

Miscellaneous Units



Unit 7 – Reduce – Reuse - Recycle

Aim – to help develop the knowledge, understanding and skills required in order to be able to reduce the use of materials, reuse materials and recycle where possible, thus becoming more 'green' and cost effective.

CPD Hours – 8



Unit 8 – Health and Safety at Work

Aim – to develop knowledge of health and safety in your workplace, identifying key areas of risk, including lone working and the impact these risk have on the business.

CPD Hours – 5



Unit 14 – The Flying Start planning cycle using EYLog

Aim – an introduction to the full planning cycle and how to use the EYLog planning and assessment recording systems. Developing basic skills, knowledge and practical ability to support the keyworkers job role.

CPD Hours – 4



Unit 15 – Community Partnerships

Aim – to promote an investigation of the needs and resources of your local community and an understanding of how these may change and why; leading to the establishment of a community initiative, involving the full participation of your setting.

CPD Hours – 10



Unit 20 – EyMan Finance

Aim – an introduction into the eyMan finance system and how to produce invoices, manage children's booking patterns, manage funded sessions and allocating payments effectively to support the senior team job roles.

CPD Hours – 2

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Unit 22 – Time Management

Aim – to understand the definition of the term 'Time Management' and supporting staff to understand the process of organising and planning how to divide their time between specific activities, enabling them to work smarter.

CPD Hours – 2