

Early Years Communication and Language Development Service

Communication Champion Essential Skills Audit:

Essential Training	Comments/ dates of training		
<ul style="list-style-type: none"> • Minimum level 3 qualification (preferably EYP/T or QTS). • Undertake the Elklan accredited speech and language training (preferably 0-3s or 3- 5's). • Undertake the Early Communication and Language Journey training • Undertake the WellComm training • Develop a good awareness of the Bolton Start Well Integrated Communication and Language Pathway and share this with all staff - Bolton Early Years Integrated Communication and Language Pathway – Bolton Start Well • Commitment to attend the termly Communication and Language briefings. • Identify any relevant communication and language CPD training to keep knowledge up to date. See the Start Well website - Learning and Development – Bolton Start Well 			
Essential Skills	Emerging	Developing	Embedding
Enhanced knowledge and competence in identifying and supporting early communication and language delay			
Provide regular training to staff team, sharing expertise, feedback from Communication Champion briefings			
Has the appropriate skills and knowledge to be able to support other staff in the setting to meet the communication and language needs of all children.			
Embed peer observations focusing on good practitioner interactions with children and promote peer to peer observations.			
Developing quality interactions for all children across the setting.			

Ensure communication and language is embedded in all planning for all children across the whole setting. Including any targeted C&L interventions			
To be highly skilled in observing children's learning and identifying next steps in their communication & language development			
Are able to support other staff to identify if children are not working at age related expectations.			
Work with staff to use the Start Well early years communication and language journey to track the progress of children in the setting.			
<p>Work with management to identify children who are not meeting age related expectation in communication and language and use the WellComm Toolkit to assess their needs with parental permission.</p> <ul style="list-style-type: none"> ➤ Need to check that this has not already been undertaken by the child's Public Health Nurse (Health Visitor) first. <p>Start at the child's chronological age and record what the child scores and work backwards through the screen tool until the child scores green.</p> <p>Use the big book of ideas to support their communication and language development and ensure you share the activities with parents to support the child's progress in the home learning environment.</p> <p>Model how to use the WellComm Toolkit to other staff</p>			
Work with staff to monitor the effectiveness of any interventions / age stage appropriate in- line with the Early Communication and Language Journey and WellComm			
To contribute to sharing best practice, develop case studies/networking with others.			
Liaise with SENCO/Literacy coordinator/Senior Leadership Team if required for identified children Be confident to discuss communication and language development with parents and identify support.			
Facilitate joint working with parents/carers to enhance children's communicative opportunities within the home learning environment.			
Has full support of the management team and may have time allocated to fulfill the role.			

Consider completing *The Communication Trust – Speech, Language and Communication Framework (SLCF)* to the Enhanced stage. <https://www.slcfamework.org.uk/>

Date:

Review Date:

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