

Session 1

WELCOME

**Preparing to Work with Children
in Schools**

**Developing Skills for Listening to
Children**

Online rules

- During this session classes, we agree:
- We will behave towards each other as we would in a physical classroom.
- No personal details given within the group – can speak to me on a one to one afterwards
- Turn your video on for the session
- Mute your audio unless you need to speak
- Use protocols such as hands up if you wish to speak
- Children should not be in the background whilst the session is active – if you need to communicate with your child turn your video off
- If you need to leave temporarily – send a message to the tutor

General Online safety

Safe sites- lock and key

Not sharing passwords

Filters and blockers

Beware of spam and fake emails

Here you can find information about how to stay safe online.



ZIP IT

Keep your personal stuff private and think about what you say and do online.



BLOCK IT

Block people who send nasty messages and don't open unknown links and attachments.



FLAG IT

Flag up with someone you trust if anything upsets you or if someone asks to meet you offline.

Learning Outcomes

By the end of the session you will be able to:

- Set ground rules for group working including confidentiality
- Discuss aim of Adult and Community Learning
- Identify what you want from the course
- Explain overview of course aims & content
- Explore routes to employment in schools
- Discuss setting goals

Get Familiar with Zoom keys

Video on

Audio on/off

Manage participants - name change etc

Share Screen – interactive group work

Chats

Hands up

Understand -thumbs up

Reactions- thumbs up



Mute



Start Video



Invite



Manage Participants



Share Screen



Chat



Record



SUPPORTED BY
MAYOR OF LONDON



Take part in the London
Learner Survey for the
chance to win an iPad!

Introductions

Introductions – names and games

Adjective which describes you? Has to begin with the first letter of your name

Tell us two things about yourself – that is interesting

Group Agreement

How do we wish to work as a group so everyone can successfully complete the course in this environment

Example:

- Everyone listening to each other with out interrupting
- Respectful- valuing each person, no discrimination- religion, culture, disability
- Be on time
- Everyone has a valid opinion * confidentiality
- Non judgment
- Be patient * safeguarding self and others
- Listening to others
- Participation –be involved
- Be kind
- Help each other/support
- Share ideas
- Understand each other
- Stay professional
- Take inspiration from others
- Communication
- Be confident – ask questions
- Focus
- Friendly and welcoming

Safeguarding

We actively promote British Values, defined by the Government as:

- Democracy
- The Rule of Law
- Individual Liberty
- Mutual Respect
- Tolerance of those of different faiths and beliefs

- Safeguarding policy
- Harassment and Bullying policy
- Computer Use policy which includes e-safety

This includes challenging learners, staff and other service users that may express opinions that are contrary to these values including extremist views.

If you are concerned in any way about the safety or wellbeing of yourself or someone else please contact one of our designated Safeguarding Officers as soon as possible.

The designated Safeguarding Officer is:

David Coleman who can be contacted on 07525 387549 or 0207 527 3343

ACL

Adult & Community Learning

(Islington Learning & Working)

Islington Council offers many free adult and community learning courses in our welcoming community venues to help unemployed and low waged residents develop their skills and confidence.

Council courses are free for Islington residents or parents with children in Islington schools. You must be 19 or over and receiving benefits to qualify.

Our variety of courses mean there is something for everyone, [/https://adultlearning.islington.gov.uk/Default.asp?page=courses](https://adultlearning.islington.gov.uk/Default.asp?page=courses)

Information Advice & Guidance (by Appointment only)

Information Advice & Guidance Services

(by Appointment only)

The IAG service at Islington Adult and Community Services gives you the opportunity to have a confidential 1- 1 appointment with a qualified advisor absolutely free if you are an Islington resident in receipt of benefits. Sessions can last up to an hour and are designed to help you to give you the opportunity to move forward with your employment, education and training.

To book an appointment contact Alison Moore 07808879044 or email Alison.Moore@islington.gov.uk

- Study support
- Employment support
- CV development
- Digital and ICT

What do I hope to gain from the course?

Think for a few minutes and list three things you wish to gain from attending the course

Why are you here? – what made you join?

What skills and knowledge do you wish to learn?

What type of work do you want to do?

Has having your own children influenced you on attending the course?

Put your three aspects in the chat when you have finished

What qualifications do I need to work in a school

Functional Skills

Level 2.....Maths and English or GCSE – 5-9

Please sign up for an initial assessment if you need to get these grades

<https://adultlearning.islington.gov.uk/Default.asp?page=list&cat=7&basketCount=0&provider=&location=>

Level 2 minimumEarly Years/Teaching assistant related qualification

Working towards Level 3

GCSE –English/Maths grade 5-9

Adult Learning Levels

Level 4: Equivalent to first year of a university degree course.

Level 3: Equivalent to 2 or more A Levels.

Level 3 qualifications include BTEC National, BTEC Extended, Access to Higher Education, NVQ 3

Level 2: Equivalent to 5 GCSEs5 – 9 GRADES... (A- C)

Level 2 qualifications include BTEC First, C&G/NVQ 2

Level 1: Equivalent to 5 GCSEs at 4-1 grade (D - G) (KS3....year group 8/9....ages 13/14)

Level 1 qualifications include NVQ 1, Further English/Further Maths

Entry Level: Equivalent to pre-GCSE (KS2...year group 5-6.....ages 10/11)

Entry Level qualifications include Essential English/Essential Maths (adult literacy and numeracy)

Childcare Qualification

Early Years Practitioner - Under Fives

Diploma for the Early Years Practitioner– Level 2 and 3

Teaching assistant –Over Fives

Certificate in Supporting teaching and learning in
Schools Level 2 and 3

Course Content & Overview

Assessment

Title: Preparing to work with children in schools

Accreditation: London Open College Network

Title :Developing Listening Skills for Children

Skill Level : Level 1.

Accreditation Requirements: Complete all assessments, attend minimum of 80% of course

Aims: To give parents and insight into supporting children's learning in schools through volunteering opportunities
To support parents in developing good speaking and listening skills

Introduction to Moodle

<https://aclgateway.islington.gov.uk/>

Moodle tasks

- Health and safety
- Learner profile
- ILP – individual learning plan

- User name
- 21 firstnamesurname = 21AllisonMcclean
- Password : Welcome#1

Session Review

What did you enjoy about the session?

One thing you will take away from the session?

Anything you wish to happen next week?

Please put in chat!

See you next week.