

SENCO NEWSLETTER



Welcome all

As you probably know by now, Roz and myself, are job sharing the SEND Outreach Services Manager post while the recruitment goes out again towards the end of this term. My role will be the front facing one with SENCos so I will be running the SENCO network with Di's team and also newsletters and the new SENCO induction.

Welcome back to the start of a new academic year. I am aware that there are several new SENCOs and also new SENCOs to Greenwich, so a warm welcome to all of you and look forward to meeting you all in your schools, network meetings and training courses.

As always at the start of a new year, I would like to draw your attention to the new training offer for SEND courses which can be viewed via the link below.

[Courses \(royalgreenwich.gov.uk\)](https://royalgreenwich.gov.uk)

We will also be running a new SENCO Induction to Greenwich course after October half term, to familiarise new SENCOs with the systems and processes here, so please do book a place. Dates are all in the PDC on line brochure but there is also a separate entry in this newsletter with more information.

We are currently starting the process of developing our new SEND Strategy and will be working with all partners, including yourselves and holding workshops to enable all to contribute to this process.

We have some new staff within the SEND Outreach Services who will be working with you in your schools. We welcome STEPS Outreach Worker Eve Griffiths, and Katie Kelly, George Acheson and Beti Szast ASD Outreach Workers and Antionette Hunt in the Early Years Inclusion Service.

Please do look at all the attachments as there are some updated documents regarding access arrangements which are important to read.

I look forward to seeing you at the SENCO network (dates below).

Hetal Patel
Acting SEND Outreach Services Manager

Diary Dates

- **SENCO NETWORK MEETING: 12/10/2023 2-5PM at the PDC.**

Please make sure you register ahead to attend on the PDC website so we can have tea and coffee available for all so a small charge to cover that and room hire at the PDC

- **NEW SENCO/NEW SENCO INDUCTION COURSE at King's Park**

Starting after half term week beginning 02/11/23 for 5 weeks 1.30– 5pm at the SEND Outreach Services base, again please book via the PDC: FREE to all

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EP updates

The 2022/23 was another busy year for the EPS and this seems to reflect the national picture. At the end of June, the government published an [Educational Psychologist Workforce Report](#), highlighting some of the struggles being faced by EP Services nationally. We are fortunate in RBG that, despite the pressures, there has been significant investment in our EPS. Last academic year we welcomed 6 new EPs, 2 Assistant EPs and 2 EPs in Training (EPiTs). As of September, we have completed a re-organisation which will see the Outreach Counselling and Restorative Approaches Services expand and join the EPS. There will be additional admin support for all teams, and an increase in senior and specialist senior EPs. We are also pleased to have a further 2 EPs and 2 EPiTs who have joined us this year and we will continue to be working with Sanctuary Personnel (locum agency) to respond to the statutory demands.

Our growing team has enabled us to carry out a range of interesting, varied and impactful work in schools and settings, and we look forward to this continuing. Please see our [Direct Services](#) webpage for more information about how you can work with your EP to maximise impact, we have also updated our service specification which we hope will provide a useful overview of what we offer.

We anticipate that 2023/24 will continue to feel very busy for us. In July alone, we have received over 70 requests for EHC needs assessments – a record number! The need to respond to these requests does limit our capacity in other areas, and we would therefore like to take this opportunity to share some information and reminders for school leaders/SENCOs as we start the new term about common requests or queries that we receive:

EP ‘reports’ and requests for EHC needs assessment and admission panel requests: The EPS uses a consultation model of service delivery and work is recorded in the format of ‘school visit records’ rather than reports. When applying for EHC needs assessments, schools are asked to provide evidence of professional input over time (including how they have involved the EP). EP input contributes to the assess-plan-do-review process (with school taking responsibility for implementing a graduated approach) and this can be evidenced in a number of ways. This may be through the EP visit record, through the narrative provided in the EHC needs assessment profile completed by school (providing a clear account of how they have involved the EP over time, what has been put in place as a result and what the impact has been) or, for example, through multi-agency records (such as TAC meeting minutes). When a needs request is received by SEND, contact is made with the EPS and they are asked to provide any records that they have, but an EP report is not needed to evidence EP involvement. EP representatives also sit on the Needs Assessment and Admission panels, and this can be one of various ways in which EP input can be shared.

Re-assessment requests: We often receive queries relating to EP assessments of children with EHCPs whose plans might need updating. Unless EP involvement is requested by the RBG SEN department, schools will need to request this work within their traded EP time. We have found it works well for the EP to carry out assessment or observations in advance of the annual review so that their input contributes to co-construction of new outcomes and/or updates to provision during the annual review meeting. Any work undertaken from the schools traded time (or by a commissioned EP service for schools who do not buy-in from the RBG EPS), will not be reimbursed and should be covered by the funding associated with the child or young person’s EHCP.



Specific situations in which SEND might request a re-assessment include:

- Following formal parental request for a statutory re-assessment. This will be considered by the LA who will decide whether to proceed with the request. The LA does not have to reassess if it has carried out an assessment within the previous six months or if it considers that a further assessment is not necessary. It should be noted that, when a re-assessment is agreed, this will follow the statutory timeframe of a new needs assessment and will return to na2 panel once updated advice has been received. Usually, a more effective way of updating the EHCP is to request for amendments following the annual review (As described above).
- As part of the tribunal process or following mediation.
- When a child or young person is not in school.
- If a child or young person is new to the LA and updated information is needed for the production/ adoption of their EHCP.
- When a request is made to cease a child or young person's plan and there is a lack of agreement between school, parents and/or the child or young person regarding this course of action.

We look forward to working with you all in the year ahead and continuing to do all we can to support the children, young people and families in Greenwich!



ELSA

Our next ELSA training cohort is due to start on 18th September 2023. We have been in receipt of Public Health Grant funding so can offer places to RBG schools for a subsidised rate of £100. This covers the 6-days training and supervision for this academic year. We still have a few spaces available, to be offered on a first come first served basis. Please contact elsa-intervention@royalgreenwich.gov.uk to book your space!



SEND ASSESSMENT AND REVIEW SERVICE UPDATE

Following the SEND Area Inspection there will be a focus on not only attending annual reviews at phase transfer and updating EHC Plans accordingly, but increasing the number of EHC Plans that are issued within 20 weeks. A review of the service identified:

-That our team of dedicated Needs Assessment officers ensured we vastly improved our compliancy rates, with more Education, Health and Care (EHC) Plans issued within 20 weeks. However, requests for EHCNAs continue to increase and the optimum number of new referrals for individual officers has been exceeded, with each officer managing in excess of 50 new referrals at any one time.

-The AR team was in the main a new team of officers who were equally split to focus on 0–13 year olds and 14-25 year olds in order to secure our preparation for adulthood arrangements. This model had resulted in significant fluctuations to working patterns due the phase transfer of certain groups and the requirement to attend those annual reviews. At times it has not been possible to manage these fluctuating demands and ad hoc arrangements have had to be put into place.

Given these findings we are reverting to an all through service where an allocated officer for each school will be responsible for both EHCNAs and Annual Reviews, building and maintaining relations with both parents, children and schools in order to improved continuity and the quality of the service delivered.

Officer allocations

You will be receiving correspondence from Team Leaders and individual officers in the coming days, introducing themselves and arranging an initial meeting to discuss your SEND cohort. Team leaders and senior officers will also be attending the first SENCO Network meeting of the year on Thursday 12 October 2023.

Priorities

Our aims as ever are to provide a timely, responsive and quality service to children, young people, parents and schools. We hope the new ways of working and the addition of new officers will further enable us to meet the ever-growing demand across the LA.

Our focus this year is on improving our Annual Review processes; enabling more officers to attend Annual Reviews at phase transfer points. There will also be a gradual year on year increase to the number of EHC Plans we are updating following phase transfer Annual Reviews to ensure children and young people are well supported as they move into the next stage of their education.

Together with Inclusion and Attendance Advisory services, we are also asking officers to take a proactive role in monitoring the use of part time timetables. Officers will be asking you for updates with regards to YP with EHCPs being educated part time.

Panels

As always SENCO input to both the NAI and NA2 panels are invaluable and critical to ensuring a schools perspective. We are asking SENCOs to commit to attending one of each of these panels per academic year. We have attached the schedule for this year and ask that you encourage and support your SENCOs to attend.

We look forward to seeing SENCOs at the Network meeting on Thursday 12 October.

STEPS SERVICE

ACCESS ARRANGEMENTS 2023-2024

A pack of Access Arrangements (AA) resources for secondary examinations is attached to the SENCO newsletter.

It includes:

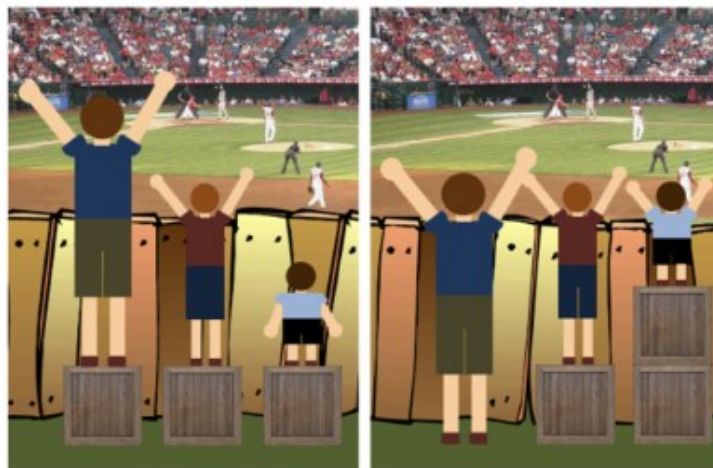
- An **Access Arrangements Timeline** to help SENCOs navigate AA across the year.
- **Form 8**, for a profile of learning difficulties
- a new **Form 9** which replaces both the detailed and concise file notes,
- a **Student Questionnaire** for students to give feedback on their normal way of working (useful for both Year 7 and Year 9), and
- a **Data Protection Notice** for students to sign.

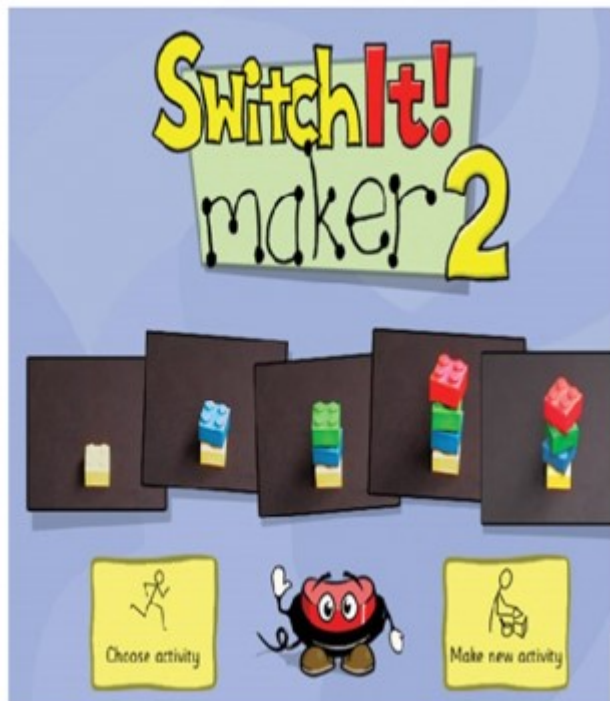
Two other forms have also been introduced this year:

- **Form 8RF** for students progressing from GCSE to GCE A-level
- **Form BD25%** for students using a bilingual dictionary and needing 25% extra time.

All forms are available to download from <https://www.jcq.org.uk/exams-office/access-arrangements-and-special-consideration/forms/>

If you would like STEPS Outreach Service to complete AA assessments for you, please email STEPS@royalgreenwich.gov.uk. Please note there is a charge for this.





SwitchIt! Maker2 by Inclusive Technology Limited

Create your own switch accessible stories and slide shows with SwitchIt! Maker2.

'They're easy to make and easy to play! The simple editor is designed so that even young children and those with sever learning difficulties can make their own stories as part of a creative class activity. Add your own pictures, photos, videos, text, speech and music. Ideal for use on an interactive whiteboard.'

5 available for free from STEPS, on a first come, first served basis! Please contact Senior Outreach Worker, Edisan Hall.

Edisan.Hall@royalgreenwich.gov.uk

Calibre Audio provide a wide range of **free audio books**

(from authors such as Michael Morpurgo, Jacqueline Wilson, J.K Rowling, David Walliams etc) for children with SEND and can be **accessed in a variety of ways** including:

- Streaming- directly from the Calibre website.
- Downloads- books downloaded via an app (i.e. Dolphin EasyReader or Libby) using your Calibre login onto a personal device.
- Memory Stick- audiobooks are borrowed (for up to 8 weeks) by being posted to home and listened to by plugging in the memory stick on any USB player.

More information can be found at <https://www.calibreaudio.org.uk/services>



ASD OUTREACH REFERRALS: IMPORTANT REMINDER

This is a reminder from past emails about how to refer to the ASD Outreach service. We will be sending referrals back to you if they are not completed as below from now.

The new processes are to ensure that new referrals to our service are seen promptly with all the right information available. We had sent out School information gathering Sheets which need to be completed by schools BEFORE any new referrals are seen. Any delay will also delay referrals being seen even if we have all the parental and diagnostic information.

Because of the high level of demands on our advisory teachers, and the time taken to chase up these forms when they are not sent in early, we will not be allocating the cases until our office receives the information forms.

ASD Outreach and EP training about EBSA

Last academic year, in response to awareness of increasing need members of the ASD Outreach Service (ASDOS) and Educational Psychology Service (EPS) collaborated to develop a course focusing on Emotionally Based School Avoidance (EBSA) and ASD.

During the summer term the course was piloted, with other members of the ASDOS and EPS offering feedback. The course content has been updated and will be running on three dates (one per term) for a full day in the PDC. This course is designed to offer participants an understanding of factors underpinning EBSA together with why autistic children and young people might be at particular risk and is appropriate for anybody who is involved in supporting children and young people who experience EBSA. It includes the sharing of theoretical information together with discussion and hands-on activities.

The course explores evidence-based approaches and interventions in relation to EBSA and how these can be used with a range of children and young people, including those who are autistic.

Proposed dates are: 06/11/2023, 26/02/2024 and 10/06/2024 (09:00 – 16:30) – although these dates are yet to be confirmed. Further information will be in the PDC training brochure – and so keep an eye out!

NEW SENCO/NEW SENCO TO GREENWICH INDUCTION

We are building a list of all the new SENCOs and want to remind you that you can ask for a visit/ Teams call etc... from any of us here re processes and system in Greenwich

In addition, we have run a very successful course now for many years for all SENCOs who are new to Greenwich, even if they already have experience elsewhere. The course is designed to:

- Introduce you to the SEND networks in Greenwich
- Link you with our parents forum (GPCPF)
- Tell you about our Young People's Participation network (ACE)
- Introduce all the SEN processes re statutory requests. Annual reviews and SEN support
- Ensure you are familiar with any systems and processes we have here e.g re part time timetables etc..
- Introduce you to key SEN officers
- Discuss person centred planning

And lots more!

Sessions are quite informal with a mix of structured tasks, presentations and discussions and will take place after the October half term. We will be sending emails individually to staff we know have changed but all are free to book. The course is free of charge and will take place at the SEND Outreach Services base in Eltham. Please do book though on the PDC website so we know who is coming and to find out the dates and timings.

[Courses \(royalgreenwich.gov.uk\)](https://royalgreenwich.gov.uk)

STEPS

IMPORTANT INFORMATION Deadline for Y6 Dyslexia referrals

This is a polite reminder that whilst we are continuing to receive high volumes of referrals, please can we request that all Year 6 referrals are received **no later than the end of September each year**, to allow us sufficient time to assess pupils, before they transition to secondary school.

We have had a number of very upset parents contact our service to request an assessment after returning a referral that has been received after the September deadline, creating quite difficult situations to manage.

We would always recommend that pupils are referred as soon as possible for a dyslexia assessment, preferably before they leave Y5 if they have been attending school regularly, had targeted support/intervention and they are not making the expected progress in literacy (and there are no other underlying difficulties impacting on their learning).

Please note that if a child is new to your school having entered in upper Key Stage 2, we will do our utmost to ensure that an assessment is carried out.

WELCOME JACQUELINE ALBY!

OUR NEW DESIGNATED CLINICAL OFFICER (DCO) FOR SEND



BACKGROUND

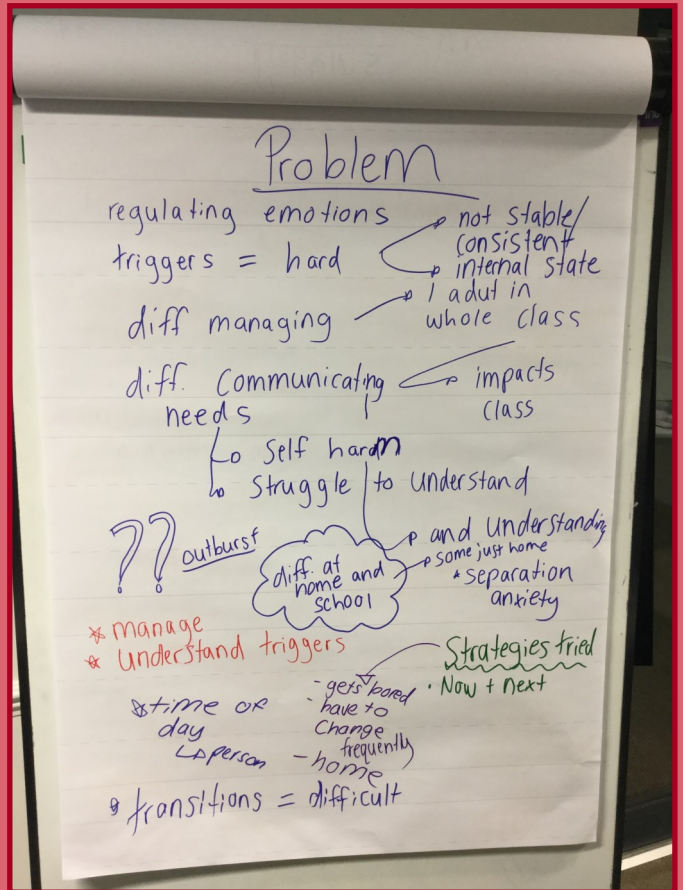
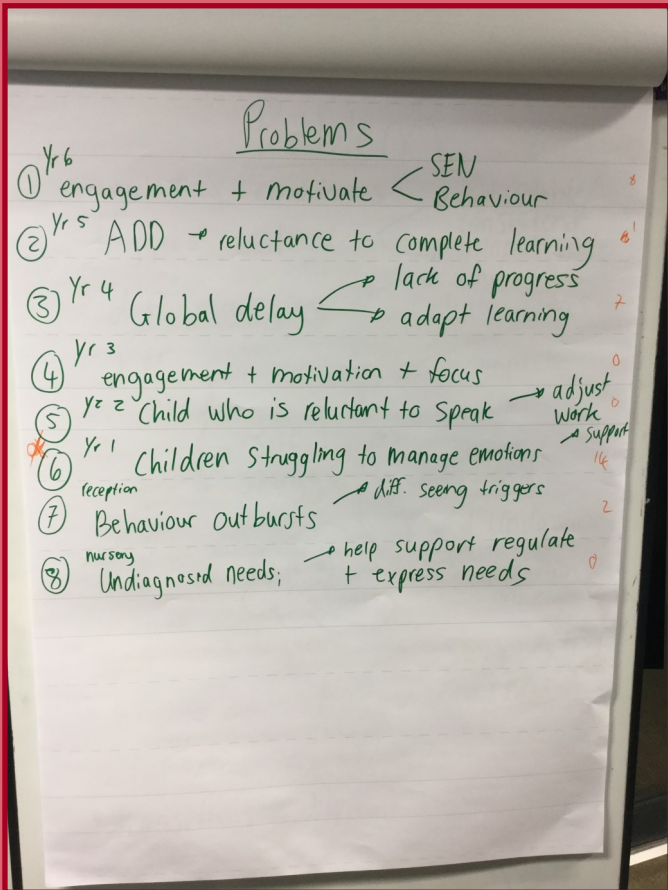
I am a qualified Learning Disability nurse and hold an MSc in Clinical Leadership and Management. I have held a variety of roles which includes working in a long stay hospital for adults with multiple and complex medical, neurodevelopmental, and mental health needs. Following this, I moved into the community where I led and managed several services including a tri-borough Adult LD Community Nursing team, a Care service within a residential college, LD, ASD, and Mental Health.

In 2015, I started my career in SEND as a Health Lead within a SEND Integrated Service for a South-west London Borough. In this role, I supported the LA deliver its statutory functions under the CFA 2014 & SEND Code of Practice 2015.

My interest in SEND led to a Secondment opportunity in 2021 as a Designated Clinical Officer supporting two neighbouring boroughs and successfully transitioned into my current role in May 2023, within the LBG Integrated Commissioning Team with specific focus on:

- ◆ Joint working across the SEND system
- ◆ Have an overview of the way health services work for CYP and families across the 0-25 age range.
- ◆ Contributing to strategic level decision making, scrutiny and improvement via the SEND Improvement Board and South East London
- ◆ Supporting commissioners and service leads in the development of good quality services for SEND including the neurodevelopmental pathway, mobilisation of the integrated therapies services & supporting pupils at school with medical conditions.
- ◆ Working alongside all partners including CYP, parents and carers to identify and raise any concerns relating to health services for SEND.

Interest outside of work: reading, gardening, and travelling. I have also had the opportunity to volunteer for our local Police as well as a member of a Governing body for a local Secondary School.

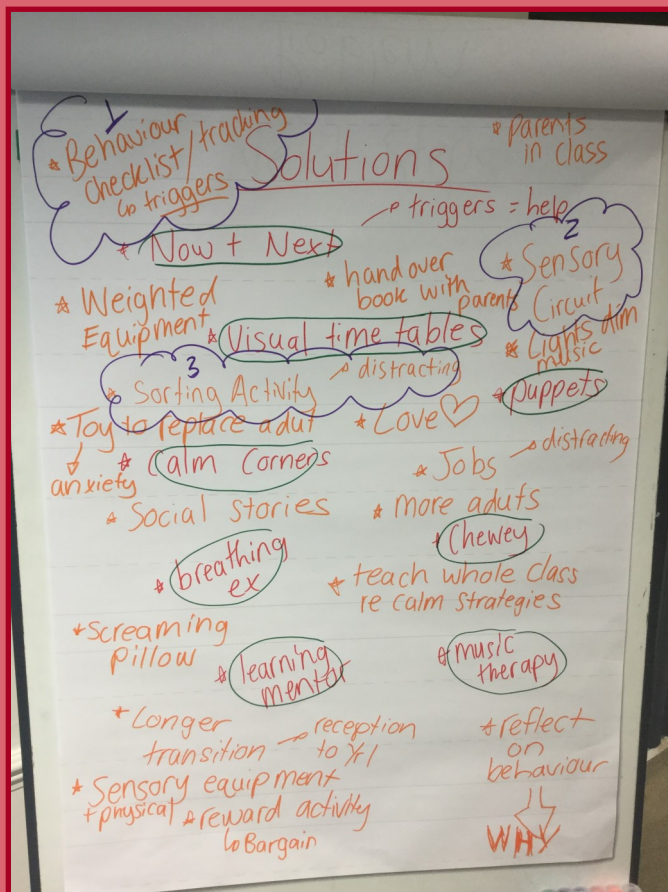


Solution Circles

With the support of staff at Heronsgate Primary School, Minna (ASD Outreach Service Teacher) and Kirsty (Educational Psychologist) have developed a webinar which shows how solution circles can be used to tackle problems. The insights and solutions webinar provides guidance on how to implement solution circles as a framework for solution-focused problem solving. The solution circle framework supports school staff in exploring relevant issues or problems as a group. The framework ensures that you do not get 'stuck' in the problem but collectively generate practical and realistic solutions. The underlying premise of the approach is that collectively we can generate more sustainable solutions than when problem solving in isolation. The resources included as part of the webinar should be explored and utilized when implementing this approach. For any additional information or support in implementing solution circles within your school, please contact either Minna or Kirsty:

Kirsty.weaver@royalgreenwich.gov.uk

minna.anaukwu@royalgreenwich.gov.uk



Dyslexia Awareness Week 2023: Uniquely You

Dyslexia Awareness Week 2023 takes place from 2nd to 8th October. This year the BDA will be celebrating individuals with dyslexia from all backgrounds and walks of life. They want to celebrate the diversity of the dyslexic community and the rich variety of lived experiences of dyslexia. They have chosen the theme of **Uniquely You**.

Sign up for updates in your inbox about Dyslexia Awareness Week and access to #DAW23 resources and information [here](#).



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Sign up for updates in your inbox about Dyslexia Awareness Week and/or access resources and information via the BDA website: [Dyslexia Awareness Week - British Dyslexia Association \(bdadyslexia.org.uk\)](https://www.bdadyslexia.org.uk)

ACE SEND PARTICIPATION REPORT 22-23

We are pleased to be able to share the ACE SEND Participation Network Annual Report.

The report is in Easy Read format as the children and young people have told us this is how they like to communicate. They are currently co-producing a video version which we hope will turn an annual report into a more enjoyable experience!

Please take a couple of minutes to view all their hard work and achievements from last academic year. You can find out more by visiting their [Local Offer page](#) [Action Change Equality \(ACE\) | Greenwich Community Directory](#)

We are looking forward to the children and young people continuing to voice their opinions and celebrating the changes they make.

“The voice of children and young people is heard loud and clear in Greenwich.”

(The Local Area SEND Inspectors)

INCLUSION TEAM UPDATES

Exclusion training

A gentle reminder about a training session taking place to support application of the DfE's Suspension and Permanent Exclusion Guidance September 2023.

The two-hour training session will be delivered by Roger Butterfield, an Independent Legal Services Professional who has in depth knowledge and experience navigating this field.

The session will be held at the PDC on **Monday 25th September 2023, from 9:30am.** There will no charge to schools to attend. To book a place please book via the Direct Services to Schools website:

<https://servicestoschools.royalgreenwich.gov.uk/course/837>

Further information on exclusion guidance including notification forms and exemplar letters can be found on our website:

[RBG School exclusions info](#)

Managed Moves

Our Inclusion Service has been working on some managed move guidelines in line with new guidance from the DfE which was updated in May 2023 [Suspension and Permanent Exclusion guidance July 2022 \(publishing.service.gov.uk\)](#) . Our [managed move guidance](#) is aimed at supporting schools with this process and ensure that every child who is being considered for a managed move has the best opportunity to succeed.

We want to give schools an opportunity to discuss this process and ensure there is full engagement from all parties when agreeing a managed move.

This meeting is being held at The Professional Development Centre (PDC) PDC, 1 Waterdale Road, Abbey Wood SE2 OXT on **14th September 3-5pm.**

EoTAS and Medical Guidance

Over the last 12 months the Inclusion Service has been working on developing guidance to advise schools and colleagues with supporting children who may be educated other at school and those who may have medical needs. These guidelines will give advice and signposting to schools. We are holding a workshop to give further clarification on these guidelines on **Monday 2nd October 2023, 2-3pm**, link below

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 328 947 583 660

Passcode: oBx7Dk

[Download Teams](#) | [Join on the web](#)

ePEPs

Over the last academic year, officers in the Virtual School have been reviewing our PEP forms and decided to move to facilitating ePEPs for all our children in care. We hope this will support schools and social workers complete the statutory paperwork more easily and help communicate the support to the network of professionals around our children. We aim to launch ePEPs from January 2024.

Training for this will take place at the PDC on **Tuesday 28th** and **Wednesday 29th November 2023** for Designated Teachers (DT). We have arranged four training sessions across these two days to provide all DTs with the opportunity to attend. The training is free of charge and bookings can be made by using the link below:

<https://servicestoschools.royalgreenwich.gov.uk/course/861>

Previously Looked after children (PLAC)

In 2014, the government recognised that many care-experienced children and young people that have now been placed via an Adoption Order, Special Guardianship Order, Residency Order or Care Order away from their birth parents, were still experiencing trauma and needed financial support.

From September 2023, every child adopted from care in England and Wales is eligible to a grant of £2,530 per annum through Pupil Premium Plus which is paid directly by the government to your school. To receive the Pupil Premium Plus grant, a child or young person must be registered on the **October 2023** census. If they have not been registered, the funding will not be forthcoming from the DfE until the following year. Your school should be aware of the adoptive status of children and have sight of the relevant documents (redacted if preferred by the parent) in advance of the October census.

We have attached a template letter that can be used to inform parents/carers of this entitlement. Additionally, see below the link to our website with more information and forms you may find helpful.

<https://www.virtualschoolgreenwich.org.uk/resources/previously-looked-after-children/>

If you have any further questions please contact Donna Murphy, Previously Looked After Children (PLAC) Officer (Donna.Murphy@royalgreenwich.gov.uk).

For general enquiries re the inclusion service please contact Eva Tabaton eva.tabaton@royalgreenwich.gov.uk

Important Dates

| SEND Admissions Panels - Autumn Term 2023 | | | |
|--|------------------------------|---|--|
| Provision | Panel Date & Time | School Submission Date For Application Form and Supporting Documentation | Circulation Date of Applications to Panel Members |
| Secondary Transition | | | |
| Sensory | Thursday 12 October @ 08:30 | Thursday 28 September | Thursday 5 October |
| CPA | Thursday 12 October @ 09:30 | Thursday 28 September | Thursday 5 October |
| Willow Dene | Thursday 12 October @ 11:45 | Thursday 28 September | Thursday 5 October |
| Kings Oak | Thursday 12 October @ 14:00 | Thursday 28 September | Thursday 5 October |
| MLD DSP | Thursday 19 October @ 09:00 | Thursday 5 October | Thursday 12 October |
| ASD DSP | Thursday 19 October @ 11:00 | Thursday 5 October | Thursday 12 October |
| Kings Park | Thursday 19 October @ 14:00 | Thursday 5 October | Thursday 12 October |
| Primary | | | |
| ASD DSP | Monday 20 November @ 10:00 | Monday 6 November | Monday 13 November |
| Waterside | Monday 20 November @ 13:00 | Monday 6 November | Monday 13 November |
| The Nook | Monday 20 November @ 14:00 | Monday 6 November | Monday 13 November |

SEND Admissions Panel - Spring Term 2024

| Provision | Panel Date & Time | School Submission Date For Application Form and Supporting Documentation | Circulation Date of Applications to Panel Members |
|---------------------------|--------------------------------|---|--|
| Primary Transition | | | |
| Greenacres | Thursday 25 January @ 09:00 | Thursday 11 January | Thursday 18 January |
| Sensory | Thursday 25 January @ 10:00 | Thursday 11 January | Thursday 18 January |
| Willow Dene | Thursday 25 January @ 11:00 | Thursday 11 January | Thursday 18 January |

SEND Admissions Panel - Summer Term 2024

| Provision | Panel Date & Time | School Submission Date For Application Form and Supporting Documentation | Circulation Date of Applications to Panel Members |
|-------------------|------------------------------|---|--|
| Primary | | | |
| Greenacres | Thursday 20 June @ 09:00 | Thursday 6 June | Thursday 13 June |
| ASD DSP | Thursday 20 June @ 10:00 | Thursday 6 June | Thursday 13 June |
| Waterside | Thursday 20 June @ 13:00 | Thursday 6 June | Thursday 13 June |
| The Nook | Thursday 20 June @ 14:00 | Thursday 6 June | Thursday 13 June |
| Secondary | | | |
| ASD DSP | Thursday 27 June @ 10:00 | Thursday 13 June | Thursday 20 June |
| MLD DSP | Thursday 27 June @ 11:30 | Thursday 13 June | Thursday 20 June |

TRAINING

| ASD Training | | |
|--|--|-------------------|
| Sep T 23 | | |
| Supporting Students with an ASD in Primary Schools x5 weeks | 18/09/23 25/09/23 02/10/23 09/10/23 16/10/23 | 9.30am 12.30pm |
| SENCO Network meeting | 12/10/23 | 2-5pm |
| Oct 23 | | |
| Setting up a Sensory Programme for children with an ASD in your school: To include sensory circuits and sensory diets. | 10/10/23 | 9.30am 4.00pm |
| Using Visual Support for Pupils with an ASD | 12/10/23 | 9.30am 12.30pm |
| Nov 23 | | |
| New SENCo Induction Programme 5 weeks | 02/11/23 09/11/23 16/11/23 23/11/23 30/11/23 | 1.30pm 5.00pm |
| Dec 23 | | |
| How to support a Child/Young Person to understand their ASD diagnosis | 14/12/23 | 9.30am 12.30pm |

| STEPS Training | | |
|---|----------|------------------|
| Sept 23 | | |
| Phonics programme 'STEPS to Success' | 26/09/23 | 9.00am – 3.30pm |
| Assessment of children with Complex needs | 12/09/23 | 9.30am -12.30 |
| Oct 23 | | |
| 'WORD UP' approach | 03/10/23 | 9.30am – 3:00pm |
| Nov 23 | | |
| Supporting children with complex needs in the classroom | 7/11/23 | 9.30am – 3.00pm |
| Down Syndrome Training | 14/11/23 | 9.30 – 4.00 pm |
| Steps to Success & Reassessment Surgery | 28/11/23 | 1.30pm – 3.00pm |
| Dec 23 | | |
| STEPS Down Syndrome Support Group - Reading and Numeracy/Early Maths skills | 04/12/23 | 9.30am -12 |
| Refresher: Understanding Access Arrangements (AAs) | 12/12/23 | 9.30am - 11.30am |