



EARLY YEARS, CHILDCARE & BUSINESS DEVELOPMENT TRAINING PROGRAMME



SPRING 2025/2026

The Early Years, Childcare and Business Development Service Training Programme provides training information and advice for Early Years Professionals currently working at an Ofsted/DfE registered early education or childcare setting, school or as a registered childminder. It is tailored to help early years practitioners improve their practices in their settings and schools.

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OUR TRAINING APPROACH

Each training subject consists of 3 tiers –
we recommend engaging with the tiers in order:



TIER 1

Guidance documents

Read these first for key information and advice about the training subject.

TIER 2

Recorded webinars

Watch these in staff meetings or individually. There are opportunities to pause, reflect, & discuss.
At the end, you will be prompted to create an action plan.

TIER 3

Virtual or In-person sessions

These are opportunities to ask questions & share practical cases with Early Years experts and professionals.

We offer project based trainings e.g. Nurture & Thrive, Being Two, Sing our Story, these run over multiple days, you must attend all the days to receive your certificate.

[Click here for Teaching, Learning & Assessment Resources & Training](#)

[Click here for SEND Resources & Training](#)



HOW TO BOOK TRAINING

1. Access our online system - [Traded Services](#)
2. Login or sign up
3. Book with delegate's full name, email & mobile
4. Some trainings are limited to 2 delegates per setting
5. [Click here for customer guide with pictures](#)

HOW TO PAY

1. Costs for fee paying courses & packages are advertised on Traded Services
2. You can check-out & pay using Debit/Credit Cards
3. ONLY Waltham Forest Schools, Nurseries & Pre-schools can request to pay via invoice at check-out
4. Invoices are typically sent in the following calendar month
5. Childminding Agencies, Childcare on Domestic Premises Childminders, Proposed Childminders & External Settings MUST pay by card
6. Failure to pay invoices will prevent future bookings & outstanding invoices will be sent to debt collection team

AFTER BOOKING TRAINING

1. Booking confirmation will be sent via email
2. Please check confirmation for your booking status (Confirmed, Waiting List, Awaiting Confirmation)
3. Awaiting Confirmation - means you'll need to check-out and complete purchase by paying
4. Read course information for pre-training guidance documents & webinars
5. Training reminders & teams links will be sent 3 days & 1 day before training
6. If a generic setting/school email has been used please pass training information on to the delegates

CANCEL & AMEND BOOKINGS

1. Contact **EYtraining@walthamforest.gov.uk** for any cancellations or booking amendments
2. For **fee paying courses** provide minimum 7 days notice before date of course, to receive a refund
3. For **non-fee paying courses** provide at least 3 days notice before date of course
4. To amend delegates personal details, please login in your account or contact **wftradedservices@walthamforest.gov.uk**

DAY OF TRAINING

1. Please arrive 10 mins before to allow for registration
2. Delegates arriving 20+ mins late, could be turned away to avoid disruption
3. Keep your cameras on & mute yourself during virtual trainings, we encourage active participation

VENUES & PARKING

1. Check booking information for venue details
2. Parking details will be shared in training reminders
3. [Click here for further information about parking in Waltham Forest](#)
4. If training is held in schools, delegates might need to bring copy of their DBS or DBS update number

CERTIFICATES & EVALUATION FORMS

1. Your feedback is valuable, so please complete evaluation forms provided by trainers
2. Once completed, your certificate of attendance will be emailed
3. If training is delivered over multiple dates, you are expected to attend all sessions to receive a certificate
4. Paediatric First Aid, Food Safety & Safeguarding Certificates will be sent once available from external providers

- CHILDMINDER
- BUSINESS & FINANCE
- HOME LEARNING
- SAFEGUARDING
- SEND & INCLUSION
- TEACHING & LEARNING

JANUARY 2026

CLICK ON
TRAINING TO
BOOK



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			1	2
5	6	7	8	9
12	13	14 <u>Being Two Project (3/9).</u> <u>Le Delice Cafe, E17 5EQ</u> <u>9:30 - 13:30</u> <u>Understanding Autism &</u> <u>Anxiety</u> <u>Online</u> <u>9:30 - 11:30</u> <u>AET Developing Toileting.</u> <u>Online</u> <u>16:00 - 18:00</u> ● ●	15	16
19	20	21 <u>Level 2 Food Safety &</u> <u>Hygiene</u> <u>Le Delice Cafe, E17 5EQ</u> <u>9:30 - 16:00</u>	22 <u>Nurture & Thrive (1/4).</u> <u>Le Delice Cafe, E17 5EQ</u> <u>9:30 - 13:30</u> ●	23
26	27	28 <u>AET Making sense of</u> <u>Autism</u> <u>Priory Court Community</u> <u>Centre, E17 5NB</u> <u>10:00 - 12:30</u> ●	29 <u>3 & 4 Ready for more</u> <u>(3/7).</u> <u>Le Delice Cafe, E17 5EQ</u> <u>9:30 - 13:00</u> ●	30

- CHILD MINDER
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FEBRUARY 2026

CLICK ON
TRAINING TO
BOOK



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2	3 <u>Sing our Story Song. Project (1/3).</u> <u>Walthamstow Library.</u> <u>9:30 - 12:30</u>	4	5 <u>Being Two Project (4/9).</u> <u>Le Delice Cafe, E17 5EQ</u> <u>9:30 - 13:30</u>	6
9 <u>Early Years Leads Forum</u> <u>Online</u> <u>13:00 - 14:30</u>	10	11	12 <u>Nurture & Thrive (2/4).</u> <u>Le Delice Cafe, E17 5EQ</u> <u>9:30 - 13:30</u>	13
16	17	18	19	20
23	24 <u>Sing our Story Song. Project (2/3).</u> <u>Walthamstow Library.</u> <u>9:30 - 12:30</u>	25 <u>3 & 4 Ready for more (4/7).</u> <u>Le Delice Cafe, E17 5EQ</u> <u>9:30 - 13:00</u>	26 <u>Being Two Project (5/9).</u> <u>Le Delice Cafe, E17 5EQ</u> <u>9:30 - 13:30</u> <u>OAP: Multi-sensory learning & sensory spaces</u> <u>Online</u> <u>18:30 - 20:00</u>	27

- CHILD MINDER
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MARCH 2026

CLICK ON
TRAINING TO
BOOK



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
2	3	4 <u>Nurture & Thrive (3/4).</u> <u>Le Delice Cafe, E17</u> 5EQ 9:30 - 13:30 <u>Visual Aids & Widgit</u> <u>Prory Court Community</u> <u>Centre</u> 10:00 - 12:30	5	6	7 <u>Paediatric</u> <u>First Aid</u> <u>(1/2)</u> <u>Le Delice</u> <u>Cafe, E17</u> 5EQ 9:30 - 16:00	8 <u>Paediatric</u> <u>First Aid (2/2)</u> <u>Le Delice</u> <u>Cafe, E17</u> 5EQ 9:30 - 16:00
9	10	11 <u>AET Developing Play</u> <u>Online</u> 13:00 - 15:00 <u>Nurture & Thrive -</u> <u>Childminders (3/4).</u> <u>Online</u> 18:45 - 20:45	12 <u>Being Two Project (6/9).</u> <u>Le Delice Cafe, E17</u> 5EQ 9:30 - 13:30	13	14	15
16	17 PEEPS (3) Leytonstone Library - The Hall 9:00 - 16:30 <u>Sing our Story Song</u> <u>Project (3/3).</u> <u>Walthamstow Library.</u> 9:30 - 12:30	18 PEEPS (4) Leytonstone Library - The Hall 9:00 - 16:30	19 <u>3 & 4 Ready for more</u> <u>(5/7).</u> <u>Le Delice Cafe, E17</u> 5EQ 9:30 - 13:00	20 <u>EYFS SEND</u> <u>Forum</u> <u>Walthamstow</u> <u>Library</u> 9:30 - 11:30	21	22
23	24	25 <u>AET Good Autism</u> <u>Practice</u> <u>Online</u> 10:00 - 15:00	26 <u>Nurture & Thrive (4/4).</u> <u>Le Delice Cafe, E17</u> 5EQ 9:30 - 13:30	27	28	29
30	31					

- CHILD MINDER
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APRIL 2026

CLICK ON
TRAINING TO
BOOK



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1	2	3
6	7	8	9	10
13	14	15 <u>AET Making sense of Autism</u> <u>Online</u> <u>9:30 - 11:30</u>	16 <u>Being Two Project (7/9)</u> <u>Le Delice Cafe, E17 5EQ</u> <u>9:30 - 13:30</u>	17
20	21	22 <u>Early Childhood Summit</u> <u>The Hive, IG10 4AJ</u> <u>9:30 - 16:30</u>	23	24
27	28 <u>Dancing Together - Benefits for babies to toddlers EYSS (1/3)</u> <u>Le Delice Cafe, E17 5EQ</u> <u>9:30 - 13:00</u>	29 <u>EYFSP Agreement Trialling</u> <u>Walthamstow Library</u> <u>13:30 - 15:30</u> <u>Understanding Autism & Anxiety</u> <u>Online</u> <u>16:00 - 18:00</u>	30 <u>3 & 4 Ready for more (6/7)</u> <u>Le Delice Cafe, E17 5EQ</u> <u>9:30 - 13:00</u>	

EARLY YEARS, CHILDCARE & BUSINESS DEVELOPMENT SERVICE CORE OFFERS

Our core offers provide universal and targeted support for Ofsted/DfE registered childcare providers.

***Please note our offers are subject to change in order to meet the needs of the sector**

Childminding

Weekly drop-ins, Active engagement plans, in-person visits, promotion on Early Years Directory

Childcare Communication & Participation

Brokerage, Childcare vacancies, codes & food vouchers

Early Help

Our Family Journey, Intervention, Training

Early Years Business & Finance

Childcare expansion, Wraparound Childcare, Funding, Compliance checks, FEEE contract, tailored support & advice

Early Years Premises & Health & Safety

Compliance checks, security, food safety & hygiene, pest control, EYFS requirements

Early Years Safeguarding & Welfare

DSL Training & Forums, Cyclical visits, policy, advice & guidance

Early Years SEND

SENCO training, Ordinarily Available Provisions, Visual Aids, Widgit symbols, Funding

Early Years Teaching, Learning & Assessment

Training, Termly EY Leads Forums, Check-in visits, Team around the setting support (TAS)

Healthy Early Years London (HEYL)

A tool to support good practices of Health & Well-being within all EY settings

Early Years System Support (EYSS)

This model allows Early Years professionals to share knowledge & best practices with peers

The local authority commission a range of providers to deliver a range of trainings to support the sector.

All Talk Communication Project

Commissioned by LBWF to provide all Early Years settings with training, resources & advice on Speech, Language & Communication Development



Home Learning Project

Learning Together sessions, Booktrust training, Chit Chat Pitter Pat

Chit-Chat Pitter Pat supports families with children aged 0-5 years. The sessions focus on Communication, Language & Physical Development.



OTHER USEFUL EXTERNAL TRAINING

1. [Waltham Forest Adult Learning Service](#)
2. [Professional Association for Childcare & Early Years \(PACEY\)](#)
3. [Health and Safety Executive](#)
4. [National Association for Special Education Needs- NASEN](#)
6. [Early Years Alliance](#)
7. [Out of School Alliance](#)
8. [Flourish](#)

KEY CONTACTS

Training queries: EYtraining@walthamforest.gov.uk

Traded Services login issues: wfttradedservices@walthamforest.gov.uk

Traded Services Finance queries: wftsfinance@walthamforest.gov.uk

Prevent Training: Tom.Llewellyn-Jones@walthamforest.gov.uk

Safeguarding: Safeguardingineducation@walthamforest.gov.uk

Childcare & Participation: childcare@walthamforest.gov.uk

FEEE & Funding: FEEEprovision@walthamforest.gov.uk

Other Early Year queries: earlyyears@walthamforest.gov.uk

The Hub registration & queries: thehub@walthamforest.gov.uk