

Training for the ...

Early Years and Education Sectors



2011 has been a busy year at MG Training. We've delivered more courses than ever, launched a new website which means we can now take bookings online and moved our office to bigger premises! It's no surprise then that we are all geared up for 2012 and are ready and raring to go!

Environment Health Officers and OFSTED are asking more and more settings if cooks, managers and supervisors hold a higher level food safety qualification - something required by law. So we're offering two courses leading to the Level 3 Award in Food Safety over the next few months to satisfy this need. Book today to ensure your place on the course.

Instances of back injuries through bad moving and handling in the childcare sector is increasing. Our Moving and Handling course teaches you how to do this correctly, reduces the risk of injury and satisfies your legal requirements as far as training is concerned. The course is proving increasingly popular. Why not work with other local providers to arrange a course of your own?

We've also included dates for all of our courses through to April 2012 which you can continue to book online at www.mgtraining.co.uk or by calling us on 01780 411015

Enjoy the start of the new term and fingers crossed it's snow free :-)

Mark



**Level 3
Food Safety**

Huntingdon
Saturday 21 & 28 January

Peterborough
Wednesday 21 & 28 March

£140

+ VAT per person
Inclusive of all tuition, course book,
assessment and certification



**Did you know we sell
First Aid supplies?**

Available via our website
www.mgtraining.co.uk
or call 01780 411015

**20 Person
First Aid Kit**

£19.95

inc VAT and P&P

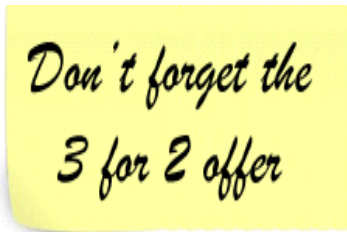
Paediatric First Aid



First Aid is probably the single most important qualification in the mind of a parent leaving their child with any child care provider.

Our ever popular First Aid in Early Years course equips anyone working in the early years and education sectors with the skills they require to efficiently administer first aid to an ill or injured child or infant prior to the arrival of the emergency services.

Course Fee	£70 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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FREE CPR Skills Refresher

Research has shown that anyone who has been taught how to do CPR will forget how to do it correctly within 6 to 12 months.

To help, we are offering 3 hour CPR Skills Refresher courses to enable you to refresh your training.

Course Fee	FREE ... as long as you have completed a First Aid course with us in the last 3 years, otherwise £20 (plus VAT)
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Venue	Dates
Huntingdon	Wed 2 May (E)

(E) Courses start at 7.00pm and finish at 10.00pm

Venue	Dates
Cambridge	Sat 14 & 21 Jan (D)
Huntingdon	Mon 16 & 23 Jan (D)
Cambridge	Mon 16, 23, 30 Jan & 6 Feb (E)
Peterborough	Mon 16, 23, 30 Jan & 6 Feb (D)
Huntingdon	Sat 21 & 28 Jan (D)
Thrapston	Wed 25 Jan & 1 Feb (D)
Huntingdon	Sat 28 & 4 Feb (D)
Cambridge	Mon 30 Jan & 6 Feb (D)
Wisbech	Sat 25 Feb & 3 Mar (D)
Huntingdon	Mon 27 Feb & 5 Mar (D)
Huntingdon	Mon 27 Feb, 5, 12 & 19 Mar (E)
Peterborough	Sat 3 & 10 Mar (D)
Cambridge	Wed 7 & 14 Mar (D)
Cambridge	Sat 10 & 17 Mar (D)
Thrapston	Sat 10 & 17 Mar (D)
Ely	Mon 12 & 19 Mar (D)
Huntingdon	Sat 17 & 24 Mar (D)
Huntingdon	Sat 21 & 28 April (D)
Cambridge	Mon 23 & 30 Apr (D)

For further and additional dates for our Paediatric First Aid courses visit our website www.mgtraining.co.uk or call 01780 411015

Why not organise a course of your own? Working with other providers makes anything possible. The course can take place at a time to suit you. We can help you with the planning even if your numbers are low.

(D) Courses start at 9.30am and finish at 4.30pm
(E) Courses start at 7.00pm and finish at 10.00pm

First Aid at Work

This Health and Safety Executive accredited 3-Day course replaced the old 4-day course, the course is appropriate for larger organisations and those with a risk of serious accident.

Course Fee	£175 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Cambridge	Mon 23 - Wed 25 Jan (D)
Peterborough	Mon 13 - Wed 15 Feb (D)
Cambridge	Mon 19 - 21 Mar (D)
Peterborough	Mon 23 - 25 Apr (D)
Cambridge	Mon 21 - 23 May (D)

(D) Courses start at 9.30am and finish at 4.30pm

First Aid at Work Refresher

This Health and Safety Executive accredited 2-day refresher course is the cost effective way to refresh your First Aid at Work qualification. Only possible if you have completed the FAW course in the last three years.

Course Fee	£120 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Asthma Awareness

This increasingly popular asthma awareness course covers setting up an asthma policy, dealing with asthma attacks, the storage and use of asthma inhalers and how to discuss asthma within the setting.



Course Fee	£200 (plus VAT) for up to 12 people ... inclusive of all tuition, course materials, assessment and certification.
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Emergency First Aid at Work

This new HSE accredited 1-Day course replaced the "Emergency Aid" and "Appointed Persons" courses in October 2009.



The course now covers responsibilities for first aid, reporting of accidents, assessment of first aid, CPR resuscitation, angina, heart attacks, choking, bleeding control, shock, dealing with unresponsive casualties, minor injuries, seizures and basic hygiene.

Course Fee	£60 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Cambridge	Mon 16 Jan (D)
Peterborough	Wed 18 Jan (D)
Cambridge	Mon 13 Feb (D)
Peterborough	Wed 15 Feb (D)
Cambridge	Tue 13 Mar (D)
Peterborough	Wed 14 Mar (D)
Cambridge	Wed 4 April (D)

(D) Courses start at 9.30am and finish at 4.30pm

Allergies and Intolerances

A must for all settings with children or infants with an allergy or intolerance.



The course covers the difference between allergy and intolerance, legal aspects, anaphylaxis, common allergens, hygiene procedures and the use of Epi-Pens.

Course Fee	£200 (plus VAT) for up to 12 people ... inclusive of all tuition, course materials, assessment and certification.
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Food Safety

Unsure which course is for you?

If you answer Yes to any of the following questions then you would be best advised to complete the Level 2 course. If you can answer NO to ALL of the questions then the Level 1 course should suit your needs.

- 1) Do you make, bake or prepare food other than simply cutting, slicing or 'spreading'?
- 2) Do you prepare food for end of term parties or fundraising events?
- 3) Are you known as the cook or the chef for all or part of your job role?
- 4) Do you regularly carry out cooking activities with the children?

Bear in mind though that in larger settings not everyone will need to complete a course at the same level. So you may find that some staff need to complete the Level 2 course whereas many of them only need to complete the Level 1.

Look at each of your staff on an individual basis, think about their role and the activities they do or contact us for advice.

Level 1 : Food Safety



This Level 1 course is suited to anyone involved in serving low risk food that could include preparing the food by simply cutting, slicing or 'spreading'.

The course covers the need for food hygiene, food poisoning bacteria and hygiene procedures.

Course Fee	£40 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Cambridge	Wed 25 Jan (M)
Huntingdon	Mon 27 Feb (E)

(M) Courses start at 9.30am and finish at 12.30pm
(E) Courses start at 7.00pm and finish at 10.00pm

Level 2 : Food Safety

The classic basic food hygiene course. A must have if you are preparing, mixing, making or baking food for anyone.



The course leads to the nationally recognised "Level 2 Award in Food Safety in Catering"

Course Fee	£55 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Huntingdon	Sat 4 Feb (D)
Peterborough	Mon 5 Mar (D)

(D) Courses start at 9.30am and finish at 4.30pm

Level 2 : Food Safety Refresher

If you've successfully completed a Level 2 Food Safety course before then you can now complete a short refresher course to renew it – saving both time and money!



Course Fee	£40 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Cambridge	Wed 25 Jan (M)
Huntingdon	Mon 27 Feb (E)

(M) Courses start at 9.30am and finish at 12.30pm
(E) Courses start at 7.00pm and finish at 10.00pm

*Don't forget the
3 for 2 offer*

Level 3 : Food Safety

If you are responsible for the provision of food within your setting

then its important that you're aware of your responsibilities for food safety over and above that provided on a Level 1 or 2 course.



Its important that cooks, managers, supervisors implement good practices and communicate it to other staff - this course gives you the skills to do that.

This Level 3 qualification also satisfies the need for a higher level qualification for those with responsibility for food safety required by Environmental Health Departments and recognised by OFSTED.

Course Fee	£140 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Huntingdon	Sat 21 & 28 Jan (D)
Peterborough	Wed 21 & 28 Mar (D)

(D) Courses start at 9.30am and finish at 4.30 pm

Moving and Handling for Childcare



Moving and handling includes moving or lifting objects such as furniture and storage boxes, as well as lifting babies and children – onto play equipment or changing tables, for example.

This 3-hour course, delivered within your setting at a date and time of your choosing satisfies your legal requirement to

train staff and volunteers in good moving and handling techniques and reduces the risk of injury.

Nutrition

Getting nutrition right in the early years can have a positive impact on long-term development.



These three courses provide you with a path through the sometimes confusing wilderness for early years.

Level 1 : Nutrition

A short 3-hour course covering the basics of nutrition for early years, current guidelines, menu ideas and how to make food attractive to children.

The course leads to the nationally recognised "Level 1 Award in Healthier Foods"

Course Fee	£40 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Cambridge	Wed 25 Jan (A)
Huntingdon	Mon 5 Mar (E)

(A) Courses start at 1.00pm and finish at 4.30pm
(E) Courses start at 7.00pm and finish at 10.00pm

Introduction to Nutrition



A short, fun session for the whole setting, parents, grandparents, carers and all!

This session dispels myths and tells you all you need to know about healthy diet for growing children.

Course Fee	£300 (plus VAT) for up to 12 people ... inclusive of all tuition, course materials, assessment and certification.
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Course Fee	£300 (plus VAT) for up to 12 people ... inclusive of all tuition, course materials, assessment and certification.
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Infection Control

In April 2010 the Health Protection Agency revised their guidance on Infection Control in schools and childcare settings.



This course looks at infection reduction and

Course Fee	£35 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Huntingdon	Thu 2 Feb (E)
Ely	Wed 21 Mar (E)

(E) Courses start at 7.00pm and finish at 10.00pm

Fire Safety

This course satisfies your legal obligation to train staff and volunteers in fire safety but, more importantly, looks at the complicated issue of evacuating children, and in some cases infants, in any emergency situation.



Course Fee	£40 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Huntingdon	Tue 31 Jan (E)
Cambridge	Tue 13 Mar (A)
Ely	Mon 19 Mar (E)

(A) Courses start at 1.00pm and finish at 4.30pm
(E) Courses start at 7.00pm and finish at 10.00pm

Level 2 : Nutrition

A nationally recognised qualification covering

- Government nutrition guidelines
- Sources of essential nutrients
- Impact of diet on health
- Diets for infants and children
- Making food attractive to children

The course leads to the nationally recognised "Level 2 Award in Healthier Foods"

Course Fee	£55 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Cambridge	Wed 8 Feb (D)
Huntingdon	Sat 24 Mar (D)

(D) Courses start at 9.30am and finish at 4.30pm



Don't forget, as well as calling 01780 411015 you can also make your booking online via our new look website.

Step 1: Choose your course

Step 2: Tell us who is going on it

Step 3: Make payment

Health and Safety



Health and safety is often seen as a hindrance (at best!) to everything we are trying to achieve.

It is sometimes given as the reason we can't do something when in fact other factors are involved.

Health and safety need not be complicated and, if carried out correctly and in a positive way, will be beneficial to all concerned.

Level 1 : Health and Safety

For anyone at low risk needing a basic grounding in health and safety. This course covers leads to a nationally recognised qualification in health and safety.

Course Fee	£40 (plus VAT) ... Inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Ely	Thu 9 Feb (E)
Cambridge	Tue 13 Mar (M)

(M) Courses start at 9.30am and finish at 12.30pm
(E) Courses start at 7.00pm and finish at 10.00pm

Introduction to Health and Safety

A short course for the whole setting, that brings everyone onboard as far as health and safety is concerned. Ensures everybody knows their responsibilities and carries them out.



Course Fee	£300 (plus VAT) for up to 12 people ... inclusive of all tuition, course materials, assessment and certification.
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Level 2 : Health and Safety

It's a legal requirement that all employers appoint a 'Competent Person' to look after health and safety in their workplace.

This course provides the training that the 'Competent Person' needs to carry out their role effectively. It is delivered in a way that makes it particularly relevant to the early years and education sectors. It clears the cobwebs and de-mystifies the issues surrounding health and safety once and for all.

The course leads to the nationally recognised "Level 2 Award in Health and Safety"

Course Fee	£55 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Huntingdon	Sat 25 Feb (D)
Cambridge	Fri 23 Mar (D)

(D) Courses start at 9.30am and finish at 4.30pm

Risk Assessment

A legal requirement in all organisations, this risk assessment course is applied to the early years and education sectors.



It shows you how it can be made a straightforward, stress-free process that everyone is keen to be involved in.

Course Fee	£35 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Cambridge	Tue 28 Feb (E)

(E) Courses start at 7.00pm and finish at 10.00pm

Ever thought of delivering training yourself?

The course is delivered over 4 days and is assessed through the completion of 5 theory assessments and 1 practical assessment which includes a 30 minute micro-teach.



Course Fee	£430 (plus VAT) ... inclusive of all tuition, course materials, assessment and certification.
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Venue	Dates
Stamford	Thur 1, Fri 2, Thur 8 and Fri 9 Mar (D)

(D) Courses start at 9.30am and finish at 4.30pm

Don't forget the 3 for 2 offer

MG Training People : Alex



Alex is a familiar face to most of our clients having worked with MG Training on-and-off since 2001, joining the company full time in 2005.

Alex is one of our Senior First Aid Trainers, teaching Paediatric First Aid through to First Aid at Work as well as our popular AED (Automated External Defibrillator) course.

In 2007 Alex drove a Suzuki SJ to Ulaanbaatar, Mongolia, a distance of 8,461 miles. In 2009 he took his 1963 Land Rover on a round trip to the Sahara and most recently, in 2010, to Morocco.

Clearly enjoying these expeditions, he fund raises for the charity Mercy Corps at the same time; See more at www.rustyrhinos.com

Alex has two children, Josh (9) and Rowan (2)



theBythams News

January 2012

For the latest Cambridgeshire News

NEW OFFICE FOR MG TRAINING



MG Training, the Lincolnshire based Training specialists have just moved into their new training centre in Little Bytham.

The much needed office expansion was required to assist with the increased demand for courses over the last 12 months.

MG Training have kept the same telephone number and email address as before meaning you can still get in touch in the usual ways to make your bookings.

From early 2012 MG Training as well as continuing to offer training throughout Cambridgeshire and Peterborough will also be using their new facility to deliver training for settings throughout South Lincolnshire.

The full range of courses available from MG Training will be sent out in their Winter 2012 newsletter to over 2500 childcare providers

01780 411015

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