

Early Years CPD Calendar Template

Phase 1: September - November

During these months consider focusing your staff meeting and CPD sessions on how to settle in new starters. Review your settling-in policy and procedures, and ways to build a relationship with the child and their family.

September

E.g. Review our settling-in policies and procedures with leadership team.

October

E.g. Organise for a Key Worker to give practitioner and child relationship-building presentation.

November

E.g. Q & A session between parents and practitioners on how their child is settling in. Room Leaders to support practitioners.

Blossom's nursery software helps you to monitor and organise your setting's CPD.



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Phase 2: December - February

This sections of the CPD plan follows building strong relationships and understanding of the children. Focus your staff meetings and/or paid training on how to assess the children's development and any SEND needs. It can be a great time to refresh all staff on the common additional needs your setting experiences and best practice for supporting them.

December

E.g. Paid training on SEND booked for the 10th.

January

E.g. Room Leader to provide Q & A session on signs of SEND in a child.

February

E.g. Session on SEND qualifications for practitioners.
Explain the career options in our setting for staff showing interest in SEND.

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Phase 3: March – May

During this time, your focus can shift towards building confidence and independence for the children. Focus on different uses of sensory play, and building resilience to working independently and with others. Building the foundations of positive peer conflict resolution can be useful here.

March

E.g. Key Worker to give lecture on sensory play to our apprentices.

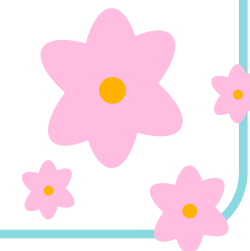
April

E.g. Paid seminar on independent and collaborative play in toddlers.

May

E.g. Leadership team to schedule individual sessions to reach out to staff showing signs of specific CPD interests. What would they like to learn?

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Phase 4: June - August

The importance of early transition cannot be underestimated. Whether that is moving on to primary school and how to support the child and their parents with the move. Or moving to another key worker or room. Your team can focus their staff meetings on handovers and sharing information from the child's profile.

June

E.g. Room Leader to give presentation to practitioners and apprentices on children moving to primary school.

July

E.g. Key Worker to share how to optimise handovers to practitioners.

August

E.g. Management team to provide lecture on additional qualifications needed to those interested in becoming leaders. Plus how our setting supports these studies.

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