



Dún Laoghaire-Rathdown
County **Childcare Committee**



Spring Training 2017

1. Preparing for a Tusla Inspection

This workshop will provide a practical overview of the Child Care Act 1991 (Early Years Services) Regulations 2016. It will assist the participant understand the requirements and how to implement the regulations into their own setting using case examples and scenarios. It will also discuss the mandatory policies as outlined in the regulations and how to develop them for individual services. At the end of the workshop participants should be able to use the handout materials to evaluate their own services and make any necessary changes.

Date: Wednesday, 15th February
Time: 7.00pm – 9.30pm
Venue: Talbot Hotel, Stillorgan
Fee: €15

2. Effective Governance

It is more important than ever that Board Directors and members of community Early Years services have a thorough understanding of their roles and responsibilities. This workshop, through a series of case studies, will assist directors and members understand the workings of their company and will assist them in establishing better governance and accountability.

This session will cover:

- Limited Status – why?
- Memorandum and Articles
- Roles & Responsibilities of Directors and Members
- Employment Responsibilities & Law
- The Charities Act and how to comply
- Do's & Don'ts – How to stay Compliant

Date: Thursday, 23rd February
Time: 6.30pm – 9.30pm
Venue: Talbot Hotel, Stillorgan
Fee: €15

3. Developing your Policies and Procedures

This 2-part workshop is facilitated by Early Years Consultant, Lorraine Farrell, and will give participants an overview of the Policy and Procedure Requirements under the Child Care Act 1991 (Early Years Services) Regulations 2016. These practical sessions will assist you in reviewing, writing and updating your Policies and Procedures and will demonstrate how to link these to Aistear & Síolta. Included in the sessions are sample Policies and Procedures, templates and a Policy and Procedure Checklist. Lorraine will provide email support to participants following the sessions.

Date: Wednesday, 8th & 22nd March
Time: 7.00pm – 9.30pm
Venue: Talbot Hotel, Stillorgan
Fee: €20



4. Preparing for the new Department of Education & Science (DES) Inspection

This workshop, facilitated by Canavan & Byrne will provide participants with an overview of the DES inspection process and what to expect. It will bring participants through the 4 quality areas of the education inspection

framework and provide real examples and how to achieve the expected outcomes in these four areas. The quality framework incorporates the key elements of best practice in early education, and categorises provision in accordance with the following four broad areas:

- Quality of context to support children’s learning and development
- Quality of processes to support children’s learning and development
- Quality of children’s learning experiences and achievements
- Quality of management and leadership for learning

Date: Tuesday, 14th March
Time: 7.00pm – 9.30pm
Venue: Talbot Hotel, Stillorgan
Fee: €15

5. Parents Workshop: Promoting and Supporting Positive Behaviour

This seminar will focus on common challenging behaviours in young children, from tantrums in young children through to communication issues with older children. Participants will gain an understanding of how and why challenging behaviour develops, strategies to modify challenging behaviour, and how to modify one’s own behaviour in order to encourage positive behaviour in children. The seminar gives very practical advice for parents.

Dr Mary O’Kane is a Lecturer in Psychology and Early Childhood Education teaching in Maynooth University and the Open University. She is also a regular contributor to Ireland AM on both parenting and early childhood education issues.

Date: Wednesday, 15th March
Time: 7.00pm – 9.00pm
Venue: Talbot Hotel, Stillorgan
Fee: **Free (booking essential)**

6. HR Challenges for the Early Years Provider

This workshop will provide practical advice on the many HR Challenges facing Early Years Providers.

With significant experience in this area, Canavan and Byrne will go through typical cases that Early Years Services face on a day to day basis.

These will include:

- Tusla & Workplace Relations Compliance
- Regulation 9 Management & Staff
- Record Keeping
- Types of Employment Contracts including the ECCE Contract (term time)
- Negotiating Changes to Contracts and Terms of Employment
- Managing Difficult HR Issues – Redundancy & Restructuring

Date: Thursday, 23rd March
Time: 6.30pm – 9.30pm
Venue: Talbot Hotel, Stillorgan
Fee: €15

7. Equality, Diversity & Inclusion Guidelines Training

The aim of this training programme, delivered by DLRCCC, is to support educators to engage with the new Equality and Diversity Guidelines. It aims to foster awareness about diversity, equality and inclusion and to encourage and support those working in the sector to actively advocate for inclusion for all children and their families within the ECCE setting. It will explore the key issues surrounding equality and diversity and promote good practice in terms of supporting inclusion, equality and diversity in an early childhood education and care setting.

The training is run over 15 hours (1 x 6-hour session plus 3 x 3-hour session). Please note, participants must attend all 4 training sessions

Date: Wednesdays 19th April, 26th April, May 3rd & 10th
Time: 19th April **9.30am – 4.30pm**
26th April, May 3rd & 10th **4.00pm-7.00pm**

Venue: Talbot Hotel, Stillorgan
Fee: Free (booking essential)

8. Transition from Preschool to Primary School

The transition from preschool to primary school is one of the major transitions in a young child's life. Research has shown that children who negotiate this transition well have better long term outcomes socially, emotionally and educationally.

Dr Mary O'Kane offers some very practical advice on preparing children for this major transition and on how preschool settings can best support children in the process. Dr Mary O'Kane is a Lecturer in Psychology and Early Childhood Education.

Date: Thursday, 13th April
Time: 7pm - 9pm
Venue: Talbot Hotel, Stillorgan
Fee: €15

9. Sustainability – Maximising Profit

For some Early Years services the last number of years have been challenging in terms of sustainability and making a profit. If you feel your service would benefit from advice and guidance on how to ensure your service is profitable as well as sustainable this workshop is for you.

Canavan & Byrne will cover areas including:

- Marketing
- Budgeting
- Cash Flows
- Downsizing
- Expanding
- Cost Saving

Date: Thursday, 20th April
Time: 6.30pm – 9.30pm
Venue: Talbot Hotel, Stillorgan
Fee: €15

10. ASiA – Aistear Síolta in Action

This programme focuses on the play-based, emergent curriculum. We put play, discussion and following through on children’s interests at the core of the curriculum. We use the Aistear Síolta Practice Guide, learning stories submitted to Early Childhood Ireland and examples from participating settings to support the learning.

This programme will be delivered as a **series of 4 workshops** and participants will have an opportunity to put their learning into practice and to share their stories.

1. Introducing children’s play stories – what are children playing in your service? The aim of this workshop is to support practitioners to understand and support children’s play. We provide examples of children developing togetherness and companionship, empathy, ideas, language and logic, negotiating skills, as they share their understanding of how the world works and develop their identities.

2. In this session, participants will share stories from their own practice and share their analysis. They will improve their noticing, recognising and responding skills. They will engage in professional conversations that will help them reflect on, analyse, articulate and improve their practice.

3. Participants learn about responding to and following through on children’s interests. What are the questions or lines of inquiry that emerge from children’s play and other experiences? How might we follow through? How can we help them to represent and develop their thinking?

4. What kind of environments support children’s exploring and thinking? How do we create environments that help to generate and extend play ideas? What materials support children’s ability to create their own activities and experiences? What works indoors and outdoors?

Date: Thursday 27th April, 4th, 11th & 18th May
Time: 6.30pm – 8.30pm
Venue: Talbot Hotel, Stillorgan
Fee: €30



11. Parents Workshop: The Transition from Preschool to Primary School

Your child is starting 'Big School' in September, and naturally you want to support them in making this transition a success. How should you best prepare your child for this major transition in their lives?

Dr Mary O'Kane offers some very practical advice on the most important skill sets for children during this transition, and how best to support your child in developing these skills. Mary is a Lecturer in Psychology and Early Childhood Education teaching in Maynooth University.

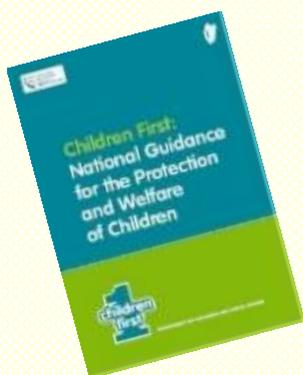
Date: Tuesday, 16th May
Time: 7pm – 9pm
Venue: Talbot Hotel, Stillorgan
Fee: Free (booking essential)

12.National Early Years Child Protection Programme: Policy Implementation Workshop

Using the recently developed document ‘*Developing a Child Protection & Welfare Policy: A Resource for Early Years Services*’ and your own service Child Protection Policy, this workshop is aimed to support early years services to develop and implement a Child Protection and Welfare Policy in line with *Children First*.

The target audience for this workshop is for those with a decision making capacity and leadership role within the service; **Designated Liaison Persons (DLPs), Managers and members of Management Committees or Boards should attend this workshop.** To be eligible to attend you need to have completed the Tusla Basic or Always Children First Child Protection & Welfare training.

Date: Thursday, 25th May
Time: 7.00pm – 9.00pm
Venue: Talbot Hotel, Stillorgan.
Fee: €15



13. Tusla Always Children First: Child Safeguarding Awareness Training. Foundation Level

This is the training course designed by Tusla especially for the Early Years Sector in partnership with the Early Years Children First Steering Committee. It replaces the Keeping Safe Training Programme and HSE Children First Foundation Level.

In line with current legislation and policy, all staff and volunteers must be made aware of their responsibility to protect children and keep them safe. This course will provide staff with information on recognising abuse, responding to concerns and safeguarding children. All participants will receive a certificate of attendance.

Please be advised that managers and those with a role in reporting child protection should attend this training in line with Pre-School Regulations and recommendations set out in Children First

CP1

Date: Saturday 11th February
Time: 9.30am - 4.30pm
Venue: Talbot Hotel, Stillorgan
Fee: €20 (includes lunch)

CP2

Date: Saturday 22nd April
Time: 9.30am - 4.30pm
Venue: Talbot Hotel, Stillorgan
Fee: €20 (includes lunch)

CP3

Date: Saturday 20th May
Time: 9.30am – 4.30pm
Venue: Talbot Hotel, Stillorgan
Fee: €20 (includes lunch)

Booking Form

DCYA Ref No: _____

Name: _____

Name of Early Years' Service: _____

Address: _____

Mobile No: _____

Email: _____

Please enter an email address as receipts and information on any changes to workshop details etc. will be sent by email.

Position in Service (please tick)

Room Leader

Manager

Early Years Practitioner

Childminder

Other (please specify): _____

Name & Date of workshop: _____

Cheque Money Order Postal Order

Total Amount Enclosed: € _____

Courses are subject to change and/or cancellation. Places are limited to two per service.

Please return completed booking forms to:

Dún Laoghaire Rathdown County Childcare Committee, Unit 16 Deansgrange Business Park, Blackrock, Co. Dublin. T: 01 2896600 | E: info@dlrchildcare.ie

Payment is needed to confirm booking, as relevant.

Data Protection Act 1988 & Data Protection Amendment Act 2003.

In accepting a place on a workshop or course you consent to have the following information recorded and stored by DLRCCC to monitor training uptake:

- Participant name & contact details - Service name - DCYA reference no - Role in service

All information is subject to the DLRCCC Data Protection Policy.

