



Nottingham
City Council

The Early
Years Team



EYFS CPD Opportunities Brochure 2026/2027



Designed for:
Nottingham City
Foundation Stage School Practitioners
Private, Voluntary, and Independent Day Nurseries,
Pre-schools, Out of School Care and Childminders.

Welcome to our All Sector CPD Opportunities Brochure 2026 - 27

We are pleased to be able to offer a range of training courses for colleagues who work with Early Years children across Nottingham City and beyond. Our brochure features courses for maintained and non-maintained Schools, PVI Day Nurseries, Pre-Schools, Out of School Providers and Childminders. Each course states who the training is suitable for.

To accommodate differing learning styles, we have a variety of exciting courses available, delivered in a variety of ways (online, blended and face to face) and our trainers are locally and nationally recognised in the world of Early Years.

To make it easier for you to identify which sessions you would like to attend, we have listed courses under specific headings and stated the audience the sessions are suitable for.

Some courses are for Nottingham City practitioners only and some course costs vary for Out of City Providers. More information can be found on the website.

Please click on each link in the sections to find out more about each course and to book your place.

We hope you enjoy planning your continuous professional development with Nottingham City Early Years Team!



Message from Workforce Development Manager

Welcome to our Early Years workforce development offer. As a team, we are committed to supporting high-quality practice across Nottingham City, and I'm personally delighted to share the range of opportunities we have available. We work with skilled and experienced practitioners who bring real-world knowledge, practical insight, and a deep understanding of the Early Years sector. Where we have paid for courses, we aim to make these as reasonably priced as possible to keep them as accessible as possible for you.

Our aim is to provide training that is meaningful, relevant, and responsive to the needs of our local context — alongside the essential statutory training that every setting requires.

We have designed this CPD offer to align with the government's Best Start in Life campaign, ensuring high-quality practice that supports progress towards our ability to achieve the Good Level of Development (GLD) target. Whether you are looking to enhance your skills, strengthen your confidence, or stay up to date with current developments, we hope you find our offer supportive, informative, and inspiring.

If you need any support, or further questions please feel free to contact the team: EYTraining@nottinghamcity.gov.uk

Max Dahle
Workforce Development Manager



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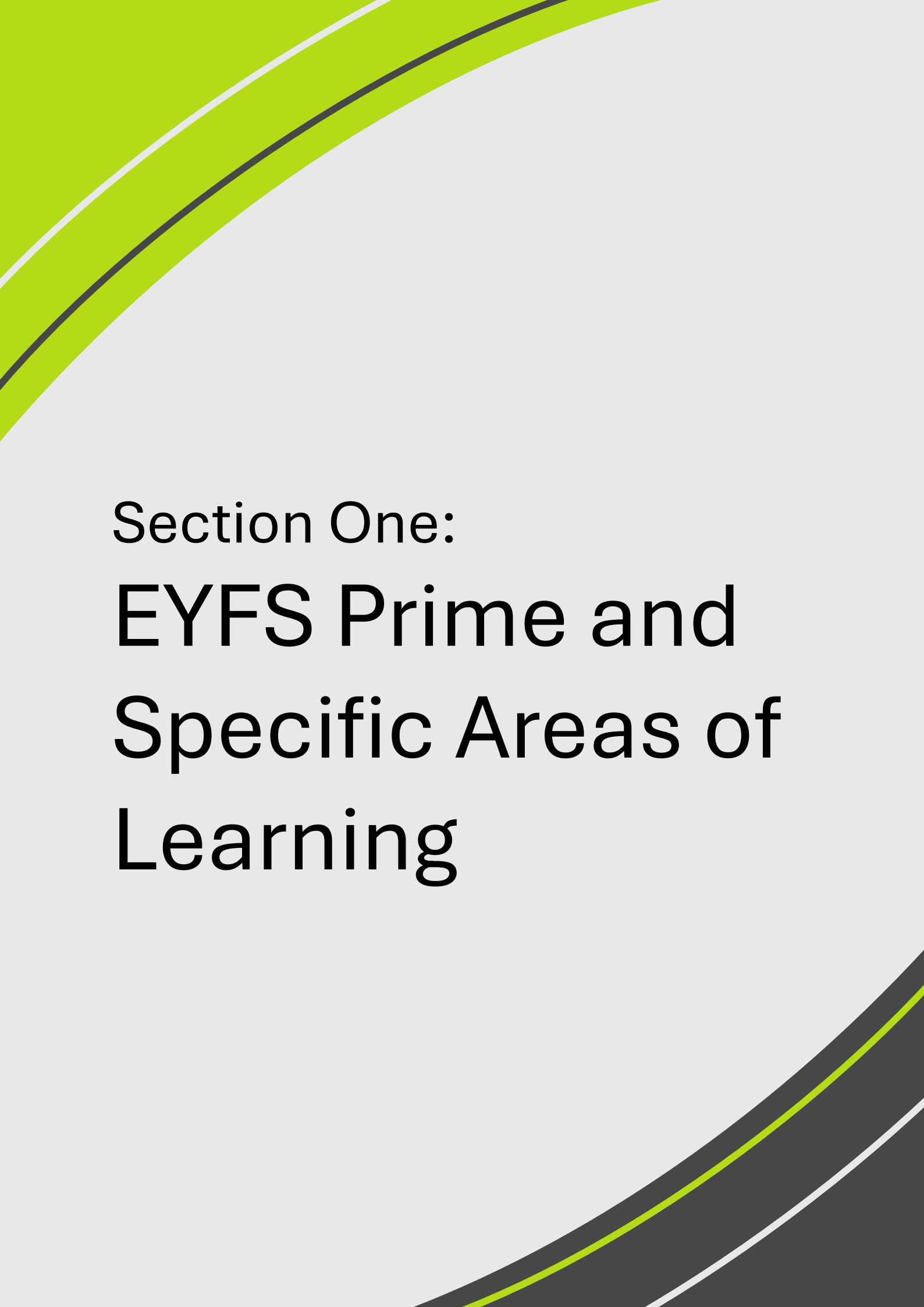
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Scan here for more
information



<https://www.nottinghamcity.gov.uk/earlyyears/cpd-training/>



Section One:
EYFS Prime and
Specific Areas of
Learning

Providing the 'Best Start' in Pre-School/Nursery

Aim of the session:

To support and extend the knowledge and understanding of practitioners working with Pre School aged children, encouraging reflection of curriculum, provision and practice.

Following the recommendations in the 'Best Start in Life' document produced by OFSTED, and in line with recent changes to the Early Years Inspection feedback, this training has been designed to explore and develop provision for this unique age. With this documentation in mind, and in response to sector needs, we have developed this two-part training programme to specifically support and extend the knowledge and understanding of practitioners working with the children in pre-school/Nursery.

Key themes explored through the sessions include:

- Developing knowledge and understanding of the prime areas
- Exploring opportunities to develop specific learning
- Early maths and phonics
- Early support strategies and interventions
- Effective environments and appropriate interactions
- Preparing children for 'Starting Reception'

Who Is This Session For?

Specifically for practitioners working with pre-school/nursery children aged 3-4 years in a school or PVI setting. This will also be suitable for childminders.

Session Details



Date:

P1: 15th October 2026

P2: 12th November 2026



Time:

9.00am – 12.00pm



Venue:

Nottingham Nursery School & Training Centre



Cost:

£50.00 for both sessions for City Providers

[Book Here](#)

Building a 'Strong Foundation in Reception'

Aim of the session:

To support and extend the knowledge and understanding of practitioners working with Reception aged children, encouraging reflection of curriculum, provision and practice.

A two-part training programme to specifically support and extend the knowledge and understanding of practitioners working with children in Reception.

We will consider the unique needs of a Reception class, including how to ensure curriculum depth and coverage, whilst considering different teaching techniques and how to balance this with the statutory assessment. The course will support you to look at your data, helping identify areas of learning to look at, as well as children who you may wish to target for additional support.

Key themes explored through the sessions include:

- Increasing practitioner knowledge of age and stage development for 4–5 year olds, including supporting pre-writing and writing skills
- Exploring an effective learning environment to support a broad and balanced curriculum
- Supporting effective data analysis and how it can be used to inform practice
- Preparing for an effective transition to Key Stage 1

Who Is This Session For?

Specifically for practitioners working with Reception children in schools.

Session Details



Date:

P1: 3rd February 2027

P2: 24th March 2027



Time:

9.00am – 12.00pm



Venue:

Nottingham Nursery School & Training Centre



Cost:

£50.00 for both sessions for City Providers

[Book Here](#)

Maths - Developing Early Number Sense 3-4 years

Aim of the session:

To develop practitioners' understanding of Early Number Sense and support them to understand how to develop a mathematically engaging environment.

The session will enable you to develop your understanding of early number sense and help you consider the many ways to teach maths within your setting.

It will enable you to reflect on how your learning environment engages children and builds practitioner confidence and knowledge to support purposeful mathematical interactions and learning.

The session is designed to be interactive and practical to provide ideas and resources which can be taken back and used directly with the children.

Session Details



Date:

6th May 2027



Time:

9.15am – 12.15pm



Venue:

Nottingham Nursery School & Training Centre



Cost:

£35.00 for City Providers

[Book Here](#)

Who Is This Session For?

Specifically for Practitioners working with 3–4 year olds in Pre-Schools in the PVI Sector or Nursery.

Open your Eyes to the EYFS

Aim of the session:

To develop a secure understanding of effective early years practice by exploring the principles of the EYFS, the critical role of the adult, the observation–assessment–planning cycle, and the features of high-quality teaching and learning.

Practitioners will explore the key components of the Early Years Foundation Stage, providing them with a deeper understanding of all aspects of the early years statutory framework. We will consider how to develop effective teaching and learning through establishing a deeper understanding of child development, areas of learning, educational programmes, characteristics of teaching and learning, observations, assessments, planning, environment, continuous and enhanced provision and by exploring how these can be used effectively to meet children’s needs across the early years.

- Explore the key principles of the EYFS; The unique child, Building positive relationships, Enabling environments and Learning and Development
- Understand effective early years pedagogy
- Clarify the critical role of the adult in the early years
- Develop your understanding of the observation, assessment and planning cycle
- Current safeguarding considerations
- Understand what makes good teaching and learning and be 'Ofsted ready'

Session Details



Date:

P1: 7th October 2026
P2: 18th November 2026
P3: 20th January 2027



Time:

9.15am – 12.15pm



Venue:

Nottingham Nursery
School & Training Centre



Cost:

£120.00 for all three
sessions for City
Providers

[Book Here](#)

Who Is This Session For?

Practitioners working in PVI Settings and Schools. This could be those who are new to the role along with those who have changed year groups or those who wish to refresh their knowledge.



To Be Two

Aim of the session:

To support and extend the knowledge and understanding of practitioners working with two year olds, encouraging reflection of curriculum, provision and practice.

Practitioners will be supported to extend their knowledge and understanding of the uniqueness of 2 year-olds, and how best to support their distinct developmental needs.

We will explore how to ensure an enriched and informed curriculum which can be delivered through quality interactions within play and through the provision of an enabling environment. We will explore typical and expected behaviour at this age and discuss strategies on how to manage behaviour and support self-regulation.

- To increase practitioner knowledge of typical age/stage child development for 2 year olds
- To support understanding of expected behaviour and effective behaviour management
- To explore an appropriate curriculum for this age and stage of development
- To explore an effective environment for 2 year olds

Who Is This Session For?

Specifically for PVI, Childminders and School Practitioners working with, or planning to work with, 2 year olds

Session Details



Date:

P1: 21st April 2027

P2: 19th May 2027



Time:

9.30am – 12.30pm



Venue:

Nottingham Nursery School & Training Centre



Cost:

£50.00 for both sessions for City Providers

[Book Here](#)

Brilliant Babies!

Aim of the session:

To support and extend the knowledge and understanding of practitioners working with the under twos, encouraging reflection of curriculum, provision and practice.

A two-part training programme to specifically support and extend the knowledge and understanding of practitioners working with the under twos. This training will be delivered through a mixture of theory and practical activities which aim to put a spotlight on provision for all of those involved with this unique age group of children and provides an opportunity to reflect on the lifestyles and challenges faced in the current climate.

Key themes explored through the sessions include:

- Child physical and cognitive development
- Key milestones in each prime area
- Early support strategies and interventions
- Unique health and safety considerations, including safer sleep guidance
- Effective environments and attachments
- Appropriate curriculums
- Working with parents

Who Is This Session For?

Specifically, for PVI practitioners and childminders working with, or planning to work with, children under the age of 2.

Session Details



Date:

P1: 28th January 2027

P2: 25th February 2027



Time:

9.15am – 12.15pm



Venue:

Nottingham Nursery
School & Training Centre



Cost:

£50.00 for both sessions
for City Providers

[Book Here](#)

Positive Children, Positive Behaviour Inspired Children (Ben Kingston-Hughes)

Session Overview:

This training is offered by Inspired Children, a multi award winning training provider.

The course is designed to help us to understand what children are trying to communicate with their behaviour so that we can better guide them towards pro-social behaviour and ultimately help them thrive. The course explores why traditional behaviour methods do not work with young children and gives a firm grounding in the neuroscience of behaviour to better understand even the most unusual of behaviour patterns. The course also details how children “learn” behaviour in the first place and explores how our adult behaviour directly impacts on the behaviour of our young children.

This course addresses the following:

- EYFS areas of learning and development – Personal, Social and Emotional Development
- Communication and Language.
- Emotional well-being and mental health
- Positive Behaviour strategies
- Supporting vulnerable children
- Self-regulation and co-regulation

Session Details



Date:

5th November 2026



Time:

9:30am – 12:30pm



Venue:

Nottingham Nursery School & Training Centre



Cost:

£35.00 for City Providers

[Book Here](#)

Who Is This Session For?

Practitioners working in PVI Settings and Schools.

Early Years Heroes: The Vital Role of the Early Years Practitioner

Inspired Children (Ben Kingston-Hughes)

Session Overview:

This training is offered by Inspired Children, a multi award winning training provider.


This inspiring course explores how the early years practitioner dramatically shapes, guides and supports a child to become their future self. The course looks at how we can enrich the early years experiences of our children through the most magical interactions to maximise the potential of this unique developmental time. The course shares tips and strategies so that we can support children to reach their potential as adults. Looking at simple mindfulness experiences and therapeutic play, the course shows a wide range of ways in which we can support our children through good times and bad giving them the fundamental resilience and growth mindset to last them a lifetime.


This course addresses the following:


- EYFS areas of learning and development – All
- Characteristics of Effective Learning – All
- Neurological Development
- Morale boosting and teamwork

Session Details

 **Date:**
4th May 2027

 **Time:**
9:30am – 12:30pm

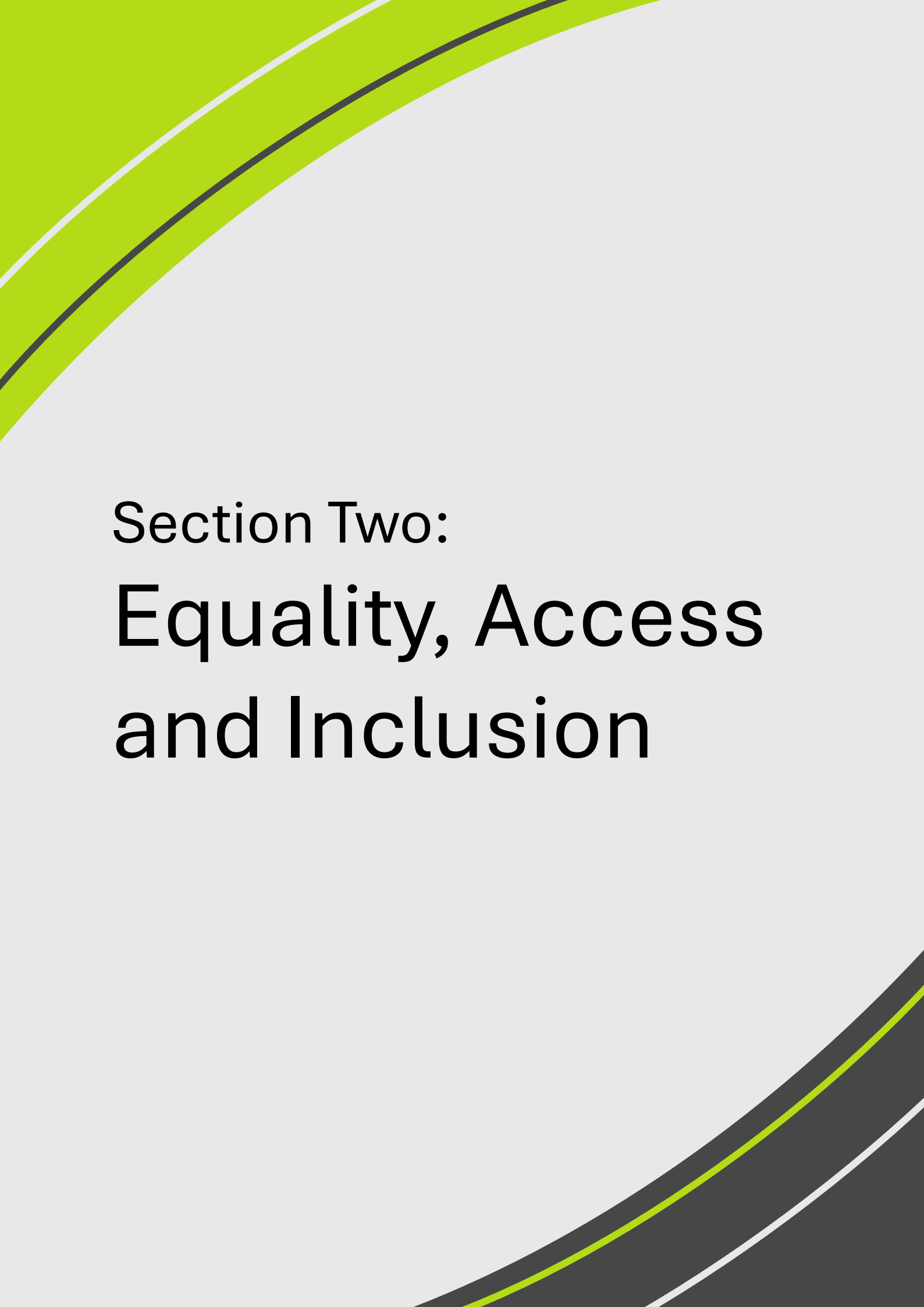
 **Venue:**
Nottingham Nursery School & Training Centre

 **Cost:**
£35.00 for City Providers

[Book Here](#)

Who Is This Session For?

Practitioners working in PVI Settings and Schools.



Section Two:
**Equality, Access
and Inclusion**

New to the SENCO Role

Aim of the session:

- Understand your role and responsibilities as a SENCO and/or SENCO Support
- Explore the role of other professionals and the importance of working with parents
- Gain information of current SEND legislation including the SENDCOP2015
- Explore the Local Offer and Identify what is universal and what is SEND provision

This course will provide practitioners with key points and practical ideas to help them in the SENCO role. This will include investigating how the SENCO role is delivered across the city, discussions around early identification of children with additional needs and exploring the Graduated Response.

Before attending this course, practitioners are required to have an overview of The Statutory Guidance, Special Educational Needs Disability Code of Practice 0 – 25 years relating to Early Years providers (section 5 page 78).

Session Details



Date:
19th January 2027



Time:
10:00am – 12:00pm



Venue:
Online Via Microsoft Teams



Cost:
£35.00 for City Providers

[Book Here](#)

Who Is This Session For?

PVCI Practitioners (Day Nurseries, Preschools and Childminders) who are looking to take on the role of SENCO in their setting or are taking on a support role to the current SENCO.

Being a SENCO

Aim of the session:

- Examine early identification of children with additional needs in your setting
- Expand practitioners knowledge around breaking down skills into achievable small steps
- Provide the tools needed to write clear, descriptive targets
- Explore how to manage SEND Provision appropriately

The course will support SENCOs to understand their responsibilities to children with SEND and the setting's approach to identifying and meeting SEND.

Session Details



Date:
20th April 2027



Time:
10:00am – 12:00pm



Venue:
Online Via Microsoft Teams



Cost:
£35.00 for City Providers

[Book Here](#)

Who Is This Session For?

PVCI Practitioners (Day Nurseries, Pre-Schools and Childminders) who have a SENCO role

Introduction to SEND

Aim of the session:

- To understand what Special Education Needs and Disabilities are and what our responsibilities are under the SEND Code of Practice
- To explore how we can work with parents, SENCO's and other professionals to support children with SEND
- To extend our knowledge and understanding of Autism, Sensory impairments, Down Syndrome and Cerebral Palsy and gain practical ideas to support children's learning and development

This course will explore the roles and responsibilities of those working with children with SEND, look how we can support each other, parents and work with other agencies to ensure a joint approach to supporting children's needs and explore practical ideas to promote equality and inclusion.

Session Details



Available Dates:

23rd September 2026

1:00pm – 3:00pm

12th May 2027

6:00pm – 8:00pm



Venue:

Online Via Microsoft Teams




Cost:

£35.00 for City Providers

[Book Here](#)

Who Is This Session For?

All Practitioners working with children within PVI or Out of School clubs, who do not currently have a SENCO Role, but would like to increase their knowledge of Special Educational Needs and Disabilities (SEND).



Section Three:
**Safeguarding
Training**

Statutory Safeguarding Training

These options highlight the training provision Nottingham City Council Early Years Team offer, to support all registered childcare providers within the city to be compliant with their statutory requirements of the Early Years Foundation Stage (EYFS).

Are you a DSL or involved in the setting safeguarding (including CM, OOSC),

You should attend either
**Designated Safeguarding Lead, Role of DSL for Childminder
& Refresh every two years.**

This training provides a brief overview of recognising signs and indicators of safeguarding issues, early intervention, making referrals, keeping accurate records, understanding EYFS safeguarding legislation, and responding appropriately to allegations.

You are a new early year practitioner (Group base, CM, CM assistant , CM Pathway OOSC)

You should attend:
Introduction Safeguarding Children

This workshop is for new practitioners or new childminders. After completing this training, attending the **Safeguarding Children: Refresher** training (see box below) every two years is required to update knowledge.

You are involved in the recruitment of staff?

You should attend:
Safer Recruitment Workshop

It is recommended as good practice for practitioners who are involved in the recruitment of paid or unpaid members of staff. It will support practitioners to actively try to protect children's welfare when recruiting new people to the workforce.

Early Years Practitioner (Group, CM, CM assistant , OOSC)

Are you working in early years?
Then every two years you should attend:
Safeguarding Children: Refresher

This course updates those who have previously completed role specific training on current safeguarding issues, including national changes, local procedures, and best practice guidance.

Additional Safeguarding Training

These additional training opportunities are provided by Nottingham City Council Early Years Team and other agencies offers.

FGM Female Genital Mutilation (FGM)

Provided by the Home Office Gain foundational knowledge on Female Genital Mutilation (FGM), how to spot risks, and your safeguarding responsibilities. This free course, developed for the Home Office by Virtual College, is ideal for anyone requiring basic awareness training. October 2015, introduced a legal duty to report any "known" cases of FGM

Information found here: [Free FGM Training Online | Recognising & Preventing FGM Free Course | Virtual College](#)

Home Office Prevent Training

Prevent duty training is a mandatory legal requirement for all Early Years providers in England under the Counter-Terrorism and Security Act 2015. Staff must be trained to identify children at risk of radicalization, understand extremist ideologies, and know how to make a Prevent Referral. Settings to consider if staff to attend the Home Office training . The Home Office will provide practitioners with a clear understanding of the Prevent Duty and offers and annual refresher. For settings to consider. More information can be found here [Prevent duty training - GOV.UK](#)

Local [Prevent Training](#) - Every 2 Years or Annual Refresher

Provided by Nottingham City Prevent Education Officer. This short training gives practitioners a clear understanding of the Prevent duty, types of extremism, signs of radicalisation, how to offer early support, and how to make an informed Prevent referral, as well as the support available for individuals and families on a local and national context.

[Paediatric First Aid](#) - Renewed every 3 Years

At least one person who has a current paediatric first aid (PFA) certificate must be on the premises and available at all times when children are present and must accompany children on outings. The certificate must be for a full course consistent with the criteria set out in Annex A. settings are responsible for selecting your own suitable provider for PFA training Early Years students and trainees are required to have PFA training in order for them to be included in ratios at the level below their level of study HSE's guidance – [Selecting a first-aid training provider: A guide for employers - HSE](#)

[PVI DSL Network](#) - Termly

Provided by Nottingham City Council. The PVI DSL Network is free to attend for Nottingham City DSLs and overseen by the Nottingham City Safeguarding Children Partnership (NCSCP). Featuring regular guest speakers, the network provides valuable information to ensure all DSLs are kept up to date with current issues and developments.

Nottingham City Children's Safeguarding Partnership Training

This training is to be considered for all staff including DSL, practitioners, kitchen staff and support staff etc. Nottingham City Safeguarding Children's Partnership (NSCP) offer a variety of safeguarding courses including domestic abuse, safer sleeping for babies, FGM, Introduction to signs of safety, Core Groups and Conferences etc.

Information found here: safeguarding.partnerships@nottinghamcity.gov.uk or 0115 876 4762.

Introduction to Safeguarding Children

Aim of the session:

By the end of the course participants will:

- Have an understanding of the EYFS Safeguarding and Welfare Requirements
- Have an understanding of child protection law and legislation
- Define child abuse and recognise potential indicators
- Be aware of how referrals are made to other agencies
- Have an awareness of how to keep yourself safe when working with children

This course will give new and trainee practitioners a thorough awareness of safeguarding children as well as the local context, policies and procedures of Nottingham City Safeguarding Children Partnership (NCSCP).

Session Details



Multiple dates available throughout the year



Time:
9.30am - 11.45am



Venue:
Online Via Microsoft Teams



Cost:
£15.00 for City Providers

[Book Here](#)

Who Is This Session For?

PVI Day Nurseries, Preschool Practitioners and Childminders who are new to their role and have NO responsibility for managing staff or making referrals.

Safeguarding Children Refresher

Aim of the session:

By the end of the course participants will have:

- Been updated about new legislation/current developments regarding Safeguarding Children
- Been reminded about policies and procedures, including definitions of abuse
- Explored further how issues of diversity impact on safeguarding children
- Refreshed their understanding of the responsibilities of agencies and workers to safeguard children

This course ensures that people who have previously attended training specific to their role are updated on safeguarding children's issues, including changes in national context and local policies and procedures. Guidance on best practice will also be explored.

Session Details



Multiple dates and times available throughout the year



Venue:
Online Via Microsoft Teams



Cost:
£10.00 for City Providers

[Book Here](#)

Who Is This Session For?

PVI Day Nurseries, Preschool Practitioners and Childminders who have attended Introduction to Safeguarding within the last 2 years.

Designated Safeguarding Leads

Aim of the session:

This course will support practitioners understanding of:

- Child protection law and legislation
- Signs/indicators
- Early intervention and prevention
- Making referrals, record keeping and action planning
- Safer working practices for staff
- Maintaining a culture of vigilance
- The EYFS Safeguarding and Welfare Requirements

This course is specifically tailored to support practitioners new to the role of the Designated Safeguarding Lead or practitioners who are being developed to take on the role.

Who Is This Session For?

Specifically for PVI Practitioners (Day Nurseries and Preschools) who are NEW to the DSL role.

Session Details



Dates:

8th October 2026
1st February 2027
28th June 2027



Time:

9.15am - 12.30pm



Venue:

Nottingham Nursery School & Training Centre



Cost:

£30.00 for City Providers

[Book Here](#)

Safer Recruitment in the Early Years

Aim of the session:

This course will provide you with the knowledge to ensure procedures are in place to recruit people who share your commitment to safeguarding children.

This course will provide you with the knowledge to ensure procedures are in place to recruit people who share your commitment to safeguarding children. Covering Government guidance 'Working Together to Safeguard Children' the course will also explore:

- Preparing to recruit
- Carrying out pre-appointment check
- Dealing with concerns identified and continuing safer recruitment practices after appointment

Session Details



Date:
17th September 2026



Time:
9.00am - 12.00pm



Venue:
Nottingham Nursery
School & Training
Centre



Cost:
£30.00 for City
Providers

[Book Here](#)

Who Is This Session For?

Specifically for PVI Practitioners (Day Nurseries, Pre-schools and Childminders)

Prevent Duty

Aim of the session:

This briefing will provide practitioners with an understanding of the Prevent Duty and fundamental British values supporting mutual respect and tolerance of different faiths and beliefs..

Since July 2015, all registered early years' childcare providers and registered OOSCs have been subject to a duty under section 26 of the Counter-Terrorism and Security Act 2015. This duty is known as the Prevent Duty and requires providers to have:

“Due regard to the need to prevent people from being drawn into terrorism”.

Session Details



Date:

23rd November 2026
11th May 2027



Time:

10.00am – 11.30am



Venue:

Venue TBC



Cost:

Free of Charge

[Book Here](#)

Who Is This Session For?

Specifically for Nottingham City PVI practitioners (Day Nurseries, Preschools and Childminders)




Section Four: Networks

Nottingham City Leadership & SENCO Networks

Important Information

Some key information about our Networks:

- To attend the Leadership or SENCO Network meetings, your setting **must** have completed the annual Registration Form – which can be found [here](#) or through scanning the QR code 
- You **must** also book on to the individual Network Meeting dates, as you would for any other course.
- All Network Meetings are led by members of the Early Years Team, accompanied by relevant Guest Speakers
- There will be a bonus Prize Draw at every Network!
- Please note it is not permissible to share links for Networks between settings unless you have purchased the Multiple Setting Membership option and details of each setting are recorded on your Registration Form.
- Your Annual Registration Form details the cost of each annual network, discounts for multiple setting membership and joint memberships for Leadership and SENCO Networks. Please note that your Registration Form must be returned by 30th October 2026 in order to receive the discounts available.

Further Network Terms and Conditions can be found on
[page 56](#)

Nottingham City Leadership & SENCO Network Membership Overview

Number of Settings	Membership Type	Annual Cost 26/27
Single Setting Membership	Leadership Network Membership Only	£50
	SENCO Network Membership Only	£50
	Leadership & SENCO Network Membership Only available to Membership Registrations received before 30th October 2026	£80
Multiple Setting Membership (for 2 or more Settings from the same Organisation)	Leadership Network Membership Only	£85
	SENCO Network Membership Only	£85
	Leadership & SENCO Network Membership Only available to Membership Registrations received before 30th October 2026	£150

Nottingham City SENCO Networks

Network Overview:

We are delighted to be able to continue to run our SENCO Networks. These Networks will keep Nottingham City SENCO's based in Day Nurseries, Pre-Schools and Schools who provide 2 year provision up to date on current SEND developments as well as providing invaluable networking opportunities.

Nottingham City Childminders who support children with Special Education Needs and Disabilities are also welcome to attend.

All networks are led by the Early Years Team SEND Support Workers and will also feature Guest Speakers. There will be a prize draw at every Network Session (winners to be notified after course evaluations have been returned).

Who Is This Session For?

Nottingham City SENCO's (Day Nurseries, Preschools, Childminders and Schools who provide 2 year old places)

Session Details



Autumn Term:

3rd November 2026

10.00am – 12.00pm

Online via Microsoft Teams



Spring Term:

23rd February 2027

10.00am – 12.00pm

Online via Microsoft Teams



Summer Term:

15th June 2027

10.00am – 12.00pm

Venue TBC



Cost:

£50.00 Annual
Membership

[Book Here](#)

Nottingham City Leadership Networks

Aim of the session:

- To ensure leaders and managers receive up to date information linked to both national and local contexts.
- To provide networking opportunities.

We are delighted to be able to continue to offer the Leadership Network sessions for Nottingham City Providers. These Networks will be led by the Early Years Team and will have a different focus each term, featuring guest speakers where appropriate. These Networks will keep delegates up to date on current Early Years issues (both local and national), developments, including the Best Start in Life Strategy, as well as new initiatives while providing invaluable networking opportunities.

Who Is This Session For?


Nottingham City PVI Leaders and Managers/Proprietors

Session Details

 **Autumn Term:**
25th November 2026
10.00am – 12.00pm
Indian Community Centre

 **Spring Term:**
18th March 2027
10.00am – 12.00pm
National Ice Centre

 **Summer Term:**
16th June 2027
10.00am – 12.00pm
Venue TBC

 **Cost:**
£50.00 Annual
Membership

[Book Here](#)

Nottingham City Room Leaders Network


Aim of the session:


- To ensure room leaders receive up to date information linked to both national and local contexts, relevant to their role.
- To provide networking opportunities.


As part of your Leadership Network membership, we are delighted to offer a free Room Leader Network.


This Network will be led by the Early Years Team and will keep delegates up to date on current Early Years issues and developments (both local and national), including the Best Start in Life Strategy, as well as new initiatives, while providing invaluable networking opportunities.

Session Details

 **Date:**
29th April 2027

 **Time:**
9:15am - 11:15am

 **Venue:**
Indian Community Centre

 **Cost:**
Included in Leadership Network Membership

[Book Here](#)

Who Is This Session For?

Nottingham City PVI Room Leaders
(With an active Leadership membership)

Nottingham City PVI DSL Network

Aim of the session:

- Develop and enhance safeguarding practices and processes across the Early Years sector
- Improve communication between the Early Years sector and the Safeguarding Children Board
- Provide support to DSL's in their role as a DSL

The PVI DSL Network is free to attend for Nottingham City DSLs and overseen by the Nottingham City Safeguarding Children Partnership (NCSCP). Featuring regular guest speakers, the network provides valuable information to ensure all DSLs are kept up to date with current issues and developments.

Attendance to the Network is for the primary DSL of the setting. If you are part of a larger setting, please contact the Early Years Team for more information.

Who Is This Session For?

Specifically for Nottingham City PVI Practitioners (Day Nurseries and Preschools)

Session Details



Autumn Term:

11th November 2026

9.30am – 12.00pm

Indian Community Centre



Spring Term:

3rd March 2027

9.30am – 12.00pm

Indian Community Centre



Summer Term:

23rd June 2027

9.30am – 12.00pm

Indian Community Centre



Cost:

Free of Charge

[Book Here](#)

Nottingham City Childminder Networks

Network Overview:

The Networks will be led by the Early Years Teams who will provide Early Years updates and advice alongside invaluable networking opportunities.

Topics will include:

- Early Years Updates
- Safeguarding Updates
- Special Education Needs (SEND) Information
- Keynote speakers

Session Details



Autumn Term:

15th October 2026

6.30pm – 8.00pm

Online via Microsoft Teams



Spring Term:

21st January 2027

6.30pm – 8.00pm

Online via Microsoft Teams



Summer Term:

13th May 2027

6.30pm – 8.00pm

Online via Microsoft Teams



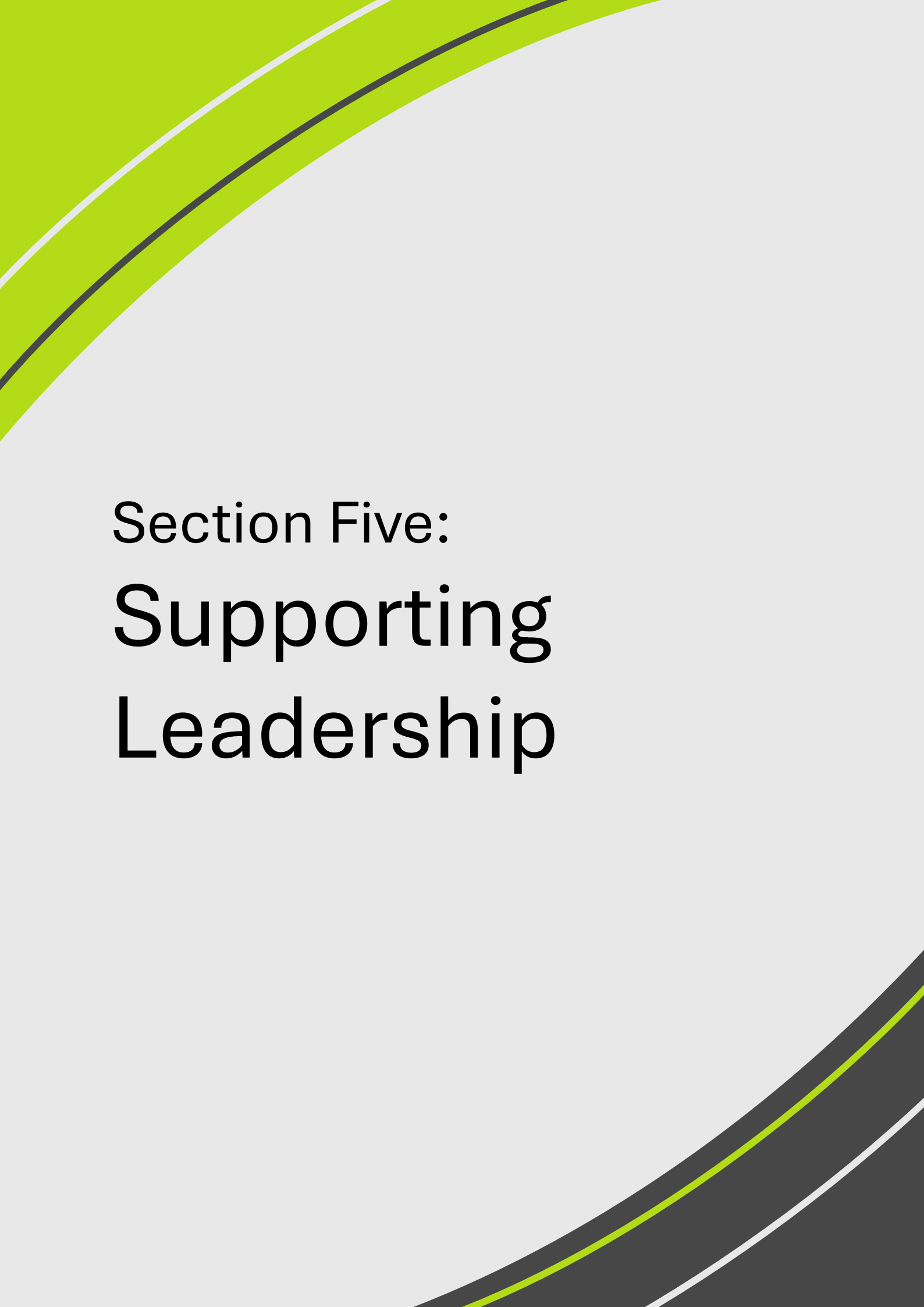
Cost:

Free of Charge

[Book Here](#)

Who Is This Session For?

Nottingham City Childminders



Section Five:
**Supporting
Leadership**

Nottingham City Annual Business Meeting

Aim of the session:

To ensure the PVI sector are made aware of important updates for the financial year ahead in all aspects linking with the early years funded entitlements.

As part of your Provider Agreement, this essential annual meeting addresses key sector developments that Early Years Business Leaders should be aware of.

Topics frequently include:

- National and Local news and updates
- Any new funding arrangements/rates
- Issues and developments in the Early Years sector
- Updates on the Safeguarding of Children
- Workforce Development
- Early Years Foundation Stage Profiles

Session Details



Date:

4th February 2027



Times:

10.00am - 11.00am
1.30pm - 2.30pm
6.00pm - 7.00pm



Venue:

Online via Microsoft Teams



Cost:

Free of charge

[Book Here](#)

Who Is This Session For?

Specifically for Nottingham City PVI Sector Owners/Proprietors/Managers of Early Years settings who provide funded places.

Early Years Funding Schools Briefing for Headteachers and Business Managers

Aim of the session:

To ensure schools are made aware of important updates for the financial year ahead to receive accurate Early Years Funding.

Ahead of the new financial year, this briefing is a good opportunity to share up to date funding information and a reminder on how to submit accurate portal claims to ensure schools receive accurate funding including EYPP.

We will share:

- The new funding rates and an example of what this would look like using the base rate and including potential EYPP and deprivation supplements to compare the importance of claiming these correctly.
- The common mistakes when submitting headcount claims, meaning schools may not be receiving maximum funding.
- A reminder of the entitlements.
- An opportunity to ask any questions in relation to the above (any specific school funding queries will be followed up by our school funding colleagues and responded to after the briefings).

Session Details



Date:

9th February 2027



Times:

8.00am – 9.00am
4.00pm – 5.00pm



Venue:

Online via Microsoft Teams



Cost:

Free of charge

[Book Here](#)

Who Is This Session For?

Specifically for Nottingham City Headteachers, School Business Managers (schools and Academies) and those responsible for submitting the termly headcount on the Early Years Portal

Childminder Briefing

Aim of the session:

The childminding pre-registration briefing aims to ensure prospective childminders understand the responsibilities, legal requirements, and business aspects of running a home-based childcare service.

The briefing covers registration options, the Early Years Foundation Stage (EYFS) framework, safeguarding, health and safety, and provides a clear picture of the job to help participants decide if it is the right career for them.

Session Details



Multiple dates available throughout the year



Venue:
Online via Microsoft Teams



Cost:
Free of charge

[Book Here](#)

Who Is This Session For?
Prospective childminders

Resilient, Inspiring and Curious practitioners: Leading Through the Characteristics of Effective Learning

Aim of the session:

Encourage and equip early years leaders to consider how the Characteristics of Effective Learning can be used to inspire, motivate and engage the workforce.

This session aims to engage busy managers and leaders with the tools to confidently support their teams through change, balancing leadership with day-to-day demands.

Participants will explore how to nurture and inspire teams by understanding and responding to how the Characteristics of Effective Learning can support staff to develop curiosity, motivation, and reflective practice. The session highlights how recognising these characteristics in adults can strengthen professional growth and improve outcomes across settings.

We will explore how to build skills to foster resilience, encourage a culture of honest, reflective feedback, and focus on strengths while promoting continuous professional development. Practical strategies will also support you in managing difficult conversations with confidence and empathy. This session will help you create a workplace where staff feel valued, engaged, and motivated to succeed.

Session Details

**Date:**

20th January 2027

**Times:**

1:00pm -3:30pm

**Venue:**

Nottingham Nursery
School & Training Centre

**Cost:**

£35.00 for City Providers

[Book Here](#)

Who Is This Session For?

Current or Aspiring Leaders in the PVI



Section Six:

Finance Support Training

Funding Workshop for Providers New to Delivering Funded Places (PVI)

Aim of the session:


To ensure providers who deliver funded places are aware of the processes in relation to claiming funding, including using the portal and how payments are made.

In order to receive funding, it is a Providers Statutory Duty to submit accurate data returns. This session will assist delegates by exploring all areas of the funding process, including raising awareness of the funding available, how funding is paid, checking working parent eligibility codes and completing the termly headcount in the Early Years Portal.

This year we will be offering one face to face session in the Spring Term, to which delegates will need to bring their own laptop.

Session Details

 **Multiple dates available throughout the year.**

 **Time:**
10.00am – 11.30am

 **Venue:**
Online via Microsoft Teams
Spring Term – Central Library

 **Cost:**
Free of Charge

[Book Here](#)

Who Is This Session For?

Specifically for Nottingham City PVI (Day Nurseries, Pre-Schools and Childminders) who are new to delivering funded places.

Funding Workshop Refresher for Providers Delivering Funded Places (PVI)

Aim of the session:

To refresh funded providers knowledge around the processes in relation to claiming funding, including using the portal and how payments are made.


Designed to help providers to refresh their knowledge around the funding process, this session will provide delegates with a reminder of the main actions required when accessing the Early Years Portal.

Established funded providers are aware that it is their Statutory Duty to submit accurate data returns. Alongside The Provider Agreement, this refresher session will help providers to fulfil this Duty.


This year we will be offering one face to face session in the Spring Term, to which delegates will need to bring their own laptop.

Session Details

 **Multiple dates available throughout the year.**

 **Time:**
1.00pm – 2.30pm

 **Venue:**
Online via Microsoft Teams
Spring Term – Central Library

 **Cost:**
Free of Charge

[Book Here](#)

Who Is This Session For?

Specifically for funded Nottingham City PVI Practitioners (Day Nurseries, Pre-Schools and Childminders) who wish to refresh their knowledge of the claiming process.

Early Years Finance Portal Training (School's only)

Aim of the session:

To ensure school colleagues who use the portal to submit their EY headcount are confident in using system.

This workshop is designed to support school colleagues with their early years headcount task and 'working parent' eligibility checking on the Early Years Portal. This workshop will provide delegates with a full demonstration of the main actions required when accessing the Early Years Portal, in order for them to undertake accurate termly headcount tasks, which are sent to Schools Funding for payments to be made.

This year we will be offering one face to face session in the Spring Term, to which delegates will need to bring their own laptop.

Session Details



Multiple dates available throughout the year.



Time:
1.00pm – 2.30pm



Venue:
Online via Microsoft Teams
Spring Term – Central Library

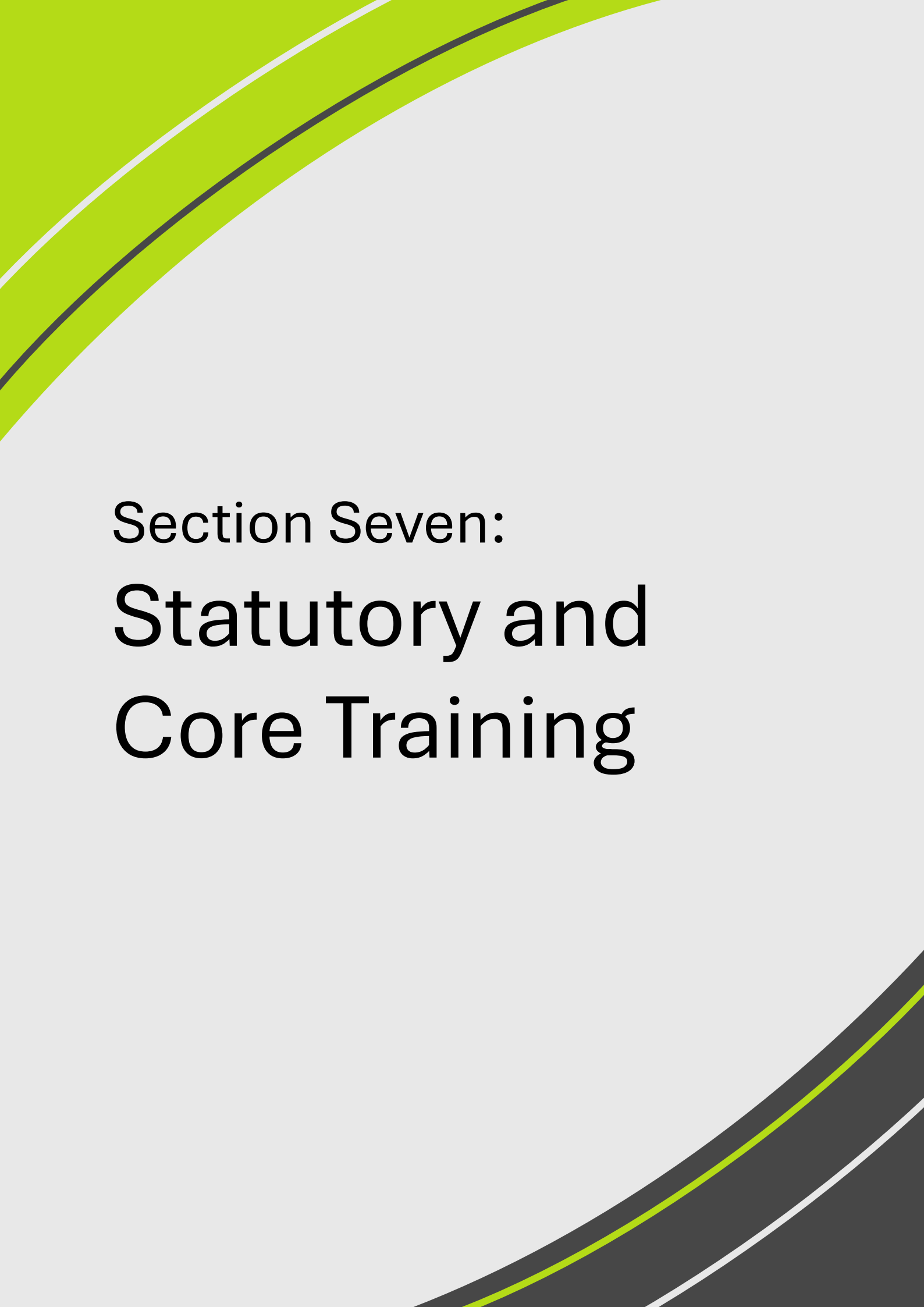


Cost:
Free of Charge

[Book Here](#)

Who Is This Session For?

Specifically for Nottingham City Schools



Section Seven:
**Statutory and
Core Training**

Childminder Information Workshop

Aim of the session:

- Understand the EYFS statutory framework
- Understand the Childminder's role within EYFS
- Develop knowledge and confidence in all aspects of business delivery

This 2 part workshop will support individuals to develop their knowledge and understanding of the EYFS statutory framework.

In addition, we will explore and discuss how individuals can effectively manage and market their childminder business.

Session Details



Multiple dates available throughout the year



Time:
9.30am – 11.30am



Venue:
Online via Microsoft Teams



Cost:
£55.00 for both sessions

[Book Here](#)

Who Is This Session For?

Prospective Childminders, newly registered Childminders and/or established Childminders who may require a refresher.

Blended Learning Paediatric First Aid

Overview:

This course is essential for practitioners working within the EYFS and covers the requirements of the EYFS Framework. The qualification is valid for 3 years.

Places book up quickly - please plan well in advance.

On successful completion of this course delegates will be sent a certificate of attendance for the practical training. Both the theory certificate and the certificate of attendance for the practical training are needed to evidence your Paediatric First Aid qualification.

This course combines an E-Learning module with a one-day face to-face practical and assessment session. This full day of training is held at Loxley House or Central Library. **Please ensure that you check location for the date you book.**

Who Is This Session For?

All Sectors can access this training

Session Details



Multiple dates available throughout the year



Time:

6 hours of E-Learning and 6 hours of practical training



Venue:

Loxley House or Central Library



Cost:

£75.00 for PVI Settings and Childminders
£99.00 for Schools

[Book Here](#)

Pre-School/ Nursery Agreement Trialling

Aim of the session:

To facilitate accurate assessment, linked to the Best Start in Life GLD target by sharing best practice, building practitioner confidence, promoting consistent assessment and addressing misconceptions.

Nottingham City Early Years Team will be offering termly agreement trialling. These sessions provide EYFS updates, both local and national, and provide targeted CPD linked to our data outcomes. The sessions enable practitioners to form accurate judgements, which will ensure confident assessments to support the statutory EYFSP process.

These sessions will focus on professional discussion and sharing good practice, they may also provide reassurance and an opportunity to ask any questions.

These sessions will also share DfE endorsed materials linked to the LA responsibility of supporting accurate EYFSP assessment.

Who Is This Session For?

Specifically for Nottingham City Practitioners working with 3-4 year olds in PVI Sector or Nursery, regardless of the non-statutory documentation being used.

Session Details



Dates:

4th November 2026
2nd March 2027
10th June 2027



Time & Venue:

9.00am - 11.30am
Online via Microsoft Teams

1.00pm - 4.00pm
Indian Community Centre



Cost:

Free of Charge

[Book Here](#)

Reception Agreement Trialling

Aim of the session:

To facilitate accurate assessment, linked to the Best Start in Life GLD target by sharing best practice, building practitioner confidence, promoting consistent assessment and addressing misconceptions.

Nottingham City Early Years Team will be offering termly agreement trialling. These sessions provide EYFS updates, both local and national, and provide targeted CPD linked to our data outcomes. The sessions enable practitioners to form accurate judgements, which will ensure confident assessments to support the statutory EYFSP process.

These sessions will focus on professional discussion and sharing good practice, they may also provide reassurance and an opportunity to ask any questions.

These sessions will also share DfE endorsed materials linked to the LA responsibility of supporting accurate EYFSP assessment.

Who Is This Session For?

Specifically for Nottingham City Practitioners working with Rising 5's in the PVI Sector or Reception Class in Schools, regardless of the non-statutory documentation being used.

Session Details



Dates:

26th November 2026
16th March 2027
26th May 2027



Time & Venue:

9.00am - 11.30am
Online via Microsoft Teams

1.00pm - 4.00pm
Indian Community Centre



Cost:

Free of Charge

[Book Here](#)

Early Years Foundation Stage Profile

Aim of the session:

To ensure practitioners are confident making accurate EYFSP assessments.

Course Overview:

- To develop your knowledge of the EYFSP
- To build confidence in completing the EYFSP
- To develop understanding of the guidance and exemplification materials

This session aims to support the statutory assessment process. During this session we will look at the significant messages of the Early Years Foundation Stage Profile Handbook and talk through the process of completing the EYFS Profile, how to assess those with SEND and look at strategies to ease transition to KS1.

Who Is This Session For?

Nottingham City Reception / F2 Practitioners and PVI's with Rising 5's. This is suitable for anyone who wants to build a better understanding of the statutory processes around the completion of the EYFSP. This could include; Keyworkers, ECT's, Class Teachers or staff who are new, or returning, to teach in reception. Assessment Leads, Managers and SLT are also welcome to join to further their understanding.

Session Details



Date:
26th January 2027



Times:
9.00am – 12.00pm
or
1.00pm – 4.00pm



Venue:
Nottingham Nursery
School & Training Centre



Cost:
Free of Charge

[Book Here](#)

EYFSP Initial Data Briefing


Aim of the session:


To share initial EYFSP data messages


This initial briefing session will share key data messages from the latest EYFSP data. School Leaders, Reception and Year One Class Teachers are invited to join the session collectively, along with any other Subject or Phase Leaders, to compare school and local data.

The session will provide opportunities for professional dialogue between Reception and Year One colleagues, providing time to interpret and better understand school cohort data and enable staff to plan and prepare for a smooth and successful transition, as described in the EYFSP Handbook. The session will also support Year One colleagues to understand the needs of their incoming September cohort, so they have the opportunity to consider any support or adaptations necessary, particularly for those children who did not achieve a Good Level of Development. This will support our Best Start in Life Strategy and support reaching our GLD target of 72.6% by June 2028.

Session Details

 **Date:**
14th July 2027

 **Times:**
3.30pm – 4.30pm

 **Venue:**
Online via Microsoft Teams

 **Cost:**
Free of Charge

The link to join the Briefing will be shared with Head Teachers and Early Years Leads in July 2027

Who Is This Session For?

Specifically for Nottingham City School Leaders, Reception and Year One Class Teachers and Subject or Phase Leaders

EYFSP

Full Data Briefing

Aim of the session:

To share validated EYFSP data messages

This full data briefing session will share key messages from the ratified 2026 EYFSP data, drawing local and national comparisons for Good Level of Development, vulnerable groups and areas of learning so comparisons can also be made by Leaders for their own school data. In addition, identified trends for Nottingham City data will be shared. This will support our Best Start in Life Strategy and support reaching our GLD target of 72.6% by June 2028.

Session Details



Date:

3rd December 2026



Times:

3.30pm – 4.30pm



Venue:

Online via Microsoft Teams



Cost:

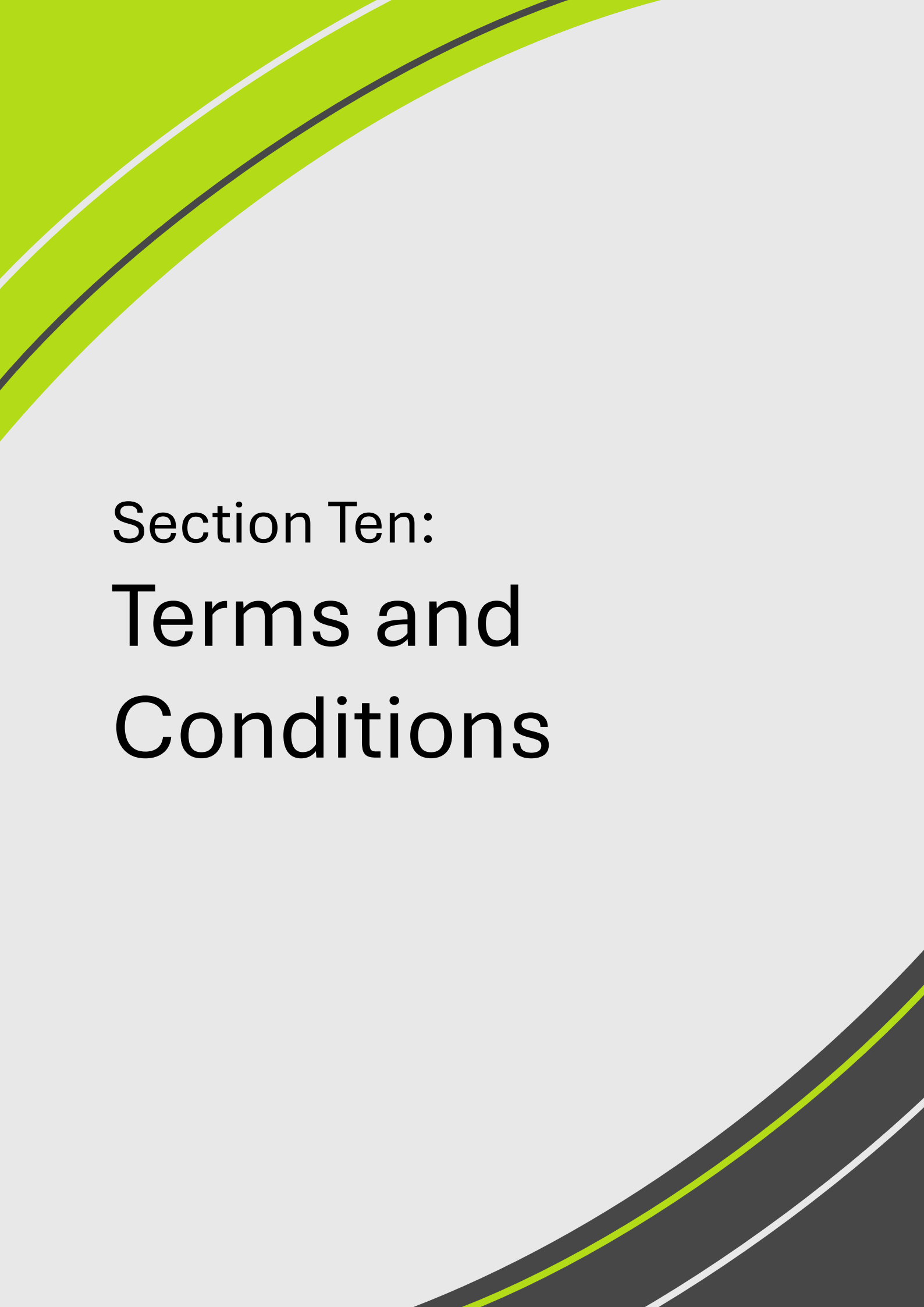
Free of Charge

This session is not bookable via the website, invites containing the link will be sent out.

Who Is This Session For?

Specifically for Nottingham City School Leaders, Early Years Leads and Partners





Section Ten:
**Terms and
Conditions**

Terms and Conditions: Early Years Training Courses, Networks and Briefings

Confirmations:

- Please note that completing the online booking form does not automatically guarantee a place on the course requested. Following submission of your booking form, you will receive a confirmation email of your place allocation within 10 working days, and a reminder email will be sent no later than 3 working days before the course takes place.
- If there is an issue with your booking, such as the course being oversubscribed, you will be contacted within 10 working days of submitting your online booking form. Any specific instructions for the course will be included on your confirmation email. Please bring a copy (or email) with you to the event.

Important Information Regarding Course Fees:

- If you have selected to pay via Credit/Debit Card, you will be contacted via email or telephone after the session takes place. Alternatively, course fees will be raised after session via invoice or the Education Sales Database.

Cancellation Policy

Once you have submitted your online course application form, your place will be allocated and confirmed. If, due to unforeseen circumstances, you have to cancel your place, please do so by emailing eytraining@nottinghamcity.gov.uk **not less than 2 working days before the course commences.**

Chargeable Course Cancellations – Whether the training is online or face to face, if the session is a paid for course and you cancel less than 2 working days before the course is due to start, or don't attend on the day, you will be charged 100% of the course fee and no refund will be made if you have paid in advance. Where courses run over more than one session, you will be charged for the full course, even if subsequent sessions are missed.

Agreement Trialling Cancellations – Whilst these sessions are free to attend, if you cancel less than 2 working days before the course is due to start, or don't attend on the day, you will be charged a £30 cancellation fee due to room hire and/or trainer/facilitator costs being incurred.

Network Meeting Cancellations – Due to the Annual Registration Charge for these Networks, they are exempt from an additional cancellation charge if you cancel at short notice, or don't attend on the day. However, as you must book on to each Network date, we request that you contact us not less than 2 working days before the event if you are no longer able to attend.

Free Course Cancellations – These are primarily linked to our statutory duties and whilst they are free to attend, we do need to show a good attendance to continue to be able to offer them for free. We would therefore request that you contact us not less than 2 working days before the event if you are no longer able to attend.

In-House/Bespoke Training Cancellations - Once your request has been confirmed by email, any cancellations will incur a 10% administration charge and if the course is cancelled less than 2 working days before the course is due to start, you will be charged 100% of the agreed course fee.

If you need to check the cancellation policy for a specific course, or need to contact us to make a cancellation, please do so by emailing eytraining@nottinghamcity.gov.uk



PVI Networks – Annual Registration and Bookings

Networks are held each term. The SENCO and Leadership Networks are charged at an **annual rate** and providers **must complete an Annual Registration Form prior to attending**. If the Annual Registration Form is received in the first half of the Autumn Term, joint and multiple setting discounts are available. New Registrations can be accepted throughout the year, but **full membership charges will apply**, regardless of how many networks are attended.

In addition to the Annual Registration Form, **all providers must book on to each individual SENCO and Leadership Network date** in order to receive details and confirmation prior to each session.

To ensure the correct person receives these confirmations, providers are asked to **notify eytraining@nottinghamcity.gov.uk if there are changes** in personnel over the year that alter the details on the Annual Registration Form submitted.

Start Times

It is important that you arrive for all courses on time, or ideally 10 minutes beforehand, so registration can commence on time and you do not miss vital information or disrupt the session. If you **arrive more than 15 minutes after the advertised start time of the session, our trainers reserve the right to turn latecomers away**, and in these circumstances, the Cancellation Policy will be implemented.

All Course/Networks/Briefing Information

Please ensure that you read individual course information on our website as there may be course pre-requisites. For example, you may need to bring something to the course, read something beforehand or simply be aware that the course has practical elements, so you may need to wear comfortable clothing or footwear.

✉: eytraining@nottinghamcity.gov.uk

🌐: www.nottinghamcity.gov.uk/earlyyears

X: @earlynottingham

