be invoiced for £15.00.

Completed application forms should be forwarded to:

CBLDC@centralbedfordshire.gov.uk

or send to

Central Bedfordshire Learning and Development Centre,

Central Bedfordshire Council, Watling House, High Street North, Dunstable, LU6 1LF

Contact us...

by telephone: 0300 300 8131

by email: CBLDC@centralbedfordshire.gov.uk

on the web: www.centralbedfordshirechildrenstrust.org.uk

Write to **Central Bedfordshire Learning and Development Centre**, Watling House, High Street North, Dunstable, Bedfordshire LU6 1LF