



## **Elklan training for Central Bedfordshire schools**

Every mainstream school in Central Bedfordshire has an opportunity to attend **FREE** Elklan training and create a 'Communication Champion team'. A Communication Champion team consists of three members of staff, usually the SENCo, a Teacher and a Teaching Assistant, who are able to demonstrate an enhanced knowledge of or a specialist interest in Speech, Language and Communication Needs (SLCN). Upon completion of Elklan training, these members of staff are recognised as 'Communication Champions' who can then proceed to promote Speech, Language and Communication development for ALL pupils within their schools, by sharing and implementing the knowledge, skills, and tools that they learn from the training with other members of staff.

We have now trained over 180 staff from 64 schools across Central Bedfordshire; this is over 50% of mainstream schools in the area.

The training is aimed at any staff supporting children and young people (CYP) with SLCN in schools. It equips them with innovative tools and methods to enhance CYP's learning in the classroom and promotes quality first teaching. The training uses relevant teaching methods including practical activities, videos, and group discussion to engage learners.

- ✓ **The training is delivered through 10 modules, completed over an 11-week period.**
- ✓ Each week, learners complete an online e-Learning session and prepare for the upcoming virtual webinar. This can be done at a time that best suits the learner.
- ✓ Learners then participate in a weekly virtual webinar which is held on a set day and time each week. The webinar is hosted on Zoom; you will require access to a device with a camera and microphone in order to participate.
- ✓ Learners then need to plan and implement knowledge and strategies learnt that week in order to complete a weekly online e-Learning Log. This can be done at a time that best suits the learner. Upon passing their Learning Log, learners will gain accreditation at Level 2 or Level 3.
- ✓ Learners will be required to commit to completing, attending, and participating in all aspects of the virtual training
- ✓ Learners should expect to set aside **up to 4½ hours per week** to complete the training. This involves:
  - 1 – 1½ hours to complete the online e-Learning session and prepare for the virtual webinar
  - 1 hour to participate in the weekly virtual webinar
  - 1½ – 2 hours to plan, implement knowledge and strategies learnt each week and to complete an online e-Learning log

### **By attending this course, we hope you will:**

- Increase your capacity to identify and support CYP with SLCN
- Strengthen your understanding of the impact of Speech, Language, and Communication difficulties on CYP
- Be able to identify CYP with Speech, Language and Communication difficulties and confidently refer these pupils for additional support
- Understand and be able to implement strategies at a universal and targeted level to support CYP with Speech, Language and Communication difficulties

Health HUB number: 0300 555 0606

Email: [ccs.beds.childrens.slt.admin@nhs.net](mailto:ccs.beds.childrens.slt.admin@nhs.net)

Web: [www.childspeechbedfordshire.nhs.uk](http://www.childspeechbedfordshire.nhs.uk)





For each school who is yet to access the Elklan training, we require three staff to attend the training, one of whom needs to be the SENCo or a member of the Senior Leadership Team. If your school has accessed Elklan training previously but a Communication Champion has moved on, 'top up' places are available to book to enable your school to retain the full complement of three Communication Champions.

**There are two courses to choose from:**

- Speech and language support for 5-11s (primary school age)
- Speech and language support for 11-16s (secondary school age)
- Middle schools are encouraged to identify four members of staff, with two attending the 5-11s course and two attending the 11-16s course
- Schools with less than 100 pupils can identify one/two Communication Champions, one of whom needs to be SENCo / Senior Leader, and attend the appropriate course

**Upcoming dates**

- 5-11s course 1.30-2.30pm on Thursdays 29/02, 07/03, 14/03, 21/03, 28/03, 18/04, 25/04, 02/05, 09/05, 16/05, 23/05
- 11-16s course 2-3pm on Tuesdays 13/02, 27/02, 05/03, 12/03, 19/03, 26/03, 16/04, 23/04, 30/04, 07/05, 14/05

**To register your interest:**

Identify your Communication Champion team, then send an email to [SENDtraining@centralbedfordshire.gov.uk](mailto:SENDtraining@centralbedfordshire.gov.uk) with the name of the three Communication Champions, their roles and email addresses, and the preferred cohort. Priority will be given to those schools who submit the details for three appropriate Communication Champions.

**Further information:**

All materials needed for the course will be available via the Elklan website, however schools can purchase hard copies of the 'Language Builders' book if desired.

There are occasions when learners are unable to attend training for various reasons, however, cancellation and non-attendance charges will apply. For any cancellation or change of learner you must:

- Obtain agreement from your Senior Leadership Team
- Email [SENDtraining@centralbedfordshire.gov.uk](mailto:SENDtraining@centralbedfordshire.gov.uk) ASAP

A fee of £236 per learner will apply to all non-attendance or cancellation with less than 14 days' notice. There is no charge if notice of more than 14 days is given. Schools may nominate a substitute learner up to five working days before the 'Meet and Greet' session without penalty.

Please note: The webinars are designed to enhance learning by enabling learners to ask questions to the tutors, stimulate discussion, and share of ideas with fellow learners, thus replicating the value of a face-to-face course through an online format. Learners will need to commit to attending the 11 webinars. It is a requirement of their accreditation that they attend at least 8 webinars, not including the 'Meet and Greet' session.

