

INSET

NEW

Special Educational Needs

Managing a Team of Teaching Assistants in Secondary Schools

This one-day course, for SEN Coordinators in secondary schools, will consider:

- identifying roles and responsibilities;
- the national picture;
- strands of support;
- categories of need;
- identifying and meeting the training needs of teaching assistants;
- principles of induction.

The course aims to develop current practice in the light of national initiatives in order to enhance the effectiveness of teaching assistant support.

Course Leader: Alan Jones, SEN Adviser

Lunch and refreshments will be provided.

Cost: £115.00

Date	Time	Venue	Activity Ref.
4/3/2004	9.30 - 4.00	Norwich Professional Development Centre	3WN021
5/3/2004	9.30 - 4.00	West Norfolk Professional Development Centre	3WN022

To apply for a place at this activity please visit our INSET Opportunities website at <http://advisoryservice.norfolk.gov.uk/inset> or complete a booking form and return it to:

Sue Berrisford
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Professional Development Centre
Woodside Road
Norwich, NR7 9QL

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01603 702106

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