

To: The Headteacher

24 August 2010

Dear Colleague

It was noted during the Early Years Foundation Stage Profile Moderation in 2010 that the practitioner who was involved in the moderation process had not attended any Early Years Foundation Stage Profile Training. This was highlighted as a next step for the practitioner on the moderation form.

It is vital that any practitioner working with children in a class including Reception aged children has an understanding of effective observation and assessment, and how to complete the Early Years Foundation Stage Profile effectively.

We are aware that staff may have changed for this year, however we would be grateful if you could ensure that any staff that are working with Reception aged children attend the Early Years Foundation Stage Profile Training.

I would therefore like to invite you to send the appropriate practitioner(s) to the following 2-day course;

Introduction to the Early Years Foundation Stage and Early Years Foundation Stage Profile Training

Course No	Dates	Times	Venue
044410	29/09/2010 15/10/2010	9.15 – 15.30 9.15 – 15.30	Lincoln Yarborough School
044510	11/11/2010 02/12/2010	9.15 – 15.30 9.15 – 15.30	Woodhall Spa the Golf Hotel
044610	02/02/2011 24/02/2011	9.15 – 15.30 9.15 – 15.30	Marston The Olde Barn Hotel

You will need to apply via the CFBT website, or through Netlinc; home.netlinc.org.uk or www.cfbt.com/sislincs. You can also phone 01522 553397 to book this course.

Yours sincerely

Stephanie Douglas.

Stephanie Douglas
Head of Service

Every Child Matters In Lincolnshire

