



Early Years and Childcare Training and Events Brochure 2025/2026





Welcome

The West Sussex Early Years and Childcare Training Team would like to welcome you to this year's training and events brochure.

Here is a message from Jacqueline Harrison, Training and Events Manager:

'24/25 was a great year for early years training, with a new booking portal and brochure meaning we had so many of our settings engaged with training, as well as the return of the Early Years conference in March. We are now excited to share with you our professional development opportunities and a range of inspiring training courses we have running for the upcoming year.'

Course content is based upon feedback received from our settings, subject specialists, as well as research into current Ofsted themes and local and national drivers to ensure all practitioners continue to have the skills, knowledge and confidence required to nurture children's unique needs and ensure both children, and all setting staff, are enabled to reach their full potential for now and in the future.

The benefits of purchasing training from us are:

- Easy access to a range of high-quality, relevant training and course resources
- Content that is regularly reviewed and quality assured
- Our courses have subsidised fees which reduce the cost to you and your team
- Staff hear the same message, improving consistency and team working for your setting.

Publisher

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Accessing our training – West Sussex Services for Education

Last summer, the early years training programme moved to a new booking portal [West Sussex Services for Education](#) (WSSfE). Since then, bookings have increased and many settings and setting managers have commented about the ease of using it.

We are still using WSSfE this year with all of our training courses bookable via this portal.

Here is what to expect from the WSSfE portal:

- The ability to view all training courses and networks available for the next year.
- Bookings, payments and refunds (where applicable) are all within one system.
- Managers can easily create and close staff accounts, book and pay for staff training and substitute delegates.
- Individuals can also create their own account and link it to their setting.
- Providers will have access to courses from other West Sussex services, such as the Fire Service and the Health and Safety team.
- Wraparound care providers have access to training for those working with school aged children.
- Individual staff can view their future bookings and learning history, whilst managers can view future bookings and learning history for themselves and their staff.

[WSSfE user guides](#) talk you through all stages of the WSSfE processes and are available and on the homepage.

Please note that emails from WSSfE can sometimes go to your junk/spam folder, so please check these before seeking further assistance.





Types of courses

We have a range of face to face and online courses, including evening and Saturday time slots across the year to accommodate all.

Face to face

Please ensure you arrive 15 minutes before the course start time, as events will start promptly. It is at the trainer's discretion to accept late entry up to 10 minutes after the start time; but after this the delegate may be asked to rebook.

Webinars

A webinar is a live, online course led by a trainer. You must arrive prior to the start time of your course. If you arrive late, you risk being marked as part attended or as a did not attend.

You must have access to a computer or tablet, a stable internet connection and a web camera with microphone to participate. Please treat a webinar like a face to face course and keep your web camera on throughout the event. Training engagement during a course is monitored by the trainer and the Early Years Training team. If it is deemed that attention has not been paid during a course, you may not be marked as 'attended.' Mobile phones are unsuitable and should not be used to attend courses.

eLearning

We offer two options for self-led, eLearning courses. Free courses created by West Sussex County Council early years and childcare experts are available on [Learning and Development Service](#). Details can be found on page [109](#) of this document.

National Day Nurseries Association (NDNA) eLearning courses are available at the subsidised rate at £10 per place. Details can be found on page [110](#) of this document.

Pre course tasks

Delegates are responsible for downloading any attachments and, if applicable, bringing resources to the course. Delegates must complete any pre-course tasks prior to attending. All tasks and resources can be found on the course pages on West Sussex Services for Education. They will be made available (when applicable) once the place has been booked and paid for.





Expansion Support Training Offer 2025-26

West Sussex County Council is pleased to announce we are extending our Expansion Support Offer for a further year as we look to offer training to upskill both retained staff and recent recruits at early years and childcare settings. These specific courses are part of the 'Expansion Support' offer and are available at a subsidised cost. A summary of the arrangements for this offer is below:

- Expansion support courses are £10 per place
- One place is available per setting, per course.
- Expansion Support training offer will run until March 2026.
- An **Impact evaluation** will be emailed six weeks after the course. Once complete, the setting will receive a **free**, self-led online course valued at £10. Please note, food hygiene is not included.

Expansion Support Training Offer 25/26 courses

- A look at everyday print and its place in reading readiness
- Baby and toddler basics: Schema play in the under 3's
- Baby room basics: Brilliant baby room environments
- Baby room basics: Speech and language development
- Baby room basics: Understanding secure attachments
- Behaviour strategies: Supporting transitions (big and small)
- Behaviour strategies: Resolving conflict through connection
- Behaviour strategies: Supporting self regulation through co-regulation
- Best for babies: Birth to 2 years
- Building your childminding business: Part 1 (Business Development)
- Building your childminding business: Part 2 (Provision)
- Collaborative peer observation as a route to professional development and enhanced practice
- Developing high quality learning environments for two-year-olds
- Developing high quality provision for babies (0-2 years)
- Developing high quality provision for toddlers (2-3 years)
- Five to thrive courses
- I need to move! A look at physical development
- Inspirational Art and Design in the Early Years
- Inspiring maths for under two's
- Leaders and Management: Understanding positive, proactive and effective leadership
- Leadership and Management: Following the leader
- Leadership and management: Staff supervision as required by the EYFS
- Leadership and management: Supporting staff wellbeing
- Outstanding Practice: The Reflective Playworker
- Planning sustainable business models when delivering EYFE
- Playworkers Preparing for Play
- Promoting positive behaviour (Out of school providers and childminders)
- Rethinking the Recruitment and Retention of Staff
- Roles and responsibilities of the early years committee





The 'Right From The Start: West Sussex Early Years and Childcare Strategy 2024 to 2027'

This strategy has been developed to acknowledge the importance that the early years plays in establishing and embedding positive outcomes for children. It demonstrates a system wide approach to early years and childcare, supporting families from birth and beyond. The [Right from the start West Sussex Early Years and Childcare Strategy 2024-2027](#) is available to view.

Contact the Early Years and Childcare Training Team

Need help? There are detailed User Guides available on [WSSfE](#) to support with course booking queries. Our Facebook page also offers advice, booking information and the latest training updates. The [Early Years and Childcare webpage](#) also has a wealth of information and guidance for new or established childcare providers.

If you would like advice or support about training, please contact us:

Phone: **033 022 25904** or **033 022 28584**

Email: early.years.training@westsussex.gov.uk

Join our [Facebook page](#) for daily training updates, offers and information.

facebook

Training providers

As well as working with West Sussex County Council subject specialists, we also commission a range of training providers to deliver our programme. You can find out about our [Training Providers](#). This year we are delighted to be working with:





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Assessment and Observation

- I see you: Making meaningful observations

Also see - [Leaders course: the Bigger Picture](#)





I see you: Making meaningful observations

Observation is a fundamental tool for teaching in early years because it supports awareness of a child's development, skills, and play.

This webinar will explore how making meaningful, reflective observations can support practitioners to provide the ideal environment and experiences to nurture young children's development.

It also considers when and how written observations may be useful.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Know the EYFS requirements for observing children and assessing their progress, including the statutory 2 year old progress check.
- Learn a variety of methods for capturing observations and recognise which may be the most appropriate for a given situation or intention.
- Know how to use observations effectively to assess children's progress and plan an ambitious curriculum that supports all areas of development and identify areas where additional support may be needed.

Target audience and cost

Early Years practitioners, Childminders - £20

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
12/11/2025	Online	Booking link
12/03/2026	Online	Booking link





Babies

- Baby and toddler basics: Schema play in the under 3's
- Baby room basics: Brilliant baby room environments
- Baby room basics: Speech and language development
- Baby room basics: Understanding secure attachments
- Best for babies: Birth to 2 years
- Developing high quality learning environments for two year olds
- Developing high quality provision for babies (0-2 years)
- Five to thrive essentials
- Five to thrive follow up: Focus on Cuddle and Play
- Five to thrive follow up: Focus on Talk
- Inspiring maths for under 2's





Baby and toddler basics: Schema play in the under 3's

£10 Per person! Part of Expansion Support Training Offer.

This baby and toddler basics session will explore theory and practice relating to schemas in young children's play.

Young children's repetitive patterns of play can often be misconstrued as undirected and aimless, and even be annoying to practitioners, when not viewed through the perspective of schemas.

Understanding the theory and function behind schema play can be eye-opening for many practitioners. Using this knowledge to inform planning and resourcing can transform practice, enabling practitioners to fully meet the drives and needs of the children in their care.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Learn some underpinning theories of schemas and identify the main forms
- Understand how children's drives, fascinations and repeated patterns of play are an important part of their learning process
- Know ways in which to develop a high quality, challenging learning environment that supports children's schemas.

Target audience and cost

Practitioners working with children under 3 years, Childminders - £10

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
20/05/2025	Online	Booking link

£10 per person!
Part of Expansion
Support Training
Offer



Apply online
via West Sussex Services
for Education



Baby room basics: Brilliant baby room environments

£10 Per person! Part of Expansion Support Training Offer.

This 90 minute workshop will explore how to provide a stimulating environment for babies within your setting.

It will explore the physical needs of babies and explore the value of treasure baskets and heuristic play.

In response to the childcare expansion, our new Baby Room Basics courses look to support staff in feeling confident and knowledgeable working with the under 2's.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Understand how to meet the physical needs of babies within your setting
- Know how to use heuristic play with confidence.

Target audience and cost

SENcos/Baby room practitioners, Childminders - £10

Training provider

Hempsalls

2025/26

Date	Delivery/venue	Booking link
19/06/2025	Online	Booking link



Apply online
via West Sussex Services
for Education



Baby room basics: Speech and language development

£10 Per person! Part of Expansion Support Training Offer.

This 90 minute webinar will support you to explore, at an introductory level, effective approaches for supporting a baby's speech and language development so that you can implement them in your setting and daily practice.

£10 per person!
Part of Expansion
Support Training
Offer

In response to the childcare expansion, our new Baby Room Basics courses look to support staff in feeling confident and knowledgeable working with the under 2's.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Recognise the importance of speech and language development in the first years of life.
- Confidently apply a range of approaches that support babies' speech and language development.

Target audience and cost

SENCOs/Baby room practitioners, Childminders - £10

Training provider

Hempsalls

2025/26

Date	Delivery/venue	Booking link
18/10/2025	Online	Booking link



Apply online
via West Sussex Services
for Education



Baby room basics: Understanding secure attachments

£10 Per person! Part of Expansion Support Training Offer.

Children with secure attachments are more likely to develop emotional intelligence, good social skills and robust mental health (Howe, 2011)

This webinar explores how early experiences impact on children's brain development. Learners will consider how this relates to attachment styles and how children can be supported to develop strong emotional development.

In response to the childcare expansion, our new Baby Room Basics courses look to support staff in feeling confident and knowledgeable working with the under 2's.

£10 per person!
Part of Expansion
Support Training
Offer

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Understand the particular needs of babies
- Consider the impact of early experiences on brain development
- Explore attachment styles and how to support babies

Target audience and cost

SENCOs/Baby room practitioners, Childminders - £10

Training provider

Hempsalls

Date	Delivery/venue	Booking link
25/02/2026	Online	Booking link



Apply online
via West Sussex Services
for Education



Best for babies: Birth to 2 years

£10 Per person! Part of Expansion Support Training Offer.

This engaging and informative course considers what really matters when working with children under two years.

It seeks to support you to thread responsive, playful and informed practice and provision throughout a baby's day.

It is wide ranging including exploration of many aspects of dynamic child-focused practice including attachment, attunement, interactions, communication and language development, physical development, schemas, treasure baskets, heuristic play and books.

Please bring a copy of Development Matters or have access to this on another screen.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- recognising the importance of quality adult and child interactions that match and enhance the development of the youngest children
- creating a responsive and evolving enabling environment entirely appropriate for under two's
- identify and implement good practice with babies that promotes their well being and development

Target audience and cost

Practitioners working with children aged birth to 2 years, Childminders - £10

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
24/06/2025	Online	Booking link
10/03/2026	Online	Booking link





Developing high quality learning environments for two year olds

£10 Per person! Part of Expansion Support Training Offer.

Reformatted and updated over this past year, this exciting and important course will enable you to understand why two year olds behave the way they do, what effective learning environments look like for this age group, how to tap into attachment to nurture and support two year olds, and how to create stimulating play opportunities for this age.

£10 per person!
Part of Expansion
Support Training
Offer

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- recognise the characteristics and needs of two year olds.
- identify how to support the characteristics of effective learning and support children to develop positive attitudes.
- identify how to support children's individual needs and interests.
- offer practical ways on how to provide stimulating and challenging experiences and reflect on their current practice and to identify strengths and areas for further development.

Target audience and cost

Practitioners working with two year olds, Childminders - £10

Training provider

Linden Learning

2025/26

Date	Delivery/venue	Booking link
16/10/2025	Arundel Museum	Booking link



Apply online
via West Sussex Services
for Education



Developing high quality provision for babies (0-2 years)

£10 Per person! Part of Expansion Support Training Offer.

This webinar will support you in developing the underpinning knowledge of early child development, to ensure that you are able to respond appropriately to the children in your care and build and maintain a high quality provision through the creation of an ambitious and challenging curriculum that will support all areas of development.

Recognising the importance of good attachments are essential for all practitioners in order to create effective, high quality, challenging learning environments and develop the positive relationships that are needed to support young children's development.

£10 per person!
Part of Expansion
Support Training
Offer

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Identify the main characteristics of key child development theories.
- Develop a high-quality, play-based learning environment, which supports an ambitious curriculum meeting the individual developmental needs of the children in your care.
- Use your knowledge of attachment theory to develop strong, positive relationships with your key children.

Target audience and cost

Practitioners working with children aged birth to 2 years, Childminders - £10

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
24/02/2026	Online	Booking link



Apply online
via West Sussex Services
for Education



Five to thrive essentials

£10 Per person! Part of Expansion Support Training Offer.

This 3 hour webinar is the core of Five to thrive. It is suitable for practitioners working with the under twos.

Five to thrive consists of five practical activities that are the building blocks of healthy communication and brain development. Each block includes useful approaches based on research findings, as well as tips for enhancing practice.

Interactive training elements will enhance understanding of the huge impact of a child's earliest experiences and relationships. Fascinating insights will be explored in relation to brain development, mental health, learning, well-being, and social/emotional development.

Please complete the pre-course work before attending as it is vital to your learning.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- demonstrate strategies for meeting the emotional and psychological needs of babies and children
- develop meaningful, calm and empowering relationships between children and the adults in their lives, both family members and professionals.

Target audience and cost

For practitioners working with the under twos - £10

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
10/07/2025	Online	Booking link
02/10/2025	Online	Booking link
02/12/2025	Online	Booking link
29/01/2026	Online	Booking TBC
26/02/2026	Online	Booking TBC



Apply online
via West Sussex Services
for Education



Five to thrive follow up: Focus on Cuddle and Play

£10 Per person! Part of Expansion Support Training Offer.

This 3 hour course is for those who have attended Five to thrive Essentials.

The aim is to extend professional knowledge and practical skills by exploring two specific elements of Five to thrive in detail, Cuddle and Play.

"Feeling safe with you fills my body with special chemicals. The patterns that grow in my brain when you cuddle me will mean that all my life, I will be able to feel safe with safe people." Five to thrive booklet

Deepening and extending knowledge on brain development, exploring what cuddle experiences are critical to meet the needs of a baby and young child together with input and discussions about the vital importance of physical play inform this inspiring and engaging training.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- explain how varied and challenging physical experiences and nurturing relationships impact on children's mental health, wellbeing and social development
- implement a range of calming and stimulating physical experiences to support brain development
- use a range of resources and spaces to support children's need for a variety of movement, whole body experiences and risk taking opportunities

Target audience and cost

For practitioners who have attended Five to thrive Essentials - £10

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
18/03/2026	Online	Booking link



Apply online
via West Sussex Services
for Education



Five to thrive follow up: Focus on Talk

£10 Per person! Part of Expansion Support Training Offer.

This half day webinar is for those working with children from birth to 24 months. You must have attended 'Five to thrive Essentials' before booking.

£10 per person!
Part of Expansion
Support Training
Offer

Extend your professional knowledge and practical skills by participating in this follow up course related to the Talk element of Five to thrive.

"By talking with children more, in an engaging and supportive way, parents can nurture early brain development and build a strong foundation for language learning" Anne Fernald.

How can professionals and families best support children's needs related to the vital place of speech, language and communication? Practical approaches and insights into working with all children, particularly the most vulnerable and their families, will foster strong communication skills, effective learning, collaborative family relationships, and positive mental health.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- implement practical strategies that promote children's wellbeing through optimising their language skills, social skills and self esteem
- support parents/carers and colleagues to implement "Talk" within the 'Five to thrive' approach in the home and the setting
- develop meaningful adult and child relationships which help children feel confident, happy and secure and, in turn, have a positive impact on their resilience and ability and readiness to learn.

Target audience and cost

For those working with children from birth to 24 months and attended Five to thrive Essentials - £10

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
11/11/2025	Online	Booking link

Apply online
via West Sussex Services
for Education





Inspiring maths for under 2's

£10 Per person! Part of Expansion Support Training Offer.

This fascinating course, specially targeted for practitioners working with the youngest children, evidences how much mathematical understanding children have shortly after birth. It provides an exploration of subsequent mathematical development up to 2 years of age.

£10 per person!
Part of Expansion
Support Training
Offer

There is a focus on what practitioners can do and provide to ensure a strong mathematical grounding for the under twos.

Please bring a copy of Development Matters or have access to this on another screen.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Provide meaningful opportunities and resources that support mathematical learning and development from birth to 2 years.
- Engage in high quality, maths related, interactions.

Target audience and cost

Early Years practitioners working with children aged birth to 2 years,
Childminders - £10

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
04/11/2025	Online	Booking link

Apply online
via West Sussex Services
for Education





Behaviour

- Behaviour detectives: Why do children behave the way they do?
- Behaviour strategies: Resolving conflict through connection
- Behaviour strategies: Supporting transitions (big and small)
- Behaviour strategies: Supporting self regulation through co-regulation
- Emotion coaching
- Promoting positive behaviour (Out of school providers and childminders only)





Behaviour detectives: Why do children behave the way they do?

Back by popular demand due to quickly filling up in 24/25, consider why children behave in certain ways and gather ideas and strategies to support them.

Consideration of the adult's role in de-escalating conflicts and the importance of responding sensitively to behavioural challenges will be covered in detail. This course links with the PSED area of the EYFS.

The material overlaps with the course Promoting Positive Behaviour (For Out of School Providers and Childminders Only).

£10 per person!
Part of Expansion
Support Training
Offer

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- explain the range of reasons why children behave the way they do;
- understand what happens in our brain during stress and conflict;
- recognise the important role of the adult in de-escalating conflicts and situations;
- respond sensitively to behavioural challenges.

Target audience and cost

Early Years practitioners, Childminders, Reception teachers and classroom support staff. Early Years - £30

Training provider

Linden Learning

2025/26

Date	Delivery/venue	Booking link
21/06/2025	Online	Booking link
04/11/2025	Online	Booking link
23/02/2026	Online	

Apply online
via West Sussex Services
for Education





Behaviour strategies: Resolving conflict through connection

£10 Per person! Part of Expansion Support Training Offer.

This 90 minute webinar will enable you to use a range of strategies to support conflict resolution within your setting.

It forms part of our Behaviour Strategies series in which we will be running short, informative courses each term around different behaviour topics.

Topics include 'daily transitions', 'self-regulation/co-regulation' and 'resolving conflict through connection' and these courses will offer you that bit of timely support within your setting about areas of behaviour that you may feel you would benefit from extra guidance on, or ideas on how to manage.

Differences of opinion, arguments, and in some cases even physical altercations can all occur in an early years settings. Sensitive, attuned practitioners can support those involved to resolve their issues through meaningful connections which help them to understand the source of the conflict and collaborate using a problem-solving approach to agree on a solution.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- explain the importance of attuned adults and the strong attachments essential in developing the positive relationships needed for young children to be resilient and use a problem-solving approach when experiencing conflict
- implement a range of strategies to support children to resolve conflict, including the High-Scope 'six step' model
- explain how these strategies can be adapted to other situations, such as conflict with parents or colleagues

Target audience and cost

Early Years practitioners, Childminders - £10

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
03/03/2026	Online	Booking link

£10 per person!
Part of Expansion
Support Training
Offer



Apply online
via West Sussex Services
for Education



Behaviour strategies: Supporting transitions (big and small)

£10 Per person! Part of Expansion Support Training Offer.

This 90 minute webinar will enable you to use a range of strategies to support children's transitions within an Early Years setting, using an attachment-focussed approach.

£10 per person!
Part of Expansion
Support Training
Offer

It forms part of our Behaviour Strategies series in which we will be running short, informative courses each term around different behaviour topics. Topics include 'daily transitions', 'self-regulation/co-regulation' and 'resolving conflict through connection' and these courses will offer you that bit of timely support within your setting about areas of behaviour that you may feel you would benefit from extra guidance on, or ideas on how to manage.

Entering childcare for the first time or moving to a new room in a setting or new setting altogether (including school) can be challenging for young children. In addition, children must deal with daily transitions and changes throughout their day and for some children, transitions may be frustrating or may be anxiety inducing, and can also lead to challenging behaviours. It is essential that these transitions are managed sensitively.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Ensure that settling-in procedures and management of daily routines meet the needs of children and their parents.
- Consider the impact of change on children's well-being and implement a range of strategies to support effective transitions.
- Recognise the importance of the key person approach and the strong attachments that are essential in developing the positive relationships that are needed for young children to be resilient and thrive when experiencing change.

Target audience and cost

Early Years practitioners, Childminders - £10

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
01/10/2025	Online	Booking link

Apply online
via West Sussex Services
for Education





Behaviour strategies: Supporting self regulation through co-regulation

£10 Per person! Part of Expansion Support Training Offer.

This 90 minute webinar will enable you to use a range of strategies to support children's self-regulation, including through a process of co-regulation.

£10 per person!
Part of Expansion
Support Training
Offer

It forms part of our Behaviour Strategies series in which we will be running short, informative courses each term around different behaviour topics. Topics include 'daily transitions', 'self-regulation/co-regulation' and 'resolving conflict through connection' and these courses will offer you that bit of timely support within your setting about areas of behaviour that you may feel you would benefit from extra guidance on, or ideas on how to manage.

Self-regulation involves children developing the ability to manage and control their emotions, thoughts, interactions, and behaviour to enable them to act in positive ways towards a goal. Children are not born with the ability to self-regulate. It is both a developmental factor and learned skill, reliant on closely attuned, responsive adults to support an overwhelmed child and model calming strategies.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- explain the underpinning theories of self-regulation
- understand the importance of recognising that children's 'challenging' behaviours are the child's way of communicating unmet needs, leading to dysregulated 'stress' behaviour
- implement a range of co-regulation strategies to support young children, including resources and activities that can be used in the setting.

Target audience and cost

Early Years practitioners, Childminders - £10

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
04/06/2025	Online	Booking link

Apply online
via West Sussex Services
for Education





Emotion coaching

This 3 hour webinar will enable you to explore the strategy of emotion coaching in greater depth and how you can use it to support children as they develop self-regulation.

Emotion Coaching is based on the principle that all emotions are acceptable but not all behavioural responses.

Emotion coaching is a way of empathising with children and validating their feelings, whilst offering them guidance about how to act and react. It builds resilience and nurtures self-regulation.

This course links with the PSED area of the EYFS and builds on the material in the courses Promoting Positive Behaviour and Behaviour Detectives although you do not have to attend either to attend this course.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Support children to understand the different emotions they experience and how to handle them;
- Understand how Emotion Coaching helps to create nurturing relationships;
- Use emotion coaching to support children to effectively manage stress;
- Recognise how emotion coaching can contribute towards children's development of self-regulation.

Target audience and cost

Early Years practitioners, Wraparound care practitioners working with children aged 4 to 11 years - £30

Training provider

Linden Learning

2025/26

Date	Delivery/venue	Booking link
07/10/2025	Online	Booking link
03/02/2026	Online	Booking link



Apply online
via West Sussex Services
for Education



Promoting positive behaviour (Out of school providers and childminders only)

£10 Per person! Part of Expansion Support Training Offer.

This 90 minute webinar will allow you to consider how to promote positive behaviour in your setting. This course links with the PSED area of the EYFS.

£10 per person!
Part of Expansion
Support Training
Offer

Note: The material overlaps with the course Behaviour Detectives, so you do not need to attend both.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Understand the behavioural needs of young children and why children behave as they do;
- Recognise the role of the adult in understanding and responding sensitively to this behaviour;
- Use strategies, including emotion coaching and the problem solving approach to conflict resolution, which help us to promote positive behaviour.

Target audience and cost

Childminders, Wraparound care practitioners working with children aged 4 to 11 years, Childminders working with children aged 4 to 11 years - £10

Training provider

Linden Learning

2025/26

Date	Delivery/venue	Booking link
27/11/2025	Online	Booking link
17/03/2026	Online	Booking link



Apply online
via West Sussex Services
for Education



Childminder

- Thinking of becoming a childminder?
- Becoming a childminder: Preparing your business. Essential knowledge and pre-reg visit preparation
- Building your childminding business: Part 1 Business development
- Building your childminding business: Part 2 Provision

The courses above are suitable for new and returning childminders, but anyone is welcome to attend. All other training opportunities can be found throughout this brochure.





Thinking of becoming a childminder?

This is a free information session for anyone considering a career in childminding. Join us to explore key considerations and understand the registration process.

The current government expansion of funded childcare means there is a need for more childcare places, including those provided by registered childminders.

Childminding is a rewarding career for anyone who enjoys being with children and helping them learn and develop, would benefit from the opportunity to work from their own home, perhaps whilst also looking after their own children, and would relish the challenge of running their own business.

Learning outcomes

By attending this webinar, you will:

- Know the requirements for registering with Ofsted/Childminder Agency.
- Know the process for registering on the Early Years and/or Childcare register.
- Explore what being a registered childminder involves, including the impact this can have on family life, costs involved in setting up and other considerations.

Target audience and cost

Anyone considering a career in childminding - FREE

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
10/06/2025	Online	Booking link
04/10/2025	Online	Booking link
24/01/2026	Online	Booking link





Becoming a childminder: Preparing your business. Essential knowledge and pre-reg visit preparation

This webinar is aimed at those who are in the process of registering as a Childminder. It will provide a detailed explanation of the registration process and a basic introduction to the requirements of the Early Years Foundation Stage (EYFS). It will also signpost you on to any further training or next steps within the West Sussex Early Years Training team.

It is a follow on from our popular information session Thinking of Becoming a Childminder?, however, you do not need to have attended Thinking of Becoming a Childminder? to book a place.

Learning outcomes

- know the key legislative requirements for starting a home childcare business, including registration with His Majesty's Revenue and Customs (HMRC) and the Information Commissioner's Office (ICO), insurance requirements, and establishing if consent is required from other parties
- be able to explain the pre-registration visit process
- be able to describe the core principles of the EYFS Safeguarding and Welfare requirements and be able to explain these to an Ofsted inspector or Childminder Agency
- be able to describe the core principles of the EYFS Learning and Development requirements and how you will implement these in your setting and be able to explain these to an Ofsted inspector or Childminder Agency
- have knowledge of any next steps or support processes that WSCC offer a Childminder.

Target audience and cost

Childminders in the process of registering - FREE

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
24/06/2025	Online	Booking link
09/10/2025	Online	Booking link
03/02/2026	Online	Booking link

Apply online
via West Sussex Services
for Education





Building your childminding business: Part 1 Business development

Part of our suite of webinars that are aimed at those who are new to the Childminding profession, those who have recently registered or those who would like support. This course has two modules.

Learning outcomes

By attending this webinar, you will:

Essential business tools

- Know some ways to market your services to prospective parents.
- Understand the importance of having a business plan in order to ensure sustainability.
- Know how to comply with tax and other financial requirements, such as funding.

Policies and procedures

- Know which policies and procedures are a statutory requirement.
- Be able to create and implement statutory policies and procedures, required records, and any additional policies that may be helpful.
- Be able to set fees in line with your business plan and create terms and conditions that form the basis of your contracts with parents.
- Know how to create a safe environment for children in your care.
- Know some sources of business paperwork templates, such as contracts.

Partnerships with parents and carers

- Know the importance of developing positive relationships with parents.
- Understand how to maintain professional boundaries with parents and keep safeguarding at the forefront of your relationships.
- Know how to implement robust settling in procedures, which respect the child's home routines, culture, and individual needs.
- Understand the importance of ongoing communication and information sharing and know some effective methods for facilitating this.

Target audience and cost

Childminders in the process of registering/recently registered - £10

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
23/10/2025 and 06/11/2025	Online	Booking link
26/02/2026 and 05/03/2026	Online	Booking link

Apply online
via West Sussex Services
for Education





Building your childminding business: Part 2 Provision

Part of our suite of webinars for those new to the childminding profession, who have recently registered, returning to childminding or those who would like support. This course has two parts.

Learning outcomes

By attending this webinar, you will understand:

Building Your EYFS Curriculum

- The importance of development and the value of play in children's learning in order to plan an ambitious curriculum that is tailored to meet the needs of each child, using the EYFS Educational Programmes as a starting point.
- How to plan and create a high quality, play based learning environment in a home based setting, indoors and out.
- Where to access CPD opportunities such as WS training programme.
- The importance of reflecting on practice as part of the process of ensuring continuous improvement.

Monitoring Children's Progress and Record Keeping

- The EYFS requirements for observing children and assessing their progress, including the statutory 2 year old progress check.
- A variety of methods for capturing observations and recognise which may be the most appropriate for a given situation or intention.
- How to use observations effectively to assess progress and plan an ambitious curriculum to support all areas of development. Identify areas where additional support may be needed.

Meeting the needs of all children

- How to balance the children's home routines with those in the setting and use care routines to support learning and wellbeing.
- Promote and embed the principles of equality, diversity, and inclusion.
- The importance of strong attachments and the key person approach for developing positive relationships with children.
- Strategies for responding to common challenging/unwanted behaviours. Understand that behaviour is a form of communicating an unmet need.

Target audience and cost

Childminders in the process of registering, recently registered or returning to childminding - £10

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
27/11/2025 and 11/12/2025	Online	Booking link
18/03/2025 and 25/03/2025	Online	Booking link

Apply online
via West Sussex Services
for Education





EYFS Outcomes and Quality Provision

- A look at everyday print and its place in reading readiness
- A look at our words: The impact of what adults say
- Collaborative and respectful: Communicating with parents
- Developing high quality provision for pre-schoolers (3-4 years)
- Developing high quality provision for toddlers (2-3 years)
- EYFS essentials
- I need to move: A look at physical development
- Inspirational approaches to expressive arts and design in 2D/3D creativity
- Maths inspirations: Shape and pattern
- Maths inspirations: Fun with problem solving
- Maths inspirations: Number fun
- Nurturing powerful and autonomous learners: Sharing and showing my ideas
- Ofsted - Are you ready?
- Outdoor and risky play
- Ready for change, ready for life: Positive transitions
- Write on track! Practical approaches to writing development





A look at everyday print and its place in reading readiness

£10 Per person! Part of Expansion Support Training Offer.

"Literacy unlocks the door to learning throughout life." Kofi Annan, former Secretary General of the United Nations.

This course is suitable for anyone within Early Years, as well as Reception staff who are new to the post or who are supporting children not yet meeting age related expectations in literacy.

This course is full of exciting ideas to strengthen children's individual paths towards a love of print and reading in line with EYFS guidance.

The course promotes the enriching use of no-cost everyday printed materials within an environment where access to books is enriched by children's familiarity and playful use of catalogues, tickets, logos, signs, menus, and brochures in English and other languages.

Please bring a copy of EYFS Development Matters or have access to this on another screen.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- implementing exciting approaches, experiences and resources as a launchpad for reading development
- increasing children's engagement with meaningful print across the learning environment indoors, outside and in the locality.
- motivating children to read by providing adult models of positive reading behaviours.

Target audience and cost

Early Years practitioners, Childminders, Reception teachers and classroom support staff - £10

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
20/10/2025	Online	Booking link



Apply online
via West Sussex Services
for Education



A look at our words: The impact of what adults say

This informative, 90 minute webinar will support your understanding of the potential power and impact of your everyday words and communication behaviours. It will tackle some fundamental issues that can be challenging for practitioners.

Each child's perception of their own unique value and their abilities as a learner are hugely influenced by the adults in their lives. The session will explore how and why attitudes and behaviours of practitioners in daily interactions can have a significant impact upon core factors of a child's development and progress.

Helpful reflections and examples will enable you to consider and evaluate utterances and interactions in order to maximise and inspire self-esteem, motivation and empathy that will empower children now and in the future.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- review current practice and to implement positive interaction behaviours to ensure that unconscious bias and possible embedded assumptions are addressed in your setting.
- enhance your own spoken and unspoken messages to optimise impact upon children's self-esteem, assumptions and sense of identity.
- benefit individual children, families, and groups of children by sharing best practice with colleagues and embedding high quality interactions in your setting.

Target audience and cost

Early Years practitioners, Childminders, Wraparound care practitioners working with children 4 to 11 years, Reception teachers and classroom support staff - £20

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
10/07/2025	Online	Booking link
10/02/2026	Online	Booking link TBC





Collaborative and respectful: Communicating with parents

This course offers thought provoking ways to evaluate and enhance key skills and understanding of working in partnership with parents and carers, in order to build respectful, collaborative relationships which put us in the best possible position to ensure that children receive the care, attention and nurturing life experiences that they deserve.

Equipping practitioners with the ability to raise issues sensitively and effectively with parents is an essential factor.

In this course, participants consider key factors in getting this right, such as active listening and understanding how we might be perceived by parents.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- strengthen effective communication behaviours and strategies which support a child/person centred approach,
- embed confidence and clarity related to professional responsibilities and behaviours in the context of interactions with parents and carers.
- implement practical strategies which ensure smooth lines of communication
- minimise potentially difficult conversations with parent and carers

Target audience and cost

Early Years practitioners, Childminders, Wraparound care practitioners working with children aged 4 to 11 years Reception teachers and classroom support staff
- £30

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
04/10/2025	Online	Booking link
03/03/2026	Online	Booking link TBC



Apply online
via West Sussex Services
for Education



Developing high quality provision for pre-schoolers (3-4 years)

This half day webinar has been developed to provide practitioners with the underpinning knowledge of early child development in the 3 to 4 year age bracket, to ensure they respond appropriately to the children in their care, developing high quality provision including through creating an ambitious and challenging curriculum that will support all areas of development.

Understanding early development and the importance of good attachments are essential for all early years practitioners in order to create effective, high quality, challenging learning environments and develop the positive relationships that are needed to support young children's development.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Explain the main characteristics of key child development theories.
- Develop a high-quality, play-based learning environment.
- Support an ambitious curriculum meeting individual developmental needs.
- Use your knowledge of attachment theory to develop strong, positive relationships with your key children.

Target audience and cost

Early Years practitioners working with children aged 3 to 4 years, Childminders - £30

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
18/11/2025	Online	Booking link



Apply online
via West Sussex Services
for Education



Developing high quality provision for toddlers (2-3 years)

£10 Per person! Part of Expansion Support Training Offer.

This half day webinar has been developed to provide practitioners with the underpinning knowledge of early child development, to ensure they respond appropriately to the children in their care, developing high quality provision including through creating an ambitious and challenging curriculum that will support all areas of development.

£10 per person!
Part of Expansion
Support Training
Offer

Understanding early development and the importance of good attachments are essential for all early years practitioners in order to create effective, high quality, challenging learning environments and develop the positive relationships that are needed to support young children's development during the toddler years.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Learn the main characteristics of key child development theories
- Know how to develop a high-quality, play-based learning environment, which supports an ambitious curriculum meeting the individual developmental needs of the toddlers in your care
- Use your knowledge of attachment theory to develop strong, positive relationships with your key children.

Target audience and cost

Early Years practitioners, Childminders - £10

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
15/10/2025	Online	Booking link



Apply online
via West Sussex Services
for Education



EYFS essentials

This clear and content rich webinar is invaluable for those who are new to early years or returning to the early years after a period away.

The course seeks to support you in developing your knowledge and understanding of the essential key elements of the EYFS.

Content is brought alive with pictures, stories and opportunities to participate and includes an introduction to the EYFS; the seven key features of effective practice; the areas of learning and development; a glance at observation and assessment and the characteristics of effective teaching and learning.

Please bring a copy of Development Matters or have access to this on another screen.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- explain how the characteristics of effective learning and teaching together with the prime and specific areas of learning and development are of crucial importance to children's learning and development;
- be aware of the content of the key features of effective practice;
- support your ability to meet the learning and development needs of young children.

Target audience and cost

Early Years practitioners, Childminders, Wraparound care practitioners working with children 4 to 5 years, Reception teachers and classroom support staff - £30

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
10/06/2025	Online	Booking link
15/10/2025	Online	Booking link
28/01/2026	Online	Booking link
02/03/2026	Online	Booking link





I need to move! A look at physical development

£10 Per person! Part of Expansion Support Training Offer.

'Physical activity is vital in children's all-round development, enabling them to pursue happy, healthy and active lives.' Development Matters

This engaging and participatory half day webinar will equip you to proactively promote, and champion, movement play and physical development in your setting.

It will enable you to ensure that all children are given the environment and opportunities they need physically to develop and thrive. Video footage, activities and engaging slides will provide the context to explore and reflect upon key research evidence, movement play, the development of gross and fine motor skills, the learning environment, resourcing, pedagogical approaches, and links to health.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- recognise the significance of physical play in supporting all the areas of learning and development and the impact you can have
- be equipped and motivated to enhance the learning environment
- provide opportunities to positively contribute to children's health, physical exploration and learning

Target audience and cost

Early Years practitioners, Childminders - £10

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
25/09/2025	Online	Booking link



Apply online
via West Sussex Services
for Education



Inspirational arts and design in the Early Years

£10 Per person! Part of Expansion Support Training Offer.

This stimulating course recognises the importance of children's artistic and cultural awareness to support their imagination and creativity.

Through considering children's exploration and play of a wide range of media and materials you will be equipped to provide and promote high-quality, open-ended experiences that enable children to express themselves.

Please bring a copy of Development Matters or have access to this on another screen.

£10 per person!
Part of Expansion
Support Training
Offer

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- increasing understanding of children's development in Expressive Arts and Design with a focus upon 2d and 3d creations and malleable materials
- providing a wide range of stimulating opportunities and using innovative, low-cost materials and techniques which positively contribute to children's imagination, development and creative endeavours.

Target audience and cost

Early Years practitioners working with children aged 2 to 5 years, Childminders, Reception teachers and classroom support staff - £10

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
19/06/2025	Online	Booking link
05/02/2026	Online	Booking link



Apply online
via West Sussex Services
for Education



Maths inspirations: Shape and pattern

This 90 minute webinar will enable you to support the development of children's understanding of shape and pattern through nurturing their curiosity, confidence, and critical thinking skills.

Ensuring a learning environment indoors and out that provides appropriate challenge and creating fresh and stimulating opportunities for exploring shape and pattern will be a key focus enabling children to build strong mathematical foundations.

This stimulating mathematical course is part of our '*Maths Inspirations*' series, with each course focusing on particular a particular Maths topic.

Please bring a copy of Development Matters or have access to this on another screen.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Implement fresh activities and creative use of patterns and shapes found in environments to promote this aspect of children's mathematical development.
- Use the setting, local, and natural environments, plus children's interests, to enhance child awareness of patterns and shapes.
- Improve outcomes for children.

Target audience and cost

Early Years practitioners working with children aged 2 to 5 years, Childminders - £20

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
11/02/2026	Online	Booking link





Maths inspirations: Fun with problem solving

"Problem solving is an important way of learning, because it motivates children to connect previous knowledge with new situations and to develop flexibility and creativity in the process." Dr Sue Gifford

This short, stimulating, and practical mathematical course has a focus on developing children's problem- solving strategies and confidence.

Ensuring a learning environment indoors and out that provides appropriate challenge and creating opportunities for problem solving will be considered with a focus on enabling children to have a go and persist if they encounter difficulties.

This stimulating mathematical course is part of our 'Maths Inspirations' series, with each course focusing on particular a particular Maths topic.

Please bring a copy of Development Matters or have access to this on another screen.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- ensuring an enabling environment and activities that encourage children's problem solving and critical thinking skills;
- appropriate adult interactions and use of language that promotes a problem- solving approach;
- using everyday occurrences to maximise problem solving opportunities.

Target audience and cost

Early Years practitioners, Childminders, Wraparound care practitioners working with children aged 4 to 11 years, Reception teachers and classroom support staff
- £20

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
12/06/2025	Online	Booking link





Maths inspirations: Number fun

This practical and motivating 90 minute webinar explores how children learn mathematical concepts related to number.

It will affirm and enhance the importance of your role in collaboration with young children interacting with numbers and everyday counting opportunities.

During the webinar you will have opportunities to practice number skills through hands-on learning and gain confidence in your role of supporting children with number concepts and counting.

This stimulating mathematical course is part of our 'Maths Inspirations' series, with each course focusing on particular a particular Maths topic.

Please bring a copy of Development Matters or have access to this on another screen.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Recognise and enhance the significance of your role in providing appropriate number resources.
- Be equipped to engage in high quality interactions using appropriate gesture and mathematical vocabulary when counting with young children.

Target audience and cost

Early Years practitioners, Childminders, Reception teachers and classroom support staff, Wraparound care practitioners working with children aged 4 to 11 years - £20

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
23/10/2025	Online	Booking link



Apply online
via West Sussex Services
for Education



Extending children's learning through innovative opportunities and displays

£10 Per person! Part of Expansion Support Training Offer.

Do we capitalise on every opportunity to nurture and extend children's innate inventiveness, creativity and thinking processes? Is the learning environment a static exhibition space or a reflection of dynamism and problem solving?

£10 per person!
Part of Expansion
Support Training
Offer

This course explores examples of best practice for supporting and extending children's learning in various ways. These include opportunities for them to make display decisions about selecting, fixing, changing, deconstructing, and interacting with content that captures the comments, photos, processes, tools and materials involved, rather than just an end product.

By changing approaches and empowering children we can revitalise the ethos and promote sustained shared thinking when children work collaboratively with adults or other children on a shared endeavour.

In order to fully participate in self-evaluation during the course, please bring at least 3 photos of displays from your setting. These are for personal use and can be printed or viewed on another screen if preferred.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Build children's awareness and confidence in the processes and progress involved in their own experiential and investigative thinking and learning – related to EYFS Characteristics
- Optimise opportunities for children to be involved in selecting items, discussing ideas, modifying and interacting with the ongoing transformation of displays.

Target audience and cost

Early Years practitioners, Childminders, Reception teachers and classroom support staff, Reception and Year 1 teachers and classroom support staff - £10

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
27/11/2025	Online	Booking link

Apply online
via West Sussex Services
for Education





Ofsted - Are you ready?

This webinar is for Early Years practitioners who work directly with children and looks to support staff with what to expect from an inspection and reduce anxiety. Leaders and managers are welcome to attend the session, although it is not targeted just for them.

Do you feel confident and prepared for your next inspection?

This informative and useful course will support practitioners in understanding what an Ofsted inspection means for them and the implications of this regarding their practice and provision.

Consideration of key aspects from the most recent Early years inspection handbook for Ofsted registered provision will ensure opportunity for reflection and discussion of actions needed to be Ofsted 'ready'.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- know what to expect from inspections
- be able to plan for any changes and possible training needs you require regarding your provision and practice.

Target audience and cost

Early Years practitioners, Childminders - £30

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
06/11/2025	Online	Booking link
05/02/2026	Online	Booking link
11/03/2026	Online	Booking link





Outdoor and risky play

"The goal is not to eliminate risk, but to weigh up the risks and benefits. No child will learn about risk if they are wrapped in cotton wool." Children's Play and Leisure - Promoting A Balance Approach, Health, and Safety Executive.

This popular, 3 hour webinar will support you to examine the importance of outdoor play and risk taking in young children's development.

Managing risks is a key life skill, and by being exposed to it from an early age, it can help us to understand our own abilities, assess and use vital critical thinking for how to use them within play.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Appreciate the importance of risk-taking and the benefits of being outside for children's development.
- Create a responsive and evolving outdoor learning environment that supports child-initiated play and the development of the Characteristics of Effective Learning.
- Make effective risk-benefit assessments and involve children in managing their own risk.

Target audience and cost

Early Years practitioners working with children aged under 3 years, Childminders
- £30

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
07/10/2025	Online	Booking link





Ready for change, ready for life: Positive transitions

This thought-provoking, full day course explores vital elements that might be overlooked or misunderstood when professionals and parents/carers consider what is meant by school readiness. There is opportunity to consider many fresh ideas for boosting children's understanding of what going to school will be like and what they can look forward to.

Schools and settings can offer enjoyable and appropriate experiences and positive expectations as school age approaches.

This course optimises the first major experience of transition and sets the foundations for how children will feel about facing changes throughout their lives.

In order to participate fully during the session, delegates need to download and print course documents, or have access to them on another screen if preferred.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- initiate strategies and routines which optimise children's confidence, resilience and emotional well-being before and during inevitable experiences of change;
- collaborate with parents/carers and professionals to embed continuity and optimal progress for children.

Target audience and cost

Early Years practitioners working with children aged 3 to 5 years, Childminders, Reception teachers and classroom support staff - £60

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
05/03/2026	Online	Booking link TBC





Write on track! Practical approaches to writing development

This course is suitable for those who work within early years, as well as reception teachers and teaching assistants who are supporting children not yet meeting age related expectations in literacy.

This inspirational, half-day course provides reassuring clarity and invaluable tips for appropriate and playful learning experiences.

This session explores the basic skills which underpin enjoyment and progress in literacy development.

Numerous invaluable tips and insights, empower participants to understand what children do, and do not, need at different stages of literacy development. Innovative resource ideas facilitate the introduction of fascinating and effective low-cost/no-cost resources. Participants are equipped to fully support the development of writing in the EYFS, and also to confidently explain it to parents/carers and colleagues when necessary.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- an enhanced understanding and skills to promote writing development through playful experiences inside and outdoors.
- a familiarisation with development in pre-writing and writing, in accordance with EYFS guidance and best practice
- an understanding of the varied stimuli, resources and learning opportunities that are fascinating, innovative and available at low-cost.

Target audience and cost

Early Years practitioners, Childminders, Reception teachers and classroom support staff - £30

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
09/10/2025	Online	Booking link
26/02/2026	Online	Booking link TBC





Leadership and Management

- Collaborative peer observation as a route to professional development and enhanced practice
- Fire Safety - Early Years
- Management of Fire Risk Assessment
- Planning sustainable business models when delivering EYFE
- Leaders course: The bigger picture - Assessment considerations
- Leaders course: Understanding positive, proactive and effective leadership
- Leadership and management: Following the leader
- Leadership and management: Staff supervision as required by the EYFS
- Leadership and management: Supporting staff wellbeing
- Rethinking the Recruitment and Retention of Staff
- Roles and responsibilities of early years management committees





Collaborative peer observation as a route to professional development and enhanced practice

£10 Per person! Part of Expansion Support Training Offer.

This fascinating half day explores the practical challenges and benefits of peer observation.

It promotes manageable and effective tools and approaches to professional development in the early years sector, including Reception class. There are opportunities to learn from helpful best practice examples which have improved outcomes for children by enhancing practitioners' daily adult-child interactions and self-reflection skills as part of a peer mentoring and/or appraisal programme.

The vital need for shared protocols is examined. The feelings and reactions of staff members are considered in the context of setting up and sustaining a system that motivates and engages full staff involvement.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Enhance peer support, self-reflection and team building with a focus upon enhanced adult-child interactions
- Be ready to develop shared team protocols and systems for introducing and maintaining filmed observations

Target audience and cost

Managers, leaders, room leaders, Childminders, Reception teachers and classroom support staff - £10

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
21/10/2025	Online	Booking link
03/02/2026	Online	Booking link TBC

£10 per person!
Part of Expansion
Support Training
Offer



Apply online
via West Sussex Services
for Education



Fire Safety - Early Years

The aim of this three hour course is to provide you with a greater awareness of fire safety provisions and your additional responsibilities before and in the event of a fire.

It will introduce you to basic fire safety training in the workplace, using real-life case studies to understand their unique risks and potential hazards and provide you with the opportunity to use portable firefighting equipment on a live fire. An outside practical demonstration will be undertaken, providing there are suitable local facilities.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Describe human behaviour in fire;
- Identify the causes and mechanism of fire;
- Assess the precautionary measures installed in a building;
- Recognise how a fire risk assessment is made;
- Identify the legislation relating to fire safety in buildings;
- Identify and understand the different types of fire extinguishers.

Target audience and cost

All staff including Fire Wardens/Fire Marshals within Early Years settings - £145

Training provider

West Sussex Fire and Rescue Service

2025/26

Date	Delivery/venue	Booking link
10/06/2025	Bognor Regis Fire Station	Booking link
08/10/2025	Arundel Fire Station	Booking link
03/02/2026	Worthing Fire Station	Booking link





Management of Fire Risk Assessment

This course is aimed at assisting those whose responsibility it is to carry out risk assessments and provide them with the relevant information and guidance.

It will cover all aspects of fire safety in commercial buildings and includes legislation that may assist you with compliance, as well as your individual responsibilities. You'll gain greater knowledge and awareness of how to carry out and manage your Fire Risk Assessment.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Demonstrate a greater understanding of Fire safety law, legislation, and risk assessment action plans.

Target audience and cost

Early Years Mangers and Leaders, Childminders, Wraparound care - £145

Training provider

West Sussex Fire and Rescue Service

2025/26

Date	Delivery/venue	Booking link
09/05/2025	Bognor Regis Fire Station	Booking link
10/10/2025	Arundel Fire Station	Booking link
16/01/2026	Worthing Fire Station	Booking link
13/03/2026	Horsham Fire Station	Booking link





Planning sustainable business models when delivering EYFS

£10 Per person! Part of Expansion Support Training Offer.

Every setting delivering early years needs to invest some time now to consider how to best prepare the now and the next and protect the future.

£10 per person!
Part of Expansion
Support Training
Offer

In this workshop we will look at some of the financial aspects to ensuring you have sustainable business model. This includes breakeven points, place capacity, funding patterns and sustainable charging structures.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Understand the importance of occupancy and how to calculate and monitor occupancy over time
- Consider how to plan funding patterns of delivery to maximise place capacity
- Understand key financial considerations
- Understanding breakeven points
- Considerations for planning sustainable charging structures
- Importance of cashflow production and analysis

Target audience and cost

Early years managers and leaders - £10

Training provider

Hempsalls

2025/26

Date	Delivery/venue	Booking link
24/09/2025	Online	Booking link



Apply online
via West Sussex Services
for Education



Leaders course: The bigger picture - Assessment considerations

This interactive one day course gives leaders and managers the opportunity to reflect on assessment practices and consider their appropriateness and effectiveness in the light of EYFS best practice.

The course includes a helpful focus on securing clarity regarding the principles of formative and summative assessment in line with statutory requirements. Time is given to reflect on effective methods of embedding this knowledge in staff teams.

This is an opportunity to reflect on current assessment systems; understand what is working well and identify needs of particular groups of children and strategies to support their learning and make improvements in your setting.

Please bring a copy of Development Matters or have access to this on another screen.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- adopt an informed and positive approach to your leadership responsibilities with regard to assessment principles, practices and systems.
- ensure that the needs of individuals or groups of children are effectively identified and appropriately supported.
- identify where assessment and monitoring of children's progress is working well and where enhancements are needed across your setting.

Target audience and cost

Suitable for managers, deputies, leaders, Childminders - £60

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
27/01/2026	Online	Booking link





Leadership and Management: Understanding positive, proactive and effective leadership

£10 Per person! Part of Expansion Support Training Offer.

This useful and exploratory webinar considers the attributes, skills and competences that enable leaders to be positive, proactive, and effective.

Thought-provoking content explores what makes a good leader; raising awareness of your leadership and what your setting needs from your leadership. There is opportunity to consider this through the perspective of various leadership position(s): strategic leadership, operational leadership, and team leadership.

£10 per person!
Part of Expansion
Support Training
Offer

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- reflect on and evaluate the effectiveness of your leadership;
- identify what is needed in your leadership position to be positive, proactive and effective.

Target audience and cost

Managers, deputies, room leaders and those aspiring to leadership, Wraparound care managers working with children 4 to 11 years - £10

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
08/10/2025	Online	Booking link
25/02/2026	Online	Booking link

Apply online
via West Sussex Services
for Education





Leadership and management: Following the Leader

£10 Per person! Part of Expansion Support Training Offer.

This course will assist you to develop leadership and management skills such as the effective use of coaching techniques, methods to foster a growth mindset and the use of self-evaluation to improve practice. Application of these skills will ensure you continue to have a positive impact in your setting.

£10 per person!
Part of Expansion
Support Training
Offer

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- build a team including managing change, motivation and delegation
- foster a growth mindset in your team.
- use a coaching approach to ensure effective supervisions.
- employ skills such as listening, questioning and giving feedback effectively.
- use of self-evaluation and review to improve practice.

Target audience and cost

Managers, deputies, room leaders and those aspiring to leadership - £10

Training provider

Linden Learning

2025/26

Date	Delivery/venue	Booking link
03/07/2025	Online	Booking link
29/01/2026	Roffey Millenium Hall, Horsham	Booking link



Apply online
via West Sussex Services
for Education



Leadership and management: Staff supervision as required by the EYFS

£10 Per person! Part of Expansion Support Training Offer.

This half day webinar is suitable for Managers, Deputies, Room Leaders, and any others with responsibility for supervising staff.

You will explore the potential of supervision to support professional development of staff, improve the quality of children's experience and maintain vigilance in safeguarding.

£10 per person!
Part of Expansion
Support Training
Offer

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- explain the role of supervision for the early years workforce
- implement a coaching approach within supervision
- practice essential supervision skills

Target audience and cost

Managers, deputies, room leaders and others with responsibility for supervising staff - £10

Training provider

Linden Learning

2025/26

Date	Delivery/venue	Booking link
22/10/2025	Online	Booking link
22/01/2026	Online	Booking link



Apply online
via West Sussex Services
for Education



Leadership and management: Supporting staff wellbeing

£10 Per person! Part of Expansion Support Training Offer.

This half-day webinar is suitable for all levels of practitioner. Run by Linden Learnings very own Wellbeing Education Consultant.

The aim of this course is to support you to understand what well-being looks like at work and what you can do to support yourself and others.

Whilst virtual, the session will be very interactive. You will have time to explore the concepts and ideas that are shared, and you will leave with tools and ideas to support being well at work for you and others.

£10 per person!
Part of Expansion
Support Training
Offer

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Reflect on and consider current research and thinking around wellbeing in the workplace.
- Connect with my 'why' and my values.
- Understand the key motivators for people in the workplace and their impact on being well.
- Support, challenge and encourage others in relation to wellbeing practices.

Target audience and cost

Early Years practitioners and managers, Wraparound care practitioners and managers working with children 4 to 11 years - £10

Training provider

Linden Learning

2025/26

Date	Delivery/venue	Booking link
10/11/2025	Online	Booking link
09/03/2026	Online	Booking link

Apply online
via West Sussex Services
for Education





Rethinking the recruitment and retention of staff

£10 Per person! Part of Expansion Support Training Offer.

We all know that childcare workforce supply, recruitment and retention is identified as a real challenge in the current market.

We know that no one single action will make a difference however, this session will support providers to rethink how they recruit, employ and retain staff.

£10 per person!
Part of Expansion
Support Training
Offer

Learning outcomes

Aim and purpose:

- Understand why it is important to revisit and revise recruitment and retention strategies
- Understand what needs to change and start to consider attitudes to change
- Apply practical actions to support recruitment and retention.

Target audience and cost

All Early Years settings - £10

Training provider

Hempsalls

2025/26

Date	Delivery/venue	Booking link
02/12/2025	Online	Booking link





Roles and responsibilities of early years management committees

£10 Per person! Part of Expansion Support Training Offer.

This course will help you understand and examine the important role and responsibilities of voluntary management committees.

You will be provided with practical advice and guidance on all aspects of voluntary managed committees' responsibilities to support you and your setting.

£10 per person!

Part of Expansion
Support Training
Offer

Learning outcomes

Aim and purpose:

- To understand the important role and responsibilities of voluntary management committees
- To consider the legal duties of voluntary management committees including, Ofsted, constitutions, safeguarding and employment
- To examine the roles of others on committees
- To develop awareness and skills in successful committee functions, business and meetings

Target audience and cost

All Early Years settings - £10

Training provider

Hempsalls

2025/26

Date	Delivery/venue	Booking link
01/07/2026	Online	Booking link



Apply online
via West Sussex Services
for Education



Networks

- Childminder network
- EYFS leaders network
- INCO SENCO network





West Sussex County Council offers a variety of free network events each term. These events are available to any setting; nurseries, preschools, schools, and childminders, working within early years.

Networks are run as either online webinars or as face to face, local events. They are hosted by West Sussex Early Years and Childcare Advisors (EYCA).

Head to the [network brochure](#) for the specific dates or search for the network name on [West Sussex Services for Education](#), then select the required date to book.

Childminder network

This network will support you in gaining an awareness of updates, information, and guidance to help you in your role. It will provide you with the opportunity to meet with other childminders to discuss practice and to receive up-to-date information about national and local developments.

Target audience and cost

Childminders - £0

EYFS leaders network

This two-hour briefing is an opportunity to network with other local providers, hear about the latest local and national EYFS news and discuss current issues with colleagues. The networks cover all elements of the EYFS, including business and welfare as well as the provision of high quality education provision.

Target audience and cost

Managers and those who lead practice - £0

INCO/SENCO network

This two-hour network provides you with updates and guidance to support you in your role. It will also provide you with opportunities to meet with other INCOs/SENCOs to discuss practice and share ideas.

Target audience and cost

INCOs/SENCOs in early years - £0





Paediatric First Aid

- Paediatric first aid





Paediatric first aid

This full Paediatric First Aid course is 12 hours of study, which is delivered through a blended model of 6 hours of online study, followed by a 6 hour face to face training course.

It covers fundamental first aid topics such as carrying out primary and secondary surveys, placing children and infants into the recovery position, how to administer CPR, how to use a defibrillator, and responding a variety of injuries and illnesses.

It is suitable for those working in a registered Early Years provision or anybody working with children from birth to 18 years. It is fully compliant with OFSTED and is Accredited by the First Aid Industry Body (FAIB). The training includes an assessment of competence and leads to the award of a certificate upon successful completion.

At least one person who has a current Paediatric First Aid (PFA) certificate must be on the premises and available at all times when children are present and must accompany children on outings. All newly qualified entrants to the Early Years workforce who have completed a level 2 and/or level 3 qualification on or after 30th June 2016, must also have either a full PFA or an emergency PFA certificate within three months of starting work.

This qualification is valid for 3 years at which point it must be renewed.

Please note - Paediatric First Aid:

Once a delegate uses the online pre course log in then course payment cannot be refunded. If you are unable to attend the face to face course, you may be able to transfer to alternative date if space is available.

You must complete on online learning part before attending the face to face part. You must bring proof of completion either on a phone or the printed online course completion certificate.

Please book using the email address of the delegate, all further communication from Services for Schools will go direct to this email address.

Please bring Photo I.D. for the trainer to check, e.g. Passport / Driving Licence / Work I.D. Card. If you do not provide Photo I.D., you will not be permitted to attend.

You will be asked on the day of the course to read and sign a Medical Declaration to confirm you know of no condition that would affect your ability to take part.

In order to conduct the practical elements you will need to be able to work on the floor throughout the course, including placing a casualty in the Recovery Position, various First Aid scenarios and simulated CPR on a manikin - which must be demonstrated on the floor. Please consider whether you are able to undertake these activities before applying.

Apply online
via West Sussex Services
for Education





Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Identify the role and responsibilities of the paediatric first aider
- Identify the appropriate contents of a first aid box and record accidents and incidents
- Administer Cardopulmonary Resuscitation (CPR) and use a defibrillator
- Help a baby or child who is unconscious/having a seizure/in shock/experienced an electric shock/in anaphylactic shock/had an allergic reaction/bleeding/choking.
- Help a baby or child who has bites or stings/minor injuries/a suspected fracture, break or dislocation/burns or scalds/head, neck or back injuries/suspected poisoning/a foreign body in or injury to: eyes, ear or nose/heat stroke or hypothermia/meningitis, sepsis or croup

Target audience and cost

Early years practitioners, teachers and assistants working with children under the age of 8 years. Wraparound Care providers working with children aged birth to 18 years. Early Years Settings - £92. Schools - £125.

Training provider

Pulse First Aid

2025/26

Date	Delivery/venue	Booking link
06/05/2025	County Hall, Chichester	Booking link
14/05/2025	County Hall North, Horsham	Booking link
10/06/2025	Broadfield Community Centre, Crawley	Booking link
12/06/2025	Kings Church, Burgess Hill	Booking link
14/06/2025	Field Place, Worthing	Booking link
24/06/2025	Arundel Museum	Booking link
01/10/2025	Roffey Millenium Hall, Horsham	Booking link
07/10/2025	County Hall, Chichester	Booking link
14/10/2025	Field Place, Worthing	Booking link
22/10/2025	Kings Church, Burgess Hill	Booking link
06/11/2025	Broadfield Community Centre, Crawley	Booking link
15/11/2025	Arundel Museum	Booking link
25/11/2025	Angmering Community Centre	Booking link
25/11/2025	Field Place, Worthing	Booking link
Dec TBC	Horsham TBC	TBC
13/01/2026	Arundel Museum	Booking link
24/01/2026	Roffey Millenium Hall, Horsham	Booking link
27/01/2026	Kings Church, Burgess Hill	Booking link
29/01/2026	County Hall, Chichester	Booking link
26/02/2026	Field Place, Worthing	Booking link
26/02/2026	Broadfield Community Centre, Crawley	Booking link
10/03/2026	Angmering Community Centre	Booking link
11/03/2026	Southwick Community Centre	Booking link

Apply online
via West Sussex Services
for Education



Safeguarding and Child Protection

- Advanced safeguarding
- Safeguarding and child protection for Childminders – designated safeguarding lead and refresher combined training
- An introduction to safeguarding and child protection for early years and childcare practitioners
- Safeguarding and child protection for the designated lead in early years settings
- Safeguarding and child protection in early years refresher
- LADO Introduction – eLearning
- The Role of the LADO in Keeping Children Safe





Advanced Safeguarding

This webinar is for at childminders and senior staff in early years settings, including designated safeguarding lead, managers, deputies, and room leaders who are looking to further broaden and deepen their safeguarding knowledge.

It builds on the content of the safeguarding refresher and DSL courses, investigating in more depth the wider concerns and issues relating to protecting children from abuse. We will explore abuse from within the community including online, so called honour-based abuse, Female Genital Mutilation (FGM), child exploitation, and abuse linked to faith and belief.

Learning outcomes

By attending this webinar, you will have a greater understanding of:

- Current trends and safeguarding concerns in early years settings
- Potential long-term effects and implications of child abuse
- Legal requirements and publications relating to safeguarding and child protection
- Wider safeguarding risks children may be exposed to and the indicators to be aware of.

Target audience and cost

Childminders and senior staff within early years settings (including DSL, managers, deputies and room leaders) - £20

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
04/11/2025	Online	Booking link



Apply online
via West Sussex Services
for Education



Safeguarding and child protection for Childminders – designated safeguarding lead and refresher combined

This 3 hour course is for childminders/sole traders only. It is unsuitable for West Sussex County Council or staff working in settings.

It will provide you with the essential information you need to safeguard and protect children in your role as a practitioner and Designated Safeguarding Lead for your childminder setting.

This is designed to be a refresher training, so please ensure you have previously taken an introductory level safeguarding course.

Learning outcomes

If you apply what you have learnt on this webinar, you will be able to:

- Have an awareness of key definitions;
- Identify your role in safeguarding and protecting children;
- Recognise the main indicators of abuse and neglect;
- Record and evidence your concerns;
- Make effective referrals to the Integrated Front Door, including use of the West Sussex Continuum of Need to support your decisions;
- Manage allegations, including against you or your family, and have an awareness of the role of the LADO (Local Area Designated Officer) within this process.

Target audience and cost

Childminders or sole traders - £20

Training provider

Children at Heart

2025/26

Date	Delivery/venue	Booking link
28/06/2025	Online	Booking link
15/10/2025	Online	Booking link
07/02/2026	Online	Booking link





An introduction to safeguarding and child protection for early years and childcare practitioners

This full day course is for all levels of new or returning practitioners working in Early Years and Childcare settings.

It seeks to provide you with an introduction to safeguarding, your role within it, the types and indicators of abuse, how to record concerns and West Sussex escalation process.

To participate, you must have read the mandatory pre course case studies document and ensure you have access to it during the course, either in print or digital format.

Learning outcomes

If you apply what you have learnt, you will be able to:

- Define what Child Protection and Safeguarding are and the scope of your role is within safeguarding.
- Identify the four types of abuse by recognising the signs and indicators and how this may present in children.
- Identify the key documents relating to safeguarding that support you in your role and where you can find these.
- Demonstrate how to record and evidence concerns.
- Describe the importance of acting on safeguarding concerns and know the local process of how to do this.
- Identify and follow the process of escalating unresolved concerns.

Target audience and cost

Early Years practitioners, Childminders - £30

Training provider

Children at Heart and In-Trac

2025/26

Date	Delivery/venue	Booking link
15/05/2025	County Hall North, Horsham	Booking link
14/06/2025	Online	Booking link
22/10/2025	Field Place, Worthing	Booking link
20/11/2025	Online	Booking link
20/01/2026	Online	Booking link
28/02/2026	Arundel Museum	Booking link





Safeguarding and child protection for the designated safeguarding lead in early years settings

This half day course seeks to support you in fulfilling your leadership role in safeguarding and promoting the welfare of children in your setting.

As the designated safeguarding lead, it is vital that you attend a Designated Safeguard training and ensure it is regularly updated as per recommendations.

Learning outcomes

If you apply what you have learnt, you will be able to:

- Explain the role and responsibilities of the designated safeguarding lead within Early Years;
- Identify the key legislation relating to the safeguarding and protection of children and young people;
- Reflect on practice relating to safeguarding and child protection procedures;
- Explain the referral process to Integrated Front Door (IFD);
- Explain how to report allegations against a member of staff or volunteer in relation to LADO.

Target audience and cost

Designated safeguarding or child protection coordinators, managers, Childminders - £20

Training provider

Children at Heart and In-Trac

2025/26

Date	Delivery/venue	Booking link
24/04/2025	Online	Booking link
14/05/2026	Online	Booking link
11/06/2025	Field Place, Worthing	Booking link
08/07/2025	Online	Booking link
30/09/2025	Online	Booking link
02/10/2025	Angmering Community Centre	Booking link
16/10/2025	Kings Church, Burgess Hill	Booking link
08/11/2025	Online	Booking link
10/12/2025	Online	Booking link
19/01/2026	County Hall, Chichester	Booking link
11/02/2026	Online	Booking link
10/03/2026	Roffey Millenium Hall, Horsham	Booking link
18/03/2026	Online	Booking link

Apply online
via West Sussex Services
for Education





Safeguarding and child protection in early years refresher

This refresher course is for Early Years practitioners who have previously attended the Safeguarding and Child Protection Training for Early Years Practitioners.

It seeks to assist you to refresh your knowledge and skills in relation to Safeguarding and Child Protection.

The aim of this course is:

- To support you in revisiting the signs and indicators of abuse and neglect and having identified these signals, how to respond;
- It will assist you to explore social care thresholds in relation to the various levels of intervention;
- You will also be encouraged to consider what action can be taken within the setting and the support and guidance available.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Identify the signs and indicators of abuse and neglect and know how to respond.
- Carry out, in your role as a practitioner, early help and intervention.
- Apply your knowledge of child development in order to support the identification of concerns for a child's well being.
- Explore social care thresholds in relation to the various levels of intervention.

Target audience and cost

Early years practitioners, Childminders - £20

Training provider

Children at Heart and In-Trac

2025/26

Date	Delivery/venue	Booking link
14/05/2025	Online	Booking link
11/06/2025	Field Place, Worthing	Booking link
16/10/2025	Kings Church, Burgess Hill	Booking link
08/11/2025	Online	Booking link
10/12/2025	Online	Booking link
19/01/2026	County Hall, Chichester	Booking link
11/02/2026	Online	Booking link
04/03/2026	Online	Booking link

Apply online
via West Sussex Services
for Education



LADO Introduction - eLearning

This online learning module will help you to know what to do when you have concerns about an adult's behaviour towards children and young people. Adults are people aged 16 and over.

This module covers:

- what to do if you have concerns about an adult aged 16 and over working or volunteering with children and young people in West Sussex
- information about the role of the Local Authority Designated Officer (LADO) and what you should refer to them.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Recognise inappropriate behaviour by adults aged 16 and over who work, volunteer with or care for children and young people
- Share your concerns in the right way and with confidence
- Explain the role of the LADO
- List what you should refer to the LADO
- Describe how we manage allegations and safeguarding concerns
- Plan your next steps in better protecting the children and young people in West Sussex

Target audience and cost

Everyone in West Sussex who has contact with adults who work or volunteer with children and/or young people in the county - £0

Training provider

West Sussex LADO

To book, search for LADO on [Learning and Development Service](#).





The Role of the LADO in Keeping Children Safe

This half a day course is for anyone working with children and young people and will support you to explore the role of the Local Authority Designated Officer (LADO) in relation to safeguarding children and young people when allegations are made against potentially unsuitable adults.

Before attending this course, you will need to have read and familiarise yourself with the five case studies found in 'The Role of the LADO' pre-session reading document, which is a resource attached to this event.

The aim of this course is to support you in exploring the role of the Local Authority Designated Officer (LADO). You will identify and define what an allegation is and ensure that you know what to do if there is an allegation made against a professional. You will look at how to keep children safe when they come into contact with adults in organised environments

In this course you will have the opportunity to explore scenarios, ask questions and engage in multi-agency discussions.

Target audience and cost

Designated safeguarding leads or child protection coordinators, managers, early years practitioners, childminders, wraparound care practitioners - £0

Training provider

West Sussex LADO

2025/26

Date	Delivery/venue	Booking link
TBC	Online	TBC





SEND and Inclusion

- Creating autism friendly learning environments
- Early years theraplay informed workshop
- Effective use of Early Years Pupil Premium (EYPP) to meet the needs of vulnerable learners
- EYFS bitesized training 1 - 4
- The Impact of trauma - through the eyes of a child (virtual reality)
- The Impact of trauma - through the eyes of a child. A virtual reality demonstration for early years leaders
- The Impact of Trauma - Online Virtual Reality Demonstration Session for Childminders
- Childminder VR - The Impact of Trauma - Through the Eyes of a Child
- Childminder - Theraplay Informed Workshop
- Introduction to affirming autism in early years
- Practical strategies to support autism and social communication
- Makaton courses
- Preparing SEND transitions for Early Years Settings
- The role of the inclusion coordinator
- What makes a good PEP (personal education plan)





Creating autism friendly learning environments

Newly introduced last year, this popular webinar is based on current research and autistic community voice.

Topics covered will include sensory differences, considering how environments impact on an autistic child, creating low arousal spaces and environments, and indoor and outdoor environments.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Identify sensory differences in Autistic children;
- Support sensory needs;
- Create learning environments that support sensory needs and are low arousal for all children.

Target audience and cost

Early Years practitioners, Childminders, Reception teachers and classroom support staff, Wraparound care practitioners - £20

Training provider

West Sussex Autism and Social Communication Team

2025/26

Date	Delivery/venue	Booking link
04/11/2025	Online	Booking link
03/03/2026	Online	Booking link





Early years therapy informed workshop

Delivered by the Virtual School team, these hands-on workshops will introduce you to Theraplay principles and activities.

The goal of Theraplay is to enhance attachment, self-esteem, and trust in others through joyful engagement.

The aim of this workshop is to give you the confidence to use Theraplay informed activities with children and young people in your setting. These activities will help children develop relationships with trusted key adults, build self-worth and develop skills to be able to interact with peers.

Please be prepared to join in and play!

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Identify the core concepts of Theraplay;
- Carry out practical activities based on the 4 dimensions of Theraplay;
- Incorporate Theraplay activities in your setting

Target audience and cost

Early Years Practitioners, Childminders - £0

Training provider

Virtual School

2025/26

Date	Delivery/venue	Booking link
03/06/2025	The Wave, Broadwater Baptist Church, Worthing	Booking link





Effective use of Early Years Pupil Premium (EYPP) to meet the needs of vulnerable learners

Delivered by the Virtual School team, delegates will consider how to measure the impact of EYPP spending, how to use case studies to support thinking, and explore innovative EYPP projects.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Consider innovative EYPP projects;
- Plan how to use EYPP to support the engagement and learning of children within the Virtual School remit;
- Demonstrate how to measure and evidence EYPP spending

Target audience and cost

Early Years Practitioners, Childminders - £0

Training provider

Virtual School

2025/26

Date	Delivery/venue	Booking link
30/04/2025	Online	Booking link





EYFS bitesized training '999-what's your emergency?'

This 1 hour webinar will explore the 4 R's - Regulate, Relate, Reason and Repair strategy by Dr Bruce Perry and Louise Bomber and develop your awareness of the Window of Tolerance. You will learn how to use these to support a dysregulated child.

This course is part of our EYFS bitesize training series. The series will be delivered through a trauma-informed lens and will discuss therapeutic strategies and interventions to support children in Early Years settings.

The sessions are shorter versions of the termly support groups, covering similar topics.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Have an awareness of Dr Bruce Perry and Louise Bomber's 4 R's (Regulate, Relate, Reason and Repair);
- Use strategies to support children when they are dysregulated;
- Recognise 'Window of Tolerance' and use it to support children to stay in theirs.

Target audience and cost

Early Years practitioners, Childminders - £0

Training provider

Virtual School

2025/26

Date	Delivery/venue	Booking link
TBC	Online	TBC





EYFS bitesized training 'Ahh there's a bear!'

This 1 hour webinar will support you to explore the impact of early trauma. You will explore Dr Bruce Perry's 5 states, which will enable you to build a greater awareness of toxic shame and its impact.

This course is part of our EYFS bitesize training series. The series will be delivered through a trauma-informed lens and will discuss therapeutic strategies and interventions to support children in Early Years settings.

The sessions are shorter versions of the termly support groups, covering similar topics.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Recognise the impact of early trauma;
- Have an awareness of Dr Bruce Perry's 5 states;
- Identify toxic shame and recognise its impact.

Target audience and cost

Early Years practitioners, Childminders - £0

Training provider

Virtual School

2025/26

Date	Delivery/venue	Booking link
TBC	Online	TBC



EYFS bitesized training 'the same but different'

This 1 hour webinar will support you to recognise the impact of change and how to implement smooth and successful transitions for young children. You will develop a greater understanding of the value of a secure base.

This course is part of our EYFS bitesize training series. The series will be delivered through a trauma-informed lens and will discuss therapeutic strategies and interventions to support children in Early Years settings.

The sessions are shorter versions of the termly support groups, covering similar topics.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Recognise the impact that change can have upon children;
- Identify what is needed for a successful transition;
- Recognise and appreciate the importance of a secure base.

Target audience and cost

Early Years practitioners, Childminders - £0

Training provider

Virtual School

2025/26

Date	Delivery/venue	Booking link
12/05/2025	Online	Booking link





EYFS bitesized training 'you've got a friend in me'

This 1 hour webinar will explore the impact of relationship disruption and the value of the attuned adult. The therapeutic approach PACE will be examined.

This course is part of our EYFS bitesize training series. The series will be delivered through a trauma-informed lens and will discuss therapeutic strategies and interventions to support children in Early Years settings.

The sessions are shorter versions of the termly support groups, covering similar topics.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Recognise the impact of relationship disruption on children and young people;
- Identify qualities in the attuned adult;
- Be able to use the PACE therapeutic approach.

Target audience and cost

Early Years practitioners, Childminders - £0

Training provider

Virtual School

2025/26

Date	Delivery/venue	Booking link
TBC	Online	TBC





The Impact of trauma - through the eyes of a child (virtual reality)

Using immersive Virtual Reality (VR) technology, this full day session will enable delegates to explore and understand the impact of adversity and trauma on a young person's development, their presentation and ability to engage in learning.

Using a combination of neuroscience and VR footage, this training provides a powerful insight into the lived experiences of children and young people, and practical advice and strategies to support delegates in meeting their needs in their setting.

Please note: Due to the nature and content of the training, and in order to safeguard delegates health and wellbeing, please ensure that a manager or senior leader from your setting has attended 'The Impact of Trauma- Online Virtual Reality Demonstration Session' and agrees to your attendance. Where possible we suggest that delegates attend with a colleague.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Recognise the impact of early childhood traumatic events on a child's learning and development.
- Use strategies, such as PACE (Playfulness, Acceptance, Curiosity and Empathy) to support children who have experienced early childhood trauma.

Target audience and cost

Early Years practitioners, Childminders - £0

Training provider

Virtual School

2025/26

Date	Delivery/venue	Booking link
TBC	Online	TBC



Apply online
via West Sussex Services
for Education



The Impact of trauma - through the eyes of a child. A virtual reality demonstration for early years leaders

This 1 hour webinar will enable early years leaders to view films used during the full day training - The Impact of Trauma: Through the eyes of a child. Leaders can understand the potential impact of the content on staff attending the full training.

We will explain the main theories and concepts covered and the structure of the session.

Attendance at this session will enable you to make an informed decision about the suitability of the full day training for staff in your setting. In order to safeguard the health and wellbeing of individual staff, they will not be able to attend the full day training without the consent of the leader who has attended this demonstration.

Learning outcomes

If you apply what you have learnt on this course, you will;

- Have a greater awareness of the film and contents of The impact of trauma – Through the eyes of a child –Virtual Reality session;
- Be able to make an informed decision about what support your staff may need to access and attend **The Impact of trauma - through the eyes of a child (virtual reality)**

Target audience and cost

Managers and leaders, Childminders - £0

Training provider

Virtual School

2025/26

Date	Delivery/venue	Booking link
TBC	Online	TBC





The Impact of Trauma - Online Virtual Reality Demonstration Session for Childminders

This one hour online demonstration will enable childminders to view a 2D version of the films that are used during the full day training 'Childminder VR - The Impact of Trauma - Through the Eyes of a Child' and understand the potential impact of the content on attendees. We will explain the structure of the full day training, along with the main theories and concepts that will be explored.

Attendance at this session will enable childminders to make an informed decision about the suitability of the full day training.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Ensure an informed decision about attending the full day course can be made

Target audience and cost

Childminders - £0

Training provider

Virtual School

2025/26

Date	Delivery/venue	Booking link
TBC	Online	TBC





Childminder VR - The Impact of Trauma - Through the Eyes of a Child

Using immersive Virtual Reality technology, this full day session for childminders will enable attendees to explore and understand the impact of adversity and trauma on a young person's development, their presentation and ability to engage in learning. Using a combination of neuroscience and VR footage, this revised training provides a powerful insight into the lived experiences of children and young people, and practical advice and strategies to support attendees in meeting their needs in your setting.

Please note: Before booking a place, please ensure that you have attended an online demonstration 'The Impact of Trauma - Online Virtual Reality Demonstration Session for Childminders'. Due to the nature and content of the training, you will need to consider whether this course is appropriate for you, and how you will support your own health and wellbeing during and following attendance. Where possible we suggest that delegates attend with a colleague.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- explain the possible impact of adversity and trauma on a child's development, presentation, and ability to engage in learning
- access advice and strategies to support their needs in your setting.

Target audience and cost

Childminders - £0

Training provider

Virtual School

2025/26

Date	Delivery/venue	Booking link
TBC	Online	TBC





Childminder - Theraplay Informed Workshop

The goal of Theraplay is to enhance attachment, self-esteem, and trust in others through joyful engagement. The aim of this workshop is to give you the confidence to use Theraplay informed activities with children and young people in your setting. These activities will help children develop relationships with trusted key adults, build self-worth and develop skills to be able to interact with peers.

Please be prepared to join in and play!

Learning outcomes

If you apply what you have learnt on this course, you will;

- demonstrate Theraplay informed activities
- support children and young people to build self-worth and the ability to interact with peers.

Target audience and cost

Childminders - £0

Training provider

Virtual School

2025/26

Date	Delivery/venue	Booking link
TBC	Online	TBC





Introduction to affirming autism in early years

Newly introduced last year, this popular webinar is based on current research and autistic community voice.

Topics covered will include – psychological theories that underpin autism, sensory differences, play, behaviour, practical strategies to support children with social communication differences.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Explain what Autism is;
- Recognise social communication differences in the children you support;
- Explain where behaviour comes from;

Target audience and cost

Early Years practitioners, Childminders, Reception teachers and classroom support staff, Wraparound care practitioners - £20

Training provider

West Sussex County Council Autism and Social Communication Team

2025/26

Date	Delivery/venue	Booking link
24/06/2025	Online	Booking link
02/10/2025	Online	Booking link





Practical strategies to support autism and social communication

Newly introduced this year due to the popularity of our other two autism courses, the *Practical strategies to support autism and social communication* becomes our third addition to our autism related courses

In this course, you will explore a range of practical strategies which support autistic children including the use of visuals, supporting their communication and meeting sensory needs.

Learning outcomes

If you apply what you have learnt on this course, you will learn;

- A recap of on autism and current community views, building on previous course learning;
- A range of practical strategies to support children with social communication differences

Target audience and cost

Early Years practitioners, Childminders, Reception teachers and classroom support staff, Wraparound care practitioners - £20

Training provider

West Sussex County Council Autism and Social Communication Team

2025/26

Date	Delivery/venue	Booking link
13/05/2025	Online	Booking link
13/01/2026	Online	Booking link





Makaton Foundation Level 1

This is a certified Makaton Foundation Level 1. It includes a high quality workbook and certificate of completion. You will need to provide the trainer with your address to receive these.

Learning outcomes

If you apply what you have learnt on this one day module you will be able to:

- Describe the use and purpose of Makaton.
- Describe emotional and psychological effects associated with severe communication difficulties.
- Use multi modal forms of communication including signs, symbols, speech and body language to convey information.
- Organise information in order to convey it to others and extend interactions.
- Understand and use the signs and symbols included in this level, how to use these in a sentence.
- Use direction, placement and movement during non-verbal communication.
- Recognise, draw and demonstrate the signs and symbols for Stages 1, 2 and part A of the additional stage from the core vocabulary.

Target audience and cost

Early Years practitioners, Childminders, Reception and Year 1 teachers and classroom support staff, Wraparound care practitioners - £86

Training provider

Step Consultancy

2025/26/

Date	Delivery/venue	Booking link
24/06/2025	County Hall North, Horsham	Booking link
23/10/2025	Online	Booking link
25/02/2026	Online	Booking link

Apply online
via West Sussex Services
for Education





Makaton Foundation Level 1 and 2

This two-day course is a certified Makaton Foundation Level 1 and 2. It includes four workshop manuals and a certificate of completion.

Learning outcomes

If you apply what you have learnt in this course, you will be able to:

- Describe the use and purpose of Makaton.
- Describe emotional and psychological effects associated with severe communication difficulties.
- Use multi modal forms of communication including signs, symbols, speech and body language to convey information.
- Organise information in order to convey it to others and extend interactions.
- Use direction, placement and movement during non-verbal communication.
- Recognise, draw and demonstrate the signs and symbols for Stages 1-4 and additional Core Vocabulary.

Note: This is a face to face course over two consecutive days. You are required to attend both days.

Target audience and cost

Early Years practitioners, Childminders, Reception and Year 1 teachers and classroom support staff, Wraparound care practitioners - £175

Training provider

Step Consultancy

2025/2026

Date	Delivery/venue	Booking link
Day 1 - 20/01/2026 and Day 2 - 21/01/2026	County Hall, Chichester	Booking link



Apply online
via West Sussex Services
for Education



Makaton Foundation Level 2

This is a certified Makaton Foundation Level 2. You must have completed Level 1 before attending.

It includes a high quality workbook and certificate of completion. You will need to provide the trainer with your address to receive these.

Learning outcomes

If you apply what you have learnt on this one day module you will be able to:

- Use multi-modal forms of communication including signs, symbols, speech and body language to convey information.
- Organise information in order to convey it to others and extend interactions.
- Use the signs and symbols listed below in a sentence and demonstrate a greater knowledge on how to use Makaton.
- Recognise, draw and demonstrate the signs and symbols for Stages 3 and 4 and Part B of the additional Core Vocabulary.
- Understand and use the signs and symbols included in this level, how to use these in a sentence.
- Use direction, placement and movement during non-verbal communication.
- Recognise, draw and demonstrate the signs and symbols for Stages 1, 2 and part A of the additional stage from the core vocabulary.

Target audience and cost

Early Years practitioners, Childminders, Reception and Year 1 teachers and classroom support staff, Wraparound care practitioners - £86

Training provider

Step Consultancy

2025/26

Date	Delivery/venue	Booking link
27/11/2025	Online	Booking link
19/03/2026	Online	Booking link





Makaton taster

Interested in Makaton, but not sure whether to start the foundation level training yet? This course will support you to understand what Makaton is and how using Makaton can support all learners.

You will gain some useful signs and symbols and receive a handout to support your learning.

Learning outcomes

If you apply what you have learnt, you will be able to:

- Describe the feelings and emotions associated with a communication difficulty.
- Describe how Makaton can help communication to be more effective and meaningful for individual with communication difficulties.
- Evaluate individual Makaton users' language and vocabulary needs.
- Demonstrate key word signing, twenty signs and symbols to support initial communication and additional signs and symbols to meet the participants needs.

Target audience and cost

Early Years practitioners, Childminders, Reception and Year 1 teachers and classroom support staff, Wraparound care practitioners - £32

Training provider

Step Consultancy

2025/26

Date	Delivery/venue	Booking link
01/07/2025	Online	Booking link
02/10/2025	Online	Booking link
05/02/2026	Online	Booking link





Preparing SEND transitions for early years settings

This 90 minute session will help delegates increase their confidence to support children with additional needs to transition from their early years setting to school.

The course will focus on the key elements which make an effective transition, exploring the process and preparation needed, including how to co-ordinate with schools, families and other professionals in a timely manner.

There will be an opportunity to share good practice with others, as well as sourcing information and resources to help make the transition as smooth as possible.

Learning outcomes

If you apply what you have learnt, you will be able to:

- Identify the key elements of an effective transition.
- Describe an effective transition process from Early Years to School.
- Understand when and how to complete a referral to the Specialist Early Years SEND Transition team.
- Discover and share useful information, resources, and good examples to support transition.
- Be confident in supporting transitions from Early Years to School

Target audience and cost

Early Years practitioners and Childminders - Free

Training provider

West Sussex SEN and Inclusion Service

2025/26

Date	Delivery/venue	Booking link
04/03/2026	Online	Booking link
05/03/2026	Online	Booking link
09/03/2026	Online	Booking link



Apply online
via West Sussex Services
for Education



The role of inclusion coordinator

Providing an inclusive environment for all children is essential in all early years settings. This training explores what it means to be an inclusive setting and how this can be achieved for all children.

It examines the role of the inclusion coordinator (INCO) and how to use local and national guidance to support all children.

This course has two parts; you must attend both in order to receive your certificate.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- consider the term inclusive practice and how it applies to early years providers
- examine the SEN Code of Practice and local guidance
- explore strategies to promote an inclusive environment
- explore how to successfully work in partnership with parents and carers

Target audience and cost

Early years INCO/SENCOs Childminders - £60

Training provider

Hempsalls

2025/26

Date	Delivery/venue	Booking link
Day 1 – 14/10/2025 & Day 2 – 21/10/2025	Online	Booking link
Day 1 – 02/03/2026 & Day 2 – 03/03/2026	Online	Booking link



Apply online
via West Sussex Services
for Education



What makes a good PEP (personal education plan)

This 1 hour webinar will provide you with the information you need to create high-quality Personal Education Plans (PEP) for Children We Care For.

Led by the Advisory Teacher and PEP champion, you will explore the different elements needed to complete a PEP, how best to prepare and plan for the meeting, and your role in the process.

If you have a child that is a Child We Care For in your setting, this training will upskill you on the PEP progress and equip you to ensure your PEP is of good quality.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Recognise the purpose of a PEP;
- Identify everyone's roles and responsibilities in a PEP;
- Know what needs to happen before, during, and after a PEP;
- Recognise what makes an effective SMART target;
- Complete all relevant parts of a PEP to a good standard.

Target audience and cost

Managers, deputies, room leaders, INCO/SENCOs, and others with PEPs, Childminders - £0

Training provider

Virtual School

2025/26

Date	Delivery/venue	Booking link
07/05/2025	Online	Booking link



Apply online
via West Sussex Services
for Education



Speech and Language

- Phonics foundations: Essential early literacy skills - blending and segmenting
- Phonics foundations: Playful responses to everyday sounds - babies, toddlers and onwards
- Phonics foundations: Rhymes and games for initial sounds and early alphabet awareness
- Working with children who have English as an additional language (EAL)





Phonics foundations: Essential early literacy skills - blending and segmenting

This 90 minute webinar is part of our suite of phonics webinars. It will build your confidence with blending and segmenting.

Participants on this course are equipped with professional and well-informed responses to help parents, and colleagues, to understand what children do, and do not, need at different stages of literacy development.

It is rare for parents to ask about the blending and segmenting skills of children, yet those who have acquired these vital, complementary skills are equipped to make optimal progress in phonics during the reception year. Common misapprehensions and concerns are addressed.

Content provides clarity and reassurance about essential, often neglected, elements of phonological development. Inspirational tips and examples equip practitioners to build, embed and share, professional expertise in this key area of children's education. Informative explanations provide reassuring clarity and invaluable tips related to appropriate and engaging learning experiences.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- build professional expertise in optimising swift progress in phonics before and during the reception year;
- implement appropriate and playful experiences that align with EYFS best practice;
- promote enjoyable learning of the vital skills of blending and segmenting.

Target audience and cost

Early years practitioners working with children aged 1 to 4 years, Childminders, Reception teachers and classroom support staff who are new to post or supporting children not meeting age-related expectations in literacy - £30

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
30/09/2025	Online	Booking link
02/12/2025	Online	Booking link





Phonics foundations: Playful responses to everyday sounds - babies, toddlers and onwards

This 90 minute webinar is part of our suite of phonics webinars. It will support you to explore Phonics and specifically what underpins learning about the alphabet, reading and writing.

Long before any formal literacy teaching begins, our youngest children need adults who foster their emerging abilities to playfully tune into the numerous domestic, environmental, and musical sounds that should surround them from babyhood and throughout their pre-school years.

In this session you will get to grips with the essential skills of 'Hearing and Responding' which can be cultivated through enjoyable interactions, rhymes, clapping games, animal sounds, songs, body percussion and loud/quiet activities from babyhood onwards. These are not just 'early entertainment' but vital pre-requisites that practitioners need to recognise and embed.

Vibrant and engaging examples of Early Years Best Practice (EYFS) best practice exemplify the vital role of skilled adults who are fully attentive and attuned to the babies, toddlers, and pre-schoolers in their care.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Optimise vitally important listening behaviours, experiences and resources that underpin early phonological development from ages 1 to 4;
- Maximise vital attention skills and playful engagement with everyday noises and hand/body percussion;
- Embed appropriate experiences that align with national Early Years Foundation Stage (EYFS) guidance;
- Specifically support basic language, literacy and social development.

Target audience and cost

Early years practitioners, Childminders - £20

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
29/01/2026	Online	Booking link TBC



Apply online
via West Sussex Services
for Education



Phonics foundations: Rhymes and games for initial sounds and early alphabet awareness

This 90 minute webinar is part of our suite of phonics webinars. It will support to develop clarity and learn invaluable tips for creating appropriate learning experiences and identify the basic skills of isolating initial sounds, playful rhyming and alliteration and related skills.

There is a plethora of ideas and expectations about letter recognition and formation, rhyming words, alphabet knowledge and initial sounds. Should we use flash cards, listening games, tracing letters, capitals, or lower case? There is so much confusion! Some of these are appropriate and helpful but others are not.

The session shares Early Years Foundation Stage (EYFS) best practice examples which explore low-cost/no-cost experiences that are genuinely enjoyable for children (and adults) and will equip you in being able to move forward in this tricky area, with confidence. You will also be equipped with the skills to evaluate some 'educational' resources frequently found in settings and be able to provide professional and well-informed answers to literacy questions frequently raised by parents.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Identify and explain what is, and what is not, necessary and appropriate in early phonological development;
- Implement appropriate and playful experiences, that align with Early Years Foundation Stage (EYFS) best practice, and support vital learning in hearing and saying letter sounds and rhymes;
- Embed vitally important early skills and experiences that optimise successful phonics progress in the reception year at school.

Target audience and cost

Early years practitioners, Childminders, Reception teachers and classroom support staff - £20

Training provider

Enable Children

2025/26

Date	Delivery/venue	Booking link
03/07/2025	Online	Booking link
21/10/2025	Online	Booking link





Working with children who have English as an additional language (EAL)

Some children are fortunate to grow up learning more than one language. A child's first language needs to be reflected in settings to ensure that family experiences are being reinforced and valued. A feeling of belonging contributes to a sense of worth and language is crucial in both.

This training session will encourage partnership working with families and identifies strategies for all children to value and respect different languages and cultures and to reach their potential.

Learning outcomes

If you apply what you have learnt on this course, you will be able to;

- Explain acquisition of additional language and strategies to support it;
- Understand the emotional impact on learning and development of acquiring an additional language;
- Monitor and track progress;
- Be confident in working in partnership with EAL families.

Target audience and cost

Early years practitioners, Childminders - £30

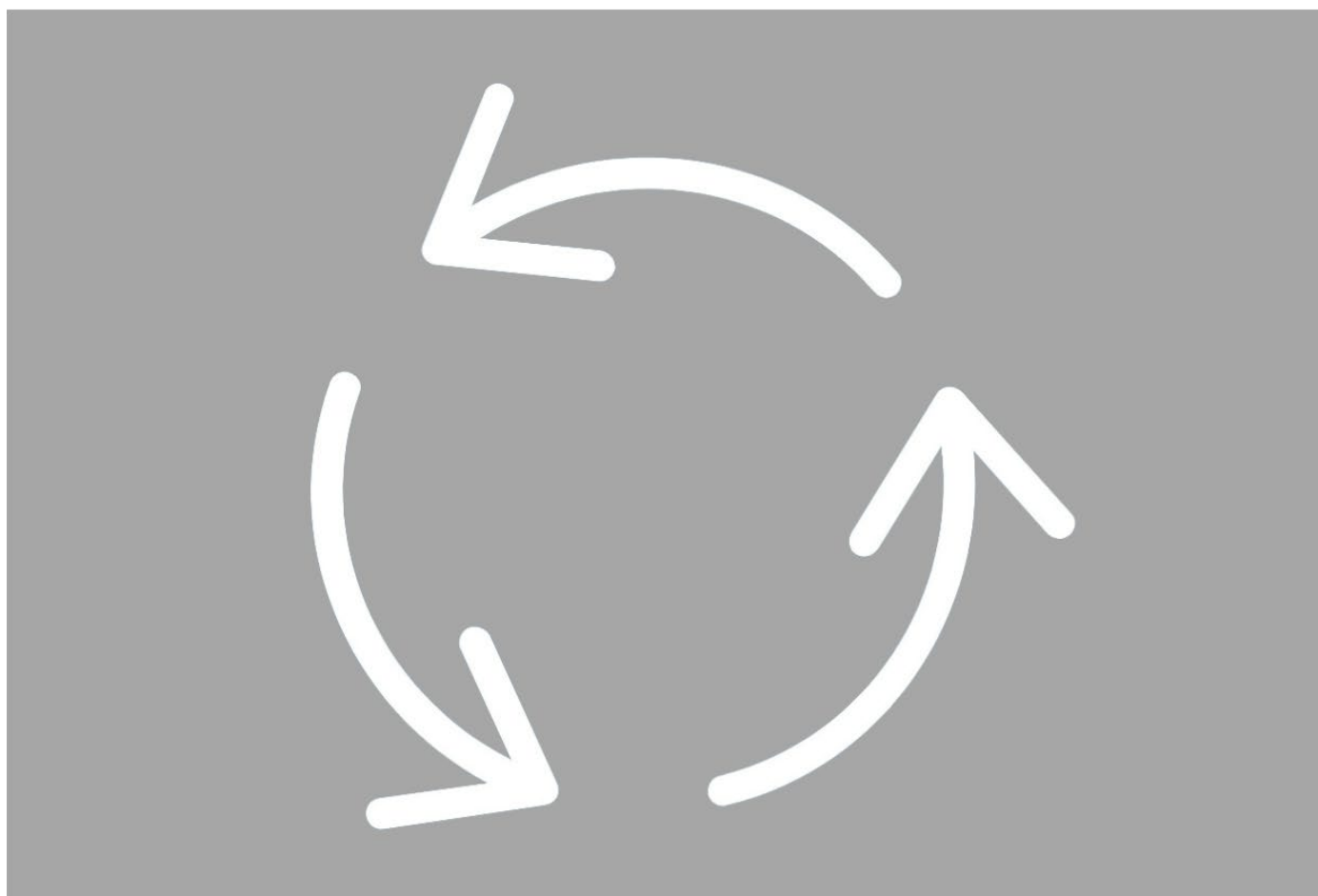
Training provider

Hempsalls

2025/26

Date	Delivery/venue	Booking link
01/10/2025	Online	Booking link





Wraparound Care Providers

- Outstanding Practice: The Reflective Playworker
- Playworkers Preparing for Play

Behaviour

- [Emotion coaching](#)
- [Promoting positive behaviour \(Out of school providers and childminders only\)](#)

EYFS Outcomes and Quality Provision

- [A look at our words: The impact of what adults say](#)
- [Collaborative and respectful: Communicating with parents](#)
- [EYFS essentials](#)
- [Maths inspirations: Fun with problem solving](#)
- [Maths inspirations: Number fun](#)

Leadership and Management

- [Leaders course: Understanding positive, proactive and effective leadership](#)
- [Leadership and management: Supporting staff wellbeing](#)

Paediatric first aid





- [Paediatric first aid](#)

SEND and Inclusion

- [Creating autism friendly learning environments](#)
- [Introduction to affirming autism in early years](#)
- [Makaton Foundation Level 1](#)
- [Makaton Foundation Level 1 and 2 \(face to face\)](#)
- [Makaton Foundation Level 2](#)
- [Makaton taster](#)





Outstanding Practice: The Reflective Playworker

£10 Per person! Part of Expansion Support Training Offer.

This training supports out of school practitioners to achieve the best possible environment to enable freely chosen self-directed play and learning.

The session also examines how reflective practice and record keeping supports individual children to enjoy and achieve.

It explores how the out of school environment can support children's learning and development through the playwork values and principles. It also outlines best practice in identifying and recording children's progress.

£10 per person!
Part of Expansion
Support Training
Offer

Learning outcomes

Aims of the training;

- Explores the definition of good quality self directed play
- Examines ways of providing a stimulating play environment
- Examines the role of the reflective practitioner in promoting positive play behaviour
- Links to the Ofsted requirements for out of school providers

Target audience and cost

Out of school practitioners and childminders - £10

Training provider

Hempsalls

2025/26

Date	Delivery/venue	Booking link
Day 1 - 25/06/2025 and Day 2 - 02/07/2025	Online	Booking link
Day 1 - 04/02/2026 and Day 2 - 11/02/2026	Online	Booking link



Apply online
via West Sussex Services
for Education



Playworkers Preparing for Play

£10 Per person! Part of Expansion Support Training Offer.

This training focuses on the play work principles and how they are achieved in practice.

It introduces playwork theories, explores the benefits of risk and challenge in play and the importance of consulting with children.

£10 per person!
Part of Expansion
Support Training
Offer

Learning outcomes

Aims of the training:

- support understanding of the Playwork Principles in practice
- understand the importance of risk and challenge in supporting children's learning and development
- consider strategies for an inclusive play environment
- explore effective engagement and interaction with children

Target audience and cost

Out of school practitioners and childminders - £10

Training provider

Hempsalls

2025/26

Date	Delivery/venue	Booking link
20/05/2025	Online	Booking link



Apply online
via West Sussex Services
for Education



Transition events

These events are for schools and early years providers to share initial transition information for children starting school.

To ensure continuity of experience for children, transition should be seen as a process rather than a one-off event. Discussions involving the child, parents and others throughout the planning process will support successful transitions.

The information gathered allows you to begin planning other support needed, including setting, school or home visits, and supported transitions.

Learning outcomes

If you attend an event, you will be able to:

- meet with multiple schools and early years settings in one place;
- share/receive key transition information in a consistent format and identify children in need of further transition support;
- share/receive the information needed to inform transition plans based on the needs of the children.
- share/receive vital safeguarding information in order to plan and prioritise other transition support activities such as setting and home visits.
- provide a smoother transition into school for children and their families.

Price: Free

Dates and locations are available to book on [West Sussex Service for Education](#) by searching for 'transition' or on the [Transition Events](#) webpage. It is important that schools book on to the venue that is closest to them and settings book on the same events that their feeder schools have booked.





Early Years Conference 2026

March 2025 saw the return of the West Sussex Early Years conference.

We are currently planning the Early Years conference for 2026 and it will likely be taking place around the end of February/Early March 2026, subject to venue and speaker availability.

Please keep an eye out for any updates around this event, its date, venue and theme via direct mailing, this brochure page and also our Facebook page.





Other learning opportunities

eLearning courses

West Sussex County Council have developed free, self-led eLearning courses to support you and your business. The courses are available on [Learning and Development Service](#). No booking is needed, simply search for the course title, enrol, and complete the course at a time that suits. The courses are below:

Closing your early years setting

This course provides information on what to do when closing your setting, either on a temporary or a permanent basis.

Developing a business plan for childcare services

Understand how to prepare a plan to concisely describe your business, its objectives, strategies, the market it is in and its financial forecasts to support you to ensure your business' sustainability.

Effective leadership – new manager support

For new managers and leaders, it provides an overview of the role and the support available in West Sussex.

EY new Inclusion Coordinator (INCO) / Special Educational Needs Coordinator (SENCO)

Gain an overview of the roles of an Inclusion Coordinator (INCO) and Special Educational Needs Coordinator (SENCO) in an Early Years setting.

Marketing for early years and childcare providers

Why should parents and carers choose you when looking for childcare? Discover why marketing is a crucial activity for successful childcare businesses.

New early years practitioner

This module will introduce you to the responsibilities of your new role and support you to develop your knowledge and skills around key topics.

New early years room leader

Be introduced to the responsibilities of your role as a Early Years Room Leader and start to develop the knowledge, skills, and confidence you need to be effective and successful in your new role.

Starting a new early years setting

This course presents an overview of the process of setting up a new childcare business and is both a guide and reference point to build your knowledge.

LADO introduction

For those in West Sussex who have contact with adults who work / volunteer with children and young people. It will help you to know what to do when you have concerns about an adult's behaviour towards children and young people.

Working with young carers and their families

For those working with young carers or their families. The module will provide you with key information for the identification and support of Young Carers in West Sussex.





Online self-led National Day Nurseries Association (NDNA) courses

We have a variety of online self-led courses available at a subsidised price of £10 per login. Course details and booking information can be viewed on the [Early Years Online Training Brochure](#). Below is a list of the courses offered:

EYFS Outcomes

- Characteristics of Effective Learning
- Exemplary Practice with Babies
- Exemplary Practice with Toddlers
- Exemplary Practice with Two Year Olds
- Exemplary Practice with Three to Five Year Olds
- Home Learning Environment
- Let's look at Phonics
- Let's look at Reading and Storytelling
- Let's Look at Writing
- Let's look at Evaluative Practice and Impact Measurement
- Let's look at EYFS Progress Checks
- Let's look at Maths: Number
- Let's look at Maths: Shape, Space and Measure
- Let's Look at Schemas
- Little Scientists Leading the Way
- Making Maths Matter
- Maths in Early Years
- Mini Maths Explorers - Outdoors Challenge
- Promoting Positive Behaviour
- Quality Teaching in Early Years
- Supporting 0-2 year olds in the EYFS
- Supporting 2 year olds in the EYFS
- Supporting 3-5 year olds in the EYFS
- Management
- Managing Performance Through Effective Appraisal
- Outstanding Practice
- Safer Recruitment, Selection, and Induction
- SEND and Vulnerable Families
- Supporting Children with SEND
- Food Hygiene Level 2
- Level 2 Award in Food Safety (Early Years version)





Awareness of Forced Marriage

This course has been developed with the Forced Marriage Unit of the Foreign and Commonwealth Office and Home Office. It aims to raise awareness, challenge perceptions and inform you of the correct actions to take should you suspect someone is at risk.

To take this course visit the [Virtual College](#).

Female Genital Mutilation (FGM)

The Home Office has launched a free online training package dealing with Female Genital Mutilation (FGM) developed with Virtual College. This training will provide you with an overview of FGM and your responsibilities in FGM cases. It also contains information on how to prevent FGM and helps professionals support those who have been subjected to it.

To take this course visit the [Virtual College](#).

PREVENT

The PREVENT strategy aims to stop people becoming terrorists or supporting terrorism. While it remains rare for children and young people to become involved in terrorist activity, young people from an early age can be exposed to terrorist and extremist influences. Channel is a key element of the PREVENT strategy. It is a multi-agency approach to protect people at risk.

To take this free course visit [Prevent duty training](#).

Suicide Awareness: Working with Young People - (Under 16yrs old)

This webinar is for those working with families in West Sussex, who haven't attended a Suicide awareness course within the last 3 years. It seeks to support you in gaining an awareness of how to identify vulnerabilities in young people who might be at risk of suicide. It will enable you to learn how to start a conversation about suicide, as this is one of the best ways to prevent suicide. This course will help you identify common myths about suicide and to provide up-to-date facts and understanding which will support you to improve your alertness to suicide when working with families. You will also be directed to where you can access further help and resources.

Target audience and cost

Childminders, wraparound care - £40

Training provider

West Sussex Safeguarding Children Partnership

2025/26

Log onto [Learning and Development Service](#) and search for the course title to find the the next available dates for this course.





Advertising early years and childcare jobs

If you are an Early Years and Childcare employer, you can now advertise your staff vacancies through West Sussex County Council Jobs in Early Years and Childcare Newsletter.

To advertise, please complete a vacancy template on our [advertise early years and childcare jobs page](#).

We are also able to advertise it via our West Sussex Early Years and Childcare Training [Facebook page](#). Please email us at early.years.training@westsussex.gov.uk if you are interested in this service.





Terms and conditions

Bookings

Bookings are made on a first come, first served basis. A place is not secured until payment has been made. Please ensure to book and pay before attending, as the trainer will refuse access if the booking has not been completed. It is essential that you keep your Services for Early Years and Childcare account details up to date, such as updating your email address or employer. West Sussex County Council cannot accept responsibility for information that is sent but fails to arrive. Line managers should also inform the Services for Early Years and Childcare administrators when staff members leave by emailing early.years.training@westsussex.gov.uk. It is assumed that line managers have the authority to act on behalf of their employee in authorising bookings and complying with these terms and conditions.

Cancellations and substitutions*

Confirmed places that are cancelled 5 working days (i.e. Monday to Friday) or less before the course takes place will be charged at the standard rate. The same charge will also be made for non-attendance on the day without any notice, or very late arrival. The charge is levied to recoup a proportion of the overheads incurred. The rates and notice period indicated are subject to continual review.

Should the original delegate not be able to attend, we can accommodate a substitute. Substitution should be completed prior to the start of the course through the Services for Early Years and Childcare website or by emailing early.years.training@westsussex.gov.uk.

Please bear in mind that the cancellation policy still applies if the substituted delegate subsequently cancels within 5 working days or fails to attend.

If a delegate is unable to attend part of a multi-part course, please inform the Early Years and Childcare Training team. Depending on the course type and availability we will endeavour to book the delegate onto the second part of a future course. If this is not possible, the delegate will be recorded as 'did not attend' and advised to re-book and attend all parts of the next available course. In this instance, additional payment may be required.

If we need to cancel the course due to factors outside of our control, we will offer an alternative date, where possible or refund delegates.

*Please note - Paediatric first aid

Once a delegate uses the online log in then course payment cannot be refunded. If you are unable to attend the face to face course, you may be able to transfer to alternative date if space is available.





Un-booked attendance

It is essential that you book a place to ensure that there are sufficient course materials, furniture and that we do not exceed the venue's health and safety limitations. If a delegate attends without booking, the trainer can refuse entry to the course.

Attending the event

It is the delegate's responsibility to sign the attendance sheet provided by the trainer, complete any pre-courses task, attend the whole course, and evaluate it online to obtain the attendance certificate.

You will be expected to make any arrangements necessary to attend the whole course as indicated in the event details or you may be asked to re-book on another event.

Delegates are responsible for downloading any attachments and, if applicable, bringing resources to the course. Delegates must complete any pre-course tasks prior to attending.

Events will start promptly at the advertised time. Delegates are advised to arrive at least 15 minutes before the course start time. It is at the trainer's discretion to accept late entry up to 10 minutes after the start time; but after this the delegate may be asked to rebook. If the delegate is unavoidably delayed, please contact the Early Years Training team by email: early.years.training@westsussex.gov.uk.

Ground rules will be established for all delegates at the start of the day, including issues of confidentiality and whistle blowing.

The objectives of the course will be clearly stated and met through a variety of training activities to suit a range of learning styles. We will provide appropriate materials to support the learning.

We will provide an opportunity to evaluate the learning via a course evaluation. This will be emailed after the event and accessed via the Services for Early Years and Childcare website. Once the evaluation has been completed, you will be able to download your attendance certificate.

If delegates have concerns about anything they experience during the course, they should discuss this with the trainer. If this is not appropriate or is unresolved, then they should talk to their line manager who will contact the Early Years Training team. We welcome feedback as part of monitoring.

Disclaimer

All details of courses and costs contained in this brochure are correct to the best of our knowledge at the time of publication. West Sussex County Council cannot be held responsible for any errors contained therein, and we reserve the right to cancel or modify any of the courses in this brochure.



